Ordinary Council Meeting (25 March 2026)

ATTACHMENTS

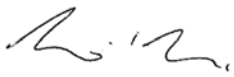
Number	Title
7.1.1(1)	Minutes of Ordinary Council Meeting held 25 February 2026
8.1.1(1)	Minutes of Local Emergency Management Committee Meeting held 4 February 2026
8.2.1(1)	Minutes of Warren Blackwood Alliance of Councils Meeting held 10 February 2026
8.3.1(1)	Minutes of South West Country Zone Meeting held 20 February 2026
8.4.1(1)	Minutes of Audit and Risk Management Committee Meeting held 15 December 2025
8.4.2(1)	Minutes of Audit and Risk Management Committee Meeting held 5 March 2026
9.1.1(1)	Application letter
9.1.1(2)	Forest Management Plan
9.1.1(3)	Fire Management Plan
9.1.1(4)	Agency submissions
9.1.1(5)	Public submissions
9.1.1(6)	Assessment under Clause 67
9.1.1(7)	Applicant's reply to submissions
9.1.2(1)	Application letter
9.1.2(2)	Forest Management Plan
9.1.2(3)	Fire Management Plan
9.1.2(4)	Agency submissions
9.1.2(5)	Public submissions
9.1.2(6)	Assessment under Clause 67
9.1.2(7)	Applicant's reply to submissions
9.1.2(8)	Development Application Plan received 5 March 2026
9.1.2(9)	Petition
9.1.3(1)	Letter from Upper Capel BFB requesting consideration for a new facility
9.1.3(2)	Map depicting Upper Capel brigade area, old facility and proposed new facility
9.1.3(3)	Preliminary design for new facility, based on the Wandillup Bush Fire Brigade Station in the Shire of Bridgetown Greenbushes
9.1.4(1)	Petition
9.2.2(1)	Monthly Financial Report

9.2.3(1)	Long Term Financial Plan 2026/27 – 2040/41
9.3.1(1)	Discussion Paper
9.3.1(2)	WALGA Elections Submission
9.3.2(1)	Code of Conduct for Council Members, Committee Members and Candidates
9.3.3(1)	Draft Audit, Risk and Improvement Committee Terms of Reference

Shire of Donnybrook Balingup

Minutes of Ordinary Council Meeting

Held on 25 February 2026 and commenced at 3:00pm
Held at the Council Chambers in Donnybrook
(1 Bentley Street, Donnybrook)

Authorised: 

Nick O'Connor, Chief Executive Officer

Prepared: 5 March 2026

TABLE 2: MEASURES OF CONSEQUENCE					
Rating	Insignificant (1)	Minor (2)	Moderate (3)	Major (4)	Catastrophic (5)
Health & Safety	First aid injuries	Medical treatment	Lost time injury of > 5 days	Notifiable incident	Fatality, permanent disability
Financial	Less than $2,000	$2,000 - $20,000 Or < 5% variance in cost of project	$20,001 - $100,000 Or > 5% variance in cost of project	$100,001 - $1M	More than $1M
Service Interruption	No material service interruption	Temporary interruption to an activity – backlog cleared with existing resources	Interruption to Service Unit/(s) deliverables – backlog cleared by additional resources	Prolonged interruption of Service Unit core service deliverables – additional resources; performance affected	Indeterminate prolonged interruption of Service Unit core service deliverables
Compliance/ Legal	No noticeable regulatory or statutory impact	Some temporary non compliances	Short term non-compliance but with significant regulatory requirements imposed	Non-compliance results in termination of services or imposed penalties	Non-compliance results in criminal charges or significant damages or penalties
Reputation	Unsubstantiated, localised low impact on community trust, low profile or no media item	Substantiated, localised impact on community trust or low media item	Substantiated, public embarrassment, moderate impact on community trust or moderate media profile	Substantiated, public embarrassment, widespread high impact on community trust, high media profile, third party actions	Substantiated, public embarrassment, widespread loss of community trust, high widespread multiple media profile, third party actions
Community	No noticeable effect on constituents, community, organisations, businesses, services, etc.	Limited effect on constituents, community, organisations, businesses, services, etc.	Moderate and manageable effect on constituents, community, organisations, businesses, services, etc.	Substantial effect on constituents, community, organisations, businesses, services, etc.	Devastating effect on constituents, community, organisations, businesses, services, etc.
Property	Inconsequential or no damage.	Localised damage rectified by routine internal procedures	Localised damage requiring external resources to rectify	Significant damage requiring internal & external resources to rectify	Extensive damage requiring prolonged period of restitution. Complete loss of plant, equipment & building
Environment	Contained, reversible impact managed by on site response	Contained, reversible impact managed by internal response	Contained, reversible impact managed by external agencies	Uncontained, reversible impact managed by a coordinated response from external agencies	Uncontained, irreversible impact

TABLE 3: MEASURES OF LIKELIHOOD		
Rating	Description	Frequency
Almost Certain (5)	The event is expected to occur in most circumstances	More than once per year
Likely (4)	The event will probably occur in most circumstances	At least once per year
Possible (3)	The event should occur at some time	At least once in 3 years
Unlikely (2)	The event could occur at some time	At least once in 10 years
Rare (1)	The event may only occur in exceptional circumstances	Less than once in 15 years

TABLE 4: RISK MATRIX						
		Consequence				
		Insignificant (1)	Minor (2)	Moderate (3)	Major (4)	Catastrophic (5)
Likelihood	Almost Certain (5)	Moderate (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
	Likely (4)	Low (4)	Moderate (8)	High (12)	High (16)	Extreme (20)
	Possible (3)	Low (3)	Moderate (6)	Moderate (9)	High (12)	High (15)
	Unlikely (2)	Low (2)	Low (4)	Moderate (6)	Moderate (8)	High (10)
	Rare (1)	Low (1)	Low (2)	Low (3)	Low (4)	Moderate (5)

TABLE 5: RISK TOLERANCE CRITERIA			
Risk Rank	Description	Criteria For Risk Tolerance	Responsibility
Low	Tolerated	Risk tolerated with adequate controls, managed by routine procedures and subject to annual monitoring	Operational Manager
Moderate	Monitor	Risk tolerated with adequate controls, managed by specific procedures and subject to semi-annual monitoring	Operational Manager
High	Urgent Attention Required	Risk tolerated with effective controls, managed by senior management / executive and subject to monthly monitoring	Director / CEO
Extreme	Unacceptable	Risk only tolerated with effective controls and all treatment plans to be explored and implemented where possible, managed by highest level of authority and subject to continuous monitoring	CEO / Council

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1. Declaration of Opening / Announcement of Visitors

Acknowledgement of Country:

The Presiding Member acknowledged the continuing connection of Aboriginal people to Country, culture and community, including traditional custodians of this land, the Wardandi and Kaneang People of the Noongar Nation, paying respects to Elders, past and present.

The Presiding Member declared the meeting open at 3:00pm and welcomed the public gallery.

The Presiding Member advised that the meeting is being live streamed and recorded in accordance with Council Policy EM/CP-2. The Presiding Member further stated the following:

> *"This meeting is being livestreamed and digitally recorded in accordance with Council Policy. Members of the public are reminded that no other visual or audio recording of this meeting by any other means is allowed without the permission of the chairperson.*
> *Whilst every endeavour has been made to only record those who are actively participating in the meeting, loud comments or noises from the gallery may be picked up on the recording."*

2. Attendance (OCM)

Councillors Present:

Cr John Bailey	Cr Tyler Hall	Cr Anita Lindemann
Cr Vivienne MacCarthy	Cr Amanda McNab (via Teams)	Cr Grant Patrick
Cr Alex Purich		

Staff Present:

Nick O'Connor, Chief Executive Officer	Colin Young, Director Finance and Community
Loren Clifford, Executive Manager Corporate	Michelle Dennis, Manager Development Services
Samantha Farquhar, Administration Officer Corporate Services	

Other Members Present:

Public Gallery: 1 member of the public was in attendance.

Cr McNab read out loud the following:

"Pursuant to Section 14CA(5) of the Local Government (Administration) Regulations 1996, I Councillor Amanda McNab declare that I am situated in a location where I can maintain confidentiality throughout the duration of the meeting."

Suspension of clause 8.2 (members to rise) of *Meeting Procedures Local Law 2017.*

- At the start of each council meeting a resolution should be carried suspending clause 8.2 (members to rise) of the *Meeting Procedures Local Laws 2017*, as having councillors stand when debating interferes with the sound quality for livestream.

COUNCIL RESOLUTION:	1/02-26		
MOVED BY:	Cr Grant Patrick	**SECONDED BY:**	Cr Alex Purich

That Council Suspend clause 8.2 (members to rise) of the *Meeting Procedures Local Law 2017.*

For: Cr Bailey, Cr Hall, Cr Lindemann, Cr MacCarthy, Cr McNab, Cr Patrick, Cr Purich
Against: Nil.
Carried: 7/0

2.1. Apologies

Ross Marshall, Director Operations

2.2. Approved Leave of Absence

Nil.

2.3. Application for Leave of Absence

Nil.

3. Announcements from the Presiding Member

The Shire of Donnybrook Balingup is holding an Election on 26 March by postal vote to fill 2 vacancies. Election packages will soon be sent out to all electors that are on the electoral roll. You may deliver your voting papers to the Shire administration office during business hours or you can complete your papers and send them by post.

4. Declarations of Interest

Division 6: Sub-Division 1 of the *Local Government Act 1995*. Care should be taken by all Councillors, Committee Members and staff to ensure that a financial/impartiality interest is declared and that they refrain from voting on any matter, which is considered to come within the ambit of the Act.

Cr Tyler Hall declared a proximity interest in relation to item 9.1.2, as the lot is next door to where he resides.

Cr John Bailey declared a proximity interest in relation to item 9.3.4, as he owns property that adjoins the location of the proposed playground.

Cr Amanda McNab declared a financial interest in relation to item 9.3.6, as her husband holds membership shares in the Donnybrook Bendigo Bank Branch.

Cr Amanda McNab declared a proximity interest in relation to item 9.2.5, as she resides on Thomson Brook Road which is included in the forward road works plan for upgrades. Cr McNab also has a family membership at Brookhampton (Hall) Progress Association, with husband as treasurer of the Committee, and group leader of Scout Hall. Both Halls are included for capital upgrades in the forward works plans.

Cr Alex Purich declared an indirect financial interest in relation to item 9.2.5, as his family own property on Brookhampton Road, and is also a member of the Brookhampton Progress Association.

Cr Alex Purich declared an indirect financial interest in relation to item 9.3.6, as his family hold Donnybrook Bendigo Bank membership shares.

5. Public Question Time

5.1. Responses to previous public questions that were taken on notice

Nil.

5.2. Public Question Time

Nil.

6. Presentations

6.1. Petitions

A petition was received on 20 February 2026 (Attachment 6.1(1)).
Petition to request the CEO, President and Council of the Shire of Donnybrook Balingup, to make available suitable vacant Shire spaces or facilities to provide safe and sheltered sleeping accommodation for people experiencing homelessness.

COUNCIL RESOLUTION:	2/02-26		
MOVED BY:	Cr Anita Lindemann	**SECONDED BY:**	Cr Alex Purich

That Council acknowledge the receipt of the petition.

For: Cr Bailey, Cr Hall, Cr Lindemann, Cr MacCarthy, Cr McNab, Cr Patrick, Cr Purich	
Against: Nil.	
Carried: 7/0	

A Petition was received on 24 February 2026 (Attachment 6.1(2).
Petition to request that the Shire reject the pine plantation proposal at Noggerup townsite.

COUNCIL RESOLUTION:	3/02-26		
MOVED BY:	Cr Alex Purich	**SECONDED BY:**	Cr Anita Lindemann

That Council acknowledge the receipt of the petition.

For: Cr Bailey, Cr Hall, Cr Lindemann, Cr MacCarthy, Cr McNab, Cr Patrick, Cr Purich	
Against: Nil.	
Carried: 7/0	

6.2. Presentations

Nil.

6.3. Deputations

Nil.

6.4. Delegates' Reports

Nil.

Adoption by Exception

COUNCIL RESOLUTION:	4/02-26		
MOVED BY:	Cr Anita Lindemann	**SECONDED BY:**	Cr Grant Patrick

That Council adopt the following items 'En-bloc' and resolves in accordance with each of the Executive Recommendations:

7.1.1 Ordinary Council Meeting held 17 December 2025
7.1.2 Annual General Meeting of Electors held on 4 February 2026
9.1.1 Scheme Amendment No. 15 to Shire of Donnybrook Balingup Local Planning Scheme No. 7
9.2.1 Schedule of Accounts Paid as at 31 December 2025
9.2.2 Schedule of Accounts Paid as at 31 January 2026
9.2.3 Monthly Financial Report for the period ending 31st of December 2025
9.2.4 Monthly Financial Report for the Period Ending 31st of January 2026
9.3.3 Rescind Council Policy EXE/CP-9 Communications and Social Media; and Adopt Council Policies EXE/CP-13 Social Media and EXE/CP-14 Official Communications
9.3.7 Workforce Plan Progress Update and Interim Structure

For: Cr Bailey, Cr Hall, Cr Lindemann, Cr MacCarthy, Cr McNab, Cr Patrick, Cr Purich
Against: Nil.
Carried: 7/0

7. Confirmation of Minutes

7.1 Ordinary Council Meeting Minutes

7.1.1 Ordinary Council Meeting held on 17 December 2025

Minutes of the Ordinary Council Meeting held 17 December 2025 are attached as Attachment 7.1.1(1).

Executive Recommendation:

That the Minutes from the Ordinary Council Meeting held 17 December 2025 be confirmed as a true and accurate record.

COUNCIL RESOLUTION:	5/02-26		
MOVED BY:	Cr Anita Lindemann	**SECONDED BY:**	Cr Grant Patrick

That the Minutes from the Ordinary Council Meeting held 17 December 2025 be confirmed as a true and accurate record.

For: Cr Bailey, Cr Hall, Cr Lindemann, Cr MacCarthy, Cr McNab, Cr Patrick, Cr Purich
Against: Nil.
Carried: 7/0 by en-bloc resolution 4/02-26

7.1.2 Annual General Meeting of Electors held on 4 February 2026

Minutes of the Annual General Meeting of Electors held 4 February 2026 are attached as Attachment 7.1.2(1).

Executive Recommendation:

That the Minutes from the Annual General Meeting of Electors held 4 February 2026 be confirmed as a true and accurate record.

COUNCIL RESOLUTION:	6/02-26		
MOVED BY:	Cr Anita Lindemann	**SECONDED BY:**	Cr Grant Patrick

That the Minutes from the Annual General Meeting of Electors held 4 February 2026 be confirmed as a true and accurate record.

For: Cr Bailey, Cr Hall, Cr Lindemann, Cr MacCarthy, Cr McNab, Cr Patrick, Cr Purich
Against: Nil.
Carried: 7/0 by en-bloc resolution 4/02-26

8. Reports of Committees

Nil.

9. Reports of Officers

9.1. Director Operations

9.1.1. Scheme Amendment No. 15 to Shire of Donnybrook Balingup Local Planning Scheme No. 7

Report Details:

Prepared by: Principal Planner

Manager: Manager Development Services

File Reference: **Voting Requirement:** Simple Majority

Attachment(s):

9.1.1(1) Scheme Amendment No. 15 Report
9.1.1(2) Planning for Tourism and Short-term Rental Accommodation
9.1.1(3) Planning Bulletin 115/2024

Executive Recommendation

That Council:

1. Resolves to initiate Basic Scheme Amendment No. 15 to Shire of Donnybrook Balingup Local Planning Scheme No. 7 in accordance with Regulation 35 of the *Planning and Development (Local Planning Schemes) Regulations 2015* to:

1.1 In clause 2. Schedule 1 – 'Land Use Definitions':

A. Amend the land use definition for cabin to:
means a building that -
(a) is an individual unit other than a chalet; and
(b) forms part of -
(i) tourist and visitor accommodation; or
(ii) a caravan park; and
(c) if the unit forms part of a caravan park - is used to provide accommodation for persons, on a commercial basis, with no individual person accommodated for a period or periods exceeding a total of 3 months in any 12-month period

B. Amend the land use definition for chalet to:
means a building that —
(a) is a self-contained unit that includes cooking facilities, bathroom facilities and separate living and sleeping areas; and
(b) forms part of –
(i) tourist and visitor accommodation; or
(ii) a caravan park; and
(c) if the unit forms part of a caravan park - is used to provide accommodation for persons, on a commercial basis, with no individual person accommodated for a period or periods exceeding a total of 3 months in any 12-month period

C. Amend the land use definition for road house to:

means premises that has direct access to a State road other than a freeway and which provides the services or facilities provided by a freeway service centre and may provide any of the following facilities or services —

(a) a full range of automotive repair services;
(b) wrecking, panel beating and spray painting services;
(c) transport depot facilities;
(d) accommodation for guests, on a commercial basis, with no individual guest accommodated for a period or periods exceeding a total of 3 months in any 12-month period;
(e) facilities for being a muster point in response to accidents, natural disasters and other emergencies;

D. Delete the land use definitions for:
a) bed and breakfast;
b) holiday accommodation;
c) holiday house;
d) motel;
e) serviced apartment;
f) short stay;
g) short stay apartment;
h) eco-tourist facility;
i) guesthouse; and
j) resort.

1.2 Insert the definition for tourist and visitor accommodation as per Schedule 1 – Model Provisions, tourist and visitor accommodation —

(a) means a building, or a group of buildings forming a complex, that —
(i) is wholly managed by a single person or body; and
(ii) is used to provide accommodation for guests, on a commercial basis, with no individual guest accommodated for a period or periods exceeding a total of 3 months in any 12-month period; and
(iii) may include on-site services and facilities for use by guests; and
(iv) in the case of a single building — contains more than 1 separate accommodation unit or is capable of accommodating more than 12 people per night; and

(b) includes a building, or complex of buildings, meeting the criteria in paragraph (a) that is used for self-contained serviced apartments that are regularly serviced or cleaned during the period of a guest's stay by the owner or manager of the apartment or an agent of the owner or manager; but

(c) does not include any of the following —
(i) an aged care facility as defined in the *Land Tax Assessment Act 2002* section 38A(1);
(ii) a caravan park;
(iii) hosted short-term rental accommodation;
(iv) a lodging-house as defined in the *Health (Miscellaneous Provisions) Act 1911* section 3(1);
(v) a park home park;

(vi) a retirement village as defined in the *Retirement Villages Act 1992* section 3(1);
(vii) a road house;
(viii) workforce accommodation;

1.3 In Table 1: *'*Zoning Table' insert in alphabetical order the following land uses and permissibility:

Land use	*Residential*	*Rural Residential*	*Rural Small Holdings*	*General Agriculture*	*Priority Agriculture*	*Commercial*	*Light Industry*	*General Industry*	*Tourist*	*Caravan Park*	*Clubs and Institutions*	*Bushland Protection*	*Special Use*
Hosted short - term rental accommodation	*P*	*P*	*P*	*P*	*P*	*P*	*X*	*X*	*P*	*X*	*P*	*P*	*As specified in Schedule 5*
Unhosted short - term rental accommodation	*D*	*D*	*D*	*D*	*D*	*D*	*X*	*X*	*D*	*X*	*D*	*D*	
Tourist and visitor accommodation	*X*	*X*	*A*	*A*	*X*	*D*	*X*	*X*	*D*	*D*	*X*	*A*	

1.4 In Table 1: *'*Zoning Table', delete all references to:
a) *bed and breakfast*;
b) *holiday accommodation;*
c) *holiday house;*
d) *motel;*
e) *serviced apartment;*
f) *eco-tourist facility;*
g) guesthouse; and
h) resort.

1.5 In Table 2: *'Car parking requirements'*, delete all references to:
a) *Motel*
b) *Guesthouse*

1.6 Amend schedule 6 Additional uses under A6 cl 7. to replace bed and breakfast, holiday house, motel; serviced apartment; eco-tourist facility; guesthouse; and resort with hosted short-term rental accommodation, unhosted short-term rental accommodation and tourist and visitor accommodation.

1.7 Amend clause 3.10.1 Purpose to delete the word 'short stay residential' and replace it with 'short term rental accommodation' and delete 'holiday accommodation' and replace with 'tourist and visitor accommodation'.

1.8 Amend clause 3.10.2 Objectives (ii) to delete the words 'guesthouse', 'motels', 'lodges', 'bed/breakfast' and replace these words with 'short-term rental accommodation' and 'tourist and visitor accommodation'.

1.9 Amend clause 4.35; 4.35.1; 4.59.5.3(ii) and 5.5.3.4 to delete the word 'holiday accommodation' and replace this with 'short-term rental accommodation, cabin, chalet, and tourist and visitor accommodation'.

1.10 Amend clause 4.36; and 4.36(i), (ii) and (iii) to delete the word 'guesthouse' and reword the sentences to be structured correctly.

1.11. Amend Schedule A – Supplemental Provisions to delete 1(a)(i) and replace it with the following:

(i) is located in a Bushland Protection zone or Special Control Areas 1, 4, 5, 7 and 8 designated under the Scheme.

1.12. In Table 1: 'Zoning Table' amend the permissibility for Home Occupation to a 'D' in the Residential Zone.

1.13. Undertake any other administrative and formatting edits as required.

2. Determine that proposed Scheme Amendment No. 15 is a basic amendment under the provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015* for the following reasons:

2.1 the amendment is consistent with the model provisions in Schedule 1 of the *Planning and Development (Local Planning Schemes) Regulations 2015*;

2.2 the amendment deletes provisions that have been superseded by the deemed provisions in Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015.*

3. Refer a copy of the proposed Scheme Amendment No.15 to the Department of Planning, Lands and Heritage (DPLH) for review in accordance with section 83A of the *Planning and Development Act 2005*.

4. Refer a copy of the proposed Scheme Amendment No.15 to the Environmental Protection Authority (EPA) for review in accordance with section 81 of the *Planning and Development Act 2005.*

5. Unless the Minister requires that the scheme amendment is to be advertised in which case the scheme amendment is to be brought back to Council for the consideration of the submissions received, that Council:

5.1 Adopts Basic Scheme Amendment No. 15 to Local Planning Scheme No. 7 pursuant to Regulation 50 of the *Planning and Development (Local Planning Schemes) Regulations 2015*;

5.2 Notes that:

- **the amendment is of a basic nature; and**
- **advertising was not required under the Regulations;**

5.3 Authorises the Chief Executive Officer to:

- **sign and seal the amendment documents; and**
- **forward the adopted amendment and supporting documentation to the Western Australian Planning Commission for approval; and**

5.4 Notes that the amendment will come into effect on the date it is published in the Government Gazette, following Ministerial approval.

Strategic Alignment

The following outcomes from the Council Plan relate to this proposal:

Outcome:	6 - The built environment is responsibly planned and well maintained.
Objective:	6.1 - Ensure sufficient land is available for residential, industrial and commercial uses.
Item:	Nil.

Executive Summary

This report seeks Council approval to initiate and, unless otherwise directed by the Minister, adopt Basic Scheme Amendment No. 15 to the Shire of Donnybrook Balingup Local Planning Scheme No. 7 in accordance with the *Planning and Development (Local Planning Schemes) Regulations 2015*.

The amendment proposes to update and consolidate land use definitions and associated scheme provisions relating to short-term accommodation and tourism uses, ensuring consistency with the Model Provisions (Schedule 1) and the Deemed Provisions (Schedule 2) of the Regulations. The changes address outdated terminology and reflect contemporary accommodation types.

Key changes include amendments to the definitions of cabin, chalet and road house; deletion of superseded accommodation land uses (including bed and breakfast, holiday accommodation, motel, guesthouse and resort); insertion of the Model Provision definition for tourist and visitor accommodation; and the introduction of hosted and unhosted short-term rental accommodation into the Zoning Table. Consequential amendments are proposed to the Zoning Table, car parking requirements, scheme objectives and clauses to ensure internal consistency, along with minor administrative and formatting updates. It also proposes amendments to the supplemental provisions to reduce the requirement for applications for residential uses in some areas of the Shire.

The amendment is considered a basic scheme amendment as it aligns the Scheme with the Model Provisions and removes provisions that have been superseded by the Deemed Provisions. In accordance with the *Planning and Development Act 2005*, the amendment will be referred to the Department of Planning, Lands and Heritage and the Environmental Protection Authority for review.

Officers do not have delegation to initiate or adopt scheme amendments and the matter is therefore referred to Council for consideration.

Officers recommend that the amendment be processed in accordance with the Regulations and, unless advertising is required by the Minister, be adopted concurrently and forwarded to the Western Australian Planning Commission for approval. The amendment will take effect upon Gazettal following Ministerial approval.

Background

The proposal seeks to amend the Shire of Donnybrook Balingup Local Planning Scheme No.7 (LPS7) to implement the State Government's planning reforms for short-term rental accommodation.

This amendment is required to ensure alignment with new 'deemed' and 'model' land use classes and general definitions introduced into the state planning framework. Most significantly, it includes amendments to reflect the 'deemed' land use classes for 'hosted short-term rental accommodation' and 'unhosted short-term rental accommodation', along with removal of superseded land uses.

Short-Term Rental Accommodation (STRA) refers to the practice of renting out a property (or part of a property) for a relatively short period of time, usually on a nightly or weekly basis. This type of accommodation is usually booked through online platforms and is popular among travellers and visitors seeking temporary lodging for holidays, business trips or other short stays. The State Government has committed to various initiatives to deliver better regulation of the short-term rental accommodation sector.

In November 2023, the Western Australian Planning Commission released its *Position Statement: Planning for Tourism and Short-Term Rental Accommodation* (Position Statement) and associated Guidelines. The release of the Position Statement complemented other whole-of-government reforms relating to STRA, responding to recommendations made in the 2019 parliamentary enquiry *Levelling the Playing Field: Managing the impact of the rapid increase of short-term rentals in Western Australia.* This included development of a state-wide registration scheme for STRA, as well as an incentive scheme to encourage transition of properties from the short to long term rental market.

Alongside the registration scheme, which sits separately to the planning system and is mandatory for all STRA, amendments to planning regulations were flagged as a key part of the State Government's goal to ensure a fairer and more consistent treatment of STRA from both a legal and practical standpoint. The planning changes, which have triggered the need for the Shire to amend its scheme, aim to provide greater consistency across the state in relation to what approvals are needed for STRA proposals as well as how these uses are defined in local planning schemes.

Risk Management

Risk:	Likelihood:	Consequence:	Risk Rating:
Environment	Unlikely	Low	Low (2)

Risk Description:	Minimal risk of environmental impact arises from the amendment, as it primarily updates land use definitions and permissibility; no new developments are directly triggered.		
Mitigation:	Ensure compliance with existing environmental controls in the Scheme; refer Scheme Amendment No. 15 to EPA as per the Regulations.		
Risk:	Likelihood:	Consequence:	Risk Rating:
Property	Rare	Low	Low (2)
Risk Description:	Very low likelihood of adverse property impacts; potential issues could arise if unhosted short-term rental accommodation (STRA) is poorly managed.		
Mitigation:	Monitor STRA compliance through the relevant register and investigate any complaints received.		
Risk:	Likelihood:	Consequence:	Risk Rating:
Reputational	Possible	Low	Low (2)
Risk Description:	Community concern may arise regarding the changes to short-term accommodation approval processes.		
Mitigation:	The purpose of the amendment is to alignment with State planning reforms.		

Financial Implications

The processing of Basic Scheme Amendment No. 15 will be undertaken using existing staff resources and does not require any additional budget except for the gazettal. As the amendment is classified as a basic scheme amendment under the *Planning and Development (Local Planning Schemes) Regulations 2015*, advertising is not required unless directed by the Minister at a later stage. Costs will be incurred for the gazettal of the scheme amendment at the conclusion of the process; however, no other advertising costs are anticipated. Should advertising be required, any associated costs would be met from existing operational budgets.

Policy Compliance

Nil.

Statutory Compliance

State planning reforms for short-term rental accommodation (STRA) are implemented through the *Planning and Development (Local Planning Schemes) Regulations 2015* (Regulations) and guided by the associated Position Statement. The reforms aim to provide certainty and consistency across Western Australia, introducing dedicated STRA land use classes, a state-wide exemption for hosted STRA. The Position Statement also provides guidance for tourism and STRA planning, including local planning policy development.

The following statutory planning instruments of the State Planning Framework and Local Planning Framework are of relevance to considering this proposed basic amendment to the Scheme:

Planning and Development (Local Planning Schemes) Regulations 2015 (Regulations)

The Regulations set out the process for preparing or amending schemes, Model provisions (Schedule 1) to guide local governments in scheme preparation, and Deemed provisions (Schedule 2), which automatically apply to all schemes and override inconsistent provisions.

Amendments to Schedules 1 and 2 support the State Government's short-term rental accommodation (STRA) reforms, as outlined in the Position Statement. Key changes include:

- Deemed land use classes for STRA: *hosted STRA* (owner, occupier, or agent resides on-site, including ancillary dwellings) and *unhosted STRA* (accommodating up to 12 people per night);
- Definitions linking STRA to the *Short-Term Rental Accommodation Act 2024*, establishing the legal framework for the STRA Register;
- Model land use class 'tourist and visitor accommodation', consolidating existing tourist accommodation types (excluding hotels) and distinguishing these from STRA; and
- Development approval exemptions, including a state-wide exemption for hosted STRA.

Under the Deemed provisions (Schedule 2), which automatically apply to all schemes the terms used for these land use classes reads as follows:

> *'hosted short-term rental accommodation means any of the following —*
> *(a) short-term rental accommodation where the owner or occupier, or an agent of the owner or occupier who ordinarily resides at the dwelling, resides at the same dwelling during the short-term rental arrangement;*
> *(b) short-term rental accommodation that is an ancillary dwelling where the owner or occupier, or an agent of the owner or occupier who ordinarily resides at the other dwelling on the same lot, resides at that other dwelling during the short-term rental arrangement;*
> *(c) short-term rental accommodation that is a dwelling on the same lot as an ancillary dwelling where the owner or occupier, or an agent of the owner or occupier who ordinarily resides at the dwelling, resides at the ancillary dwelling during the short-term rental arrangement'*
>
> *'unhosted short-term rental accommodation means short-term rental accommodation that —*
> *(a) is not hosted short-term rental accommodation; and*
> *(b) accommodates a maximum of 12 people per night'*

Draft Local Planning Strategy 2024

The draft Local Planning Strategy 2024 identifies increasing demand for tourism accommodation as a key issue and opportunity for the Shire (Issue/Opportunity 14, Table 2, p.11). It recommends reviewing the Zoning Table to permit low-impact tourism accommodation where such use is incidental to the predominant land use, reflecting the limited land currently zoned 'Tourism' under the Scheme. The Strategy also supports compatible non-traditional uses in agricultural zones, such as tourism and agri-tourism, to enhance rural land profitability and sustainability.

Local Planning Scheme No. 7

Consistent with the direction of the draft Local Planning Strategy 2024, it is appropriate for short-term rental accommodation (STRA) to be considered in both the General and Priority Agriculture zones, supporting diversification and economic resilience.

Under the current Local Planning Scheme No. 7 (LPS7), Bed and Breakfast (hosted STRA) and Holiday House (unhosted STRA) are generally supported in most zones, with exceptions in Light Industry, General Industry, and Priority Agriculture zones. Both are discretionary in Commercial and Caravan Park zones and permitted in the Tourist zone.

The proposed amendment introduces greater flexibility by:

1. Allowing hosted accommodation as a permitted use, so development approval is not required unless new works are proposed; and
2. Allowing unhosted accommodation as a discretionary use in the Priority Agriculture zone, supporting supplementary income and tourism benefits.

Additionally, the amendment aligns Tourist and Visitor Accommodation permissibility with the former Eco-tourism Facilities, providing consistency across zones and supporting the Strategy's goal of expanding tourism accommodation opportunities.

Consultation

Subject to Council adoption, the amendment documentation will be forwarded to the Environmental Protection Authority (EPA) and the Department of Planning, Lands and Heritage (DPLH). Basic scheme amendments are not required to be advertised under the *Planning and Development (Local Planning Schemes) Regulations 2015*. However, the Minister may direct a local government to advertise a basic amendment submitted for Ministerial approval, in which case the amendment would be brought back to Council to consider any submissions received.

Officer Comment

The proposed Basic Scheme Amendment No. 15 addresses a number of key planning issues and aligns the Shire's Local Planning Scheme No. 7 (LPS7) with recent State planning reforms, particularly relating to short-term rental accommodation (STRA) and single dwellings.

Under the current Scheme, development approval is required for all new dwellings, extensions, and ancillary structures in the Rural Residential zone and Special Control Areas (SCAs 1, 2, 4, 5, 7, and 8), including Public Drinking Water Source Areas (SCA2). This can impose unnecessary administrative burdens on low-risk development. The amendment proposes to remove this requirement for single dwellings where they are already a permitted use, streamlining approvals, reducing red tape, and supporting efficient housing delivery, while maintaining relevant environmental and planning safeguards.

The amendment also incorporates the new deemed STRA land use classes, hosted and unhosted short-term rental accommodation, into the Scheme's definitions and Zoning Table to provide clarity and

consistency. Hosted STRA will be permitted where dwellings are approved, while unhosted STRA will be discretionary in appropriate zones, including the Priority Agriculture zone, creating new opportunities for rural landowners to utilise dwellings for supplementary income.

Additionally, the amendment introduces the model land use class Tourist and Visitor Accommodation, replacing outdated accommodation types such as Motel, Guesthouse, Eco-tourist Facility, and Resort, and updates associated definitions for cabins, chalets, and roadhouses. Home Occupation permissibilities are also updated to align with the Regulations, reducing administrative workload while ensuring low-impact activities remain appropriately regulated.

Overall, the amendment consolidates, updates, and clarifies land use definitions and permissibilities, removes redundant approval requirements, and aligns the Scheme with contemporary State planning policy and the draft Local Planning Strategy 2024.

Conclusion

The proposed Basic Scheme Amendment No. 15 is considered consistent with the *Planning and Development (Local Planning Schemes) Regulations 2015*, the Shire's strategic planning objectives, and the draft Local Planning Strategy 2024. It provides a streamlined and modernised framework for short-term rental accommodation, tourist and visitor accommodation, single dwellings, and home occupations, reducing unnecessary regulatory burden while maintaining appropriate planning controls. It is recommended that Council adopt Basic Scheme Amendment No. 15 and authorise the Chief Executive Officer to forward the amendment to the Western Australian Planning Commission for final approval, noting that advertising is not required unless directed by the Minister.

COUNCIL RESOLUTION:	7/02-26		
MOVED BY:	Cr Anita Lindemann	**SECONDED BY:**	Cr Grant Patrick

That Council:

1. Resolves to initiate Basic Scheme Amendment No. 15 to Shire of Donnybrook Balingup Local Planning Scheme No. 7 in accordance with Regulation 35 of the *Planning and Development (Local Planning Schemes) Regulations 2015* to:

1.1 In clause 2. Schedule 1 – 'Land Use Definitions':

A. Amend the land use definition for cabin to:
means a building that -
(a) is an individual unit other than a chalet; and
(b) forms part of -
(i) tourist and visitor accommodation; or
(ii) a caravan park; and
(c) if the unit forms part of a caravan park - is used to provide accommodation for persons, on a commercial basis, with no individual person accommodated for a period or periods exceeding a total of 3 months in any 12-month period

B. Amend the land use definition for chalet to:

means a building that —

(d) is a self-contained unit that includes cooking facilities, bathroom facilities and separate living and sleeping areas; and

(e) forms part of –

(iii) tourist and visitor accommodation; or

(iv) a caravan park; and

(f) if the unit forms part of a caravan park - is used to provide accommodation for persons, on a commercial basis, with no individual person accommodated for a period or periods exceeding a total of 3 months in any 12-month period

C. Amend the land use definition for road house to:

means premises that has direct access to a State road other than a freeway and which provides the services or facilities provided by a freeway service centre and may provide any of the following facilities or services —

(a) a full range of automotive repair services;

(b) wrecking, panel beating and spray painting services;

(c) transport depot facilities;

(d) accommodation for guests, on a commercial basis, with no individual guest accommodated for a period or periods exceeding a total of 3 months in any 12-month period;

(e) facilities for being a muster point in response to accidents, natural disasters and other emergencies;

D. Delete the land use definitions for:

a) bed and breakfast;

b) holiday accommodation;

c) holiday house;

d) motel;

e) serviced apartment;

f) short stay;

g) short stay apartment;

h) eco-tourist facility;

i) guesthouse; and

j) resort.

1.2 Insert the definition for tourist and visitor accommodation as per Schedule 1 – Model Provisions, tourist and visitor accommodation —

(a) means a building, or a group of buildings forming a complex, that —

(i) is wholly managed by a single person or body; and

(ii) is used to provide accommodation for guests, on a commercial basis, with no individual guest accommodated for a period or periods exceeding a total of 3 months in any 12-month period; and

(iii) may include on-site services and facilities for use by guests; and

(iv) in the case of a single building — contains more than 1 separate accommodation unit or is capable of accommodating more than 12 people per night; and

(b) includes a building, or complex of buildings, meeting the criteria in paragraph (a) that is used for self-contained serviced apartments that are regularly serviced or cleaned during the period of a guest's stay by the owner or manager of the apartment or an agent of the owner or manager; but

(c) does not include any of the following —

(i) an aged care facility as defined in the *Land Tax Assessment Act 2002* section 38A(1);

(ii) a caravan park;

(iii) hosted short-term rental accommodation;

(iv) a lodging-house as defined in the *Health (Miscellaneous Provisions) Act 1911* section 3(1);

(v) a park home park;

(vi) a retirement village as defined in the *Retirement Villages Act 1992* section 3(1);

(vii) a road house;

(viii) workforce accommodation;

1.3 In Table 1: 'Zoning Table' insert in alphabetical order the following land uses and permissibility:

Land use	*Residential*	*Rural Residential*	*Rural Small Holdings*	*General Agriculture*	*Priority Agriculture*	*Commercial*	*Light Industry*	*General Industry*	*Tourist*	*Caravan Park*	*Clubs and Institutions*	*Bushland Protection*	*Special Use*
Hosted short - term rental accommodation	*P*	*P*	*P*	*P*	*P*	*P*	*X*	*X*	*P*	*X*	*P*	*P*	*As specified in Schedule 5*
Unhosted short - term rental accommodation	*D*	*D*	*D*	*D*	*D*	*D*	*X*	*X*	*D*	*X*	*D*	*D*	
Tourist and visitor accommodation	*X*	*X*	*A*	*A*	*X*	*D*	*X*	*X*	*D*	*D*	*X*	*A*	

1.4 In Table 1: 'Zoning Table', delete all references to:

a) *bed and breakfast*;

b) *holiday accommodation;*

c) *holiday house;*

d) *motel;*

e) *serviced apartment;*

f) *eco-tourist facility;*

g) guesthouse; and
h) resort.

1.5 In Table 2: *'Car parking requirements'*, delete all references to:
a) *Motel*
b) *Guesthouse*

1.6 Amend schedule 6 Additional uses under A6 cl 7. to replace bed and breakfast, holiday house, motel; serviced apartment; eco-tourist facility; guesthouse; and resort with hosted short-term rental accommodation, unhosted short-term rental accommodation and tourist and visitor accommodation.

1.7 Amend clause 3.10.1 Purpose to delete the word 'short stay residential' and replace it with 'short term rental accommodation' and delete 'holiday accommodation' and replace with 'tourist and visitor accommodation'.

1.8 Amend clause 3.10.2 Objectives (ii) to delete the words 'guesthouse', 'motels', 'lodges', 'bed/breakfast' and replace these words with 'short-term rental accommodation' and 'tourist and visitor accommodation'.

1.9 Amend clause 4.35; 4.35.1; 4.59.5.3(ii) and 5.5.3.4 to delete the word 'holiday accommodation' and replace this with 'short-term rental accommodation, cabin, chalet, and tourist and visitor accommodation'.

1.10 Amend clause 4.36; and 4.36(i), (ii) and (iii) to delete the word 'guesthouse' and reword the sentences to be structured correctly.

1.11. Amend Schedule A – Supplemental Provisions to delete 1(a)(i) and replace it with the following:
(i) is located in a Bushland Protection zone or Special Control Areas 1, 4, 5, 7 and 8 designated under the Scheme.

1.12. In Table 1: 'Zoning Table' amend the permissibility for Home Occupation to a 'D' in the Residential Zone.

1.13. Undertake any other administrative and formatting edits as required.

2. Determine that proposed Scheme Amendment No. 15 is a basic amendment under the provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015* for the following reasons:
2.1 the amendment is consistent with the model provisions in Schedule 1 of the *Planning and Development (Local Planning Schemes) Regulations 2015*;
2.2 the amendment deletes provisions that have been superseded by the deemed provisions in Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015.*

3. **Refer a copy of the proposed Scheme Amendment No.15 to the Department of Planning, Lands and Heritage (DPLH) for review in accordance with section 83A of the *Planning and Development Act 2005*.**

4. **Refer a copy of the proposed Scheme Amendment No.15 to the Environmental Protection Authority (EPA) for review in accordance with section 81 of the *Planning and Development Act 2005.***

5. **Unless the Minister requires that the scheme amendment is to be advertised in which case the scheme amendment is to be brought back to Council for the consideration of the submissions received, that Council:**
   - **5.1 Adopts Basic Scheme Amendment No. 15 to Local Planning Scheme No. 7 pursuant to Regulation 50 of the *Planning and Development (Local Planning Schemes) Regulations 2015*;**
   - **5.2 Notes that:**
     - **the amendment is of a basic nature; and**
     - **advertising was not required under the Regulations;**
   - **5.3 Authorises the Chief Executive Officer to:**
     - **sign and seal the amendment documents; and**
     - **forward the adopted amendment and supporting documentation to the Western Australian Planning Commission for approval; and**
   - **5.4 Notes that the amendment will come into effect on the date it is published in the Government Gazette, following Ministerial approval.**

For: Cr Bailey, Cr Hall, Cr Lindemann, Cr MacCarthy, Cr McNab, Cr Patrick, Cr Purich
Against: Nil.
Carried: 7/0 by en-bloc resolution 4/02-26

Cr Hall left the Council Chamber at 3:14pm.

9.1.2 Development Application P25034 – Ten Grouped Dwellings on Lot 9500 Kelly Road, Donnybrook

Report Details:			
Prepared by:	Principal Planner		
Manager:	Manager Development Services		
Applicant:	Halsall and Associates		
Location:	Lot 9500 Kelly Road, Donnybrook		
File Reference:	A4948 (P25035)	**Voting Requirement:**	Simple Majority

Attachment(s):

9.1.2(1) Proposal
9.1.2(2) Development Plans
9.1.2(3) Public submissions
9.1.2(4) Agency submissions
9.1.2(5) Applicant response to objections and further information received.
9.1.2(6) Assessment under Clause 67

Executive Recommendation

That Council:

A. Pursuant to Schedule 2, Part 9, Clause 68(2)(b) of the *Planning and Development (Local Planning Schemes) Regulations 2015* and the provisions of the Shire of Donnybrook Balingup Local Planning Scheme No. 7 (LPS7), approves the Development Application P25034 for Ten Grouped Dwellings on Lot 9500 Kelly Road, Donnybrook subject to the following conditions and advice:

CONDITIONS:

1. The layout of the site and the size, design and location of the buildings and works permitted must always accord with the endorsed plans, including any notations, and must not be altered or modified without the further written consent of the Shire.

Approved plans:

- **a. Site plan received 5 February 2026.**
- **b. Contos - Floor plan and elevations dated 5 February 2026.**
- **c. Gallows (single bedroom) – Floor plan and elevations dated 5 February 2026.**
- **d. Gallows (two bedroom) – Floor plan dated 3 March 2025.**

2. The proposed drainage reserve area located in the north-west corner of the site shall be designed to accommodate drainage from the grouped dwelling development and shall not prejudice or compromise its future use for drainage purposes to service nearby residential development, in accordance with the approved Kelly Road Structure Plan, to the satisfaction of the Shire.

3. **Prior to the commencement of works, engineering design plans for the upgrade of Kelly Road, prepared by a suitably qualified engineer, shall be submitted to and approved by the Shire. Kelly Road shall then be upgraded at the applicant's cost to a sealed standard with an 8-metre formation and a 6.2-metre seal, extending from the existing sealed section in the south to the access point (including the crossover) for the grouped dwelling development on Lot 9500, and constructed in accordance with the approved plans, to the satisfaction of the Shire, prior to the commencement of use of the first grouped dwelling.**

4. **Prior to the commencement of any works, engineering design plans for the internal driveway, pedestrian pathway, pathway lighting, two (2) visitor parking spaces, and all vehicle manoeuvring areas, prepared by a suitably qualified engineer, must be submitted to and approved by the Shire. Thereafter, the driveway, pedestrian pathway, parking and manoeuvring areas must be constructed to a sealed and drained standard, and pathway lighting installed, in accordance with the approved plans, prior to the commencement of use of any one of the grouped dwellings, to the satisfaction of the Shire, and thereafter maintained to that standard.**

5. **Prior to the commencement of works, a Stormwater Management Plan prepared by a suitably qualified engineer must be submitted to and approved by the Shire. The Stormwater Management Plan must include, to the satisfaction of the Shire:**
   a) **Site levels and drainage are designed to prevent the pooling or stagnation of water.**
   b) **No permanent ponds, open water bodies, or areas of untreated standing water are proposed.**
   c) **Internal driveway and parking areas are adequately drained to prevent water accumulation.**
   d) **Details and calculations showing how stormwater will be contained and disposed off on-site.**

   Thereafter, the Stormwater management Plan must be implemented, in accordance with the approved plan, prior to the commencement of use of any one of the grouped dwellings, to the satisfaction of the Shire, and thereafter maintained to that standard.

6. **Prior to the commencement of use, each grouped dwelling must be connected to the reticulated water supply network.**

7. **Prior to the commencement of use, each grouped dwelling shall be connected to a shared secondary treatment system with nutrient retention, designed and installed to the satisfaction of the Shire of Donnybrook Balingup, in consultation with the Department of Health.**

8. **The grouped dwellings shall be constructed in accordance with *Australian Standard AS 3959 Construction of Buildings in Bushfire Prone Areas* (or any superseding standard) to the Bushfire Attack Level (BAL) ratings identified in the approved Bushfire Management Plan.**

9. **Prior to the commencement of works, a modified Bushfire Management Plan shall be submitted to the Shire, demonstrating that references to short-stay use have been removed and that the concerns raised by the Department of Fire and Emergency Services (DFES) have been addressed, to the satisfaction of the Shire.**

10. **Prior to the commencement of use, evidence shall be provided to the Shire demonstrating that the approved modifications to the Bushfire Management Plan have been implemented, including but not limited to any required notifications on title. This evidence shall include a completed 'Certification by Bushfire Consultant' from the Bushfire Management Plan, to the satisfaction of the Shire.**

11. **Once approved the Bushfire Management Plan shall be implemented and thereafter appropriately managed in perpetuity by the applicant, including the establishment and maintenance of an Asset Protection Zone and provision of water for firefighting purposes.**

12. **To minimise the risk of mosquito breeding and nuisance, to the satisfaction of the Shire:**
a) All rainwater tanks, if proposed, shall be fully sealed and/or fitted with mosquito-proof screening to all inlets and overflows; and
b) Buildings shall incorporate mosquito-proof design features, such as flyscreen mesh to windows and doors.

13. **Prior to the commencement of the use, a notification, pursuant to section 70A of the *Transfer of Land Act 1893* is to be placed on the certificate of title of the subject lot stating:**
"The approved dwelling, as per Shire of Donnybrook-Balingup Development Approval P25034, has been constructed within 100 metres of an established agricultural activity and therefore may experience increased impacts including but not limited to: noise emissions (from gas guns, other similar devices and machinery); air emissions (spray drift, gaseous, dust and/or odour); vibration; dust impacts from unsealed roads; and/or any other associated impact. The Shire of Donnybrook-Balingup will not entertain complaints regarding potential off-site impacts associated with the dwelling being within 100 metres of the intensive agricultural activity.

14. **Prior to the commencement of works, a Soil Stockpile Management Plan shall be prepared and submitted to the Shire for approval. The plan shall be implemented in full during the course of the works and must address the removal or reuse of the large stockpile located along the northern boundary of Lot 9500. The plan shall demonstrate how environmental risks to the nearby Preston River, including drainage, erosion, sedimentation, and contamination, will be mitigated. Where on-site reuse of material is proposed, supporting evidence must be provided to confirm that the material qualifies as clean fill, free of contamination and compliant with relevant geotechnical and environmental standards.**

15. **Prior to the commencement of the use, a rubbish bin set-out area must be constructed to accommodate a minimum of twenty (20) bins. The bin area must be located on the verge of**

Kelly Road adjoining the grouped dwelling development and constructed in accordance with the approved plans, to the satisfaction of the Shire.

16. **Prior to the commencement of the use, a detailed landscaping plan must be submitted to and approved by the Shire. The landscaping plan must clearly demonstrate the following:**
    a) **Provision of a minimum of one (1) tree per dwelling/unit.**
    b) **Vegetation of the effluent disposal area.**
    c) **Verge treatment adjoining the development area.**
    d) **Details of reticulation and watering systems, including water source and method of irrigation.**
    e) **Plant species that are waterwise and endemic to the locality, with preference given to local native species.**
    f) **Weed management of the Foreshore Area and management of the Public Open Space Areas 1 and 2, as identified on the approved Structure Plan at a low-fuel standard.**

    All landscaping must be fully implemented within nine (9) months of the commencement of the use and maintained thereafter to the satisfaction of the Shire for the life of the development

ADVICE:

a. **The Shire Environmental Health Services advises that:**
    i. **Prior to the lodgement of a building application, an 'Application to Construct or Install an Apparatus for the Treatment of Sewage' is required to be lodged with the Shire's Environmental Health Services for referral to the Department of Health for approval. A building permit is not able to be issued for this development until the onsite effluent disposal application has been determined.**
    ii. **If the applicant intends to lodge a strata proposal in future it is likely that the Shire would then require a notification, pursuant to Section 70A of the *Transfer of Land Act 1893* to be placed on the certificates of title of the proposed lots. The notification is to state as follows:**

    "The sewage treatment and disposal system for development must service each dwelling/unit and be owned and operated by a single person or entity contracted to provide the service or the strata company for the strata scheme. An acceptable maintenance program must be in place for the sewage treatment system and disposal area to the satisfaction of the Shire".

b. **Compliance with the Building Code of Australia is required. A Building Application must be submitted to, and approved by the Shire prior to the commencement of any development. The building plans must reflect the relevant conditions and approved plans of this Development Approval. Any subsequent revisions to the plans may require prior Development Approval.**

c. **The applicant is advised that the approved development is located within/nearby Place ID No. 19795 contained on the Department of Planning, Lands and Heritage Aboriginal Cultural Heritage Inquiry System mapping. Approval may be required under the *Aboriginal Heritage***

Act 1972 **prior to the development commencing.**
The *Aboriginal Heritage Act 1972* requires that any proposed activities that may impact Aboriginal sites must undergo an approval process. This includes notifying the Aboriginal Cultural Heritage Committee, which assesses the significance of the sites and recommends whether consent should be granted. The applicant is advised to contact the Department of Planning, Lands and Heritage (DPLH) at 08 6551 8002 or at AboriginalHeritage@dplh.wa.gov.au.

d. The applicant is encouraged to incorporate sustainability measures, including waterwise fittings and energy-efficient appliances where practicable. These measures are not mandatory for this small-scale development in the absence of adopted development guidelines.

e. If the development the subject of this approval is not substantially commenced within a period of 2 years, or another period specified in the approval after the date of determination, the approval will lapse and be of no further effect. Where an approval has so lapsed, no development must be carried out without the further approval of the local government having first been sought or obtained.

f. If an applicant or owner is aggrieved by this determination, there is a right of review by the State Administrative Tribunal in accordance with Part 14 of the *Planning and Development Act 2005*. An application must be made within 28 days of the determination

Strategic Alignment

The following outcomes from the Council Plan relate to this proposal:

Outcome:	6 - The built environment is responsibly planned and well maintained.
Objective:	6.1 - Ensure sufficient land is available for residential, industrial and commercial uses.
Item:	Nil.

Executive Summary

This report seeks Council's consideration of an application for Development Approval for ten grouped dwellings at Lot 9500 Kelly Road, Donnybrook. The proposal originally included the use of nine dwellings as short-term rental accommodation; however, the applicant has amended the proposal to remove any short-stay use. Full details, including plans, are provided in Attachments 9.1.2(1) and Attachment 9.1.2(2), with further information in Attachment 9.1.2(5).

The application was advertised to adjoining and nearby landowners and referred to relevant government agencies. Four submissions were received: two in support, one comment, and one objection.

As the application attracted an objection and cannot be determined under officer delegation, it is presented to Council for determination.

Following assessment against the relevant planning framework, officers consider the proposal can be appropriately managed through the imposition of conditions. The recommended conditions and advice notes address matters raised in submissions and agency referrals.

Proposal

The Shire has received a development application for a grouped dwelling development comprising a mix of one- and two-bedroom modular dwellings, proposed to be constructed in three stages as illustrated in Figure 1.

Stage 1 includes construction of an internal driveway with a turn-around area, four (4) dwellings (two two-bedroom and two one-bedroom), provision of one (1) car bay per bedroom, and installation of a Secondary Treatment System (STS) and effluent disposal field to service all stages of the development.

Stage 2 proposes construction of three (3) additional dwellings, with car parking, wastewater and water supply consistent with Stage 1.

Stage 3 comprises three (3) single-bedroom dwellings.

The original proposal indicated that nine (9) of the ten (10) dwellings were intended for unhosted short-term rental accommodation (STRA). Officers raised concerns regarding consistency with the Residential zone and the State Government's Planning for Tourism and Short-Term Rental Accommodation Position Statement. In response, the applicant amended the proposal to remove the STRA component, with all dwellings now proposed for permanent residential use. The applicant has also agreed to seal the internal driveway and Kelly Road entrance to mitigate dust impacts, connect the development to reticulated water to reduce reliance on rainwater tanks, and update the Bushfire Management Plan to remove references to STRA.

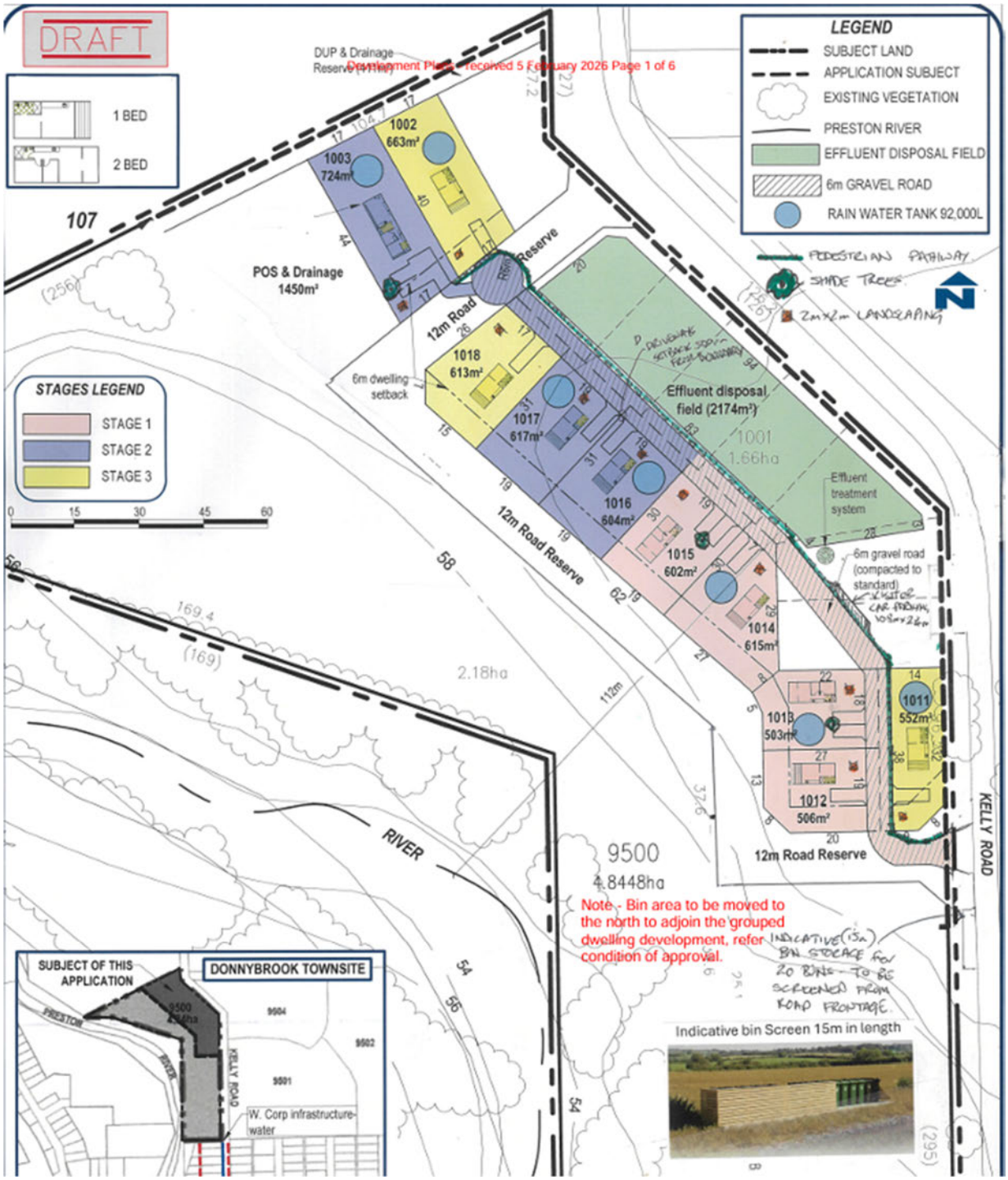

Figure 1 – Excerpt of the site plan - demonstrating the proposed staging

Figure 2 – Two-bedroom dwelling (Contos)

Note: Plan to be amended to demonstrate bin storage are, clothes dryng and lockable storage area.

Figure 3 – Two-bedroom dwelling (Gallows)

Figure 4 – One bedroom dwelling (Gallows)

Full plans and documentation are provided in Attachments 9.1.2(1), Attachment 9.1.2(2), and responses to submissions and further information in Attachment 9.1.2(5).

Location

Lot 9500 Kelly Road, Donnybrook, is approximately 48.4 ha and is located in the north-east of the Donnybrook townsite. The lot is bounded by Kelly Road to the east and the foreshore of the Preston River to the west. The adjoining lot to the north (shown in light green on Figure 5) is zoned Priority Agriculture under LPS 7 and is used for farming activities.

The site is currently vacant reflecting historic grazing. Remnant vegetation is concentrated along the western boundary, contiguous with the foreshore. A creekline traverses the central portion of the site, flowing northwest to the Preston River. A large soil stockpile is located in the north-eastern part of the lot.

The land slopes from Kelly Road in the east to the Preston River. The site has previously been subject to a detailed Scheme Amendment and Structure Plan process, which identified a portion of the land for residential subdivision at a density of R17.5.

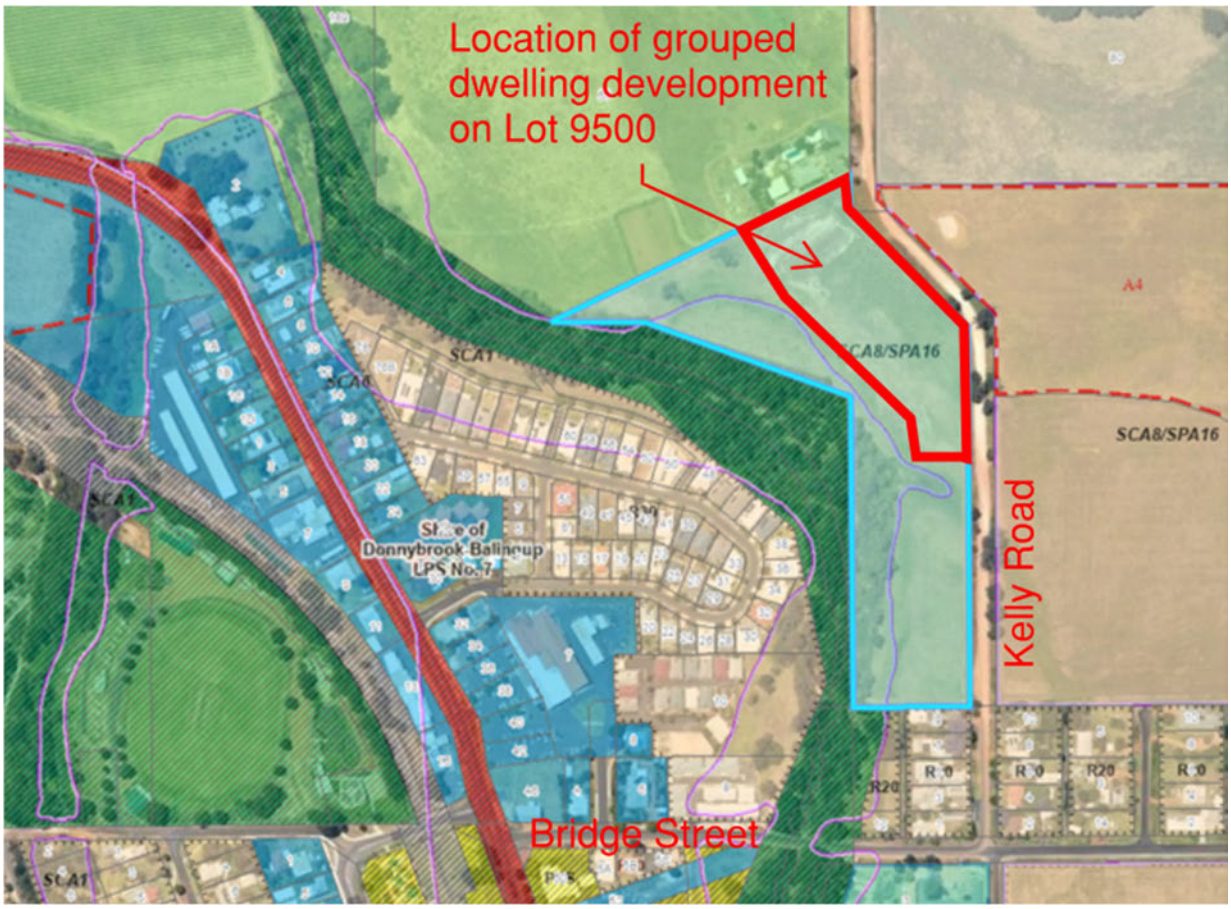

Figure 5 – Location plan showing Lot 9500 bordered in light blue.

Risk Management

Risk:	Likelihood:	Consequence:	Risk Rating:
Environment	Possible	Moderate	Moderate (5)
Risk Description:	The development poses a risk of inadequate stormwater management, which could lead to localised flooding of land application areas and adjoining properties during high-intensity rainfall events, impede sheet flow from upstream areas due to poorly designed or constructed access roads, and reduce the capacity of future drainage infrastructure if the designated drainage reserve is not properly protected.		
Mitigation:	Impose a condition requiring the submission and approval of a Stormwater Management Plan prepared by a qualified engineer prior to the commencement of any works.		
Risk:	Likelihood:	Consequence:	Risk Rating:

Reputational	Possible	Insignificant	Low (3)
Risk Description:	Potential impacts on the local community due to dust generated from the use of unconstructed roads.		
Mitigation:	Include a condition on the development approval requiring the construction of Kelly Road up to the entrance of the development and the internal driveway, ensuring that dust impacts are minimised.		
Risk:	Likelihood:	Consequence:	Risk Rating:
Health	Possible	Moderate	Moderate (5)
Risk Description:	Potential exposure of future residents and visitors to mosquito-borne diseases.		
Mitigation:	Impose a condition requiring the development to be designed, constructed and maintained to minimise mosquito breeding and mosquito-related risks, in accordance with Department of Health advice.		

Financial Implications

The applicant has paid all relevant application fees and neighbour notification. If Council refuses the application the applicant may exercise the right to have the decision reviewed by the State Administrative Tribunal. If that is the case, then it may be likely that there will be additional resourcing required (staff time and/or the cost of appointing a consultant to represent the Shire).

Policy Compliance

Policy 9.16 (Transportable Structures) applies to land zoned Residential and provides guidance for the assessment and determination of applications for planning consent for sea containers, transportable buildings (e.g., dongas), and railway carriages within the Residential, Rural Residential, Commercial, and Special Use zones. Under the policy, the definition of a 'Transportable Structure' excludes new prefabricated kit homes over 60 m² in floor area, as well as "tiny homes," which are small, purpose-built dwellings under 60 m² that are fixed and non-mobile (i.e., not located on wheels or a trailer). Consequently, Policy 9.16 does not apply to the current proposal.

Statutory Compliance

The application has been assessed against the relevant provisions of the Shire of Donnybrook Balingup Local Planning Scheme No. 7 (LPS7), the Kelly Road, Donnybrook Structure Plan, and Schedule 2, Part 9, Clause 67(2) of the deemed provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015.* A full assessment is provided in Attachment 9.1.2(6).

Site and Zoning Lot 9500 Kelly Road, Donnybrook, is zoned Residential under LPS7 and is located within Structure Plan Area SPA16 (SCA8). The objectives of the Residential zone, including provision of diverse housing, maintenance of local amenity, efficient servicing, and protection of environmental values, have been considered in the assessment.

The proposed grouped dwellings are a 'D' use in the Residential zone under LPS7, meaning they may be approved at the Shire's discretion, and are consistent with the Residential Design Codes (R-Codes). Under the R-Codes, a grouped dwelling is defined as:

"A dwelling that is one of a group of two or more dwellings on the same lot such that no dwelling is placed wholly or partly vertically above or below another, except where special conditions of landscape or topography dictate otherwise, and includes a dwelling in a strata titles scheme with common property."

Special Control Areas (SCA) Relevant to the Site

- SCA8 / SPA16 – Structure Plan Area: The site is designated for residential use in accordance with the endorsed Structure Plan, with an R17.5 density coding. The proposal complies with both the density and land use provisions.
- SCA1 – Flood Prone Land: The dwellings are located on elevated areas outside identified flood-prone zones.
- SCA6 – Plantation Exclusion Area: The proposal does not involve a plantation.

The development is consistent with the endorsed Structure Plan, which prescribes a residential density of R17.5 and remains aligned with the long-term vision of the Draft Local Planning Strategy 2024.

Relationship to Future Subdivision and Structure Plan Provisions

Although subdivision is not proposed at this stage, the grouped dwelling development may facilitate a future built strata subdivision. To address Structure Plan provisions:

- A landscaping plan will be conditioned to ensure Public Open Space (POS) Areas 1 and 2 are considered, including maintenance at a low-fuel standard.
- Sustainability measures (waterwise fittings, energy efficiency, native landscaping) will be encouraged via advice notes; these are not mandatory for this small-scale development in the absence of adopted development guidelines.
- Road upgrades will be required, including sealing Kelly Road up to the development entrance to mitigate dust impacts.
- The Foreshore Management Plan remains applicable, with the developer responsible for weed management.
- Where reticulated sewerage is unavailable, a Secondary Treatment System (STS) and effluent disposal field will service the development.

Setbacks, Bushfire Requirements, and BAL Ratings

- Two northern dwellings meet the 20m setback; all dwellings will be constructed to BAL 29.
- The applicant has demonstrated compliance with R-Code requirements, as documented in Attachment 9.1.2(5).

Other Structure Plan Considerations

- The development is located on "Valley Lots", with minimal filling and retaining walls.
- Landscaping and waterwise measures will be conditioned where practicable.
- Stormwater management, groundwater management, and foreshore considerations will be addressed through conditions of approval, consistent with the Structure Plan.

While Public Open Space and foreshore land are not being ceded at this stage, the development is consistent with the Structure Plan layout and does not preclude future subdivision when servicing is available. Overall, the proposal demonstrates due regard to statutory and strategic planning requirements, and the recommended conditions of approval ensure compliance with the Structure Plan and associated management plans.

Previous Subdivisions

- WAPC 158993 (29 June 2020, lapsed 29 June 2024): Approved 18 residential lots with a 12 m internal road reserve, reticulated water and sewerage, and two Kelly Road crossovers.
- WAPC 201835 (24 September 2025): Required connection to reticulated water.

The current proposal differs: 10 grouped dwellings accessed via a 6 m compacted gravel internal road, a single Kelly Road crossover, and on-site effluent disposal (with lots removed to accommodate the system and road). The applicant has committed to connecting to reticulated water under WAPC 201835.

The proposal was advertised in accordance with the *Planning and Development (Local Planning Schemes) Regulations 2015,* and public and agency comments are addressed in the consultation section of this report.

Figure 6– Excerpt of Structure Plan Map – Kelley Road, Donnybrook

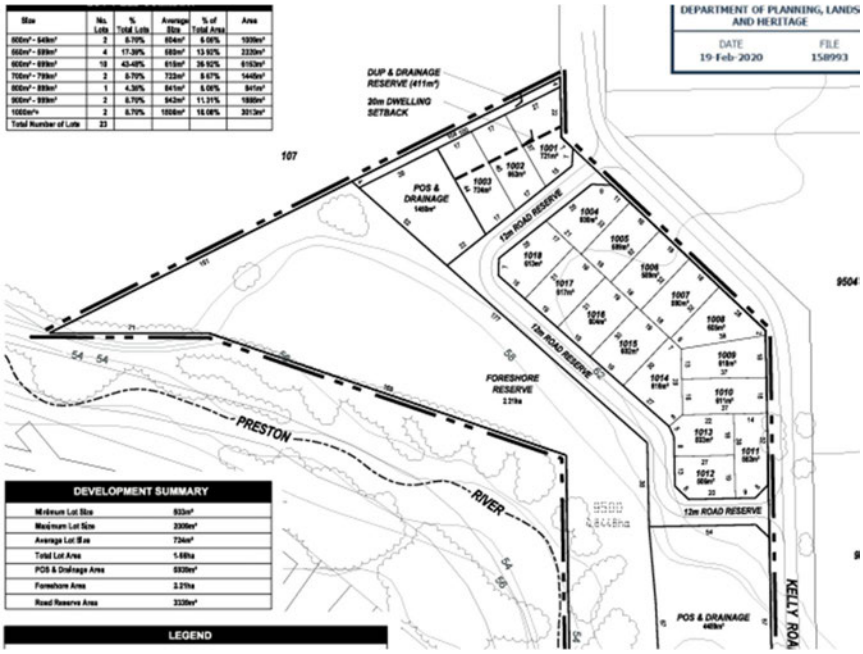

Figure 7 – Except of WAPC 158993 subdivision approval 29 June 2020 lapsed on 29 June 2024.

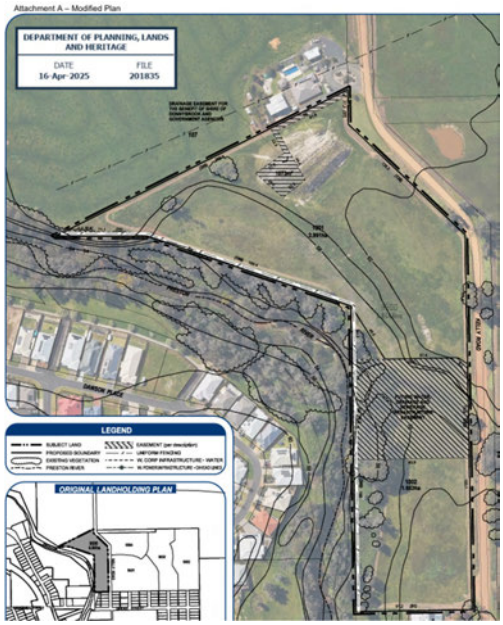

Figure 8 – Except of WAPC 201835 subdivision approval 24 September 2025

The proposal was advertised in accordance with the *Planning and Development (Local Planning Schemes) Regulations 2015,* and public and agency comments are addressed in the consultation section of this report.

Consultation

Public Submissions

Written notification of the proposal was sent to adjoining and nearby landowners. A total of four submissions were received: two in support, one providing comment, and one objection. Copies of the submissions are provided in Attachment 9.1.2(3).

Following receipt of these submissions, the applicant was provided with a schedule of submissions and responded with comments and additional information (refer Attachment 9.1.2(5)).

The key issues raised in the submissions, together with officer responses, are summarised below.

Matter Raised	Officer Comment
Support – This will be great for the town	*Support noted.*
Support – I am concerned about the residents in the vicinity of the unsealed road on Kelly Road and the increased dust produced by increased traffic and heavy machinery – similar to what occurred during the bridge development. Dust reduces air quality, exacerbating asthma and allergies and other respiratory issues, especially for children and older adults. It also increases maintenance of cleaning cars, outdoor areas/solar panels and furniture. Can clog gutters and filters in air-conditioning reducing efficiency and longevity. I request that the road be sealed before development begins to reduce the aforementioned issues.	*Officers note the applicant's proposal to manage dust during the construction phase of the development. However, there are concerns that once construction is complete and the developer departs, ongoing dust mitigation on the unsealed road would become a burden to the Shire, potentially resulting in ongoing maintenance costs for ratepayers.* *The Shire's Works and Services team has also expressed concerns regarding the proposal not including any upgrading of Kelly Road. Previous use of the road, for example during the closure of the bridge on Irishtown Road, resulted in numerous complaints from nearby residents regarding dust impacts.* *Officers recommend a condition requiring the upgrade of Kelly Road to a sealed standard with an 8-metre formation and a 6.2-metre seal, extending only to the point of access for Lot 9500 (crossover), rather than the full length of Kelly Road. This will ensure the road is fit-for-purpose to support the proposed development, minimise dust impacts for nearby residents, and reduce ongoing maintenance and public safety issues. It is also recommended that the internal driveway also be upgraded to a sealed standard. The applicant has reviewed this consideration and agree with it being imposed as a condition of any resultant approval.*

Matter Raised	Officer Comment
Comment Only (dependant on answers below) What does short stay accommodation mean, is it less than 3 months? Who are they for e.g. holiday lets or other, please specify? Can the road, Kelly Road, be sealed? We were subjected to lots of dust when we had extra traffic on the road previously, which we are still cleaning up off the house and outdoor area (sealed road up to proposed site) Can a pavement be added to Kelly Road to the accommodation and lighting as part of the project? Pavement up to proposed site.	*The application initially proposed that nine of the ten dwellings be used for short-stay accommodation. The applicant has since amended the proposal to remove any short-stay use.* *The sealing of Kelly Road has been addressed earlier in this table and will be undertaken as a condition of development approval to a standard required by the Shire.* *While the provision of a footpath and street lighting would be desirable, it is not considered reasonable or necessary to require these as conditions for this development, given that the proposal is limited to ten grouped dwellings and the road upgrade is only required to service this small development.*
Objection – There is already a lot more traffic on Kelly Road since the road was opened up while the bridge was being fixed, and dust of that gravel road. We don't need anymore traffic of dust on Kelly Road.	*As noted above, the sealing of Kelly Road has been addressed earlier in this table and will be undertaken as a condition of development approval to a standard required by the Shire.*

Agency Submissions

The application was referred to the Department of Health, Department of Fire and Emergency Services, and the Department of Water and Environmental Regulation for comment. All agencies provided responses, with no objections. Agency submissions are provided in Attachment 9.1.2(4).

Department of Biodiversity Conservation and Attractions (DBCA)

Summary of submission	Officer response
The Department of Biodiversity Conservation and Attractions (DBCA) has no objections to this proposal.	*The comments from DBCA are noted.*

Department of Water and Environmental Regulation (DWER)

Summary of submission	Officer response
The Department does not object to the proposal, however, makes the following observations:	*A recommended condition is that a secondary treatment system with nutrient retention is to be installed.*

Summary of submission	Officer response
1. The *Site and Soil Evaluation (Accendo 2024)* is acknowledged, for which: a. It is supported that a central land application area is proposed that is located as far as practically possible from the river. However, see item 2b below. b. It is also noted and supported that a secondary treatment with nutrient retention is recommended, as the site is not of sufficient size to apply a 100m buffer from the river. c. The site investigations were undertaken on 04/09/24, and BoM data indicates that rainfall in the preceding three months was observed to be in the 90%ile in June and August and approx. median in July. The groundwater levels identified are therefore considered reasonable, noting that they are higher than estimated in the LWMS prepared in 2011 to support the structure plan.	
2. A stormwater management plan has not been provided, despite being required by the Shire in the email to Kelvin Riising on 01/03/24, noting that: a. The impervious area of the development has significantly reduced in comparison to the concept plan that the UWMP (DCE) was developed on, so there is a reduced risk. b. There is however no indication of the road makeup other than being a '6m gravel road (compacted to standard)'. It is anticipated that this will remain in the ownership of the developer as an access driveway. However, it will be important that the road does not impede sheet flow of water from the upstream areas where the land application is proposed to be located. Noting that land application areas should not be in areas inundated in a 10% AEP (10 year recurrence) event. The LWMS and UWMP included a drainage reserve in the north west corner of the site, which would be required to support development of the land to the east of Kelly Road. The location has been shown in the overlay of subdivision plan over the DA proposal, and proven to	*a. A condition of approval is recommended requiring a Stormwater Management Plan to be submitted to, and approved by, the Shire prior to the commencement of any works.* *b. A condition of approval is recommended requiring that, prior to the commencement of use of any dwelling, the internal driveway, parking areas and vehicle manoeuvring areas, generally in the locations shown on the approved plans, be constructed to a sealed standard, appropriately drained, and clearly delineated to the satisfaction of the Shire, and thereafter maintained. This will ensure that surface water sheet flow is not impeded and that land application areas are not affected by inundation.* *c. WAPC Subdivision Approval 201835 includes Condition 5, which requires the provision of easements for existing or future water, sewerage, and* drainage

Summary of submission	Officer response
remain available for future use as a drainage reserve. It is however unclear what protection will be placed over this land to ensure future access to enable the construction of the drainage infrastructure when required.	*infrastructure as required by the Shire. The applicant has indicated their willingness to include a similar requirement as part of this development approval to ensure the identified drainage reserve in the north-west corner of the site is appropriately protected.* *Officers recommend a condition requiring that the drainage reserve area identified on the development site plan be kept free of development to safeguard the area for ongoing and future drainage infrastructure if required.*

Department of Health (DoH)

Summary of submission	Officer response
No objection – with comments and/or recommended conditions and advice notes provided below. <u>DoH advice</u> 1. Infrastructure - Water supply and wastewater disposal Disposal of wastewater generated on site is required to comply with the *Health (Treatment of Sewage and Disposal of Effluent and Liquid Waste) Regulations 1974.* In accordance with the Regulations an 'Application to Construct or Install an Apparatus for the Treatment of Sewage' is required to be submitted to the Local Government for each wastewater treatment system. As this proposal is viewed as commercial, the applications are required to be forwarded to the Department of Health for assessment and approval. All drinking water provided on site must meet the health-related requirements of the Australian Drinking Water Quality Guidelines 2011. Any non-drinking water (i.e., water that is not intended or suitable for drinking) must be managed to ensure it cannot be confused with or contaminate the drinking water supply. This requires satisfactory labelling of non-drinking water taps and, depending on system configuration and suitable backflow prevention arrangements in accordance with Australian/New Zealand Standards AS3500 – Plumbing and Drainage.	*As advised by DWER, a condition of approval is recommended requiring the installation of a secondary treatment system with nutrient retention.* *In relation to potable water supply, a condition of approval is also recommended requiring that each dwelling be connected to the reticulated water mains.*

Summary of submission	Officer response
2. Amenity – Medical entomology As the risk of exposure to these diseases for future visitors and residents are unknown, it is recommended the applicant liaises with the Environmental Health team of the Shire of Donnybrook-Balingup to determine the likelihood and the extent of this risk. If the risk is deemed to be medium or high, then a mosquito management plan should be developed and adequately funded. It is recommended that the applicant ensures the proposed site works and infrastructure do not create additional mosquito breeding habitat as follows: • Changes to topography resulting from earthworks must prevent run-off from creating surface ponding as it may become mosquito breeding habitat • Mosquito-proof design should be incorporated into building design for accommodation (such as mosquito mesh on doors and windows and the inclusion of an enclosed outdoor recreation area) in order to minimise visitor and resident exposure to mosquito bites • Water tanks and other water-holding containers must be sealed or screened to prevent mosquito access and breeding. Regular monitoring for mosquito larvae and treatment with larvicide may also be required • On-site infrastructure and constructed water bodies must be located, designed and maintained so they do not create or contribute to mosquito breeding.	*The applicant has provided a detailed design approach to minimise mosquito habitat, including:* • *Site works and drainage engineered to prevent standing or stagnant water;* • *Buildings incorporating mosquito-proof design features such as flyscreen mesh on windows and doors, and the option for enclosed outdoor recreation areas;* • *Rainwater tanks to be sealed or screened at all inlets and overflows; and* • *No permanent ponds or open water bodies are proposed on-site.* *Officers considers the applicant's proposed measures satisfactory and consistent with standard design-based mitigation strategies. To formalise these measures and ensure ongoing compliance, it is recommended that conditions be imposed requiring:* 1. *Mosquito-proofing design features for buildings and water tanks, to the satisfaction of the Shire; and* *Submission and approval of a Stormwater Management Plan demonstrating that site levels, drainage, and internal vehicle areas are designed to prevent the pooling of water and do not create mosquito breeding habitat.* *conditions will ensure the development is designed and constructed in a manner that minimises mosquito-related risks to future occupants and visitors, in line with DOH advice.*

Department of Fire and Emergency (DFES)

Summary of submission	Officer response
The planning report and the BMP are inconsistent as the planning report states that the site will be un-hosted, however, the BMP states there will be an onsite manager, and the site will be hosted. The BMP treats the proposal as a vulnerable tourism land use, which is inconsistent with the statements made in the planning report.	*The original proposal included nine (9) dwellings for unhosted short-term rental accommodation (STRA), but officers raised concerns regarding consistency with the Residential zone and State policy. The applicant has since removed the STRA use, with all dwellings now for permanent residential purposes, and has committed to sealing the internal driveway and Kelly Road entrance, connecting to reticulated water, and updating the Bushfire Management Plan accordingly.*
The proposal has addressed Bushfire Protection Criteria 8: Vulnerable Tourism Land Uses and Day Uses and may be able to achieve compliance with the acceptable solutions, however, the acceptable solutions have not been adequately addressed, and the BMP has proposed an outcomes-based approach. Outcomes-based approaches should not be used as a justification for non-compliance and should only be used in limited circumstances where compliance with the acceptable solutions cannot be achieved. The acceptable solutions should be fully addressed, and the outcomes-based approach should be removed from the BMP.	*DFES has advised that while the proposal may be able to achieve compliance with Bushfire Protection Criteria 8 (Vulnerable Tourism Land Uses and Day Uses), the acceptable solutions have not been adequately addressed in the current BMP. The BMP currently proposes an outcomes-based approach, which should not be used as a justification for non-compliance and is only appropriate where compliance with acceptable solutions is demonstrably unachievable.* *The applicant has committed to preparing BMP Version 3, which will:* • *Address DFES's recommended modifications;* • *Demonstrate full compliance with the Bushfire Protection Criteria;* • *Remove outcomes-based solutions where acceptable solutions can be achieved; and* • *Ensure bushfire risk mitigation measures are effective and implementable in perpetuity.* • *Remove reference to short-stay.*

Summary of submission	Officer response
It is noted that a subdivision of the site into two lots is also currently with the Department of Planning, Lands and Heritage. This subdivision has not been referred to DFES	*It is noted that a concurrent subdivision approval (WAPC201835) exists for the site. The Department of Planning, Lands and Heritage (DPLH) considered and approved the subdivision, and the reasons for why it was not referred to DFES are at the discretion of DPLH. The applicant has confirmed that all bushfire management measures for the current development will be self-contained within Lot 9500 and will not rely on any future subdivision works. Officers consider this approach appropriate, as it ensures the bushfire risk mitigation measures for the proposed development are independent, implementable, and enforceable on the subject lot.*
DFES advises that the BMP has not demonstrated that the proposed development complies with the following requirements of SPP 3.7 and the Guidelines: 1. Element 2: Siting and Design; and 2. Element 3: Vehicular Access. DFES recommends the BMP be modified as per the Assessment advice provided in Tables 1-4 to ensure it is accurate, and the bushfire risk management/mitigation measures are effective and can be implemented in perpetuity to manage/mitigate the bushfire risk to people, property and infrastructure to an acceptable level and appropriate to the land use and location. The required modifications are listed in the table(s) below. Should the modified BMP affect the design of the proposal, the proposal should be amended to reflect these modifications. Could you please forward notification of the application determination to DFES for our records.	*The applicant has stated that the site design achieves BAL-29 or lower for all buildings, and the internal access road meets emergency access standards (all-weather construction, sufficient width, and turnaround areas). A dedicated 10,000L firefighting water tank with appropriate hardstand and fire appliance access is included in the plans. The applicant will work with the Shire and DFES to implement any further bushfire safety measures deemed necessary.*

Officer Comment

The application for ten (10) grouped dwellings on Lot 9500 Kelly Road, Donnybrook, has been assessed against the Shire of Donnybrook Balingup Local Planning Scheme No. 7 (LPS7), the Kelly Road Structure Plan (SPA16/SCA8), the Residential Design Codes (R-Codes), and the *Planning and Development (Local Planning Schemes) Regulations 2015.*

The proposal originally included nine dwellings for unhosted short-term rental accommodation (STRA); however, the applicant has amended the application to remove any STRA use. All dwellings are now proposed for permanent residential purposes. The applicant has also committed to:

- Sealing the internal driveway, Kelly Road crossover and a portion of Kelly Road to mitigate dust impacts;
- Connecting the development to reticulated water; and
- Updating the Bushfire Management Plan (BMP) to remove STRA references and address DFES recommendations.

Land Use and Zoning

The development is consistent with the Residential zoning objectives, including provision of diverse housing, amenity protection, and efficient servicing. Grouped dwellings are a discretionary ('D') use in the Residential zone and comply with R-Code definitions and requirements.

Special Control Areas

The site complies with:

- SCA8 / SPA16 – Structure Plan Area: Density and land use consistent with R17.5 coding;
- SCA1 – Flood Prone Land: Dwellings located on elevated areas outside flood-prone zones;
- SCA6 – Plantation Exclusion Area: No plantation proposed.

Infrastructure and Servicing

Conditions require:

- Connection to reticulated water;
- Installation of a shared secondary treatment system with nutrient retention;
- Construction of a sealed internal driveway, parking areas, and vehicle manoeuvring areas; and
- Upgrade of Kelly Road to a sealed standard to the development access point.

Bushfire Management

The modified BMP (Version 3) will:

- Achieve BAL-29 for all dwellings;
- Demonstrate compliance with SPP 3.7 and Bushfire Protection Criteria;
- Remove outcomes-based approaches where acceptable solutions are achievable;
- Include all bushfire mitigation measures contained on Lot 9500, independent of any future subdivision; and
- Be implemented and maintained in perpetuity.

Stormwater and Environmental Management

A Stormwater Management Plan and Soil Stockpile Management Plan will be required to ensure proper drainage, prevent mosquito breeding, and mitigate environmental risks to the Preston River and surrounding land. Landscaping will be conditioned to provide waterwise and native plantings, manage foreshore weeds, and maintain Public Open Space Areas at a low-fuel standard.

Consultation Outcomes

- Public Submissions: Two in support, one comment, and one objection; concerns regarding dust and traffic will be mitigated through road and driveway sealing conditions. Footpaths and lighting along Kelly Street are not considered reasonable for this small-scale development.
- Agency Submissions: No objections from DBCA, DoH, DWER, or DFES, subject to recommended conditions regarding effluent, stormwater, and bushfire management.

Development considerations

When considering a development application, clause 68 (2) of the Deemed Provisions outlines the following options for determination:

The local government may determine an application for development approval by -

(a) Granting development approval without conditions; or

(b) Granting development approval with conditions; or

(c) Refusing to grant development approval.

The proposal is considered suitable for approval, subject to conditions addressing the matters raised during the referral process.

Conclusion

Officers consider the proposal appropriate and capable of being managed through conditions.

The development:

- Aligns with statutory and strategic planning frameworks;
- Addresses relevant environmental, bushfire, and infrastructure risks; and
- Provides permanent residential housing consistent with the Residential zone objectives.

It is recommended that Council approve the development subject to the conditions and advice notes outlined in this report, ensuring the protection of public amenity, safety, and environmental values while enabling the development to proceed.

COUNCIL RESOLUTION:	8/02-26		
MOVED BY:	Cr Anita Lindemann	**SECONDED BY:**	Cr Grant Patrick

That Council:

A. Pursuant to Schedule 2, Part 9, Clause 68(2)(b) of the *Planning and Development (Local Planning Schemes) Regulations 2015* and the provisions of the Shire of Donnybrook Balingup Local Planning Scheme No. 7 (LPS7), approves the Development Application P25034 for Ten Grouped Dwellings on Lot 9500 Kelly Road, Donnybrook subject to the following conditions and advice:

CONDITIONS:

1. The layout of the site and the size, design and location of the buildings and works permitted must always accord with the endorsed plans, including any notations, and must not be

altered or modified without the further written consent of the Shire.

Approved plans:

a. Site plan received 5 February 2026.

c. Contos - Floor plan and elevations dated 5 February 2026.

d. Gallows (single bedroom) – Floor plan and elevations dated 5 February 2026.

e. Gallows (two bedroom) – Floor plan dated 3 March 2025.

2. The proposed drainage reserve area located in the north-west corner of the site shall be designed to accommodate drainage from the grouped dwelling development and shall not prejudice or compromise its future use for drainage purposes to service nearby residential development, in accordance with the approved Kelly Road Structure Plan, to the satisfaction of the Shire.

3. Prior to the commencement of works, engineering design plans for the upgrade of Kelly Road, prepared by a suitably qualified engineer, shall be submitted to and approved by the Shire. Kelly Road shall then be upgraded at the applicant's cost to a sealed standard with an 8-metre formation and a 6.2-metre seal, extending from the existing sealed section in the south to the access point (including the crossover) for the grouped dwelling development on Lot 9500, and constructed in accordance with the approved plans, to the satisfaction of the Shire, prior to the commencement of use of the first grouped dwelling.

4. Prior to the commencement of any works, engineering design plans for the internal driveway, pedestrian pathway, pathway lighting, two (2) visitor parking spaces, and all vehicle manoeuvring areas, prepared by a suitably qualified engineer, must be submitted to and approved by the Shire. Thereafter, the driveway, pedestrian pathway, parking and manoeuvring areas must be constructed to a sealed and drained standard, and pathway lighting installed, in accordance with the approved plans, prior to the commencement of use of any one of the grouped dwellings, to the satisfaction of the Shire, and thereafter maintained to that standard.

5. Prior to the commencement of works, a Stormwater Management Plan prepared by a suitably qualified engineer must be submitted to and approved by the Shire. The Stormwater Management Plan must include, to the satisfaction of the Shire:

a) Site levels and drainage are designed to prevent the pooling or stagnation of water.

b) No permanent ponds, open water bodies, or areas of untreated standing water are proposed.

c) Internal driveway and parking areas are adequately drained to prevent water accumulation.

d) Details and calculations showing how stormwater will be contained and disposed off on-site.

Thereafter, the Stormwater management Plan must be implemented, in accordance with the approved plan, prior to the commencement of use of any one of the grouped dwellings, to the satisfaction of the Shire, and thereafter maintained to that standard.

6. Prior to the commencement of use, each grouped dwelling must be connected to the

reticulated water supply network.

7. **Prior to the commencement of use, each grouped dwelling shall be connected to a shared secondary treatment system with nutrient retention, designed and installed to the satisfaction of the Shire of Donnybrook Balingup, in consultation with the Department of Health.**

8. **The grouped dwellings shall be constructed in accordance with *Australian Standard AS 3959 Construction of Buildings in Bushfire Prone Areas* (or any superseding standard) to the Bushfire Attack Level (BAL) ratings identified in the approved Bushfire Management Plan.**

9. **Prior to the commencement of works, a modified Bushfire Management Plan shall be submitted to the Shire, demonstrating that references to short-stay use have been removed and that the concerns raised by the Department of Fire and Emergency Services (DFES) have been addressed, to the satisfaction of the Shire.**

10. **Prior to the commencement of use, evidence shall be provided to the Shire demonstrating that the approved modifications to the Bushfire Management Plan have been implemented, including but not limited to any required notifications on title. This evidence shall include a completed 'Certification by Bushfire Consultant' from the Bushfire Management Plan, to the satisfaction of the Shire.**

11. **Once approved the Bushfire Management Plan shall be implemented and thereafter appropriately managed in perpetuity by the applicant, including the establishment and maintenance of an Asset Protection Zone and provision of water for firefighting purposes.**

12. **To minimise the risk of mosquito breeding and nuisance, to the satisfaction of the Shire:**
a) All rainwater tanks, if proposed, shall be fully sealed and/or fitted with mosquito-proof screening to all inlets and overflows; and
b) Buildings shall incorporate mosquito-proof design features, such as flyscreen mesh to windows and doors.

13. **Prior to the commencement of the use, a notification, pursuant to section 70A of the *Transfer of Land Act 1893* is to be placed on the certificate of title of the subject lot stating:**
"The approved dwelling, as per Shire of Donnybrook-Balingup Development Approval P25034, has been constructed within 100 metres of an established agricultural activity and therefore may experience increased impacts including but not limited to: noise emissions (from gas guns, other similar devices and machinery); air emissions (spray drift, gaseous, dust and/or odour); vibration; dust impacts from unsealed roads; and/or any other associated impact. The Shire of Donnybrook-Balingup will not entertain complaints regarding potential off-site impacts associated with the dwelling being within 100 metres of the intensive agricultural activity.

14. **Prior to the commencement of works, a Soil Stockpile Management Plan shall be prepared**

and submitted to the Shire for approval. The plan shall be implemented in full during the course of the works and must address the removal or reuse of the large stockpile located along the northern boundary of Lot 9500. The plan shall demonstrate how environmental risks to the nearby Preston River, including drainage, erosion, sedimentation, and contamination, will be mitigated. Where on-site reuse of material is proposed, supporting evidence must be provided to confirm that the material qualifies as clean fill, free of contamination and compliant with relevant geotechnical and environmental standards.

15. **Prior to the commencement of the use, a rubbish bin set-out area must be constructed to accommodate a minimum of twenty (20) bins. The bin area must be located on the verge of Kelly Road adjoining the grouped dwelling development and constructed in accordance with the approved plans, to the satisfaction of the Shire.**
16. **Prior to the commencement of the use, a detailed landscaping plan must be submitted to and approved by the Shire. The landscaping plan must clearly demonstrate the following:**
    a) **Provision of a minimum of one (1) tree per dwelling/unit.**
    b) **Vegetation of the effluent disposal area.**
    c) **Verge treatment adjoining the development area.**
    d) **Details of reticulation and watering systems, including water source and method of irrigation.**
    e) **Plant species that are waterwise and endemic to the locality, with preference given to local native species.**
    f) **Weed management of the Foreshore Area and management of the Public Open Space Areas 1 and 2, as identified on the approved Structure Plan at a low-fuel standard.**

    All landscaping must be fully implemented within nine (9) months of the commencement of the use and maintained thereafter to the satisfaction of the Shire for the life of the development

ADVICE:

a. **The Shire Environmental Health Services advises that:**
    i. **Prior to the lodgement of a building application, an 'Application to Construct or Install an Apparatus for the Treatment of Sewage' is required to be lodged with the Shire's Environmental Health Services for referral to the Department of Health for approval. A building permit is not able to be issued for this development until the onsite effluent disposal application has been determined.**
    iii. **If the applicant intends to lodge a strata proposal in future it is likely that the Shire would then require a notification, pursuant to Section 70A of the *Transfer of Land Act 1893* to be placed on the certificates of title of the proposed lots. The notification is to state as follows:**

"The sewage treatment and disposal system for development must service each dwelling/unit and be owned and operated by a single person or entity contracted to provide the service or the strata company for the strata scheme. An acceptable maintenance program must be in place for the sewage treatment system and disposal area to the satisfaction of the Shire".

b. Compliance with the Building Code of Australia is required. A Building Application must be submitted to, and approved by the Shire prior to the commencement of any development. The building plans must reflect the relevant conditions and approved plans of this Development Approval. Any subsequent revisions to the plans may require prior Development Approval.

c. The applicant is advised that the approved development is located within/nearby Place ID No. 19795 contained on the Department of Planning, Lands and Heritage Aboriginal Cultural Heritage Inquiry System mapping. Approval may be required under the *Aboriginal Heritage Act 1972* prior to the development commencing.
The *Aboriginal Heritage Act 1972* requires that any proposed activities that may impact Aboriginal sites must undergo an approval process. This includes notifying the Aboriginal Cultural Heritage Committee, which assesses the significance of the sites and recommends whether consent should be granted. The applicant is advised to contact the Department of Planning, Lands and Heritage (DPLH) at 08 6551 8002 or at AboriginalHeritage@dplh.wa.gov.au.

d. The applicant is encouraged to incorporate sustainability measures, including waterwise fittings and energy-efficient appliances where practicable. These measures are not mandatory for this small-scale development in the absence of adopted development guidelines.

e. If the development the subject of this approval is not substantially commenced within a period of 2 years, or another period specified in the approval after the date of determination, the approval will lapse and be of no further effect. Where an approval has so lapsed, no development must be carried out without the further approval of the local government having first been sought or obtained.

f. If an applicant or owner is aggrieved by this determination, there is a right of review by the State Administrative Tribunal in accordance with Part 14 of the *Planning and Development Act 2005*. An application must be made within 28 days of the determination

For: Cr Bailey, Cr Lindemann, Cr MacCarthy, Cr McNab, Cr Patrick, Cr Purich
Against: Nil.
Carried: 6/0

Cr Hall re-entered the Council Chamber at 3:18pm

9.1.3 Policy Review - Council Policy FIN/CP-4-Purchasing

Report Details:

Prepared by: Ross Marshall, Director Operations

Manager: Nicholas O'Connor, Chief Executive Officer

File Reference: ADM11/4 **Voting Requirement:** Absolute Majority

Attachment(s):

9.1.3(1) Current Council Policy FIN/CP-4- Purchasing
9.1.3(2) Draft Council Policy FIN/CP-4- Purchasing

Executive Recommendation

That Council:

1. Notes the review of Council Policy FIN/CP-4 – Purchasing and Adopts the Draft.

Strategic Alignment

The following outcomes from the Council Plan relate to this proposal:

Outcome: 11 - Strong, visionary leadership.

Objective: 11.1 - Provide strategically focused, open and accountable governance.

Item: Nil.

Executive Summary

The Purchasing Policy (FIN/CP-4) has been reviewed as part of the Shire's ongoing policy governance program. The review was undertaken to ensure the policy remains contemporary, compliant with legislative and regulatory requirements, aligned with Council's delegated authority framework, and reflective of good governance and best-practice procurement principles.

The revised policy modernises the existing framework, addresses areas where the policy had become outdated, and improves clarity for both elected members and staff. The review does not introduce a change in strategic direction; rather, it strengthens governance, compliance, and operational consistency.

Council is requested to note the review and adopt the revised policy.

Background

The Purchasing Policy (FIN/CP-4) provides the governance framework for procurement activities undertaken by the Shire. It supports transparency, accountability, value for money, and ethical decision-making in the acquisition of goods and services.

The existing policy had not been reviewed for an extended period and no longer fully reflected:

- Current regulatory requirements
- The Shire's adopted delegation framework

- Contemporary procurement practices within the local government sector

As part of good governance and continuous improvement, the policy has been reviewed and updated to ensure it remains fit-for-purpose and supports compliant and efficient purchasing practices across the organisation.

Risk Management

Risk:	Likelihood:	Consequence:	Risk Rating:
Compliance	Almost Certain	Minor	High (10)
Risk Description:	Non-compliant procurement practices and inconsistent decision-making.		
Mitigation:	• Adopt the recently reviewed policy and ensure regular reviews are undertaken. • Undergo staff training		
Risk:	Likelihood:	Consequence:	Risk Rating:
Reputational	Possible	Insignificant	Low (3)
Risk Description:	Failure to maintain current and robust purchasing policies may negatively impact public confidence in Council's governance, particularly if procurement decisions are questioned by the community, auditors, or regulators.		
Mitigation:	Adopt the recently reviewed policy and ensure regular reviews are undertaken.		
Risk:	Likelihood:	Consequence:	Risk Rating:
Financial Impact	Possible	Catastrophic	High (15)
Risk Description:	An outdated or unclear purchasing framework may expose Shire to risks relating to value for money, probity, and accountability.		
Mitigation:	Adopt the recently reviewed policy and ensure regular reviews are undertaken.		

Financial Implications

Nil.

Policy Compliance

EXE/CP-8- Policy Framework

The review of FIN/CP-4 aligns with the Shire's Policy Framework, which requires Council policies to be:

- Regularly reviewed
- Current and compliant with legislation
- Clear in intent and application
- Consistent with Council delegations and governance arrangements

Statutory Compliance

Local Government Act 1995

The Act and associated regulations establish requirements relevant to purchasing and procurement, including:

- Financial management responsibilities of the local government and CEO
- Procurement and tendering requirements prescribed under the *Local Government (Functions and General) Regulations 1996*
- Compliance with Council-approved delegations and policies

While the Act does not mandate the adoption of a specific purchasing policy, maintaining an up-to-date policy supports compliance with statutory obligations and demonstrates sound governance practice.
Council should be aware that procurement activities must continue to align with legislative thresholds and regulatory requirements irrespective of policy adoption.

Consultation

Internal Consultation

- The policy review was presented to Councillors at the Workshop held 3 December 2025, where an overview of the policy was provided as part of the induction program. Councillors were invited to provide feedback; no changes were requested.
- Governance, Finance, Procurement and Projects staff reviewed the policy and confirmed that only minor housekeeping corrections were required.

Community Consultation

Not required for this type of internal governance policy.

Officer Comment

The revised policy primarily:

- Updates the policy to align with current legislation and regulations.
- Reflects the Shire's current delegations and governance arrangements.
- Refines and strengthens good governance and procurement practices.
- Improves clarity, structure, and usability for staff and Council.

Detailed changes to the policy and benefits are outlined below:

- Public tender requirement increases from $150,000 to $250,000 (ex GST) – alignment with current Act and Regulations. Faster procurement timelines due to less paperwork, advertising, evaluation panels, and Council reporting for routine works. Council attention is directed to decisions with the highest risk and impact. Council time is freed up for strategic and policy matters, not operational purchasing.
- Quotation compliance is more structured and explicit - quotation bands are re-defined and simplified, clear direction for Staff to ensure the correct number and type of quotations are obtained for each band, creates easier audit and less discretion to "guess" which process applies. Less time spent seeking clarification from Finance or Governance. Easier onboarding for new managers and officers

- CEO or Director may waive quotation requirements - but only with written, justifiable reasons recorded. Failure to document a waiver now represents a clear policy breach, reducing ambiguity.
- New Priority 1–5 hierarchy - Staff must be able to demonstrate they considered priorities in order, particularly for audit and probity reviews. Local and regional preference is no longer just "encouraged" — it is structurally embedded.
- Purchasing Exemptions – listed for clear Staff direction, reduces ambiguity about when competitive processes are not required, improving time saving. Maintains due diligence and value-for-money assessment, which must be documented. Staff can act confidently knowing the policy supports their decision pathway.
- Emergency purchasing has tighter governance - distinguishes within-budget vs unbudgeted emergencies. President must authorise budget variations; CEO must report to Council. Provides clear direction for staff for escalation and reporting lines, reducing risk of non-compliant emergency spend. Emergency procurement decisions are now explicitly visible to Council. Staff can act quickly without second-guessing procurement legality during emergencies
- Stronger contract lifecycle controls – new and expanded provisions for contract variations, extensions, novation, and post-contract review. Contract changes must stay within original scope or approved extension options. Reduces risk of "scope creep" becoming non-compliant procurement.
- Record-keeping expectations extend to contractors - contractors may now be required to create, maintain, and transfer records relevant to contract performance. Improves audit defensibility as Staff must ensure obligations are reflected in contracts.
- Councillors can clearly articulate how procurement supports local businesses and employment.

COUNCIL RESOLUTION:	9/02-26		
MOVED BY:	Cr Tyler Hall	**SECONDED BY:**	Cr Alex Purich

That Council:

1. Notes the review of Council Policy FIN/CP-4 – Purchasing and Adopts the Draft.

For: Cr Bailey, Cr Hall, Cr Lindemann, Cr MacCarthy, Cr McNab, Cr Patrick, Cr Purich
Against: Nil.
Carried: 7/0 by absolute majority vote

9.2. Director Finance and Corporate

9.2.1 Schedule of Accounts Paid as at 31 December 2025

Report Details:

Prepared by: Finance Officer

Manager: Manager Financial Services

File Reference: FNC 10/2 **Voting Requirement:** Simple Majority

Attachment(s):

Nil.

Executive Recommendation

That Council receive the schedule of accounts paid as detailed in the report for the period ending 31 December 2025.

Strategic Alignment

The following outcomes from the Council Plan relate to this proposal:

Outcome: 12 - A well respected, professionally run organisation.

Objective: 12.1 - Deliver effective and efficient operations and service provision.

Item: Nil.

Executive Summary

Council is requested to receive the Schedule of Accounts Paid for the period 1 to 31 December 2025, in accordance with Regulation 13(3) of the *Local Government (Financial Management) Regulations 1996*. The total payments made under delegated authority during this period amount to $2,459,426.66.

Background

In accordance with Delegation 1.2.23 – *Payments from the Municipal or Trust Funds* adopted by Council on 26 June 2024, the Chief Executive Officer is authorised to incur expenditure in line with the provisions of the adopted Annual Budget, including limited over-expenditure subject to subsequent budget amendments. Pursuant to Regulation 13 of the *Local Government (Financial Management) Regulations 1996* a list of account paid under this delegation is to be prepared and presented to Council on a monthly basis.

Risk Management

Risk:	Likelihood:	Consequence:	Risk Rating:
Financial Impact	Unlikely	Minor	Low (2)
Risk Description:	Additional checks and balances of accounts paid by the Shire.		
Mitigation:	Monthly reporting on accounts paid.		
Compliance	Unlikely	Minor	Low (2)
Risk Description:	Meeting legislative requirement of financial reporting to the Council		
Mitigation:	Monthly reporting on accounts paid.		

Financial Implications

All liabilities settled have been in accordance with the annual budget provisions.

Policy Compliance

All payments have been made in line with Shire policies:

- FIN/CP-4 Purchasing
- FIN/CP-5 Regional Price Preference
- FIN/CP-7 Credit Card

Statutory Compliance

Local Government (Financial Management) Regulations 1996

Where the local government has delegated the CEO the exercise of its power to make payments from the municipal fund or the trust funds, Regulation 13 requires that a list of accounts paid by the CEO is to be prepared each month showing for each account paid:

(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.

This list of accounts is to be:

(a) Presented to Council at the next ordinary meeting of the Council after the list is prepared; and
(b) Recorded in the minutes of that meeting.

Consultation

Relevant staff have been consulted and have confirmed that all payments were authorised in accordance with their delegated authority.

Officer Comment

A detailed listing of payments has been provided below for Council's formal receipt. Elected Members are encouraged to raise any queries prior to the Ordinary Council Meeting to allow sufficient time for investigation and preparation of a response.

SHIRE OF DONNYBROOK BALINGUP
SCHEDULE OF ACCOUNTS PAID UNDER DELEGATION (NO.1.2.23) IS PRESENTED FOR PUBLIC INFORMATION
PAYMENTS FROM 1 DECEMBER TO 31 DECEMBER 2025

REFERENCE	DATE	PAYEE	DESCRIPTION	AMOUNT
CREDIT CARD				
	30/10/2025	TRANSPORT NSW	ACCESS APPLICATION FEE	30.00
	03/11/2025	THE MUSHROOM AT NO 61	VOLUNTEER MEALS	306.00
	03/11/2025	AUSTRALIAN INSTITUTE OF COMPANY DIRECTORS	WHS DUTIES & EMERGING RISKS	100.00
	04/11/2025	SENDGRID	MONTHLY AUTOMATED EMAIL SERVICE, LINKED TO ENVIBE	142.99
	06/11/2025	HARVEY NORMAL	ICE MACHINE	443.00
	06/11/2025	THE REC HOTEL	ACCOMMODATION - TRAINING	1,055.60
	08/11/2025	MICROSOFT	AZURE USAGE CHARGES	278.49
	10/11/2025	ONE STOP ROADHOUSE	FUEL - MITIGATION BURN	35.72
	10/11/2025	LITTLE KEBAB	VOLUNTEER MEALS	237.00
	13/11/2025	BIG APPLY BAKERY	GROCERIES	11.16
	13/11/2025	DONNYBROOK PHARMACY	MEDICATION	33.04
	17/11/2025	SECURE PARKING	CAR PARKING - TRAINING	14.00
	17/11/2025	HYLIN CAFÉ	MEALS - TRAINING	36.60
	17/11/2025	HYLIN CAFÉ	MEALS - TRAINING	28.00
	17/11/2025	SECURE PARKING	CAR PARKING - TRAINING	14.00
	18/11/2025	MR FOSTER'S CAFÉ	MTG REFRESHMENTS	16.00
	18/11/2025	BUNNINGS	STAFF RECOGNITION	24.98
	20/11/2025	BP DONNYBROOK	FUEL - MITIGATION BURN	82.68
	24/11/2025	MAILCHIP	MONTHLY MARKETING SUBSCRIPTION	41.49
	28/11/2025	THE TEMPLE FIRNI	MTG REFRESHMENTS	16.00
	28/11/2025	OFFICE WORKS	DBK SES - TV	2,081.90
	29/11/2025	BENDIGO BANK	CARD FEES	16.00
DD28871.1	14/12/2025		TOTAL: CREDIT CARD PAYMENTS	5,044.65
EFT PAYMENTS				
EFT32114	04/12/2025	HARMONIC IT	MONTHLY MANAGED SERVICES, WINDOWS SOFTWARE LICENSING RENEWAL	18,910.98
EFT32115	04/12/2025	AUSTRALIA POST - ACCOUNTS	SHIRE POSTAGE	532.56
EFT32116	04/12/2025	AUSTRALIAN SERVICES UNION WESTERN AUSTRALIAN BRANCH	EMPLOYEE UNION DEDUCTIONS	79.50
EFT32117	04/12/2025	WINC AUSTRALIA PTY LTD - ACCOUNTS	STATIONERY SUPPLIES	301.49
EFT32118	04/12/2025	ALTRONIC DISTRIBUTORS PTY LTD	REMOTE CONTROL	160.00
EFT32119	04/12/2025	AFGRI EQUIPMENT AUSTRALIA PTY LTD	SPRAY PAINT	72.90
EFT32120	04/12/2025	BUNBURY RETRAVISION	ENTRY WALKWAY & OFFICE TV	1,710.00
EFT32121	04/12/2025	BUNNINGS GROUP LIMITED	HARDWARE SUPPLIES	291.73
EFT32122	04/12/2025	BUILDING AND CONSTRUCTION INDUSTRY TRAINING BOARD	BCTIF LEVY COLLECTIONS	244.85
EFT32123	04/12/2025	BUNBURY & BUSSELTON AIR	REPAIR OF EVAPORATIVE SYSTEM	625.62
EFT32124	04/12/2025	BANKS PEST AND WEED CONTROL	WEED CONTROL	1,320.00
EFT32125	04/12/2025	BAILEYS FERTILISERS	FERTILISER	5,164.17
EFT32126	04/12/2025	BALINGUP WELDING & CIVIL PTY LTD	PICK UP - ABANDONDED VEHICLES, MOBILISATION OF MITIGATION EQUIP	1,254.00
EFT32127	04/12/2025	SCOTT JAMES BARTHOLOMEW	MAF TREATMENT - CHEMICAL SPRAYING	1,426.26
EFT32128	04/12/2025	BRIGHTMARK GROUP PTY LTD	CLEANING - NOV 25	18,401.78

SHIRE OF DONNYBROOK BALINGUP
SCHEDULE OF ACCOUNTS PAID UNDER DELEGATION (NO.1.2.23) IS PRESENTED FOR PUBLIC INFORMATION
PAYMENTS FROM 1 DECEMBER TO 31 DECEMBER 2025

EFT32129	04/12/2025	A BROWNE	REIMBURSEMENT - MEALS - TRAINING	262.28
EFT32130	04/12/2025	BIOHERBICIDES AUSTRALIA PTY LTD	DI-BAK PRODUCTS AND INJECTA APPLICATOR - MAF MITIGATION PROGRAM	2,970.00
EFT32131	04/12/2025	DUG CROSS ELECTRICS	INSTALLATION OF GPO'S, SMOKE ALARMS, UPGRADE SWITCHBOAD	3,430.00
EFT32132	04/12/2025	AUSTRALIAN GOVERNMENT - SERVICES AUSTRALIA - CHILD SUPPORT	PAYROLL DEDUCTIONS	314.08
EFT32133	04/12/2025	CARPET COURT BUNBURY	MULLALYUP BFB - SUPPLY AND INSTALL OF SHEET VINYL	2,100.00
EFT32134	04/12/2025	CAPEL CRANE HIRE	CRANE & RIGGER - INSTALL WEIR GATES PRESTON RIVER	2,275.35
EFT32135	04/12/2025	BIDFOOD BUNBURY	KIOSK STOCK	39.58
EFT32136	04/12/2025	CORSIGN WA	REPLACEMENT SIGNS	286.00
EFT32137	04/12/2025	CS LEGAL	DEBT RECOVERY RATES	236.50
EFT32138	04/12/2025	DONNYBROOK & DISTRICTS PLUMBING SERVICE	INSTALL NEW SEPTIC SYSTEM & LEACH DRAINS, NEW BASIN MIXER TAP, REPLACE DAMAGED HOSES & BASIN SETS, REPAIR BURST WATER PIPE, UNBLOCK BASIN, UNBLOCK TOILETS, SUPPLY & INSTALL VALVE TO HWU, REPAIR STICKING TAP, REPAIR FOUNTAIN PUMP	11,608.30
EFT32139	04/12/2025	DONNYBROOK BRIDGESTONE TYRE SERVICE	REPLACEMENT TYRES	2,499.20
EFT32140	04/12/2025	DELL FINANCIAL SERVICES PTY LTD	LEASE PAYMENTS FOR DELL PCS	3,106.38
EFT32141	04/12/2025	DBCEC (WA) PTY LTD	EXCAVATOR & WATER CART HIRE	2,915.00
EFT32142	04/12/2025	DONNYBROOK BALINGUP CHAMBER OF COMMERCE INC.	DONNYBROOK VOUCHERS	350.00
EFT32143	04/12/2025	DEPARTMENT OF LOCAL GOVERNMENT INDUSTRY REGULATION AND SAFETY	BSL COLLECTIONS	1,765.06
EFT32144	04/12/2025	EVERGREEN SYNTHETIC GRASS	REPLACEMENT OF BALINGUP BOWLING GREEN SYNTHETIC TURF	193,490.00
EFT32145	04/12/2025	GO DOORS PTY LTD	SCHEDULED MAINTENANCE AUTOMATIC DOORS	1,036.59
EFT32146	04/12/2025	ACUMENTIS	MARKET VALUATION	770.00
EFT32147	04/12/2025	HARGREAVES DESIGN GROUP	BFB - NEW STATION - DESIGN SERVICES	5,060.00
EFT32149	04/12/2025	INSTANT WEIGHING	CALIBRATION SERVICE OF CAT LOADER	1,485.00
EFT32150	04/12/2025	INSTANT RACKING	PALLET RACKING	2,524.00
EFT32151	04/12/2025	INFIELD SERVICES PTY LTD	DPF CLEAN	137.50
EFT32152	04/12/2025	JONNO'S HANDYMAN AND CARPENTRY SERVICES	COMMUNITY HOUSING - GENERAL MAINT & GARDENING, FIT DOOR HARDWARE, INSTALL ALUMINIUM COVER PLATES, CLEAR VEGETATION, INSTALLATION LOCK, REMOVE DAMAGED CLOTHESLINE	1,091.52
EFT32153	04/12/2025	KMART SOUTH BUNBURY - 1187	DECORATIONS	13.00
EFT32154	04/12/2025	KMART - EATON 1235	DECORATIONS	282.00
EFT32155	04/12/2025	MANJIMUP AUTOS PTY LTD	VEHICLE REPLACEMENT	43,422.98
EFT32157	04/12/2025	NATURALISTE TURF	ANNUAL RENOVATION	17,008.81
EFT32158	04/12/2025	PRESTON PRESS	SHIRE CONNECT CONTENT	500.00

SHIRE OF DONNYBROOK BALINGUP
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EFT32159	04/12/2025	PRESTON VALLEY MAINTENANCE	SHED WORKS, INSTALLATION OF LIMESTONE BLOCK STAIRS, INSTALLATION OF TIMBER FENCING, REPLACE DAMAGED FLASHING	11,924.00
EFT32160	04/12/2025	PFD FOOD SERVICE PTY LTD	KIOSK STOCK	471.30
EFT32161	04/12/2025	PICTON CIVIL PTY LTD	RIVER TRUCK AND TRAILER HIRE	1,980.00
EFT32162	04/12/2025	CR GRANT PATRICK	TRAVEL ALLOW	628.65
EFT32163	04/12/2025	PRICE CONSULTING GROUP	KPI DEVEOPMENT	9,075.00
EFT32164	04/12/2025	ROYAL LIFE SAVING SOCIETY WA INC.	SWIM SCHOOL CERTIFICATES	247.50
EFT32165	04/12/2025	ROSE & CROWN HOTEL	TRAINING - ACCOMMODATION	720.00
EFT32166	04/12/2025	A ROHRBACH	REIMBURSEMENT - UNIVERSAL CRADLE, USB ADAPTOR	370.00
EFT32167	04/12/2025	RECRUITWEST PTY LTD	CASUAL LABOUR HIRE	12,988.81
EFT32168	04/12/2025	SOS OFFICE EQUIPMENT	MONTHLY PRINTER MFD METER READS	997.89
EFT32169	04/12/2025	SOUTH WEST SEPTICS	BROOKHAMPTON HALL - PUMP OUT EXISTING SEPTIC TANKS IN PREPARATION OF REMOVAL & RENEWAL OF SEPTIC SYSTEM	640.00
EFT32170	04/12/2025	CITY OF BUSSELTON	ANNUAL SALARY RECOUP - SWLC SYSTEMS ADMINISTRATOR	4,173.25
EFT32171	04/12/2025	SEEK LIMITED	ADVERTISEMENTS - STAFF VACANCIES	660.00
EFT32172	04/12/2025	SOUTH WEST CLEANING	MINNINUP COTTAGES - VACATE CLEAN	429.00
EFT32173	04/12/2025	SAPIO PTY LTD	APPLE FUN PARK - INVESTIGATE ISSUES WITH CCTV CAMERAS	358.31
EFT32174	04/12/2025	SOUTHERN CAR CARE	TOW PACK AND LIGHTBAR	4,433.50
EFT32175	04/12/2025	S&D NELSON AUTOMOTIVE	VEHICLE SERVICE	396.50
EFT32176	04/12/2025	K SHERIDAN	REFUND CAT TRAP HIRE BOND	100.00
EFT32177	04/12/2025	TELSTRA - MELBOURNE ACCOUNTS	TELEPHONE, MOBILE & INTERNET CHARGES	307.96
EFT32178	04/12/2025	JTAGZ PTY LTD	DOG TAGS	198.00
EFT32179	04/12/2025	TREEHOUSE CHILDCARE CENTRE INC.	REIMBURSEMENT OF ACCOMMODATION COSTS - AUTISM AWARENESS CONFERENCE	887.59
EFT32180	04/12/2025	TEAM GLOBAL EXPRESS PTY LTD	FREIGHT CHARGES	517.77
EFT32181	04/12/2025	THE PRINT SHOP BUNBURY	TIMECARD PADS	466.40
EFT32182	04/12/2025	TELAIR PTY LTD	NBN SERVICES	678.90
EFT32183	04/12/2025	TRANSTAGE	VC MITCHELL PARK - MOBILE FOLDING STAGE	4,466.00
EFT32184	04/12/2025	TRACEY HENDERSON CONSULTING PTY LTD	ANIMAL MANAGEMENT TRAINING	1,194.00
EFT32185	04/12/2025	VALVOLINE AUSTRALIA PTY LTD	ADBLUE, OIL, GREASE	3,347.87
EFT32186	04/12/2025	SYNERGY	ELECTRICITY CHARGES	12,166.38
EFT32187	04/12/2025	WA LOCAL GOVERNMENT ASSOCIATION (WALGA)	ROLES OF MAYORS & PRESIDENT TRAINING	1,661.00
EFT32188	04/12/2025	VEOLIA ENVIRONMENTAL SERVICES	STREET CLEANING	2,556.56
EFT32189	04/12/2025	WESTRAC EQUIPMENT PTY LTD	ENGINE FILTER, AIR CLEANERS	280.73
EFT32190	04/12/2025	WORK CLOBBER	PROTECTIVE CLOTHING	1,208.88
EFT32191	04/12/2025	WORKFORCE ROAD SERVICES PTY LTD	TRAFFIC MANAGEMENT	11,835.08

SHIRE OF DONNYBROOK BALINGUP
SCHEDULE OF ACCOUNTS PAID UNDER DELEGATION (NO.1.2.23) IS PRESENTED FOR PUBLIC INFORMATION
PAYMENTS FROM 1 DECEMBER TO 31 DECEMBER 2025

EFT32192	04/12/2025	WESTSPAN SHEDS	VC MITCHELL - STORAGE SHED & ASSOCIATED WORKS	34,267.12
EFT32193	04/12/2025	S WOODS	REFUND OF CANDIDATE DEPOSIT	100.00
EFT32194	04/12/2025	L WORSFOLD	REMIBURSEMENT - MEALS - TRAINING	277.20
EFT32195	04/12/2025	YABBERUP COMMUNITY ASSOCIATION INC.	THANK A VOLUNTEER FUNCTION	500.00
EFT32196	04/12/2025	ZIPFORM	PROGRAMING, SET UP, PRINTING, ENVELOPING, LODGEMENT & SECURITY FEE - 2ND INSTALMENT	2,103.32
EFT32197	04/12/2025	ZONE 50 ENGINEERING SURVEYS PTY LTD	ROAD MARKINGS SURVEY	2,618.00
EFT32197A	11/12/2025	SHIRE OF DONNYBROOK BALINGUP	PAYROLL FOR THE PERIOD ENDING 10.12.25	177,769.93
EFT32197B	15/12/2025	AUSTRALIAN TAX OFFICE	PAYG PE: 10.12.25	46,766.00
EFT32198	18/12/2025	HARMONIC IT	LAPTOP, LAPTOP DOCK, PREMIUM DNS HOSTING	2,961.90
EFT32199	18/12/2025	ANIMAL CARE EQUIPMENT & SERVICES	SLIP LEASHES, DETTERENT SPRAY, MUZZLES	299.03
EFT32200	18/12/2025	AUSTRALIAN SERVICES UNION WESTERN AUSTRALIAN BRANCH	EMPLOYEE UNION DEDUCTIONS	79.50
EFT32201	18/12/2025	AMD	DEFERRED PENSIONER CLAIM AUDIT	660.00
EFT32202	18/12/2025	AMITY SIGNS	RURAL STREET NUMBER SIGN PLATES	251.90
EFT32203	18/12/2025	WINC AUSTRALIA PTY LTD - ACCOUNTS	STATIONERY SUPPLIES	353.95
EFT32204	18/12/2025	ABCO PRODUCTS PTY LTD	CLEANING CONSUMABLES	1,423.21
EFT32205	18/12/2025	AQUAMONIX	ANNUAL RAINMAN CLOUD HOSTING & SCADA SUBSCRIPTION, RAINMAN OUTPUT CONTROLLER	10,524.80
EFT32206	18/12/2025	ALTRONIC DISTRIBUTORS PTY LTD	MICROPHONE TIE CLIP	59.95
EFT32207	18/12/2025	ARM SECURITY	SECURITY MONITORING	142.78
EFT32208	18/12/2025	AUSTRALIA DAY COUNCIL OF SOUTH AUSTRALIA	AUSTRALIA DAY COUNCIL BANNER	285.00
EFT32209	18/12/2025	AGTRAC MACHINERY	BLADES, BOLTS	244.00
EFT32210	18/12/2025	BUNBURY MACHINERY	SPRAY UNIT	950.00
EFT32211	18/12/2025	BUNNINGS GROUP LIMITED	HARDWARE SUPPLIES	2,114.13
EFT32212	18/12/2025	BELL FIRE EQUIPMENT COMPANY PTY LTD	FIRE EQUIPMENT SERVICE	2,569.60
EFT32213	18/12/2025	BUILDING AND CONSTRUCTION INDUSTRY TRAINING BOARD	BCTIF LEVY COLLECTIONS	262.50
EFT32214	18/12/2025	BDA TREE LOPPING	TREE PRUNING	29,480.00
EFT32215	18/12/2025	BALINGUP LIQUOR & GENERAL STORE	BFB DIESEL	275.95
EFT32216	18/12/2025	BUNBURY TELECOM SERVICE PTY LTD	LOCATION OF UNDERGROUND COMMUNICATION SERVICES	429.00
EFT32217	18/12/2025	BLUE FORCE PTY LTD	MONTHLY EMERGENCY HELP MONITORING	448.80
EFT32218	18/12/2025	SCOTT JAMES BARTHOLOMEW	MAF TREATMENTS - CHEMICAL WORKS	7,516.39
EFT32219	18/12/2025	SOUTHWEST FIRE MITIGATION SERVICES	MITIGATION WORKS	8,513.78
EFT32220	18/12/2025	BETTER TELCO SOLUTIONS PTY LTD - PHONE ACCOUNT	SERVICE CHARGES - MONTHLY ACCESS FEE & SIP	927.32

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EFT32221	18/12/2025	BUNBURY REFRIGERATION PTY LTD	DEGASSING OF FRIDGES	850.00
EFT32222	18/12/2025	BLUE STEEL ROOFING	DBK COMMUNITY RESOURCE CENTRE - ROOF COVER REPLACEMENT	10,580.00
EFT32223	18/12/2025	BRIDGETOWN VOLUNTEER BUSHFIRE BRIGADE	EQUIPMENT & PERSONNEL - MITIGATION BURN	720.00
EFT32224	18/12/2025	COATES HIRE OPERATIONS PTY LTD - BUNBURY BRANCH	MESSAGE BOARDS	1,754.23
EFT32225	18/12/2025	CITY & REGIONAL FUELS	PURCHASES ON FUEL CARDS & BULK FUEL - NOV 25	22,997.10
EFT32226	18/12/2025	DUG CROSS ELECTRICS	ELECTRICAL MAINTENANCE & REPAIR OF PRECINCT LIGHTING, BORE CHECK & TEST, ADJUST LIGHTING PANEL, ADJUST EXTERNAL LIGHTING TIMERS, REPAIR FLOOR & PILLAR LIGHTS	2,435.00
EFT32227	18/12/2025	AUSTRALIAN GOVERNMENT - SERVICES AUSTRALIA - CHILD SUPPORT	PAYROLL DEDUCTIONS	314.08
EFT32228	18/12/2025	CLEANAWAY OPERATIONS PTY LTD.	BLN TRANSFER STATION - RECYCLING	799.42
EFT32229	18/12/2025	CENTRAL REGIONAL TAFE	ROCS 1 & 2TRAINING	1,258.11
EFT32230	18/12/2025	BIDFOOD BUNBURY	KIOSK STOCK	119.20
EFT32232	18/12/2025	DONNYBROOK BALINGUP CHAMBER OF COMMERCE INC	COMMUNITY GRANT	2,200.00
EFT32233	18/12/2025	CLEANAWAY	REFUSE COLLECTION & DISPOSAL, PUBLIC STREET BIN COLLECTION - NOV 25	51,116.79
EFT32234	18/12/2025	CROSS SECURITY SERVICES	QUARTERLY SECURITY MONITORING	135.00
EFT32235	18/12/2025	CATALYSE PTY LTD	COMMUNITY SCORECARD - PRINTING, POSTAGE & 50% FUTYR STRATEGIC PLANNING	46,741.74
EFT32236	18/12/2025	CAFE 48	ELECTED MEMBER INDUCTION & ADMIN MTG REFRESHMENTS	210.00
EFT32237	18/12/2025	CONNECT CALL CENTRE SERVICES	AFTERHOURS CALL CENTRE	132.66
EFT32238	18/12/2025	CHG-MERIDIAN AUSTRALIA PTY LTD	DBK REC CTR - MATRIX FITNESS LEASE	5,587.99
EFT32239	18/12/2025	CLEANAWAY PTY LTD	DBK WASTE MANAGMENT FACILITY - RECYLING	1,258.06
EFT32240	18/12/2025	CLEANAWAY OPERATIONS PTY LTD	BLN TRANSFER STATION - GENERAL WASTE	3,882.28
EFT32241	18/12/2025	CIRCUITWEST	PRODUCTION OF TAKING LIBERTY	3,300.00
EFT32242	18/12/2025	DONNYBROOK NEWSAGENCY	STATIONERY SUPPLIES	3.60
EFT32243	18/12/2025	DONNYBROOK HARDWARE & GARDEN	HARDWARE SUPPLIES - WOOD, SCREWS, ADHESIVE, SANDING SHEETS, SPRAY PAINT, WEEDERS, WATERING CAN, LIGHT GLOBE, RAKE, GARDEN FORK, POLY RISER, TAP ADAPTOR, RESPIRATORS, PLANTS, BAITS, BOLTS, BRUSH, RETIC COMPONENTS, KWIKSET, WINDOW SQUEEGEE - NOV 25	798.82
EFT32244	18/12/2025	DONNYBROOK FRUIT BARN PTY LTD	BFB - DIESEL - NOV 25	348.62
EFT32245	18/12/2025	LIONS CLUB OF DONNYBROOK INC.	COMMUNITY GRANTS	4,000.00

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EFT32246	18/12/2025	DONNYBROOK & DISTRICTS PLUMBING SERVICE	INSTALL TRAFFIC BARRIER AT LEACH DRAINS, REPLACE DAMAGED SEWER LINE, INSTALL NEW PVC PIPES & FITTINGS, UNBLOCK TOILETS	1,683.00
EFT32247	18/12/2025	DONNYBROOK FAMILY BAKERY	MTG REFRESHMENTS	45.00
EFT32248	18/12/2025	DONNYBROOK BRIDGESTONE TYRE SERVICE	TYRES, TYRE REPAIRS, HIRE OF LAWN AERATOR	5,233.10
EFT32249	18/12/2025	DONNYBROOK DISTRICT HIGH SCHOOL	DBK LBRY - ELECTRICITY & WATER USAGE	1,001.95
EFT32250	18/12/2025	DONNYBROOK FARM SERVICE	POOL CHEMICALS, RETIC COMPONENTS, TAPE, GLOVES	1,864.14
EFT32251	18/12/2025	DONNYBROOK FRESH SUPA IGA	GROCERY SUPPLIES - COUNCIL MTGS, ADMIN, W&S, DBK REC CTR, RANGERS & CITZENSHIP CEREMONY - NOV 25	1,080.15
EFT32252	18/12/2025	DBCEC (WA) PTY LTD	SUPPLY, LAY & BACKFILL STORMWATER DRAINAGE & INSTALL SUBSOIL DRAINAGE IN EASEMENT, SEPTIC SYSTEM - SUPPLY & DELIVER CLEAN COARSE FILL SAND	73,091.40
EFT32253	18/12/2025	DONNYBROOK FAMILY DOCTORS	PRE-EMPLOYMENT MEDICAL	175.00
EFT32254	18/12/2025	DEPARTMENT OF LOCAL GOVERNMENT INDUSTRY REGULATION AND SAFETY	BSL COLLECTIONS	1,851.88
EFT32255	18/12/2025	ELGAS	ANNUAL SERVICE CHARGE	174.90
EFT32256	18/12/2025	ENVIRONMENTAL HEALTH AUSTRALIA LTD	ADVERTISEMENT - PRINCIPAL ENVIRONMENTAL HEALTH OFFICER	220.00
EFT32257	18/12/2025	ECOCYCLE PTY LTD	BLN TRANSFER STATION - REPLACEMENT COFFIN BIN FOR FLURO TUBES	1,650.00
EFT32258	18/12/2025	DEPARTMENT OF FIRE AND EMERGENCY SERVICES	ESL 2ND QUARTER CONTRIBUTION - 25/26	120,803.18
EFT32259	18/12/2025	FIRE RESCUE SAFETY AUSTRALIA	SES REPLACEMENT SLINGS	259.50
EFT32260	18/12/2025	FAIRTEL PTY LTD	PHONE AND NBN SERVICE	159.97
EFT32261	18/12/2025	GALVINS PLUMBING SUPPLIES	SEPTIC SYSTEM PLUMBING MATERIAL - INCLUDING DELIVERY TO SITE	8,656.37
EFT32262	18/12/2025	GHD PTY LTD	DBK WMF - PROPOSAL FOR GROUNDWATER MONITORING 2025	4,202.00
EFT32263	18/12/2025	GOLDEN VALLEY TREE PARK INC	COMMUNITY GRANT	2,200.00
EFT32264	18/12/2025	MOORE AUSTRALIA (WA) PTY LTD	LONG TERM FINANCIAL PLAN - TEMPLATE	5,225.00
EFT32265	18/12/2025	HERSEY'S SAFETY PTY LTD	W&S - PPE, DBK DEPOT - CONSUMABLES	3,099.95
EFT32266	18/12/2025	HASTIE WASTE PTY LTD	DBK WMF & BLN TRANSFER STATION - MANAGEMENT, SERVICING OF FRONTLINE BINS, SUPPLY, PICKUP & DISPOSAL OF HAZIBAG, PROCESSING OF MATTRESSES - NOV 25	41,687.50
EFT32267	18/12/2025	HARVEY FARM SERVICE	BLADES, BELT, SIDE CHUTE	1,034.43
EFT32268	18/12/2025	HARVEY MEDICAL GROUP	MEDICAL EXAMINATION	205.00
EFT32269	18/12/2025	INSTITUTE OF PUBLIC WORKS AND ENGINEERING AUSTRALIA (WA)	IPWEA COUNTRY MEETING	440.00
EFT32270	18/12/2025	INSTANT RACKING	USED LIGHT DUTY CANTILEVER RACKING	600.00
EFT32271	18/12/2025	INFIELD SERVICES PTY LTD	BFB - VEHICLE SERVICES & REPAIRS	20,366.25
EFT32272	18/12/2025	ISHA AUSTRALIA PTY LTD T/A DONNYBROOK HOTEL	STAFF MTG - REFRESHMENTS	3,340.00

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EFT32273	18/12/2025	JACKSON MCDONALD	REVIEW TRIPARTITE AGREEMENT	2,009.70
EFT32274	18/12/2025	JB HI FI	PORTABLE SPEAKER	764.06
EFT32275	18/12/2025	KONE ELEVATORS PTY LTD	VC MITCHELL PARK - PAVILION 1- ANNUAL SERVICING FEE	1,512.49
EFT32276	18/12/2025	LANDGATE CUSTOMER ACCOUNT	TITLE SEARCH	32.60
EFT32277	18/12/2025	LIVING SPRINGS WATER PTY LTD	SPRING WATER	84.00
EFT32278	18/12/2025	LFA FIRST RESPONSE	REPLACEMENT BATTERIES & PADS FOR DEFIB	577.20
EFT32279	18/12/2025	LINDSAY TRANSPORT	FREIGHT CHARGES	198.00
EFT32280	18/12/2025	J LEONHARDT	REFUND OF VEHICLE IMPOUND FEE	220.05
EFT32281	18/12/2025	MALATESTA ROAD PAVING & HOTMIX	CUNDINUP-KIRUP, JAYES & GRIMWADE RD RE-SEAL & SUPPLY OF EMULSION	233,901.74
EFT32282	18/12/2025	METAL ARTWORK BADGES	NAME BADGE	15.84
EFT32283	18/12/2025	L MILLER	REFUND OVERPAYMENT OF RATES	3,367.01
EFT32284	18/12/2025	MANJIMUP MITSUBISHI	COOLANT & OIL FILTER	263.22
EFT32285	18/12/2025	MICROSOFT REGIONAL SALES CORPORATION	MICROSOFT 365 BUSINESS PREMIUM & EXCHANGE ONLINE PLANS	2,520.76
EFT32286	18/12/2025	MANJIMUP FREIGHT DISTRIBUTORS & BMI LOGISTICS	FREIGHT CHARGES	79.65
EFT32287	18/12/2025	R MARSHALL	REFUND STANDPIPE WATER CREDIT	125.00
EFT32288	18/12/2025	MOVAT PTY LTD	MOVAT SOFTWARE HOSTING 2026	250.00
EFT32289	18/12/2025	MUSIC ON MURRAY STREET	BOND REFUND	525.00
EFT32290	18/12/2025	NATURALISTE TURF	BLN OVAL PRECINCT - ANNUAL RENOVATION WORKS	9,746.00
EFT32291	18/12/2025	NESPRESSO AUSTRALIA	COFFEE	440.00
EFT32292	18/12/2025	OFFICEWORKS	STATIONERY SUPPLIES, MONITORS, DOCKING STATION, MOUSE & KEYBOARD, OFFICE DESK & CHAIR	2,809.76
EFT32293	18/12/2025	PRESTON VALLEY IRRIGATION	ANNUAL FIXED WATER RATE	7,650.00
EFT32294	18/12/2025	PRESTON VALLEY MAINTENANCE	REPAIR & INSTALL SHADE SAIL, MOVE BINS, INSTALL RAILS IN TOILETS, PLAYGROUND REPAIRS, PAVING REPAIRS, INSTALL DIGITAL LOCK, REPAIR DAMAGED ACCESS GATE, REPLACE LATCH	6,296.50
EFT32295	18/12/2025	PFD FOOD SERVICE PTY LTD	KIOSK STOCK	327.60
EFT32296	18/12/2025	PRESTON POWER EQUIPMENT	EDGER BLADES, NYLON LINE, AUTOCUT	295.00
EFT32297	18/12/2025	PICTON CIVIL PTY LTD	HIRE OF WATER CART	5,445.00
EFT32298	18/12/2025	PRIME INDUSTRIAL PRODUCTS	BOLTS & NUTS	62.92
EFT32299	18/12/2025	POOLWERX BUNBURY	ROBOTIC CLEANER	5,946.60
EFT32300	18/12/2025	WREN OIL	DBK WMF - PUMP OUT WASTE OIL	363.00
EFT32301	18/12/2025	REPCO - DONNYBROOK	JUMP STARTER, PRIMER, CONDUIT TUBING, UHF BASE & LEAD, SILICONE, RING TERMINALS, ROCKER SWITCH, TOGGLE SWITCH, FUEL & OIL FILTERS	1,807.99
EFT32302	18/12/2025	RECRUITWEST PTY LTD	CASUAL LABOUR HIRE	11,459.68
EFT32303	18/12/2025	SPENCER SIGNS	VC MITCHELL PARK - DIRECTIONAL BLADE, BLUE ROAD INFO & CURVED SHIRE LOGO SIGNS, BLN TRANSFER STATION - EXIT SIGN	7,538.30

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EFT32304	18/12/2025	STEWART & HEATON CLOTHING CO. P/L	BFB - PPC CLOTHING	2,390.08
EFT32305	18/12/2025	SOUTHERN LOCK & SECURITY	BLN BOWLING GREEN - SUPPLY & INSTALL CCTV SYSTEM	5,110.00
EFT32306	18/12/2025	STRUCTERRE CONSULTING ENGINEERS	VBFB STATION - ARGYLE/IRISHTOWN - GEOTECHNICAL INVESTIGATION & REPORT	3,995.20
EFT32307	18/12/2025	JBS&G AUSTRALIA PTY LTD	HYDROLOGICAL ADVICE	1,171.50
EFT32308	18/12/2025	SHRED-X PTY LTD & AUSTRALIAN PAPER RECYCLING	SECURE BIN PICK UP & DISPOSAL	171.80
EFT32309	18/12/2025	SYKES ENGINEERING PTY LTD TRADING AS SOUTHWEST ELECTRICAL & COMMUNICATION	VC MITCHELL PARK TENNIS COURT LIGHTING, ADMIN - SUPPLY & INSTALL DBL GPO & DATA POINT	72,719.02
EFT32310	18/12/2025	SOUTH WEST PROPERTY MANAGEMENT	RENTAL SUBSIDY FOR CHILDCARE WORKER	869.05
EFT32311	18/12/2025	SUPAGAS	GAS SUPPLY	50.60
EFT32312	18/12/2025	SULLY CIVIL PTY LTD	SMITH ST & TIMMS ST ROAD UPGRADE	404,311.94
EFT32313	18/12/2025	SCAVENGER SUPPLIES PTY LTD	ALL BRIGADES - PPC	2,926.88
EFT32314	18/12/2025	SOUTHERN CAR CARE	VOLTAGE SENSITIVE RELAY	330.00
EFT32315	18/12/2025	TELSTRA - MELBOURNE ACCOUNTS	TELEPHONE, MOBILE & INTERNET CHARGES	2,468.54
EFT32316	18/12/2025	TEAM GLOBAL EXPRESS PTY LTD	FREIGHT CHARGES	336.78
EFT32317	18/12/2025	TIMIAMA NOMINEES PTY LTD	GRAVEL ROYALTY	21,755.27
EFT32318	18/12/2025	TPG NETWORK PTY LTD	MONTHLY IP LINE, STANDARD ACCESS & FAST FIBRE	1,304.60
EFT32319	18/12/2025	TOTALLY WORKWEAR BUNBURY	STAFF UNIFORMS	2,656.56
EFT32320	18/12/2025	TRADEMUTT	PPC - CONVERSATION STARTERS	2,133.00
EFT32321	18/12/2025	UNIVERSITY OF SOUTH AUSTRALIA	NATIONAL BENCHMARKING FOR AQUATIC AND RECREATION CENTRES	269.50
EFT32322	18/12/2025	LANDGATE - VALUATION SERVICES	INTERIM VALUATIONS	332.45
EFT32323	18/12/2025	WATER CORPORATION - ACCOUNTS	WATER & SEWERAGE CHARGES	16,721.42
EFT32324	18/12/2025	SYNERGY	ELECTRICITY CHARGES	25,436.11
EFT32325	18/12/2025	WESTRAC EQUIPMENT PTY LTD	GREASE	478.28
EFT32326	18/12/2025	WORK CLOBBER	W&S PROTECTIVE CLOTHING	1,043.64
EFT32327	18/12/2025	WORKFORCE ROAD SERVICES PTY LTD	TRAFFIC MANAGEMENT	30,951.84
EFT32328	19/12/2025	BALINGUP PROGRESS ASSOCIATION	COMMUNITY GRANT	550.00
EFT32329	19/12/2025	DONNYBROOK BALINGUP CHAMBER OF COMMERCE INC	2026 COMMUNITY DIRECTORY	825.00
EFT32330	19/12/2025	INFIELD SERVICES PTY LTD	BFB - VEHICLE SERVICES	9,057.87
EFT32331	19/12/2025	JONNO'S HANDYMAN AND CARPENTRY SERVICES	COMMUNITY HOUSING - GENERAL MAINT & GARDENING	746.13
EFT32332	19/12/2025	TELSTRA - MELBOURNE ACCOUNTS	TELEPHONE CHARGES	34.95
EFT32333	19/12/2025	WATER CORPORATION - ACCOUNTS	WATER & SEWERAGE CHARGES	1,546.68
EFT32333A	23/12/2025	SHIRE OF DONNYBROOK BALINGUP	PAYROLL FOR THE PERIOD ENDING 24.12.25	168,263.65
EFT32333B	23/12/2025	AUSTRALIAN TAX OFFICE	PAYG PE: 24.12.25	48,360.45
			TOTAL: EFT PAYMENTS	2,376,862.69
CHEQUE PAYMENTS				
53846	22/12/2025	DEPARTMENT OF TRANSPORT	CUSTOMER PURCHASE OF SHIRE LOGO PLATE	225.00

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			TOTAL: CHEQUE PAYMENTS	225.00
BANK FEES				
	31/12/2025	BENDIGO	BANK FEES	826.66
	31/12/2025	COMMONWEALTH	BANK FEES	502.62
	31/12/2025	TYRO	BANK FEES	1,302.11
	31/12/2025	PAYPAL	TRANSACTION FEES	8.51
	31/12/2025	EZIDEBIT	TRANSACTION FEES	8.12
	31/12/2025	SPACETOCO	TRANSACTION FEES	3,195.78
			TOTAL: BANK FEES	5,843.80
DIRECT DEBITS				
DD28850.1	10/12/2025	AWARE SUPER	EMPLOYEE SUPER DEDUCTIONS	20,624.80
DD28850.2	10/12/2025	BRIGHTER SUPER	EMPLOYEE SUPER DEDUCTIONS	345.60
DD28850.3	10/12/2025	ONEPATH MASTERFUND	EMPLOYEE SUPER DEDUCTIONS	296.36
DD28850.4	10/12/2025	COMMONWEALTH BANK GROUP SUPER	EMPLOYEE SUPER DEDUCTIONS	326.64
DD28850.5	10/12/2025	CBUS SUPER	EMPLOYEE SUPER DEDUCTIONS	326.64
DD28850.6	10/12/2025	HOSTPLUS	EMPLOYEE SUPER DEDUCTIONS	693.62
DD28850.7	10/12/2025	AUSTRALIAN RETIREMENT TRUST	EMPLOYEE SUPER DEDUCTIONS	205.97
DD28850.8	10/12/2025	RAIZ SUPER	EMPLOYEE SUPER DEDUCTIONS	105.60
DD28850.9	10/12/2025	HESTA SUPER FUND	EMPLOYEE SUPER DEDUCTIONS	337.87
DD28850.10	10/12/2025	AUSTRALIAN RETIREMENT TRUST	EMPLOYEE SUPER DEDUCTIONS	326.64
DD28850.11	10/12/2025	TELSTRA SUPERANNUATION SCHEME	EMPLOYEE SUPER DEDUCTIONS	110.45
DD28850.12	10/12/2025	COLONIAL FIRSTCHOICE WHOLESALE PERSONAL SUPER	EMPLOYEE SUPER DEDUCTIONS	1,272.30
DD28850.13	10/12/2025	AUSTRALIAN SUPER	EMPLOYEE SUPER DEDUCTIONS	6,061.66
DD28850.14	10/12/2025	REST SUPERANNUATION	EMPLOYEE SUPER DEDUCTIONS	1,744.25
DD28850.15	10/12/2025	AMP LIFE LIMITED	EMPLOYEE SUPER DEDUCTIONS	648.28
DD28850.16	10/12/2025	MERCER SUPER TRUST	EMPLOYEE SUPER DEDUCTIONS	490.73
DD28850.17	10/12/2025	MLC PLUM SUPER	EMPLOYEE SUPER DEDUCTIONS	614.65
DD28850.18	10/12/2025	MLC NOMINEES PTY LTD	EMPLOYEE SUPER DEDUCTIONS	131.04
DD28850.19	10/12/2025	UNISUPER	EMPLOYEE SUPER DEDUCTIONS	668.43
DD28862.1	14/12/2025	SG FLEET AUSTRALIA PTY LIMITED	CESM - VEHICLE LEASE PAYMENT	1,018.60
DD28870.1	10/12/2025	SPACETOCO PTY LTD	IPWEA COUNTRY CONFERENCE	1,071.00
DD28874.1	24/12/2025	AWARE SUPER	EMPLOYEE SUPER DEDUCTIONS	20,168.71
DD28874.2	24/12/2025	GESB SUPER SCHEME	EMPLOYEE SUPER DEDUCTIONS	52.47
DD28874.3	24/12/2025	ONEPATH MASTERFUND	EMPLOYEE SUPER DEDUCTIONS	282.31
DD28874.4	24/12/2025	COMMONWEALTH BANK GROUP SUPER	EMPLOYEE SUPER DEDUCTIONS	326.64
DD28874.5	24/12/2025	CBUS SUPER	EMPLOYEE SUPER DEDUCTIONS	326.82
DD28874.6	24/12/2025	HOSTPLUS	EMPLOYEE SUPER DEDUCTIONS	326.64
DD28874.7	24/12/2025	AUSTRALIAN RETIREMENT TRUST	EMPLOYEE SUPER DEDUCTIONS	259.43
DD28874.8	24/12/2025	RAIZ SUPER	EMPLOYEE SUPER DEDUCTIONS	127.05
DD28874.9	24/12/2025	HESTA SUPER FUND	EMPLOYEE SUPER DEDUCTIONS	290.33
DD28874.10	24/12/2025	AUSTRALIAN RETIREMENT TRUST	EMPLOYEE SUPER DEDUCTIONS	326.64
DD28874.11	24/12/2025	COLONIAL FIRSTCHOICE WHOLESALE PERSONAL SUPER	EMPLOYEE SUPER DEDUCTIONS	1,274.74
DD28874.12	24/12/2025	AUSTRALIAN SUPER	EMPLOYEE SUPER DEDUCTIONS	5,738.26
DD28874.13	24/12/2025	REST SUPERANNUATION	EMPLOYEE SUPER DEDUCTIONS	1,727.96
DD28874.14	24/12/2025	AMP LIFE LIMITED	EMPLOYEE SUPER DEDUCTIONS	605.37

SHIRE OF DONNYBROOK BALINGUP
SCHEDULE OF ACCOUNTS PAID UNDER DELEGATION (NO.1.2.23) IS PRESENTED FOR PUBLIC INFORMATION
PAYMENTS FROM 1 DECEMBER TO 31 DECEMBER 2025

DD28874.15	24/12/2025	MERCER SUPER TRUST	EMPLOYEE SUPER DEDUCTIONS	446.50
DD28874.16	24/12/2025	MLC PLUM SUPER	EMPLOYEE SUPER DEDUCTIONS	599.63
DD28874.17	24/12/2025	UNISUPER	EMPLOYEE SUPER DEDUCTIONS	791.56
DD28874.18	24/12/2025	BRIGHTER SUPER	EMPLOYEE SUPER DEDUCTIONS	358.33
			TOTAL: DIRECT DEBITS	71,450.52
			TOTAL: PAYMENTS MADE FROM MUNICIPAL ACCOUNT	2,459,426.66

CERTIFICATION BY CHIEF EXECUTIVE OFFICER

This Schedule of Accounts Paid is submitted to the Council Meeting on 25 February 2026 in accordance with the *Local Government (Financial Management) Regulations 1996* Section 13. These accounts have been checked and are fully supported by vouchers and invoices, which have been duly certified as to the receipts of goods and the rendition of services and as to prices, computations and costings.

Chief Executive Officer

COUNCIL RESOLUTION:	10/02-26		
MOVED BY:	Cr Anita Lindemann	**SECONDED BY:**	Cr Grant Patrick

That Council receive the schedule of accounts paid as detailed in the report for the period ending 31 December 2025.

For: Cr Bailey, Cr Hall, Cr Lindemann, Cr MacCarthy, Cr McNab, Cr Patrick, Cr Purich
Against: Nil.
Carried: 7/0 by en-bloc resolution 4/02-26

9.2.2 Schedule of Accounts Paid as at 31 January 2026

Report Details:

Prepared by: Finance Officer

Manager: Manager Financial Services

File Reference: FNC 10/2 **Voting Requirement:** Simple Majority

Attachment(s):

Nil.

Executive Recommendation

That Council receive the schedule of accounts paid as detailed in the report for the period ending 31 January 2026.

Strategic Alignment

The following outcomes from the Council Plan relate to this proposal:

Outcome: 12 - A well respected, professionally run organisation.

Objective: 12.1 - Deliver effective and efficient operations and service provision.

Item: Nil.

Executive Summary

Council is requested to receive the Schedule of Accounts Paid for the period 1 to 31 January 2026, in accordance with Regulation 13(3) of the *Local Government (Financial Management) Regulations 1996*. The total payments made under delegated authority during this period amount to $1,448,710.63.

Background

In accordance with Delegation 1.2.23 – *Payments from the Municipal or Trust Funds* adopted by Council on 26 June 2024, the Chief Executive Officer is authorised to incur expenditure in line with the provisions of the adopted Annual Budget, including limited over-expenditure subject to subsequent budget amendments. Pursuant to Regulation 13 of the *Local Government (Financial Management) Regulations 1996* a list of account paid under this delegation is to be prepared and presented to Council on a monthly basis.

Risk Management

Risk:	Likelihood:	Consequence:	Risk Rating:
Financial Impact	Unlikely	Minor	Low (2)
Risk Description:	Additional checks and balances of accounts paid by the Shire.		
Mitigation:	Monthly reporting on accounts paid.		
Compliance	Unlikely	Minor	Low (2)
Risk Description:	Meeting legislative requirement of financial reporting to the Council		

Mitigation:	Monthly reporting on accounts paid.

Financial Implications

All liabilities settled have been in accordance with the annual budget provisions.

Policy Compliance

All payments have been made in line with Shire policies:

- FIN/CP-4 Purchasing
- FIN/CP-5 Regional Price Preference
- FIN/CP-7 Credit Card

Statutory Compliance

Local Government (Financial Management) Regulations 1996

Where the local government has delegated the CEO the exercise of its power to make payments from the municipal fund or the trust funds, Regulation 13 requires that a list of accounts paid by the CEO is to be prepared each month showing for each account paid:

(e) The payee's name; and
(f) The amount of the payment; and
(g) The date of the payment; and
(h) Sufficient information to identify the transaction.

This list of accounts is to be:

(c) Presented to Council at the next ordinary meeting of the Council after the list is prepared; and
(d) Recorded in the minutes of that meeting.

Consultation

Relevant staff have been consulted and have confirmed that all payments were authorised in accordance with their delegated authority.

Officer Comment

A detailed listing of payments has been provided below for Council's formal receipt. Elected Members are encouraged to raise any queries prior to the Ordinary Council Meeting to allow sufficient time for investigation and preparation of a response.

SHIRE OF DONNYBROOK BALINGUP
SCHEDULE OF ACCOUNTS PAID UNDER DELEGATION (NO.1.2.23) IS PRESENTED FOR PUBLIC INFORMATION
PAYMENTS FROM 1 JANUARY TO 31 JANUARY 2026

REFERENCE	DATE	PAYEE	DESCRIPTION	AMOUNT
CREDIT CARD				
	04/12/2025	SENDGRID	MONTHLY AUTOMATED EMAIL SERVICE, LINKED TO ENVIBE	141.45
	08/12/2025	MICROSOFT	AZURE USAGE CHARGES	288.53
	09/12/2025	MICROSOFT	AZURE USAGE CHARGES	56.21
	09/12/2025	BUNNINGS	CORFLUTE & CAUTION TAPE	66.00
	12/12/2025	ANACONDA	TRAIL CAMERAS	798.00
	21/12/2025	CONNECTTEAM	OPTIONS HUB, ADVANCED PLAN & COMMUNICATIONS HUB	1,437.97
	22/12/2025	BLACKWOOD VALLEY SUITES	ACCOMMODTION - AUSTRALIA DAY AMBASSADOR	200.00
	24/12/2025	MAILCHIMP	MONTHLY MARKETING SUBSCRIPTION	40.04
	30/12/2025	BENDIGO BANK	CARD FEES	20.00
DD28914.1	14/01/2026		TOTAL: CREDIT CARD PAYMENTS	3,048.20
EFT PAYMENTS				
EFT32334	08/01/2026	HARMONIC IT	MONTHLY MANAGED SERVICES	8,069.60
EFT32335	08/01/2026	AUSTRALIAN SERVICES UNION WESTERN AUSTRALIAN BRANCH	EMPLOYEE UNION DEDUCTIONS	53.00
EFT32336	08/01/2026	SOUTHWEST FIRE MITIGATION SERVICES	MAF TREATMENT - HIRE OF MECHANICAL EQUIPMENT	3,784.74
EFT32337	08/01/2026	BLACKWOOD RIVER ARTS TRAIL INC	COMMUNITY GRANT	2,000.00
EFT32338	08/01/2026	AUSTRALIAN GOVERNMENT - SERVICES AUSTRALIA - CHILD SUPPORT	PAYROLL DEDUCTIONS	314.08
EFT32339	08/01/2026	CORSIGN WA	DBK POUND - SIGN	77.00
EFT32340	08/01/2026	DONNYBROOK BUTCHERS	MTG REFRESHMENTS	147.54
EFT32341	08/01/2026	DONNYBROOK COUNTRY CLUB	COMMUNITY GRANT	2,200.00
EFT32342	08/01/2026	DONNYBROOK DISTRICT HIGH SCHOOL	DBK LIBRARY - STATIONERY	260.45
EFT32343	08/01/2026	LEISURE INSTITUTE OF WA AQUATIC (INC.)	LIWA MEMBERSHIP	148.50
EFT32344	08/01/2026	LGIS BROKING - JLT RISK SOLUTIONS PTY LTD	LGISWA REGIONAL RISK COORDINATOR PROGRAM	8,642.70
EFT32345	08/01/2026	PRESTON VALLEY MAINTENANCE	SUPPLY & INSTALL CEILING TILES, INSTALL SPEED DISPLAY SIGNS	4,378.00
EFT32346	08/01/2026	RECRUITWEST PTY LTD	CASUAL LABOUR HIRE	5,525.43
EFT32347	08/01/2026	SCOUTS WA	COMMUNITY GRANT	2,200.00
EFT32348	08/01/2026	SEEK LIMITED	ADVERTISEMENT - VACANCY	445.50
EFT32349	08/01/2026	TELSTRA - MELBOURNE ACCOUNTS	TELEPHONE, MOBILE & INTERNET CHARGES	448.49
EFT32350	08/01/2026	TOTALLY WORKWEAR BUNBURY	STAFF UNIFORM	293.92
EFT32351	08/01/2026	TANGO INFORMATION TECHNOLOGY PTY LTD	ICT STRATEGY DEVELOPMENT	11,000.00
EFT32352	08/01/2026	SYNERGY	ELECTRICITY CHARGES	1,693.33
EFT32353	08/01/2026	WORK CLOBBER	PPE	647.10
EFT32354	08/01/2026	WORKFORCE ROAD SERVICES PTY LTD	TRAFFIC MANAGEMENT	14,162.58
EFT32354A	08/01/2026	SHIRE OF DONNYBROOK BALINGUP	PAYROLL FOR THE PERIOD ENDING 07.01.26	168,178.02

SHIRE OF DONNYBROOK BALINGUP
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EFT32354B	08/01/2026	AUSTRALIAN TAX OFFICE	PAYG PE: 07.01.26	46,810.00
EFT32355	15/01/2026	HARMONIC IT	MIGRATE PRODUCTION & DR	8,690.00
EFT32356	15/01/2026	ALFS MACHINERY PTY LTD	SUNDRY PLANT - SCREWS, BOLTS, NUTS	183.70
EFT32357	15/01/2026	AUSTRALIA POST - ACCOUNTS	SHIRE POSTAGE	940.80
EFT32358	15/01/2026	AUSTRALIAN SERVICES UNION WESTERN AUSTRALIAN BRANCH	EMPLOYEE UNION DEDUCTIONS	53.00
EFT32359	15/01/2026	AMITY SIGNS	ROAD SIGN	115.50
EFT32360	15/01/2026	AUSTRALIAN INSTITUTE OF COMPANY DIRECTORS	COURSE FEES	9,700.00
EFT32361	15/01/2026	ASK WASTE MANAGEMENT PTY LTD	REVIEW & UPDATE LCMP WITH BIOWINDOW LFG SYSTEM	5,376.25
EFT32362	15/01/2026	ABCO PRODUCTS PTY LTD	CLEANING CONSUMABLES	44.44
EFT32363	15/01/2026	BUNNINGS GROUP LIMITED	HARDWARE SUPPLIES	959.21
EFT32364	15/01/2026	BUILDING AND CONSTRUCTION INDUSTRY TRAINING BOARD	BCTIF LEVY COLLECTIONS	1,478.00
EFT32365	15/01/2026	BDA TREE LOPPING	TREE PRUNING	21,780.00
EFT32366	15/01/2026	BALINGUP LIQUOR & GENERAL STORE	BFB DIESEL	317.42
EFT32367	15/01/2026	BLUE FORCE PTY LTD	PRESTON VILLAGE - MONTHLY EMERGENCY HELP MONITORING	448.80
EFT32368	15/01/2026	SCOTT JAMES BARTHOLOMEW	MAF TREATMENT - CHEMICAL WORKS	3,394.00
EFT32369	15/01/2026	BETTER TELCO SOLUTIONS PTY LTD - PHONE ACCOUNT	SERVICE CHARGES - MONTHLY ACCESS FEE & SIP	928.09
EFT32370	15/01/2026	BRIGHTMARK GROUP PTY LTD	CLEANING - DEC 25	19,264.73
EFT32371	15/01/2026	BLUE STEEL ROOFING	KIRUP PUBLIC HALL - ROOF COVER REPLACEMENT PROJECT	30,000.00
EFT32372	15/01/2026	D BISHOP	REFUND OVERPAYMENT OF RATES	805.38
EFT32373	15/01/2026	DUG CROSS ELECTRICS	INSTALLATON OF LIGHTS, DBK SCOUT HALL & DBK HALL	1,715.00
EFT32374	15/01/2026	AUSTRALIAN GOVERNMENT - SERVICES AUSTRALIA - CHILD SUPPORT	PAYROLL DEDUCTIONS	314.08
EFT32375	15/01/2026	COMBINED TEAM SERVICES	HSR COURSE	2,330.00
EFT32376	15/01/2026	CORSIGN WA	TRAFFIC CONES & SIGNS	900.90
EFT32378	15/01/2026	DONNYBROOK FRUIT BARN PTY LTD	BFB DIESEL - DEC 25	264.25
EFT32379	15/01/2026	DONNYBROOK FAMILY BAKERY	MTG REFRESHMENTS	110.00
EFT32380	15/01/2026	DONNYBROOK FARM SERVICE	BORE PUMP, FERTILISER, RETIC COMPONENTS, POOL CHEMICALS, PINE POSTS, PLUG	6,038.31
EFT32381	15/01/2026	DONNYBROOK PLAYCENTRE INC (PLAYGROUP)	COMMUNITY GRANT	2,000.00
EFT32382	15/01/2026	DELL FINANCIAL SERVICES PTY LTD	LEASE PAYMENTS FOR DELL PCS	3,106.38
EFT32383	15/01/2026	DBCEC (WA) PTY LTD	SUPPLY & DELIVERY OF GRAVEL	1,041.15
EFT32384	15/01/2026	DONNYBROOK MENS SHED (INC)	VCMP - MANUFACTURE & SUPPLY OFFICE CUPBOARD	1,470.00
EFT32385	15/01/2026	DEPARTMENT OF LOCAL GOVERNMENT INDUSTRY REGULATION AND SAFETY	BSL COLLECTONS	1,647.13
EFT32386	15/01/2026	EMERG SOLUTIONS PTY LTD	BART SUBSCRIPTION	1,624.00

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EFT32387	15/01/2026	FAIRTEL PTY LTD	DONNYBROOK SES - PHONE AND NBN SERVICE	159.97
EFT32388	15/01/2026	HASTIE WASTE PTY LTD	DBK WMF & BLN TRANSFER STATION - MONTHLY MANAGEMENT, PROCESSING OF MATTRESSES, SERVICING OF SKIP BINS	41,683.50
EFT32389	15/01/2026	HART SPORT	POOL EQUIPMENT	161.45
EFT32390	15/01/2026	HARVEY FARM SERVICE	BELT	226.95
EFT32391	15/01/2026	HYDRAULINK SOUTH WEST	SIDE TIPPER HOSE, LABOUR & FITTING	574.45
EFT32392	15/01/2026	HOCKING PLANNING & ARCHITECTURE PTY LTD	LOCAL HERITAGE SURVEY	7,260.00
EFT32393	15/01/2026	INFIELD SERVICES PTY LTD	UPDATE LIGHTS TO LED & REPLACE FAULTY ALTERNATOR	3,656.95
EFT32394	15/01/2026	JOMAR (WA) PTY LTD	BRIDGE REPAIRS	36,382.50
EFT32395	15/01/2026	JAMBOP MUSIC AND DANCE	DBK LIBRARY - DELIVERY OF DANCE & STORYTIME CLASSES	1,160.00
EFT32396	15/01/2026	KMART - EATON 1235	DBK REC CTR - CHRISTMAS DECORATIONS	113.00
EFT32397	15/01/2026	MALATESTA ROAD PAVING & HOTMIX	EMULSION	720.00
EFT32398	15/01/2026	MAINLINE PLUMBING	DBK TRANSIT PARK - UNBLOCK DUMP POINT	228.03
EFT32399	15/01/2026	MICROSOFT REGIONAL SALES CORPORATION	MICROSOFT 365 BUSINESS PREMIUM & EXCHANGE PLANS - DEC 25	2,636.33
EFT32400	15/01/2026	NOGGERUP HALL ASSOCIATION INC.	AUSTRALIA DAY BREAKFAST	500.00
EFT32401	15/01/2026	OFFICEWORKS	STATIONERY SUPPLIES	483.51
EFT32402	15/01/2026	OFFICE OF THE AUDITOR GENERAL	ANNUAL FINANCIAL AUDIT - 30 JUNE 2025	46,970.00
EFT32403	15/01/2026	PRESTON PRESS	COMMUNITY GRANT	2,200.00
EFT32404	15/01/2026	PRESTON VALLEY MAINTENANCE	REPLACE DAMAGED CEILING & CLADDING, SECURE LOOSE BOARDS, REPAIR OVAL FENCING, INSTALL CHIMNEY STRAP, REPAIR DOORS, INSTALL DOOR HARDWARE, INSTALL SIGN, REPLACE NOTICE BOARD LOCKS, SECURE SIGN TO WALL, INSTALL KEY LOCK BOX, REPLACE HINGES ON METERBOX	10,164.00
EFT32405	15/01/2026	RECRUITWEST PTY LTD	CASUAL LABOUR HIRE	8,420.38
EFT32406	15/01/2026	SPENCER SIGNS	BFB NAME STICKERS	278.63
EFT32407	15/01/2026	STEWART & HEATON CLOTHING CO. P/L	BFB - PPE	384.11
EFT32408	15/01/2026	SOUTHERN LOCK & SECURITY	ALARM MONITORING	745.00
EFT32409	15/01/2026	SOS OFFICE EQUIPMENT	MONTHLY PRINTER METER READS	1,093.33
EFT32410	15/01/2026	SOUTH WEST SEPTICS	VC MITCHELL PARK - PAVILION 1- ANNUAL GREASE TRAP SERVICING	726.00
EFT32411	15/01/2026	SEEK LIMITED	ADVERTISEMENT - VACANCY	456.50
EFT32412	15/01/2026	SHRED-X PTY LTD & AUSTRALIAN PAPER RECYCLING	SECURE BIN PICKUP & DISPOSAL	110.51
EFT32413	15/01/2026	SUPAGAS	GAS SUPPLY	50.60
EFT32414	15/01/2026	S STONE	REFUND OF OVERPAYMENT OF CTF	124.00
EFT32415	15/01/2026	TELSTRA - MELBOURNE ACCOUNTS	TELEPHONE, MOBILE & INTERNET CHARGES	2,412.51

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EFT32416	15/01/2026	TEAM GLOBAL EXPRESS PTY LTD	FRIEGHT CHARGES	336.20
EFT32417	15/01/2026	TOTALLY WORKWEAR BUNBURY	UNIFORMS	506.96
EFT32418	15/01/2026	TELAIR PTY LTD	NBN SERVICES - DEC 25	678.90
EFT32419	15/01/2026	TINT CITY	SUPPLY & INSTALL REFLECTIVE WINDOW TINT	1,192.00
EFT32420	15/01/2026	LANDGATE - VALUATION SERVICES	INTERIM VALUATIONS	96.96
EFT32421	15/01/2026	VASSE AUTOMOTIVE PTY LTD	VEHICLE SERVICE	580.00
EFT32422	15/01/2026	WATER CORPORATION - ACCOUNTS	WATER & SEWERAGE CHARGES	119.31
EFT32423	15/01/2026	SYNERGY	ELECTRICITY CHARGES	16,130.90
EFT32424	15/01/2026	WA LOCAL GOVERNMENT ASSOCIATION (WALGA)	DELIVERY OF COURTESY SPEED DISPLAY SIGNS	117.82
EFT32425	15/01/2026	VEOLIA ENVIRONMENTAL SERVICES	STREET CLEANING	1,681.89
EFT32426	15/01/2026	WORKFORCE ROAD SERVICES PTY LTD	TRAFFIC MANAGEMENT	8,726.10
EFT32427	15/01/2026	N WALKER	REFUND OVERPAYMENT OF RATES	252.00
EFT32428	15/01/2026	WOMEN IN TOUCH	COMMUNITY GRANT	900.00
EFT32429	15/01/2026	EVENTS WEST WA	AUSTRALIA DAY - PARTY HIRE, MARQUEES, POWER, SOUND & ENTERTAINMENT	9,400.16
EFT32430	15/01/2026	YABBERUP COMMUNITY ASSOCIATION INC.	COMMUNITY GRANT	2,000.00
EFT32430A	22/01/2026	SHIRE OF DONNYBROOK BALINGUP	PAYROLL FOR THE PERIOD ENDING 21.01.26	166,190.16
EFT32430B	22/01/2026	AUSTRALIAN TAX OFFICE	PAYG PE: 21.01.26	48,641.00
EFT32431	29/01/2026	HARMONIC IT	BUILD & DEPLOY IT FLEET, MONTHLY MANAGED SERVICES	42,365.40
EFT32432	29/01/2026	AUSTRALIAN SERVICES UNION WESTERN AUSTRALIAN BRANCH	EMPLOYEE UNION DEDUCTIONS	53.00
EFT32433	29/01/2026	WINC AUSTRALIA PTY LTD - ACCOUNTS	STATIONERY SUPPLIES	135.56
EFT32434	29/01/2026	AFGRI EQUIPMENT AUSTRALIA PTY LTD	HYDRAULIC CYLINDER	6,600.00
EFT32435	29/01/2026	AGTRAC MACHINERY	TRANS HYDRAULIC FLUID, BLADE, CARTRIDGE OIL & FILTERS	495.44
EFT32436	29/01/2026	AFLEX TECHNOLOGY (NZ) LIMITED	POOL INFLATABLES	1,534.50
EFT32437	29/01/2026	AUSSIE TELECOM PTY LIMITED	DEEP FREEZE CLOUD BASIC SUBSCRIPTION	410.02
EFT32438	29/01/2026	BUNNINGS GROUP LIMITED	GUIDEPOST INSTALLIATION EQUIPMENT	2,158.07
EFT32439	29/01/2026	BANKS PEST AND WEED CONTROL	TERMITE TREATMENT	412.50
EFT32440	29/01/2026	BOLINDA PUBLISHING PTY LTD	LARGE PRINT BOOK	53.46
EFT32441	29/01/2026	BLUE STEEL ROOFING	KIRUP PUBLIC HALL - ROOF COVER REPLACEMENT PROJECT	6,575.00
EFT32442	29/01/2026	CITY & REGIONAL FUELS	PURCHASES ON FUEL CARDS & BULK FUEL - DEC 25	21,440.89
EFT32443	29/01/2026	AUSTRALIAN GOVERNMENT - SERVICES AUSTRALIA - CHILD SUPPORT	PAYROLL DEDUCTIONS	314.08
EFT32444	29/01/2026	CLEANAWAY OPERATIONS PTY LTD.	BLN TRANSFER STATION - RECYLING - DEC 25	1,053.50

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EFT32445	29/01/2026	CLEANAWAY	KERBSIDE BIN COLLECTION - GENERAL WASTE - DEC 25	65,851.30
EFT32446	29/01/2026	CONNECT CALL CENTRE SERVICES	AFTERHOURS CALL CENTRE	472.18
EFT32447	29/01/2026	CRANEFORD PLUMBING PTY LTD	RESOLVE SEWER PUMP ISSUES	847.00
EFT32448	29/01/2026	CLEANAWAY PTY LTD	DBK WMF - RECYLING - DEC 25	1,450.18
EFT32449	29/01/2026	CLEANAWAY OPERATIONS PTY LTD	BLN TRANSFER STATION - GENERAL WASTE - DEC 25	3,978.11
EFT32450	29/01/2026	DONNYBROOK HARDWARE & GARDEN	PLANTS, PPE, BRASS FITTING, WATER JUG, SECATEURS, POWER BOARD, CAN CRUSHER, EXTENSION LEAD, SOLENOID, CABLE TIES, TIMERS, TAP CONTROLLER, BATTERIES, PLIERS, SCREWDRIVER, CEMENT	1,159.21
EFT32451	29/01/2026	DONNYBROOK BUTCHERS	AUSTRALIA DAY BREAKFAST - GROCERIES, MTG REFRESHMENTS	677.75
EFT32452	29/01/2026	DONNYBROOK FRUIT BARN PTY LTD	AUSTRALIA DAY BREAKFAST - GROCERIES	280.71
EFT32453	29/01/2026	TYRES AND MORE DONNYBROOK	TYRES	670.00
EFT32454	29/01/2026	DONNYBROOK FRESH SUPA IGA	BFB - TRAINING REFRESHMENTS & RESTOCK OF GRAB BAGS, ADMIN, DBK REC CTR & W&S - GROCERIES, MTG REFRESHMENTS	1,112.18
EFT32455	29/01/2026	DONNYBROOK FOOTBALL & SPORTING CLUB (INC)	BOOKINGS COLLECTED ON BEHALF OF CLUB - AS PER MANAGEMENT AGREEMENT	1,766.84
EFT32456	29/01/2026	DONNYBROOK CWA	COMMUNITY GRANT	2,000.00
EFT32457	29/01/2026	DONNYBROOK COMMUNITY RESOURCE CENTRE	COMMUNITY GRANT	3,300.00
EFT32458	29/01/2026	DELL FINANCIAL SERVICES PTY LTD	LEASE PAYMENTS FOR DELL PCS	3,106.38
EFT32459	29/01/2026	DBCEC (WA) PTY LTD	VC MITCHELL CARPARK UPGRADE	40,661.60
EFT32461	29/01/2026	T GILLESPIE	REFUND OF CAT TRAP HIRE	100.00
EFT32462	29/01/2026	MOORE AUSTRALIA (WA) PTY LTD	2026 WA LOCAL GOVERNMENT ANNUAL BUDGET WORKSHOP	2,376.00
EFT32463	29/01/2026	HOST CORPORATION PTY LTD	KITCHEN EQUIPMENT	1,711.16
EFT32464	29/01/2026	SKIPPERS PLUMBING SERVICES	STANDPIPE MAINTENANCE	1,590.86
EFT32465	29/01/2026	HELIOS SALINGER PTY LTD	WA PUBLIC SECTOR COMPLIANCE KIT & PRIVACY AWARENESS TRAINING	1,815.00
EFT32466	29/01/2026	J HARCOURT	REIMBURSEMENT - MEAL & PARKING	45.78
EFT32467	29/01/2026	M HAZELDINE	REIMBURSEMENT - PROFESSIONAL MEMBERSHIP RENEWAL	888.00
EFT32468	29/01/2026	INFIELD SERVICES PTY LTD	REPLACE FAULTY SHUT OFF SOLENOID, DIAGNOSE CHARGING ISSUE, REPAIR VALVE & TYRE INFLATOR, REPAIR FLAT TYRE/RIM	3,762.00
EFT32469	29/01/2026	LIVING SPRINGS WATER PTY LTD	BOTTLED SPRING WATER	42.00
EFT32470	29/01/2026	METRO COUNT	ROAD COUNTER PIPING & BATTERIES	264.00
EFT32471	29/01/2026	OFFICEWORKS	STATIONERY SUPPLIES	638.18

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EFT32472	29/01/2026	PRESTON VALLEY MAINTENANCE	CEILING DAMAGE REPAIRS, REPAIR TOILET SEAT, GATE LATCH, BENCH SEAT, REMOVE SKYLIGHT GRILLE & INSTALL CUSTOM MANHOLE COVER, SUPPLY & INSTALL TIMBER TRIM, REPLACE PRIVACY SNIBS, EXCAVATE SOIL FROM BUILDING FOOTINGS, CLEAR STORMWATER DRAIN, INSTALL TIMBER RETAINING IN GARDEN BEDS	6,556.00
EFT32473	29/01/2026	PRESTON POWER EQUIPMENT	FAN HOUSING, BLADE SET	146.00
EFT32474	29/01/2026	PICTON CIVIL PTY LTD	WATER CART HIRE	7,920.00
EFT32475	29/01/2026	PROCUREMENT PLUS	CONTRACT MANAGEMENT FRAMEWORK DOCUMENT	2,577.30
EFT32476	29/01/2026	L PIPER	REFUND SWIMMING LESSONS	145.98
EFT32477	29/01/2026	P BARBETTI	REFUND OVERPAYMENT OF RATES	2,717.84
EFT32478	29/01/2026	HOLCIM (AUSTRALIA) PTY LTD	SEALING AGGREGATE	909.38
EFT32479	29/01/2026	REGIONAL DEVELOPMENT AUSTRALIA SOUTH WEST	REMPLAN 2026 - CONTRIBUTION TOWARDS THE PROVISION OF ECONOMIC & COMMUNITY PROFILING FOR THE SOUTH WEST	660.00
EFT32480	29/01/2026	REPCO - DONNYBROOK	TRANS & HYDRAULIC OIL, COUPLER, EXTENSIONS, BRAKE CLEANER, OIL FILTERS, CONNECTORS, BLADE FUSES, NUTS, SCREWS, WASHERS, PUMP	761.05
EFT32481	29/01/2026	RECRUITWEST PTY LTD	CASUAL LABOUR HIRE	8,673.21
EFT32482	29/01/2026	RTV COMPUTERS PTY LTD	LAPTOP	2,475.00
EFT32483	29/01/2026	SURVCON PTY LTD	FEATURE SURVEY	7,150.00
EFT32484	29/01/2026	SEEK LIMITED	ADVERTISEMENTS - STAFF VACANCIES	1,314.50
EFT32485	29/01/2026	SAPIO PTY LTD	REPAIR CCTV CAMERA	324.02
EFT32486	29/01/2026	SOUTH WEST PROPERTY MANAGEMENT	RENTAL SUBSIDY FOR CHILLD CARE WORKER	869.05
EFT32487	29/01/2026	SULLY CIVIL PTY LTD	SMITH ST & TIMMS ST - ROAD UPGRADE	156,051.61
EFT32488	29/01/2026	SCAVENGER SUPPLIES PTY LTD	BFB - PPC	770.50
EFT32489	29/01/2026	SOUTHAMPTON HOMESTEAD AND FARM	REIMBURSE 50% OF INVOICE FOR BLACKBERRY CONTROL	510.00
EFT32490	29/01/2026	TELSTRA - MELBOURNE ACCOUNTS	TELEPHONE, MOBILE & INTERNET CHARGES	242.92
EFT32491	29/01/2026	TROPHIES WEST	RIBBONS & ENGRAVED RIBBONS	287.80
EFT32492	29/01/2026	TEAM GLOBAL EXPRESS PTY LTD	FREIGHT CHARGES	120.50
EFT32493	29/01/2026	TIMBER INSIGHT PTY LTD	BRIDGES - PREVENTATIVE MAINTENANCE WORKS	34,700.82
EFT32494	29/01/2026	THE PRINT SHOP BUNBURY	PRINTING - TIMESHEETS	786.50
EFT32495	29/01/2026	TPG NETWORK PTY LTD	MONTHLY IP LINE, STANDARD ACCESS & FAST FIBRE	1,304.60
EFT32496	29/01/2026	TOTALLY WORKWEAR BUNBURY	STAFF UNIFORMS	344.13
EFT32497	29/01/2026	T & R CONTRACTING PTY LTD	HIRE OF CAT DOZER TO TRACK FIRE	2,310.00
EFT32498	29/01/2026	THINK WATER CAPES REGION	SOLENOID COIL & SPRINKLERS	1,500.11
EFT32499	29/01/2026	SYNERGY	ELECTRICITY CHARGES	6,017.27
EFT32500	29/01/2026	VEOLIA ENVIRONMENTAL SERVICES	STREET CLEANING	560.63

SHIRE OF DONNYBROOK BALINGUP
SCHEDULE OF ACCOUNTS PAID UNDER DELEGATION (NO.1.2.23) IS PRESENTED FOR PUBLIC INFORMATION
PAYMENTS FROM 1 JANUARY TO 31 JANUARY 2026

EFT32501	29/01/2026	WORKFORCE ROAD SERVICES PTY LTD	TRAFFIC MANAGEMENT	9,350.16
EFT32502	29/01/2026	WESTSPAN SHEDS	VC MITCHELL - STORAGE SHED	42,659.29
EFT32503	29/01/2026	YABBERUP COMMUNITY ASSOCIATION INC.	AUSTRALIA DAY EVENT 2026	500.00
			TOTAL: EFT PAYMENTS	**1,361,537.08**
CHEQUE PAYMENTS				
53847	06/01/2026	DEPARTMENT OF TRANSPORT	CUSTOMER PURCHASE OF SHIRE LOGO PLATE	225.00
53848	23/01/2026	DEPARTMENT OF TRANSPORT	CUSTOMER PURCHASE OF SHIRE LOGO PLATE	225.00
			TOTAL: CHEQUE PAYMENTS	**450.00**
BANK FEES				
	31/01/2026	BENDIGO	BANK FEES	466.45
	31/01/2026	COMMONWEALTH	BANK FEES	140.66
	31/01/2026	TYRO	BANK FEES	939.69
	31/01/2026	PAYPAL	TRANSACTION FEES	30.24
	31/01/2026	EZIDEBIT	TRANSACTION FEES	53.22
	31/01/2026	SPACETOCO	TRANSACTION FEES	2,119.76
			TOTAL: BANK FEES	**3,750.02**
DIRECT DEBITS				
DD28894.1	07/01/2026	AWARE SUPER	EMPLOYEE SUPER DEDUCTIONS	19,820.27
DD28894.2	07/01/2026	BRIGHTER SUPER	EMPLOYEE SUPER DEDUCTIONS	354.19
DD28894.3	07/01/2026	COMMONWEALTH BANK GROUP SUPER	EMPLOYEE SUPER DEDUCTIONS	327.01
DD28894.4	07/01/2026	HOSTPLUS	EMPLOYEE SUPER DEDUCTIONS	566.14
DD28894.5	07/01/2026	AUSTRALIAN RETIREMENT TRUST	EMPLOYEE SUPER DEDUCTIONS	262.24
DD28894.6	07/01/2026	RAIZ SUPER	EMPLOYEE SUPER DEDUCTIONS	138.93
DD28894.7	07/01/2026	HESTA SUPER FUND	EMPLOYEE SUPER DEDUCTIONS	327.66
DD28894.8	07/01/2026	AUSTRALIAN RETIREMENT TRUST	EMPLOYEE SUPER DEDUCTIONS	345.24
DD28894.9	07/01/2026	TELSTRA SUPERANNUATION SCHEME	EMPLOYEE SUPER DEDUCTIONS	110.45
DD28894.10	07/01/2026	COLONIAL FIRSTCHOICE WHOLESALE PERSONAL SUPER	EMPLOYEE SUPER DEDUCTIONS	1,291.72
DD28894.11	07/01/2026	AUSTRALIAN SUPER	EMPLOYEE SUPER DEDUCTIONS	5,818.70
DD28894.12	07/01/2026	REST SUPERANNUATION	EMPLOYEE SUPER DEDUCTIONS	1,645.17
DD28894.13	07/01/2026	AMP LIFE LIMITED	EMPLOYEE SUPER DEDUCTIONS	469.53
DD28894.14	07/01/2026	MERCER SUPER TRUST	EMPLOYEE SUPER DEDUCTIONS	394.16
DD28894.15	07/01/2026	MLC PLUM SUPER	EMPLOYEE SUPER DEDUCTIONS	680.37
DD28894.16	07/01/2026	UNISUPER	EMPLOYEE SUPER DEDUCTIONS	504.66
DD28894.17	07/01/2026	CBUS SUPER	EMPLOYEE SUPER DEDUCTIONS	747.22
DD28917.1	14/01/2026	SHERIFF'S OFFICE	LODGEMENT FEES - UNPAID INFRINGEMENTS	265.50
DD28923.1	15/01/2026	SG FLEET AUSTRALIA PTY LIMITED	CESM - VEHICLE LEASE PAYMENT	1,018.60
DD28925.1	21/01/2026	AWARE SUPER	EMPLOYEE SUPER DEDUCTIONS	20,645.92
DD28925.2	21/01/2026	ONEPATH MASTERFUND	EMPLOYEE SUPER DEDUCTIONS	293.80
DD28925.3	21/01/2026	COMMONWEALTH BANK GROUP SUPER	EMPLOYEE SUPER DEDUCTIONS	326.64
DD28925.4	21/01/2026	HOSTPLUS	EMPLOYEE SUPER DEDUCTIONS	326.64
DD28925.5	21/01/2026	AUSTRALIAN RETIREMENT TRUST	EMPLOYEE SUPER DEDUCTIONS	260.31

SHIRE OF DONNYBROOK BALINGUP
SCHEDULE OF ACCOUNTS PAID UNDER DELEGATION (NO.1.2.23) IS PRESENTED FOR PUBLIC INFORMATION
PAYMENTS FROM 1 JANUARY TO 31 JANUARY 2026

DD28925.6	21/01/2026	RAIZ SUPER	EMPLOYEE SUPER DEDUCTIONS	145.20
DD28925.7	21/01/2026	HESTA SUPER FUND	EMPLOYEE SUPER DEDUCTIONS	340.17
DD28925.8	21/01/2026	AUSTRALIAN RETIREMENT TRUST	EMPLOYEE SUPER DEDUCTIONS	326.70
DD28925.9	21/01/2026	COLONIAL FIRSTCHOICE WHOLESALE PERSONAL SUPER	EMPLOYEE SUPER DEDUCTIONS	1,330.95
DD28925.10	21/01/2026	AUSTRALIAN SUPER	EMPLOYEE SUPER DEDUCTIONS	5,656.25
DD28925.11	21/01/2026	REST SUPERANNUATION	EMPLOYEE SUPER DEDUCTIONS	2,042.87
DD28925.12	21/01/2026	AMP LIFE LIMITED	EMPLOYEE SUPER DEDUCTIONS	464.00
DD28925.13	21/01/2026	MERCER SUPER TRUST	EMPLOYEE SUPER DEDUCTIONS	497.47
DD28925.14	21/01/2026	MLC PLUM SUPER	EMPLOYEE SUPER DEDUCTIONS	844.55
DD28925.15	21/01/2026	CBUS SUPER	EMPLOYEE SUPER DEDUCTIONS	582.22
DD28925.16	21/01/2026	BRIGHTER SUPER	EMPLOYEE SUPER DEDUCTIONS	346.79
DD28936.1	23/01/2026	WA TREASURY CORPORATION	LOAN - GUARANTEE FEES	10,407.09
			TOTAL: DIRECT DEBITS	79,925.33
			TOTAL: PAYMENTS MADE FROM MUNICIPAL ACCOUNT	1,448,710.63

CERTIFICATION BY CHIEF EXECUTIVE OFFICER

This Schedule of Accounts Paid is submitted to the Council Meeting on 25 February 2026 in accordance with the Local Government (Financial Management) Regulations 1996 Section 13. These accounts have been checked and are fully supported by vouchers and invoices, which have been duly certified as to the receipts of goods and the rendition of services and as to prices, computations and costings.

Chief Executive Officer

COUNCIL RESOLUTION:	11/02-26		
MOVED BY:	Cr Anita Lindemann	**SECONDED BY:**	Cr Grant Patrick

That Council receive the schedule of accounts paid as detailed in the report for the period ending 31 January 2026.

For: Cr Bailey, Cr Hall, Cr Lindemann, Cr MacCarthy, Cr McNab, Cr Patrick, Cr Purich
Against: Nil.
Carried: 7/0 by en-bloc resolution 4/02-26

9.2.3 Monthly Financial Report for the period ending 31st of December 2025

Report Details:

Prepared by: Manager Financial Services

Manager: Acting Director Finance & Corporate

File Reference: Nil **Voting Requirement:** Simple Majority

Attachment(s):

9.2.3(1) Monthly Financial Report for period ending 31st of December 2025
9.2.3(2) Local Government Financial Indicator

Executive Recommendation

That Council receive the Monthly Financial Report for the period ending 31st of December 2025 as per Attachment 9.2.2(1) **and a summary of the Shire's Local Government Financial Indicator.**

Strategic Alignment

The following outcomes from the Council Plan relate to this proposal:

Outcome: 12 - A well respected, professionally run organisation.

Objective: 12.1 - Deliver effective and efficient operations and service provision.

Item: Nil.

Executive Summary

Pursuant to Section 6.4 of the *Local Government Act 1995* (the Act) and Regulation 34(4) of the *Local Government (Financial Management) Regulations 1996* (the Regulations), a local government is to prepare, on a monthly basis, a monthly financial report presented to Council details the Shire's performance in relation to its adopted/amended budget and actuals.
This report has been compiled to fulfil the statutory reporting requirements of the Act and associated Regulations, whilst also providing the Council with an overview of the Shire's financial performance for the period ending 31st of December 2025.

Background

The Regulations detail the form and manner in which the monthly financial report is to be presented to the Council, and is to include the following:

- Annual budget estimates.
- Budget estimates to the end of the month in which the statement relates.
- Actual amounts of revenue and expenditure to the end of the month in which the statement relates.
- Material variances between budget estimates and actual revenue/expenditure.
- Net current assets at the end of the month to which the statement relates.

Additionally, and pursuant to Regulation 34(5) of the Regulations, a local government is required to adopt a material variance reporting threshold in each financial year.

At its Special Meeting of Council on 6th of August 2025 it was recommended Council adopt the following material variance reporting thresholds for the 2025/26 financial year:

a) Variances equal to or greater than 10% of the year-to-date budget amounts detailed in the Statement of Financial Activity, however variances due to timing differences are to be reported only if not to do so would present an incomplete picture of the financial performance for a particular period; and

b) Reporting of variances only applies for amounts greater than $25,000.

Risk Management

Risk:	Likelihood:	Consequence:	Risk Rating:
Financial Impact	Unlikely	Moderate	Moderate (6)
Risk Description:	Monetary loss that may or may not be managed within existing budget or may not impact a program or services		
Mitigation:	Reporting financials monthly		
Compliance	Unlikely	Minor	Low (4)
Risk Description:	Meeting legislative requirement of financial reporting to the Council		
Mitigation:	Monthly reporting on financial reports.		

Financial Implications

Budget

There are no financial implications relevant to this proposal.

Long Term

As no assets/infrastructure are being created, there are no long-term financial implications relevant to this proposal.

Policy Compliance

Nil.

Statutory Compliance

Section 6.4 of the *Local Government Act 1995* and Regulation 34 of the *Local Government (Financial Management) Regulations 1996* detail the form and manner in which a local government is to prepare financial activity statements.

Consultation

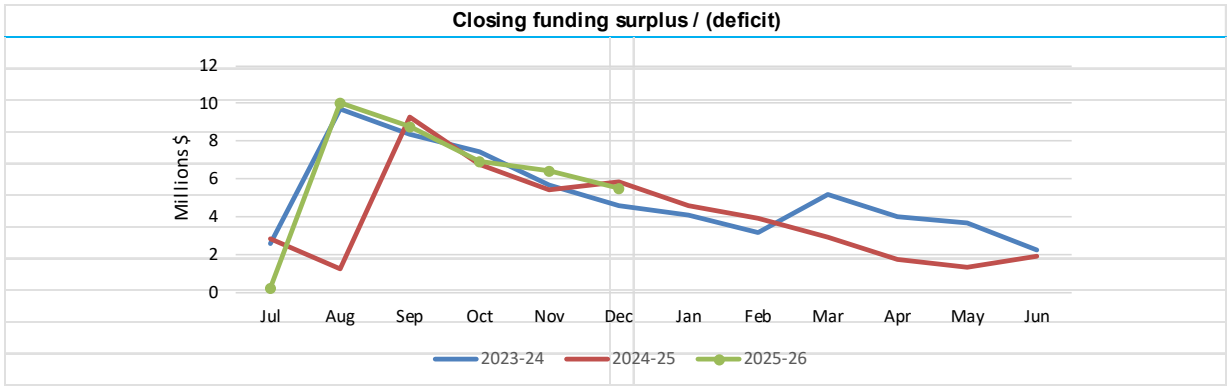
The Shire's Executive Team, Department Managers and Finance staff monitor the Shire's monthly revenue and expenditure.

Approved budget amendments are recorded in the financial statements to always reflect the Shire's current budget and financial position.

Officer Comment

These statements compare year-to-date expenditure and revenue against the 2025/26 Adopted Original Budget which now includes further amendments adopted by Council.

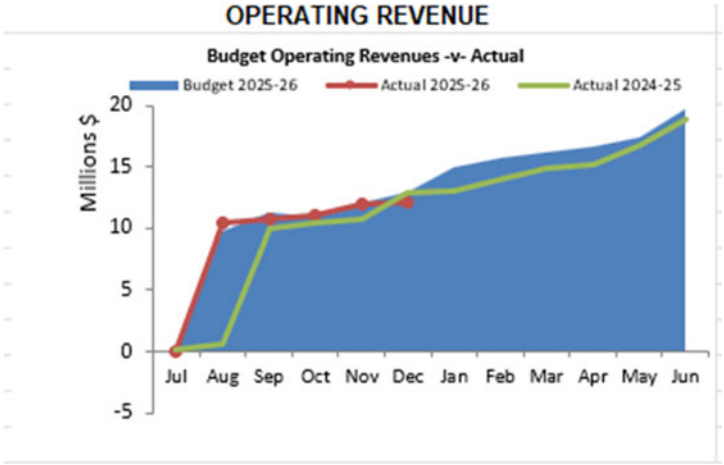
The Shire's surplus after imposition of rates was $5,509,381 which is higher than the year-to-date budgeted surplus of $4,417,018.



Operating Activities

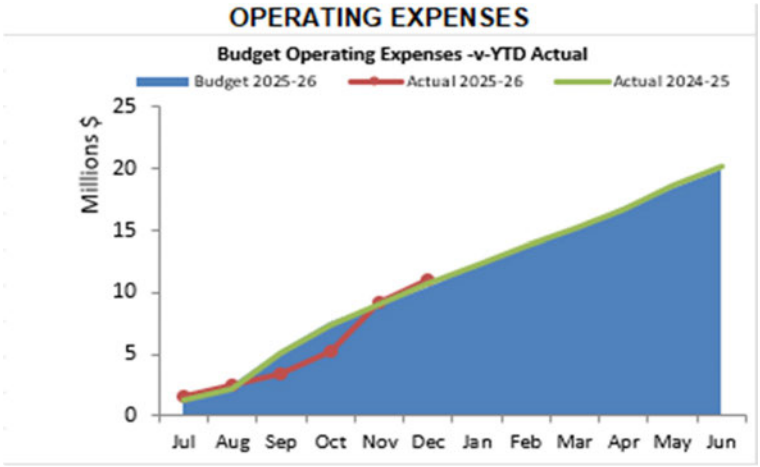
Revenue was $12,054,289 which is greater than budget estimates. Key areas include:

- Operating grants, subsidies, and contributions is 19.80% higher than budget estimates.
- Fees and charges was slightly higher by 1.68% than budget estimates.



Expenditure was $11,004,191 being 3.83% higher than budget estimates. Key areas include:

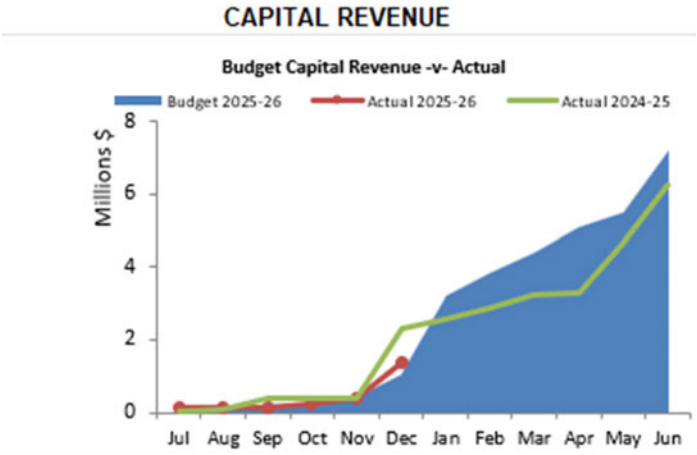
- Employee costs 2.62% higher than budget estimates mainly due to large leave entitlements being paid.
- Utility charges 11.16% lower than budget – refer to note 3 for explanation in the attached monthly financial report.
- Finance costs 29.26% lower than budget estimates due to timing.



Investing Activities

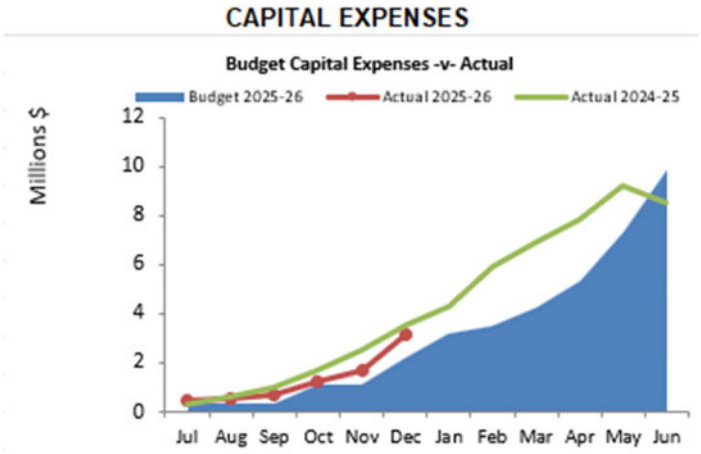
Inflows from investing activities was $1,509,955 and is 41.91% above the YTD budget estimates. Key contributors include:

- Proceeds from capital grants, subsidies, and contributions: $1,419,940 being 40.73% above budget - refer to note 3 for explanation in the attached monthly financial report.
- Proceeds from disposal of assets $75,545 being 86.32% above budget - refer to note 3 for explanation in the attached monthly financial report.



Outflows from investing activities was $3,129,780 and is 0.40% below the YTD budget estimates. Key areas include:

- Payments for property, plant, and equipment $995,010 and is 3.88% below budget.
- Payments for construction of infrastructure was $2,134,770 and is 1.31% above budget.



In addition, a summary of the Shire's Local Government Financial Indicator has been included within the attachments as an indicator of the Council's financial health.
The Department of Local Government, Industry Regulation and Safety are collecting financial data on local governments to assess their financial health and publishing it annually on the MyCouncil website, the website gives users an insight into the financial health of Western Australian Local Governments though four key ratios, the LGFI gives point in time insights to a local governments ability to:

- Meet its short-term financial obligations (liquidity)
- Fund its longer-term financial obligations (solvency)
- Access funding (either internal or external) to deliver services and maintain infrastructure (financial flexibility)

The 2024 results have just been calculated with the Shire of Donnybrook-Balingup getting an LGFI score of 100 which is the best score possible. The benchmark for local Governments to achieve as an indicator of financial stability is 70. The following table is the LGFI scores for the Shire of Donnybrook-Balingup for the last five years.

Donnybrook Balingup Shire				
FY2020	FY2021	FY2022	FY2023	FY2024
82	92	92	82	100

Staff have assessed the current years financial data for the 2025 financial year, with the expected score being 87, which is a great result for Council. Please see Attachment 9.2.3(2) for full details on the previous five years.

COUNCIL RESOLUTION:	12/02-26		
MOVED BY:	Cr Anita Lindemann	**SECONDED BY:**	Cr Grant Patrick

That Council receive the Monthly Financial Report for the period ending 31st of December 2025 as per Attachment 9.2.3(1) **and a summary of the Shire's Local Government Financial Indicator.**

For: Cr Bailey, Cr Hall, Cr Lindemann, Cr MacCarthy, Cr McNab, Cr Patrick, Cr Purich
Against: Nil.
Carried: 7/0 by en-bloc resolution 4/02-26

9.2.4 Monthly Financial Report for the period ending 31st of January 2026

Report Details:			
Prepared by:	Manager Financial Services		
Manager:	Director Finance & Community		
File Reference:	Nil	**Voting Requirement:**	Simple Majority
Attachment(s):			
9.2.4(1)	Monthly Financial Report for period ending 31st of January 2026		

Executive Recommendation

That Council receive the Monthly Financial Report for the period ending 31st of January 2026 as per Attachment 9.2.4(1).

Strategic Alignment

The following outcomes from the Council Plan relate to this proposal:

Outcome:	12 - A well respected, professionally run organisation.
Objective:	12.1 - Deliver effective and efficient operations and service provision.
Item:	Nil.

Executive Summary

Pursuant to Section 6.4 of the *Local Government Act 1995* (the Act) and Regulation 34(4) of the *Local Government (Financial Management) Regulations 1996* (the Regulations), a local government is to prepare, on a monthly basis, a monthly financial report presented to Council details the Shire's performance in relation to its adopted/amended budget and actuals.

This report has been compiled to fulfil the statutory reporting requirements of the Act and associated Regulations, whilst also providing the Council with an overview of the Shire's financial performance for the period ending 31st of January 2026.

Background

The Regulations detail the form and manner in which the monthly financial report is to be presented to the Council, and is to include the following:

- Annual budget estimates.
- Budget estimates to the end of the month in which the statement relates.
- Actual amounts of revenue and expenditure to the end of the month in which the statement relates.
- Material variances between budget estimates and actual revenue/expenditure.
- Net current assets at the end of the month to which the statement relates.

Additionally, and pursuant to Regulation 34(5) of the Regulations, a local government is required to adopt a material variance reporting threshold in each financial year.

At its Special Meeting of Council on 6th of August 2025 it was recommended Council adopt the following material variance reporting thresholds for the 2025/26 financial year:

a) Variances equal to or greater than 10% of the year-to-date budget amounts detailed in the Statement of Financial Activity, however variances due to timing differences are to be reported only if not to do so would present an incomplete picture of the financial performance for a particular period; and

b) Reporting of variances only applies for amounts greater than $25,000.

Risk Management

Risk:	Likelihood:	Consequence:	Risk Rating:
Financial Impact	Unlikely	Moderate	Moderate (6)
Risk Description:	Monetary loss that may or may not be managed within existing budget or may not impact a program or services		
Mitigation:	Reporting financials monthly		
Compliance	Unlikely	Minor	Low (4)
Risk Description:	Meeting legislative requirement of financial reporting to the Council		
Mitigation:	Monthly reporting on financial reports.		

Financial Implications

Budget

There are no financial implications relevant to this proposal.

Long Term

As no assets/infrastructure are being created, there are no long-term financial implications relevant to this proposal.

Policy Compliance

Nil.

Statutory Compliance

Section 6.4 of the *Local Government Act 1995* and Regulation 34 of the *Local Government (Financial Management) Regulations 1996* detail the form and manner in which a local government is to prepare financial activity statements.

Consultation

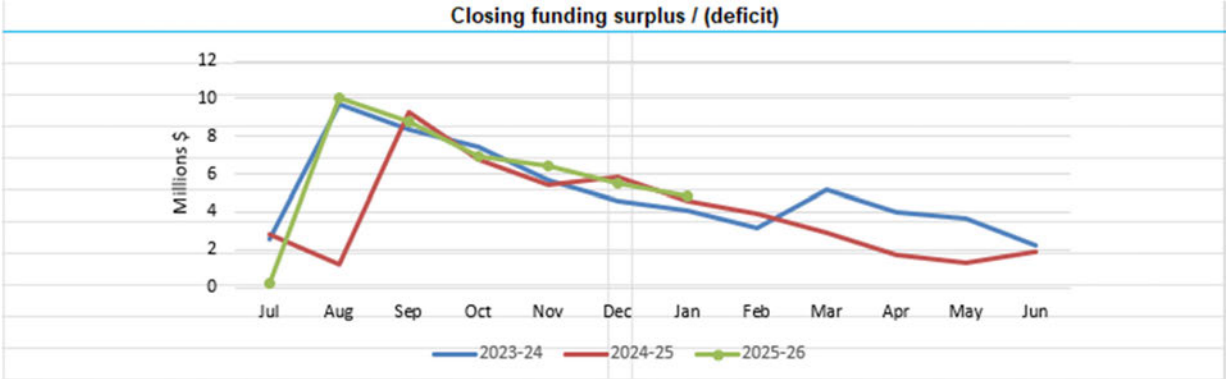
The Shire's Executive Team, Department Managers and Finance staff monitor the Shire's monthly revenue and expenditure.

Approved budget amendments are recorded in the financial statements to always reflect the Shire's current budget and financial position.

Officer Comment

These statements compare year-to-date expenditure and revenue against the 2025/26 Adopted Original Budget which now includes further amendments adopted by Council.

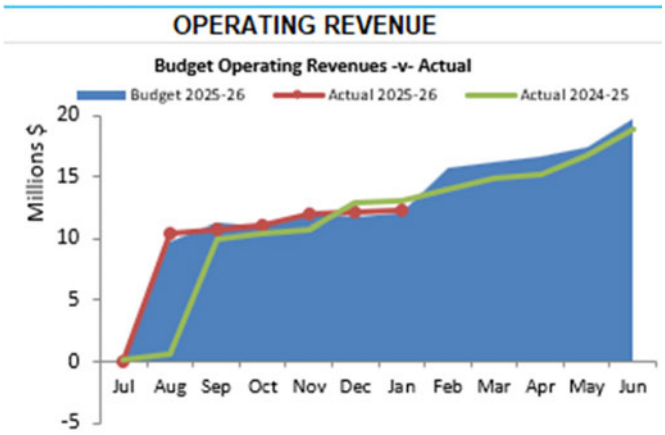
The Shire's surplus after imposition of rates was $4,795,259 which is higher than the year-to-date budgeted surplus of $3,761,408.



Operating Activities

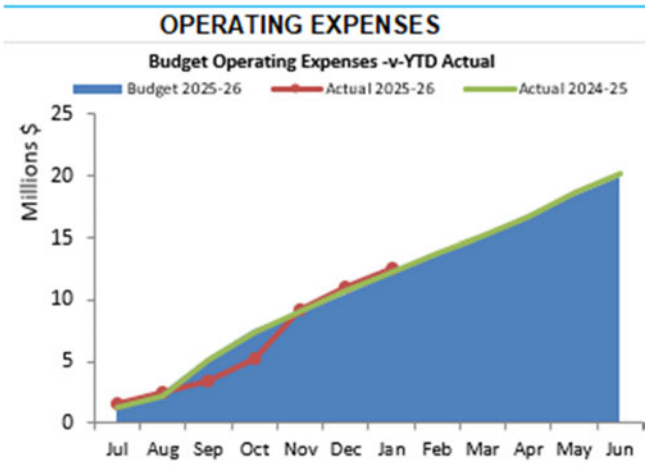
Revenue was $12,341,578 which is greater than budget estimates. Key areas include:

- Operating grants, subsidies, and contributions is 18.33% higher than budget estimates.
- Fees and charges was slightly higher by 2.29% than budget estimates.



Expenditure was $12,597,888 being 3.68% higher than budget estimates. Key areas include:

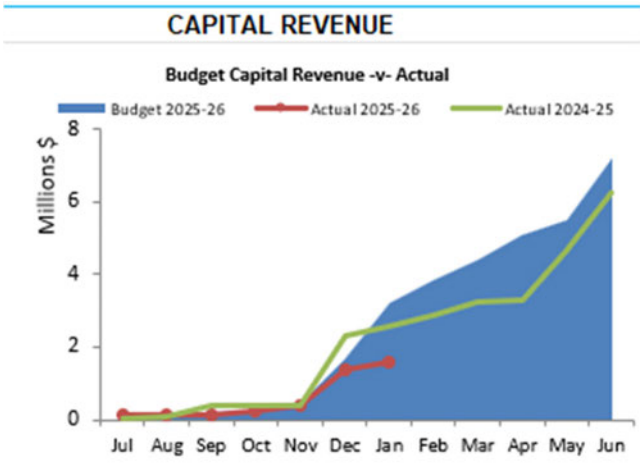
- Employee costs 2.31% higher than budget estimates mainly due to large leave entitlements being paid.
- Utility charges 16.20% lower than budget – refer to note 3 for explanation in the attached monthly financial report.
- Finance costs 29.66% lower than budget estimates due to timing differences.



Investing Activities

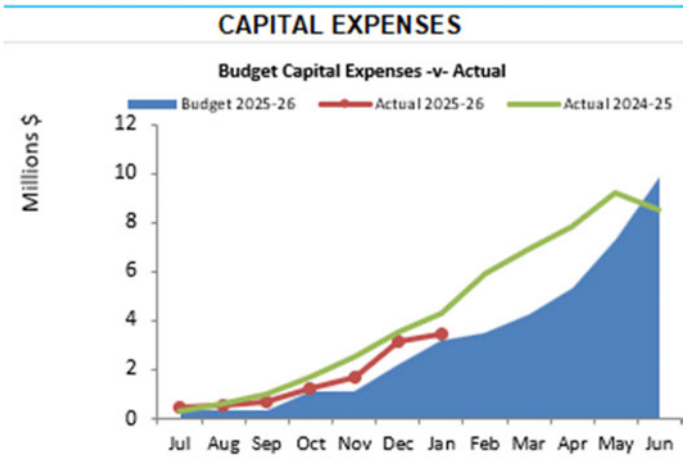
Inflows from investing activities was $1,748,483 and is 4.38% above the YTD budget estimates. Key contributors include:

- Proceeds from capital grants, subsidies, and contributions: $1,656,133 being 2.37% above budget - refer to note 3 for explanation in the attached monthly financial report.
- Proceeds from disposal of assets $75,545 being 86.32% above budget - refer to note 3 for explanation in the attached monthly financial report.



Outflows from investing activities was $3,452,984 and is 7.27% below the YTD budget estimates. Key areas include:

- Payments for property, plant, and equipment $1,022,517 and is 16.75% below budget.
- Payments for construction of infrastructure was $2,430,466 and is 2.60% below budget.



COUNCIL RESOLUTION:	13/02-26		
MOVED BY:	Cr Anita Lindemann	**SECONDED BY:**	Cr Grant Patrick

That Council receive the Monthly Financial Report for the period ending 31st of January 2026 as per Attachment 9.2.4(1).

For: Cr Bailey, Cr Hall, Cr Lindemann, Cr MacCarthy, Cr McNab, Cr Patrick, Cr Purich
Against: Nil.
Carried: 7/0 by en-bloc resolution 4/02-26

Cr McNab left the meeting at 3:19pm.
Cr Purich left the Council Chamber at 3:19pm

9.2.5. Annual Review of Asset Management Plans and Financial Informing Plans 2026/27

Report Details:

Prepared by: Manager Finance Projects

Manager: Colin Young, Director Finance and Community

File Reference: FNC 10/2 **Voting Requirement:** Simple Majority

Attachment(s):

9.2.5(1) Asset Management Plan (Consolidated) - 2026/27
9.2.5(2) Asset Management Plan - Parks & Reserves 2026/27
9.2.5(3) Asset Management Plan – Buildings 2026/27
9.2.5(4) Asset Management Plan – Vehicles 2026/27
9.2.5(5) Asset Management Plan – Roads and Transport 2026/27
9.2.5(6) Asset Management Plan – Bridges 2026/27
9.2.5(7) Reserve Fund Plan 2026/27
9.2.5(8) Borrowings Plan 2026/27
9.2.5(9) Rating Objectives Strategy

Executive Recommendation

That Council

1. Endorse the 2026/27 annual review of the following financial informing plans
- **a. Asset Management Plan (Consolidated) - 2026/27**
- **b. Asset Management Plan - Parks & Reserves 2026/27**
- **c. Asset Management Plan – Buildings 2026/27**
- **d. Asset Management Plan – Vehicles 2026/27**
- **e. Asset Management Plan – Roads and Transport 2026/27**
- **f. Asset Management Plan – Bridges 2026/27**
- **g. Reserve Fund Plan 2026/27**
- **h. Borrowings Plan 2026/27**
- **i. Rating Objectives Strategy**

2. Direct the Chief Executive Officer to use the endorsed plans to inform and guide development of the Long Term Financial Plan and Annual Budget.

Strategic Alignment

Endorsing the review of the 2026/27 financial informing plans will meet the following objectives of the Shire of Donnybrook Balingup Council Plan.

The following outcomes from the Council Plan relate to this proposal:

Outcome: 11 - Strong, visionary leadership.

Objective: 11.1 - Provide strategically focused, open and accountable governance.

Item: Nil.

Executive Summary

Council is requested to review and endorse the annual review of Council's financial informing plans. The review is undertaken annually to inform the,

a) Long Term Financial Plan

b) Annual Budget.

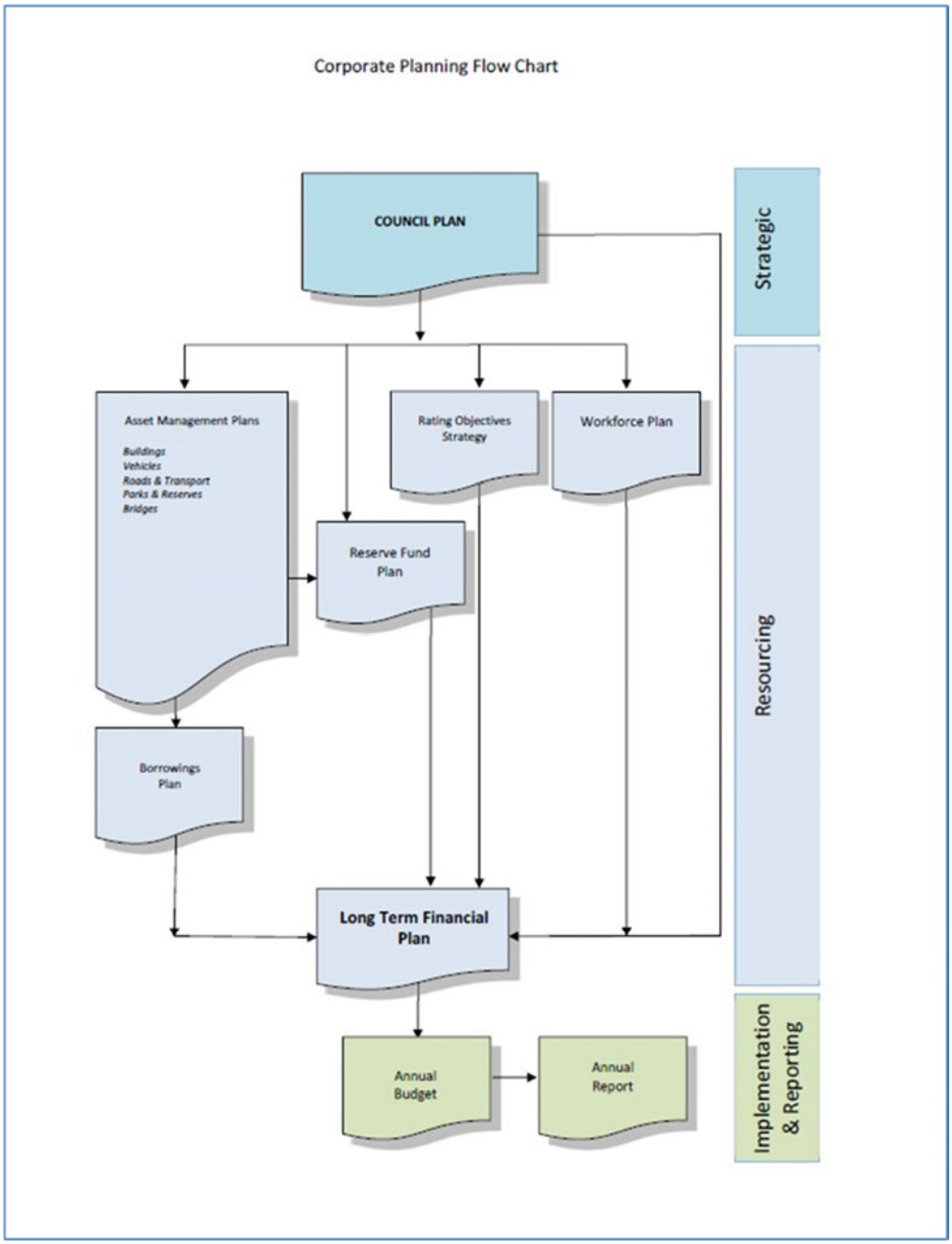


FIGURE 1

Background

In 2010, the Integrated Planning and Reporting (IPR) Framework and Guidelines were introduced in Western Australia (WA) as part of the State Government's Local Government Reform Program. All local governments were required to have their first suite of IPR documents in place by 1 July 2013.

Past reviews of local government in WA found serious performance and sustainability issues in the sector, in particular:

- Strategic planning systems that did not deliver accountable and measurable linkages between community aspirations, financial capacity and practical service delivery
- Financial planning systems that failed to accurately demonstrate a local government's capacity to deliver services and manage assets that can sustain their communities into the future
- Asset management systems lacking the rigour of process and integrity of data to accurately reflect true asset management costs
- General lack of a formal approach to workforce planning across the sector

IPR addresses these concerns with processes to:

- Ensure community input is explicitly and reliably generated and informs the long- and medium-term objectives of the local government
- Identify the resourcing required to deliver the plans and enable rigorous and transparent prioritisation within resource constraints before finalising the plans

A suite of financial planning systems has been developed and implemented that;

a) More accurately determine the Shire's capability to deliver services and manage its asset portfolio that can sustain our community into the future
b) More accurately determine the cost of managing the Shire's asset portfolio
c) More accurately determine the cost of delivering services to the community
d) More accurately determine the contribution residents and users should make to the cost of services & facilities.

A key objective of the financial planning framework is realigning the underlying foundation of the Annual Budget to respond to these matters to improve the long-term financial sustainability for the Shire.

These plans are developed upon the assumption of the continuation of existing services and service levels. In other words, the underlying assumption of 'business as normal'. When organisational strategies are developed to the contrary, asset plans and financial informing plans are amended accordingly in the annual review process.

Asset Management Plans

Asset Management Plan (*Consolidated*) (Attachment 9.2.5(1))

This document provides a strategic overview and consolidated financial summary of Council's asset management planning. It additionally identifies future objectives to continually mature and improve Council's asset management framework to enhance available information for strategic decision making.

Asset Management Plan – Parks & Reserves (Attachment 9.2.5(2))

Parks and Reserves comprise numerous items of built or installed depreciable equipment and infrastructure. These assets deteriorate over time and require a program of cyclical replacement at the end of economic life.

The program of renewal works within this plan has been updated and sourced from independent revaluations and asset condition assessments of park & reserve infrastructure undertaken in 2022.

This plans for the timing and financing of
a) Development works
b) Replacement of aged infrastructure
c) Major maintenance of infrastructure

The following future borrowings for park infrastructure are identified.

Year		Amount
2036/37	Apple Funpark - Equipment Renewal	$1,433,486

TABLE 1

It is identified that the long term sustainable annual own source funding level for the Parks & Reserves asset class is as follows:

Budget	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32	2032/33	2033/34	2034/35	2035/36	2036/37	2037/38	2038/39	2039/40	2040/41
300,000	300,000	350,000	400,000	450,000	500,000	550,000	600,000	625,000	625,000	625,000	625,000	625,000	625,000	625,000	625,000

TABLE 2

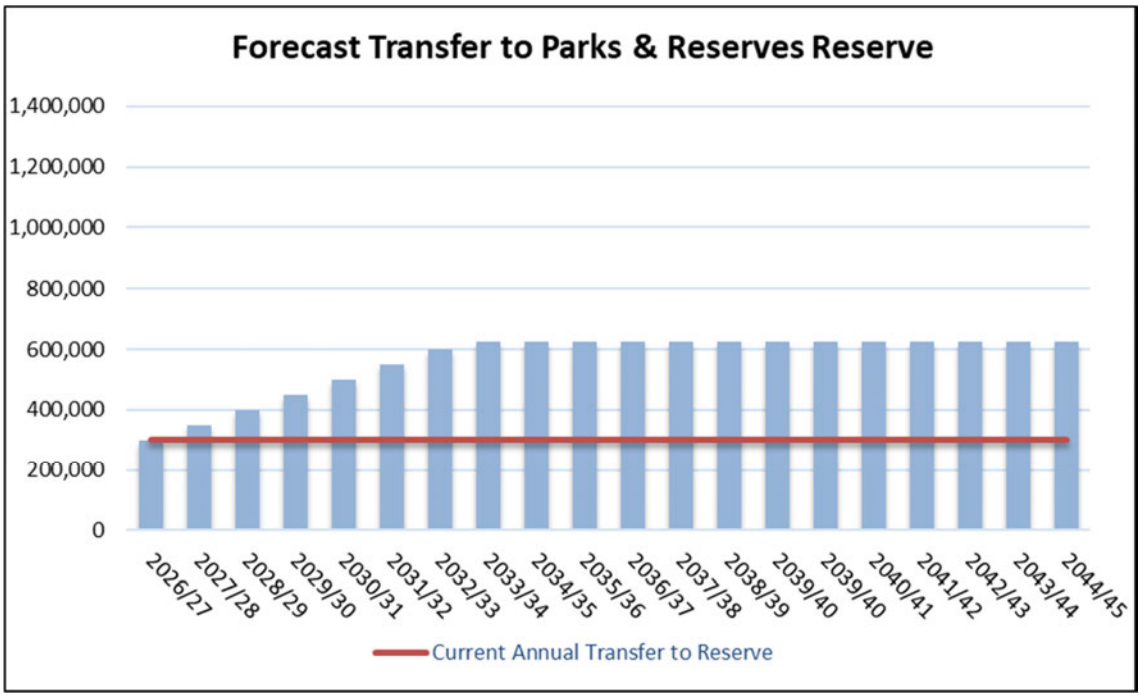


FIGURE 2

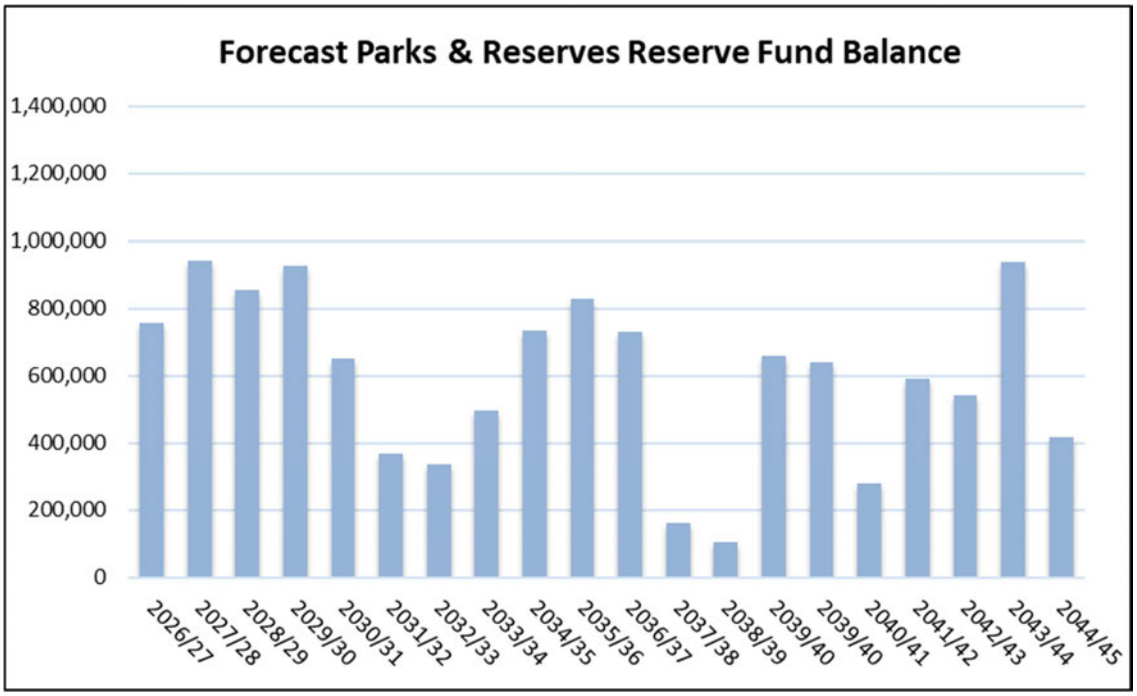


Figure 3

Asset Management Plan – Buildings (Attachment 9.2.4(3))

The purpose of this document is to provide a strategy for funding Council's buildings.
This strategy will plan for the timing and financing of,
a) Construction of new buildings
b) Alterations and extensions of existing buildings
c) Preservation and maintenance of buildings

The Asset Management Plan – Buildings, provides a systematic method to identify, plan and fund necessary works to maintain the facilities to an acceptable standard that maximise their useful life for the community.

It is identified that the long term sustainable annual own source funding level for the buildings asset class as follows:

Budget	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32	2032/33	2033/34	2034/35	2035/36	2036/37	2037/38	2038/39	2039/40	2040/41
425,000	400,000	425,000	450,000	475,000	500,000	525,000	550,000	575,000	600,000	625,000	625,000	625,000	625,000	625,000	625,000

TABLE 3

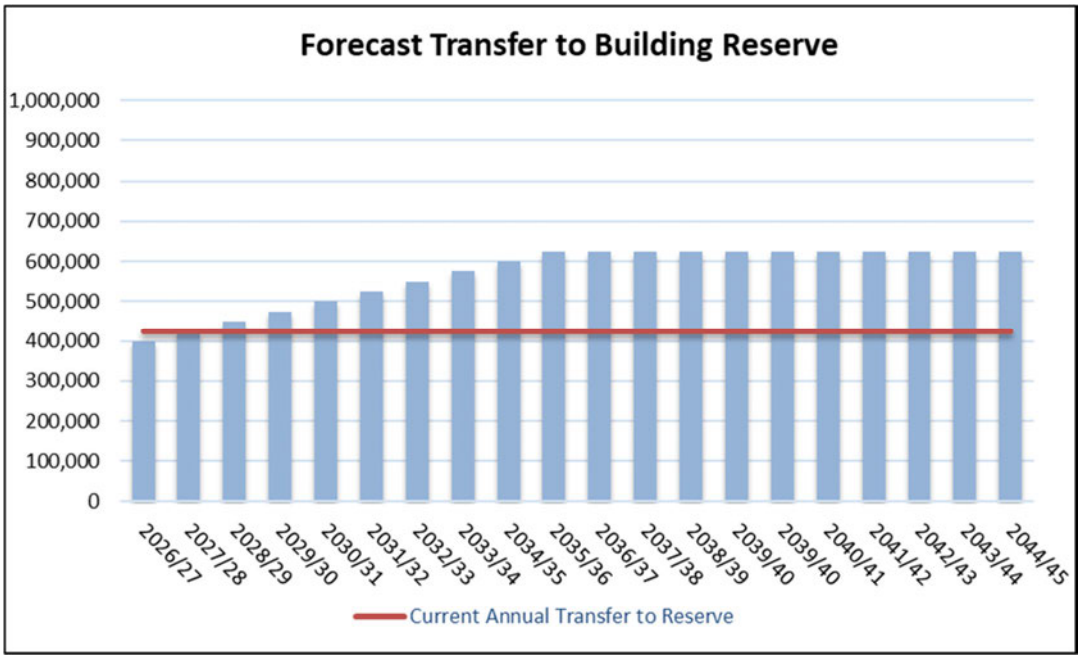


FIGURE 4

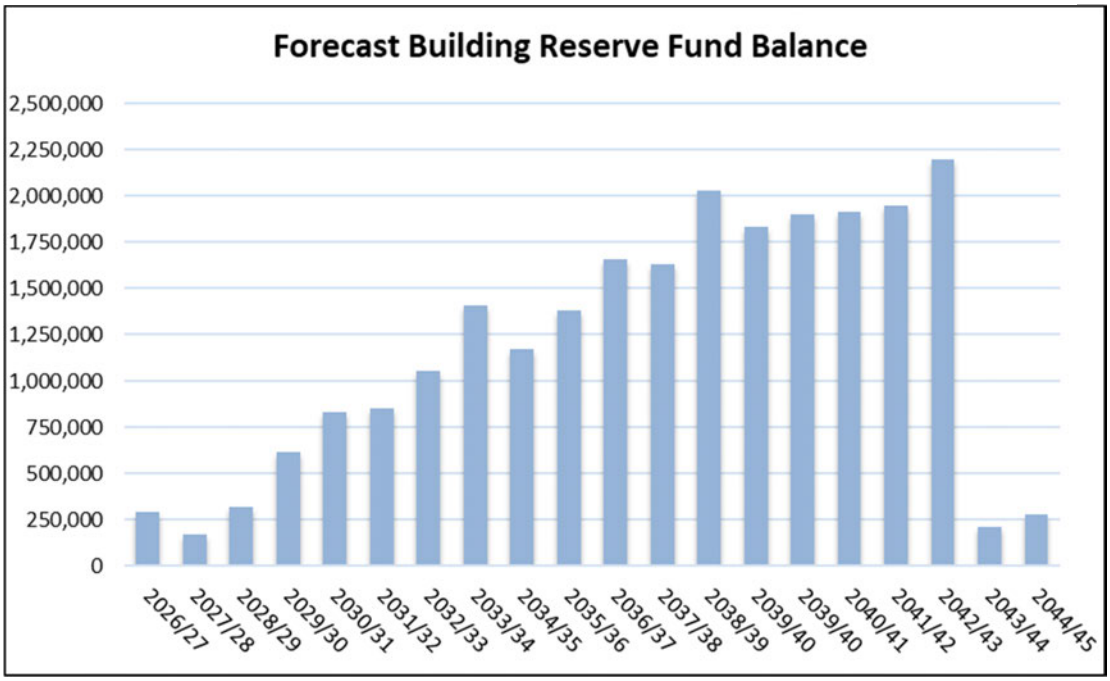


FIGURE 5

The plan identifies forecast the following borrowings in the building asset class.

Year		Amount
2029/30	Administration Centre Extension	$2,375,067
2030/31	Transfer Station Development – Donnybrook Waste Management Facility	$1,331,418

TABLE 4

Asset Management Plan – Vehicles (Attachment 9.2.4(4))

This Asset Management Plan details,

- Acquisition of new vehicles
- Cyclical replacement of existing vehicles
- Annual funding plan for the Vehicle Reserve Fund

Council operates a fleet of vehicles to carry out service delivery to the community. These range from road construction plant to compliance vehicles.

Council engaged an independent review of its vehicle fleet in 2017. The economic change-over life recommended in the independent review guided the development of this asset plan.

It is identified that the long term sustainable annual own source funding level for the vehicle asset class as follows:

Budget	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32	2032/33	2033/34	2034/35	2035/36	2036/37	2037/38	2038/39	2039/40	2040/41
539,000	475,000	500,000	525,000	550,000	575,000	600,000	625,000	650,000	675,000	700,000	725,000	725,000	725,000	725,000	725,000

TABLE 5

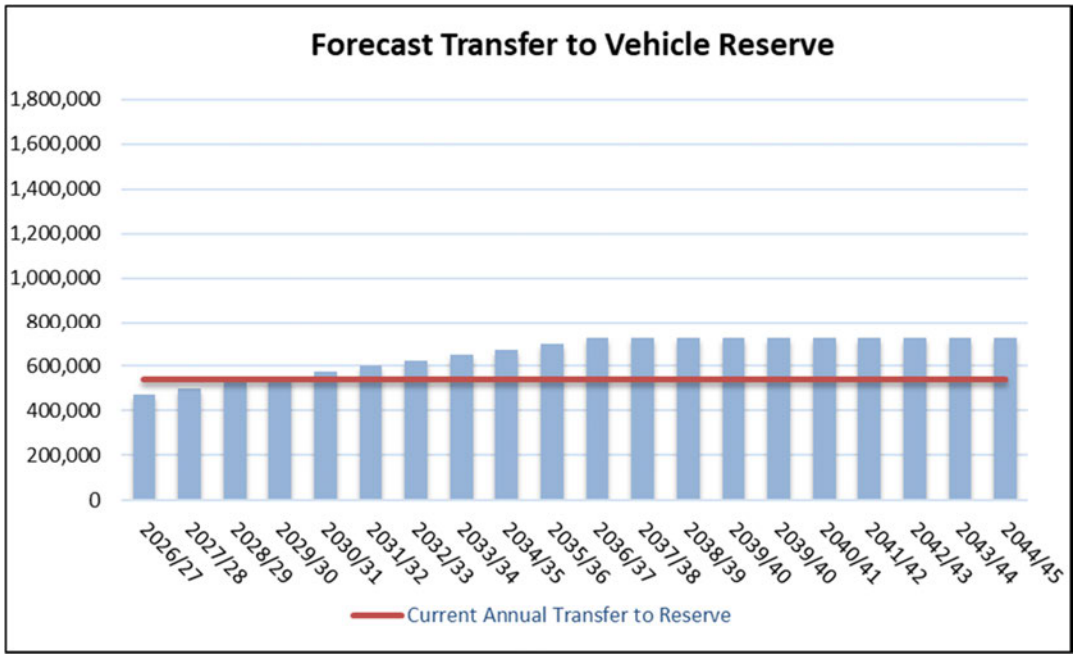


FIGURE 6

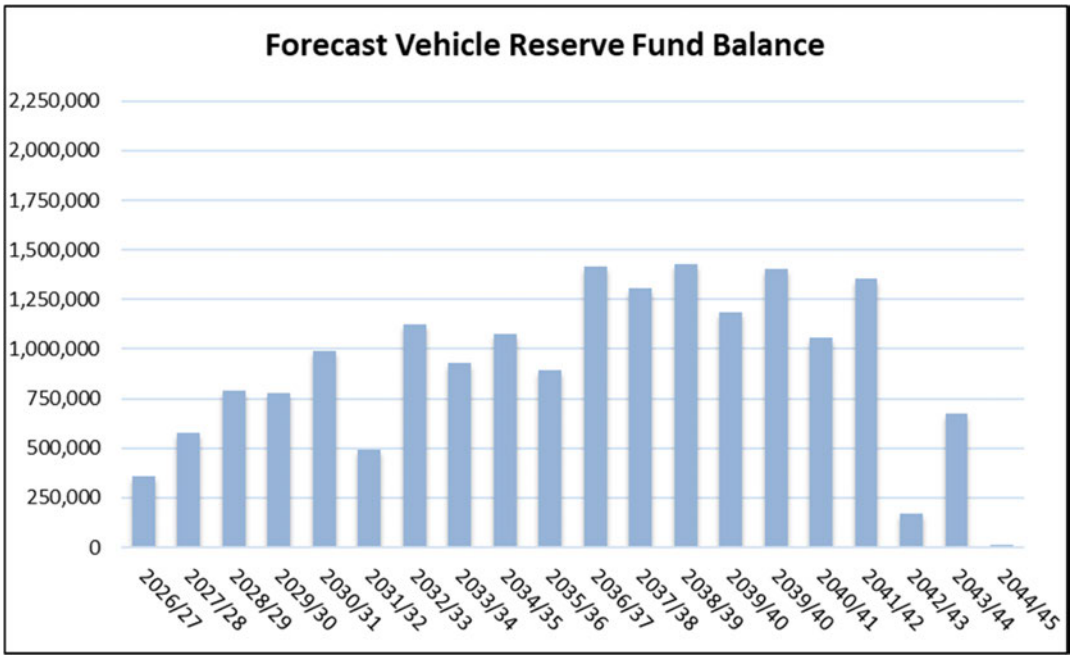


FIGURE 7

Asset Management Plan – Roads and Transport (Attachment 9.2.5(5))

The Shire has never had a staffing resource to undertake asset planning for road and transport infrastructure, therefore no structured long-term planning is in place for this asset class. The Consolidated Asset Management Plan that is appended to the agenda advises the following.

"Actual long term asset component renewal requirements are not known for these asset classes. It is therefore unknown if the exiting level of expenditure is sufficient to meet future requirements to maintain safe and functional standards"

The information contained in this asset plan is a summary from Council's Road Asset Management and Maintenance System (RAMMS) only. Estimation of capital renewal funding requirements identified in the Asset Plan has been determined using an annual depreciation methodology. This information is based on independent revaluations and asset condition assessments undertaken in 2022.

The plan provides aggregated level capital renewal indications for the following transport asset classes.

- Carparks
- Drainage
- Electrical (Lighting)
- Infrastructure (Railings)
- Footpaths
- Roads (Sealed)
- Roads (Unsealed)

Based up an annual depreciation methodology, the indicative annual expenditure requirements for capital renewal on roads and transport assets is $4.17m pa (indexed annually).

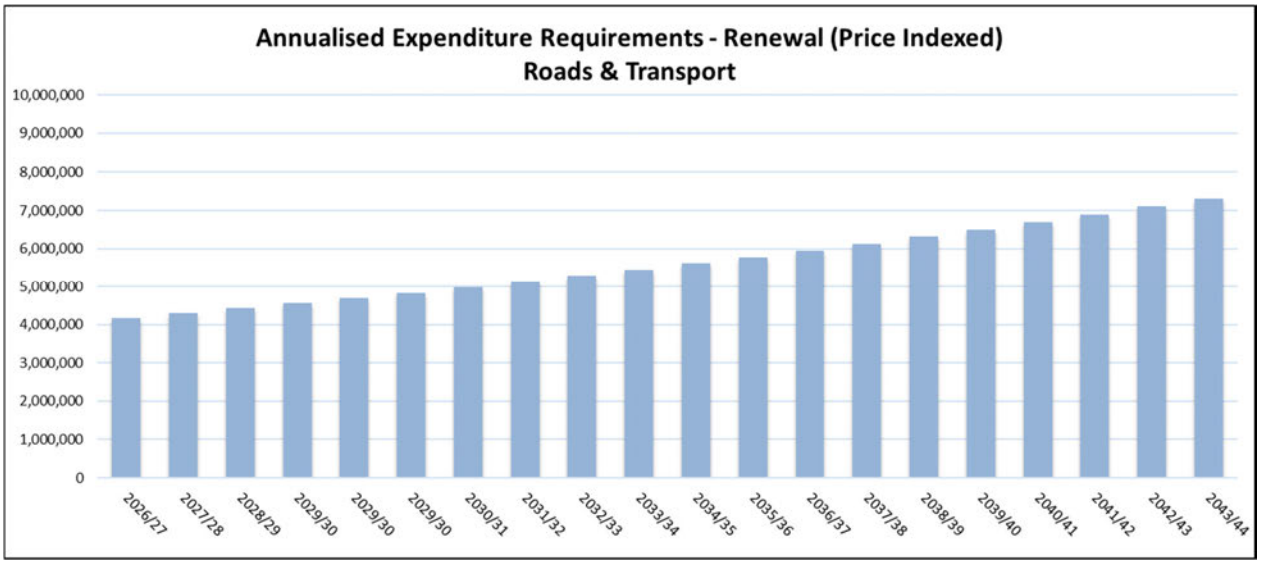


FIGURE 8

Asset Management Plan – Bridges (Attachment 9.2.5(6))

Local Governments are allocated funds for bridges through the Local Grants Commission. Project funds for bridges are allocated to preservation type projects, recognising that some of these projects may include some upgrading, and that preservation includes replacement when the existing bridge has reached the end of its economic life.

A Bridge Committee advises the Commission on priorities for allocating funds for bridges. Membership of the Committee is made up of representatives from the following organisations:
- WA Local Government Grants Commission;
- Western Australian Local Government Association; and
- Main Roads Western Australia (MRWA).

The Committee receives recommendations from MRWA on funding priorities for bridges in its 10-year bridge strategy. MRWA inspects and evaluates the condition of local government bridges and has the expertise to assess priorities and make recommendations on remedial measures.

In addition, the Shire is responsible for preventative maintenance which is own source funded. This requires funding being set aside into reserve to fund the periodic work.

It is identified that the long term sustainable annual own source funding level for the bridges asset class as follows:

Budget	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32	2032/33	2033/34	2034/35	2035/36	2036/37	2037/38	2038/39	2039/40	2040/41
200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000

TABLE 6

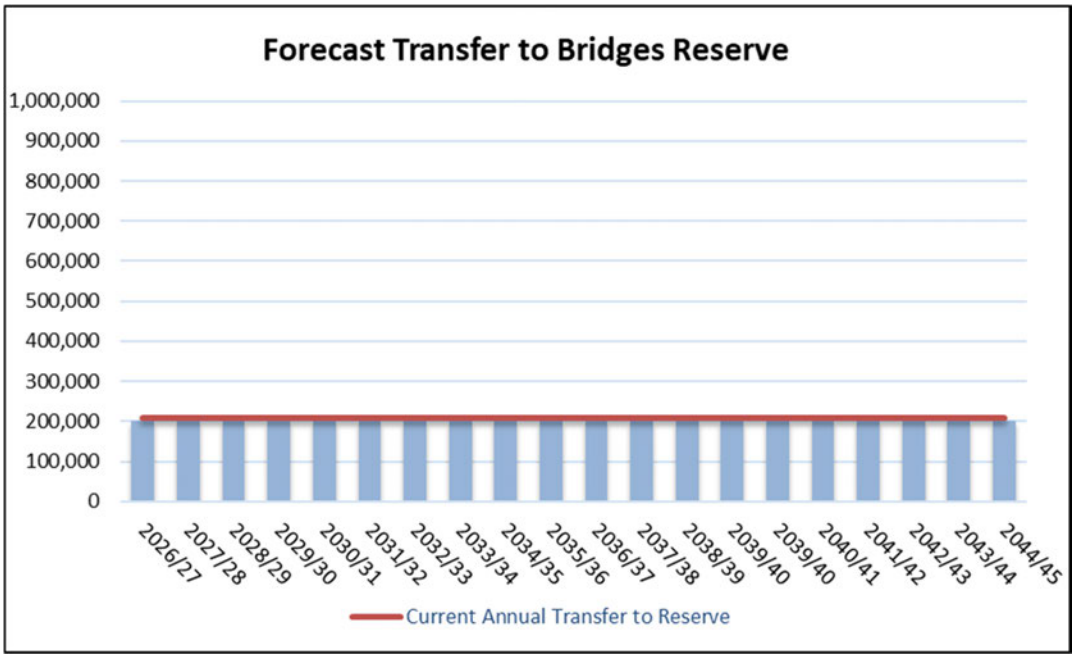


FIGURE 9

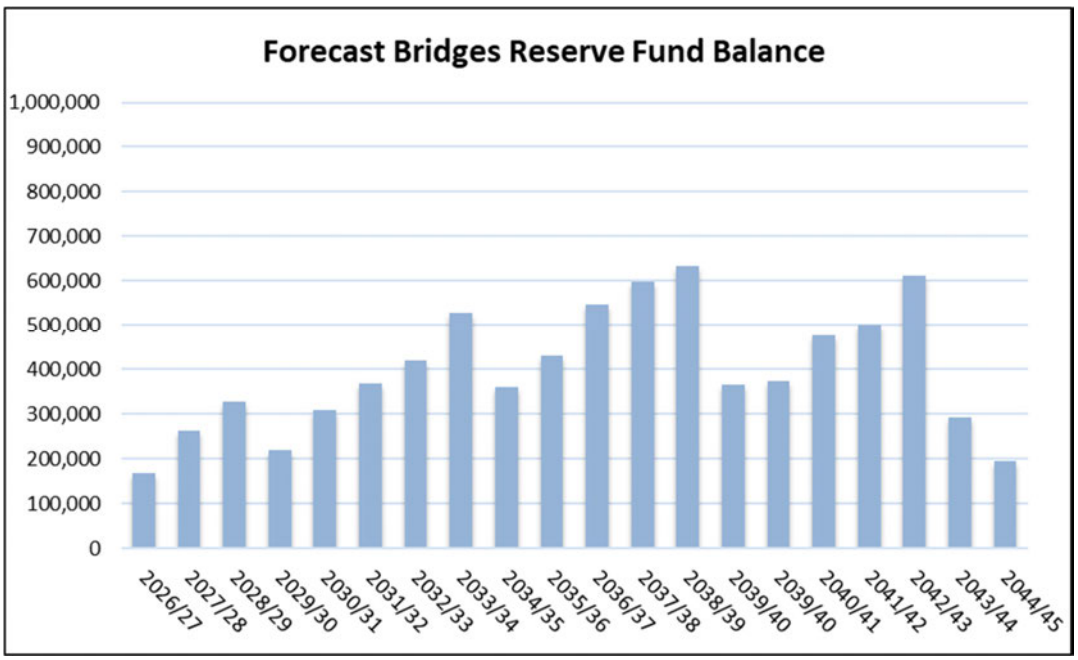


FIGURE 10

The plan identifies forecast borrowings for future major bridge renewal works.

Year		Amount
2043/44	Bridge 9315 - Preston River Suspension Bridge	$1,345,751

TABLE 7

Shire management analysis of the independent asset revaluation undertaken in 2022 was presented at Ordinary Council Meeting on 23 May 2023 (res 62/23). The analysis highlighted that bridges are in an aged state.

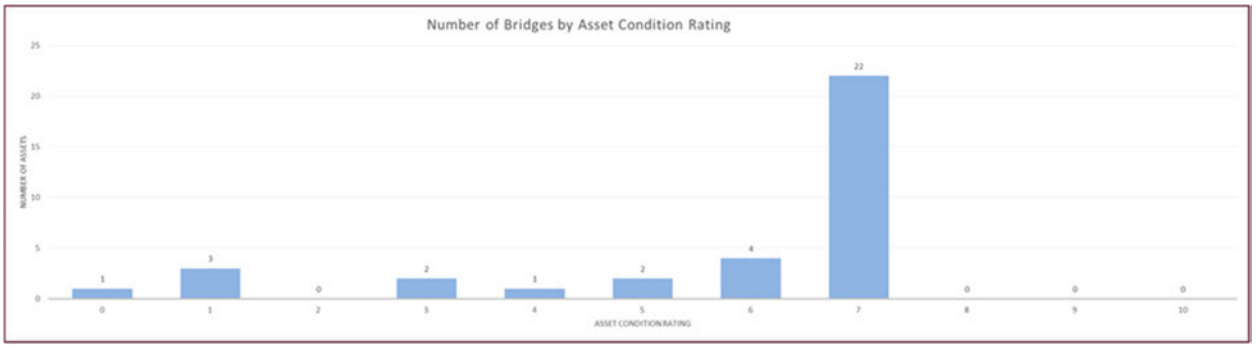


FIGURE 11

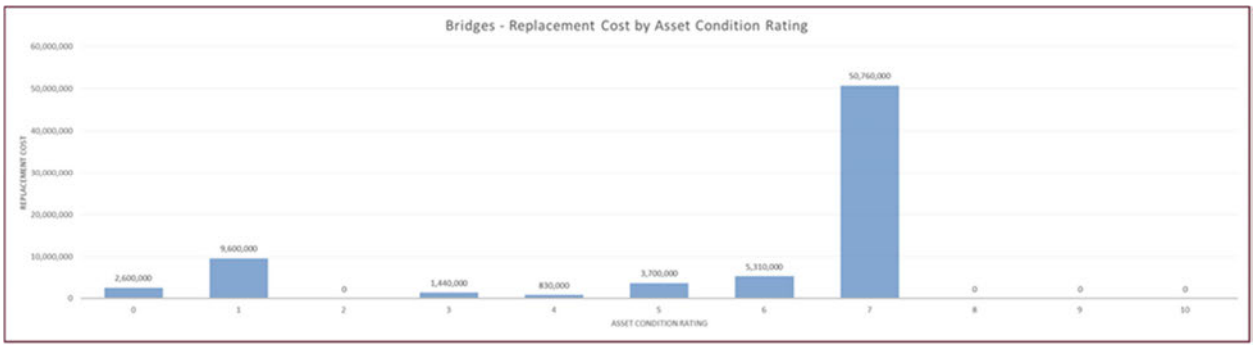


FIGURE 12

Condition Rating	Definition
0	A new bridge or recently rehabilitated back to new condition
1	A near new bridge with no visible signs of deterioration often moved to condition 1 based upon the time since construction rather than observed condition decline.
2	A bridge in excellent overall condition. There would be only very slight condition decline, but it would be obvious that the asset was no longer in new condition.
3	A bridge in very good overall condition but with some early stages of deterioration evident, but the deterioration still minor in nature and causing no serviceability problems.
4	A bridge in good overall condition but with some obvious deterioration evident, serviceability would be impaired very slightly.
5	A bridge in fair overall condition deterioration in condition would be obvious and there would be some serviceability loss.
6	A bridge in fair to poor overall condition. The condition deterioration would be quite obvious. Asset serviceability would now be affected and maintenance cost would be rising.
7	A bridge in poor overall condition deterioration would be quite severe and would be starting to limit the serviceability of the bridge. Maintenance cost would be high
8	A bridge in very poor overall condition with serviceability now being heavily impacted upon by the poor condition. Maintenance cost would be very high and the asset would be at a point where it needed renewal
9	A bridge in extremely poor condition with severe serviceability problems and needing renewal immediately. Could also be a risk to remain in service
10	A bridge that has failed, is no longer serviceable and should not remain in service. There would be an extreme risk in leaving the asset in service.

TABLE 8

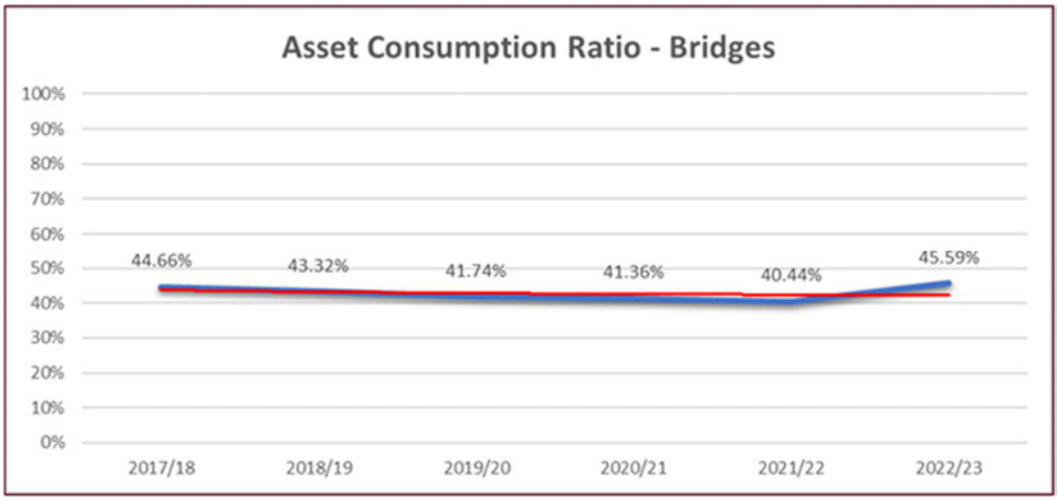


FIGURE 13

The Shire's Bridge Asset Management Plan is sourced from Main Roads Western Australia (MRWA) 10-year bridge strategy for Donnybrook. This strategy identifies assessment for renewal works that are undertaken by MRWA by way of grant funding to the Shire. Although the works are identified in the MRWA 10-year bridge strategy, funding is not guaranteed.

	0 Backlog	1 2026/27	2 2027/28	3 2028/29	4 2029/30	5 2030/31	6 2031/32	7 2032/33	8 2033/34	9 2034/35	10 2035/36	11 2036/37	12 2037/38	13 2038/39	14 2039/40	15 2040/41
GRANTS																
Bridge 0873 - Balingup - Nannup Road (Wrights	0	0	535,613	0	0	0	0	0	0	0	0	0	0	0	0	0
Bridge 3625 - Charley Creek Road	0	0	0	110,872	0	0	0	0	0	0	0	0	0	0	0	0
Bridge 3629 - Beelerup Road	0	0	856,980	0	0	0	0	0	0	0	0	0	0	0	0	0
Bridge 3632A - Brookhampton Road	0	0	0	55,436	0	0	0	0	0	0	0	0	0	0	0	0
Bridge 3633A - Brookhampton Road	0	0	0	55,436	0	0	0	0	0	0	0	0	0	0	0	0
Bridge 3634 - Sandhills Road	0	0	0	0	114,752	0	0	0	0	0	0	0	0	0	0	0
Bridge 3635 - Arygle Road	0	0	0	110,872	0	0	0	0	0	0	0	0	0	0	0	0
Bridge 3643A - Trevena Road	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Bridge 4474 - Upper Capel Road	0	0	160,684	0	0	950,149	0	0	0	0	0	0	0	0	0	0
Bridge 4855 - Kingspring Road	0	155,250	1,606,838	0	0	0	0	0	0	0	0	0	0	0	0	0
Bridge 0875 - Balingup - Nannup Road	0	0	214,245	0	0	0	0	0	0	0	0	0	0	0	0	0
Bridge 5224 - Unknown Road (Off Donnybrook -	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Bridge 08072A - Balingup - Nannup Road	0	0	160,684	0	573,762	0	0	0	0	0	0	0	0	0	0	0
Bridge 3621A - Brookhampton Road	0	853,875	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Bridge 3622A - Brookhampton Road	0	493,695	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Bridge 4841 - Ferguson Road	0	0	267,806	0	0	0	0	0	0	0	0	0	0	0	0	0
Bridge 4928A - Preston Park Road	0	0	267,806	0	0	0	0	0	0	0	0	0	0	0	0	0
Bridge 3639 - Bendall Road	0	546,480	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Bridge 3301A - Walter Road	0	0	53,561	0	0	0	0	0	0	0	0	0	0	0	0	0
Bridge 0876 - Balingup Nannup Road	0	0	0	0	0	237,537	0	0	0	0	0	0	0	0	0	0
Bridge 5185 - Merrifield View	0	0	0	0	0	0	122,926	0	0	0	0	0	0	0	0	0
Bridge 5260 - Mauger Road	0	0	160,684	0	0	950,149	0	0	0	0	0	0	0	0	0	0
Bridge 5251A - Nioka Drive	0	0	0	0	57,376	0	0	0	0	0	0	0	0	0	0	0
Bridge 3651A - Yabberup Road	0	0	214,245	0	0	0	0	0	0	0	0	0	0	0	0	0
Bridge 5258A - Fisher Road	0	0	0	0	57,376	0	0	0	0	0	0	0	0	0	0	0
Bridge 3291B - Southampton Road	0	0	0	0	114,752	0	0	0	0	0	0	0	0	0	0	0
Bridge 5326 - Peniston Road (Knights Road)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Bridge 3275 - Upper Capel Road	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Bridge 3297 - Airstrip Road	0	0	321,368	0	0	0	0	0	0	0	0	0	0	0	0	0
Bridge 3299 - Ewarts Road	0	0	214,245	0	0	0	0	0	0	0	0	0	0	0	0	0
Bridge 3302A - Birdwood Park Road	0	0	0	1,108,718	0	0	0	0	0	0	0	0	0	0	0	0
Bridge 3616 - Irishtown Road	0	0	428,490	0	0	0	0	0	0	0	0	0	0	0	0	0
Bridge 3617 - Bridge Street	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Bridge 9315 - Preston River Suspension Bridge	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL GRANT REVENUE	**0**	**2,049,300**	**5,463,248**	**1,441,334**	**918,018**	**2,137,835**	**122,926**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**

FIGURE 14

MRWA's 10-year bridge strategy identifies 28 of Shire's 34 bridges requiring renewal works in the next 5 years. This corroborates the condition analysis of the 2022 asset revaluations.

Council is referred to the aging nature of this critical infrastructure asset class and the importance of advocacy to ensure MRWA prioritise funding towards Donnybrook's bridge infrastructure.

Reserve Fund Plan (Attachment 9.2.5(7))

s6.11 of the Local Government Act requires that where a local government wishes to set aside money for use for a purpose in a future financial year, it is to establish and maintain a reserve account for each such purpose.

The suite of plans recommended for adoption requires budgetary allocations to meet planned expenditure requirements. The mechanism for meeting own source funded expenditure identified in the plans, is from reserve funds. Therefore, the annual budget is required to fulfill the function of delivering the sustainable levels of annual funding into reserves that is calculated to meet the planned expenditure.

The purpose for this document is to provide a consolidated summary of annual transfers to and from Council's cash backed reserve funds.

Council maintains several cash reserves for a variety of purposes:
a) to provide funds for future liabilities
b) to provide funds for future asset acquisitions / replacement
c) to hold unspent funds for specific projects
d) to reduce the reliance on borrowing by accumulating funds for specific projects

Where relevant, reserves are supported by comprehensive plans that detail future funding requirements and the necessary annual allocations to reserves.

Should Council not allocate recurring budget funding for transfers to reserves as identified in this plan, reserves will become depleted and associated expenditure identified throughout Councils financial planning framework that is sourced from reserves, will not be deliverable in the future. The majority of identified asset renewal works are funded from reserves, therefore a failure to budget the necessary amounts into reserves will lead to long term asset condition decline.

Borrowings Plan (Attachment 9.2.5(8))

The use of borrowings as a means of funding asset acquisitions, renewals and major maintenance is a mechanism for allocating the costs of major works over a period that reflects when residents will benefit from the assets.

Council is guided by its adopted policy FIN/CP-3 DEBT. This policy sets out the way the Shire of Donnybrook Balingup may establish and manage a debt portfolio. The objective of this Debt Policy is to ensure the sound management of the Shire’s existing and future debt.

The policy outlines the Shire’s borrowings strategy and provides for the responsible financial management of borrowings by ensuring that the level of indebtedness is maintained within acceptable limits and is managed appropriately.

It is therefore necessary that borrowings are appropriately planned and monitored if Council is to maintain the capacity to effectively use this funding source.

Strategic planning allows Council to plan for borrowings for strategic purposes, rather than relying on borrowings as a response to immediate financial requirements.

The following future borrowings are identified.

Year		Amount
2029/30	Administration Centre Extension	$2,375,067
2030/31	Transfer Station Development – Donnybrook Waste Management Facility	$1,331,418
2036/37	Apple Funpark - Equipment Renewal	$1,443,486
2043/44	Bridge 9315 - Preston River Suspension Bridge	$1,345,751

TABLE 9

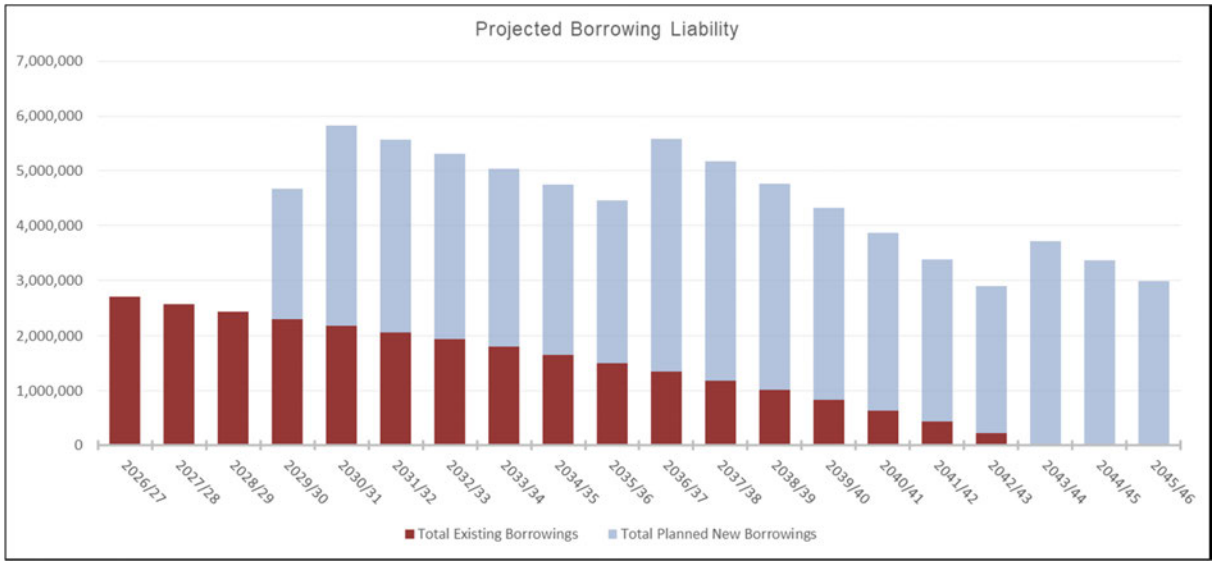


FIGURE 15

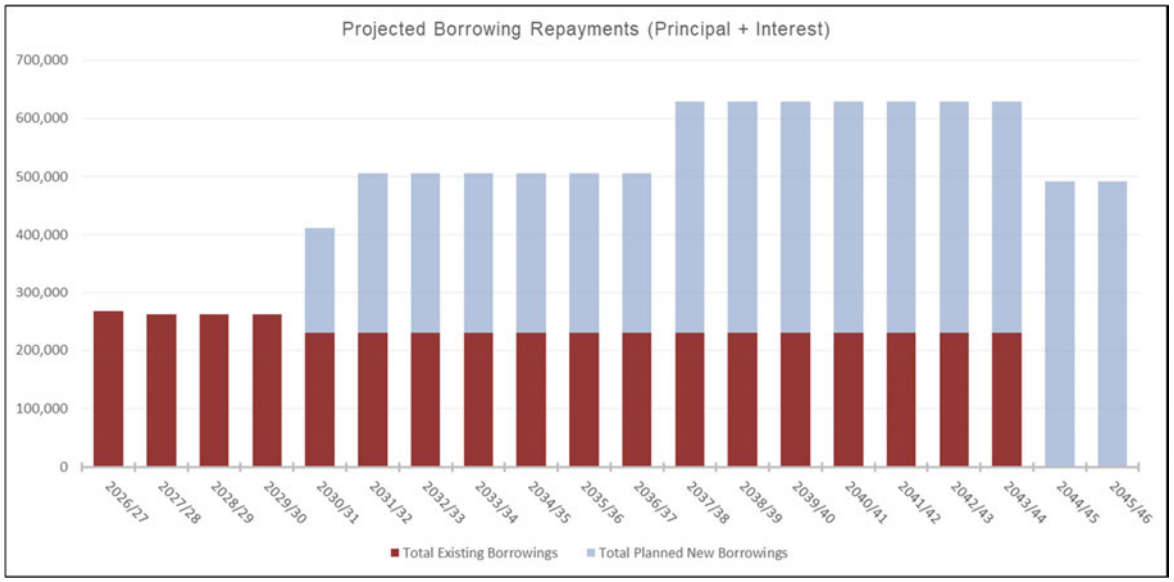


FIGURE 16

Rating Objectives Strategy (Attachment 9.2.5(9))

Council initially adopted this Strategy at its Ordinary Meeting held on 24 April 2018.

A rating strategy is the method by which Council systematically considers factors of importance that informs its decisions about the Council's rating. A rating strategy assists Council in striking a balance between competing principles to come up with a mixture of rates that provides the income needed for its annual budget, whilst meeting the tests of fairness and equity.

Council levies rates from residents and businesses to help fund its community infrastructure and service obligations. It is important that Council's rating be underpinned by sound principles that are well understood and compliant with current legislation.

It is important to note that the focus of the Rating Strategy is different to that of the Annual Budget. In that the Annual Budget, the primary focus is the amount of rates required to be raised for Council to deliver the required services and capital works.

Similarity, the Strategy is not a document which sets out expected levels of rate revenue increases/decreases over outgoing financial years (it is the Long Term Financial Plan which sets out planned changes to rates revenue).

The focus of this Rating Strategy is the types of rates to be charged and how the required amounts are fairly and equitably distributed amongst Council's ratepayers.

Risk Management

Risk:	Likelihood:	Consequence:	Risk Rating:
Financial Impact	Almost Certain	Major	Extreme (20)
Risk Description:	Future Financial Sustainability Identifying necessary funding for Council services and the maintenance and renewal of assets is an essential. Historical levels of financial allocations have not been sufficient to achieve this, which leaves the Shire with a material shortfall in funding. This position cannot be rectified quickly. The financial informing plans identifies necessary increases from own source funds into asset management reserves to ensure future identified works can be sustainably funded. If this does not occur, the Shire will be faced with future financial challenges. This enables Council to understand its future financial obligations beyond immediate budget considerations and helps Council assess the need for early intervention to reduce future risks and associated future revenue raising requirements.		
Mitigation:	a) Rationalising assets to reduce future asset renewal obligations. b) Reducing existing service levels. c) Increasing cost recovery from user fees		
Risk:	Likelihood:	Consequence:	Risk Rating:
Financial Impact	Possible	Moderate	Moderate (9)
Risk Description:	Financial Forecasts used		

	Although the forecasts are based upon the latest available information, it is a future projection and is therefore subject to risk. The Shire cannot anticipate inherent risks such as unforeseen economic, political, environmental and market changes.
Mitigation:	Asset Plans and other financial informing plans will be reviewed every 12 months to reflect the prevailing economic conditions, together with changing community services and service levels.

Financial Implications

Council has made material progress towards improving the Shire's long-term financial sustainably.

Based on current knowledge, 2026/27 will require a more modest tapering in transfer to cash reserves predominantly resulting from

a) assets being renewed from insurance claims
b) extending works plant renewal timeframes due to reduced usage
c) asset optimisation reviews

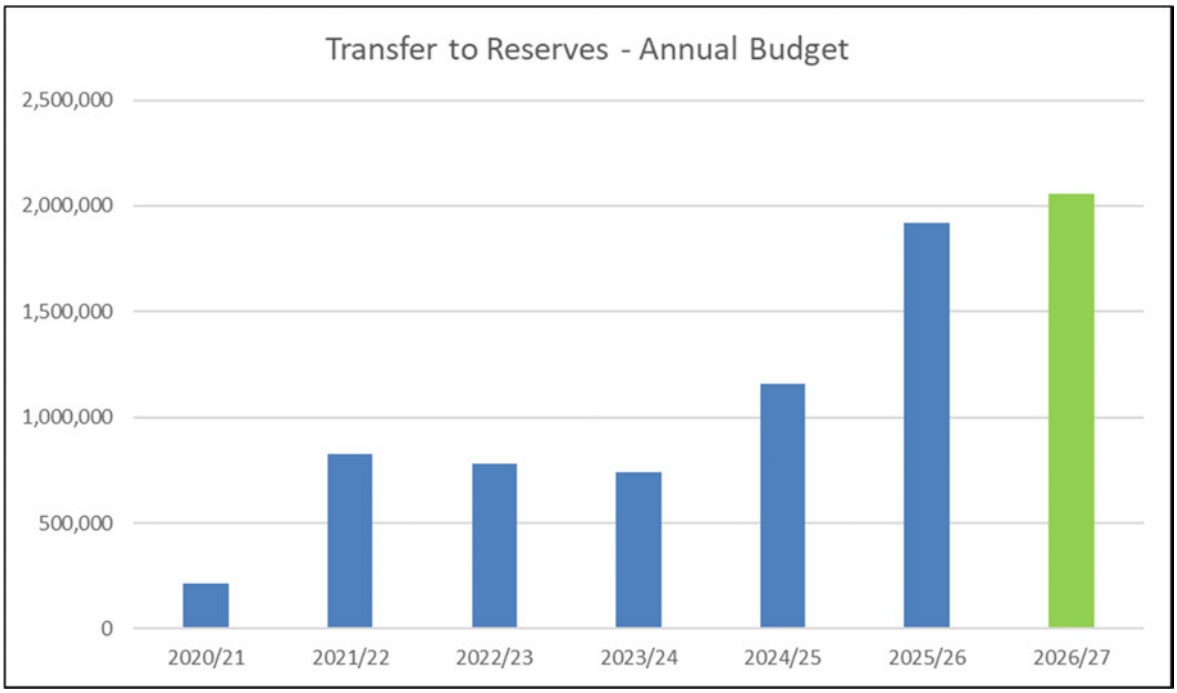


FIGURE 17

	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27
Transfer to Reserves - Annual Budget	212,000	824,638	779,400	739,961	1,155,865	1,921,200	2,056,400

TABLE 10

It is recommended that Council endeavors to achieve identified sustainable asset funding levels over time through increases in the annual budget allocation to respective reserves.

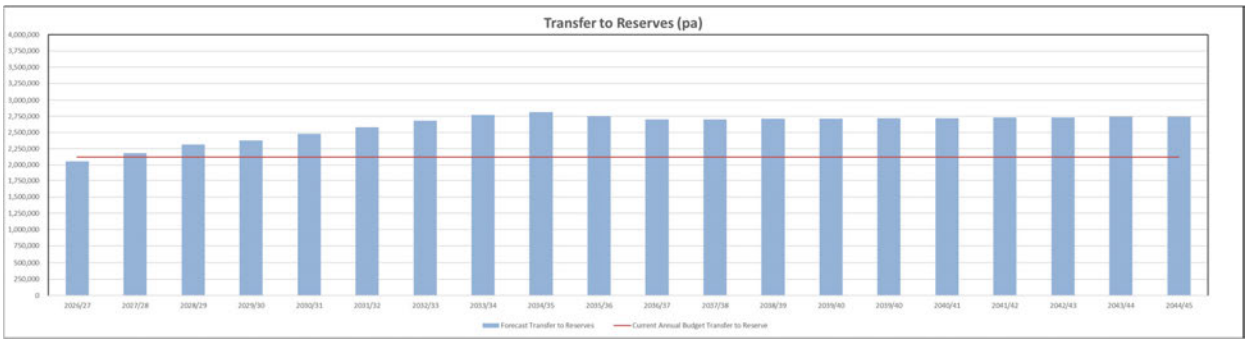


FIGURE 18

In addition to identified future reserve transfers, the Borrowings Plan identifies the requirement for four new borrowings over the life of the plans to meet identified asset management/development requirements. Forecast annual borrowing repayments for the next 20 years is reflected in the following graph.

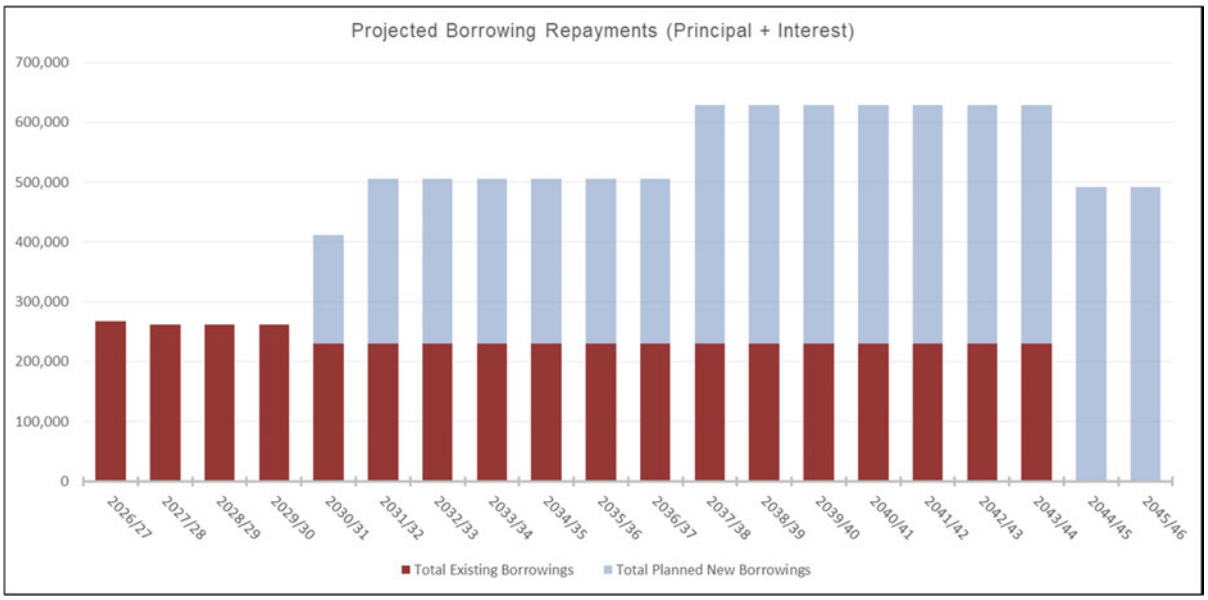


FIGURE 19

The identified long term future annual transfer to reserves + identified future annual borrowings repayments are estimated at a level of circa $3.3m annually.

The 2025/26 budget funded a combined = $2.2m annually.

Endorsing the plans do not commit Council to the financial details. It is intended to advise and guide structuring the Annual Budget and service levels to a financially sustainable foundation necessary to meet community service levels and identified future obligations of the Shire.

Policy Compliance

Nil.

Statutory Compliance

S5.56(1) of the Local Government Act 1995 requires local governments produce a plan for the future.

Regulation 19DA (3)(c) Local Government (Administration) Regulation 1996 requires local government to 'develop and integrate matters relating to resources, including asset management, workforce planning and long term financial planning'.

Consultation

Nil.

Officer Comment

Effective management of Council's asset portfolio is crucial to the sustainable delivery of services to meet the current and future needs of the community. Local governments are typically rich in assets and are responsible for managing a large stock of long-lived assets. Planning is therefore essential to ensure that assets are created, maintained, renewed, and retired (or replaced) at appropriate intervals to ensure continuity of services.

The suite of plans that form the Integrated Financial Planning and Reporting framework are intended to facilitate sound long-term financial planning decisions and identify the true cost of managing Council's asset portfolio.

It is advised that Council has careful regard to longer-term considerations in making annual budget decisions. If it does not, it may find that the Shire is faced with future financial challenges. These long-term financial plans enable the Council to understand its future financial obligations beyond immediate budget considerations. The plans assist Council assessing the need for early intervention to reduce future risks and associated revenue raising requirements of future generations.

COUNCIL RESOLUTION:	14/02-26		
MOVED BY:	Cr John Bailey	**SECONDED BY:**	Cr Anita Lindemann

That Council

1. Endorse the 2026/27 annual review of the following financial informing plans

- **a. Asset Management Plan (Consolidated) - 2026/27**
- **b. Asset Management Plan - Parks & Reserves 2026/27**
- **c. Asset Management Plan – Buildings 2026/27**
- **d. Asset Management Plan – Vehicles 2026/27**
- **e. Asset Management Plan – Roads and Transport 2026/27**
- **f. Asset Management Plan – Bridges 2026/27**
- **g. Reserve Fund Plan 2026/27**
- **h. Borrowings Plan 2026/27**

i. Rating Objectives Strategy

2. Direct the Chief Executive Officer to use the endorsed plans to inform and guide development of the Long Term Financial Plan and Annual Budget.

For: Cr Bailey, Cr Hall, Cr Lindemann, Cr MacCarthy, Cr Patrick
Against: Nil.
Carried: 5/0

Cr McNab and Cr Purich re-entered the meeting at 3:21pm.

9.2.6. Budget Review as at 31 December 2025

Report Details:			
Prepared by:	Colin Young, Director Finance & Community		
Manager:	Colin Young, Director Finance & Community		
File Reference:	FNC 10/4	**Voting Requirement:**	Absolute Majority
Attachment(s):			
9.2.6(1)	Budget Review Statement as at 31 December 2025		

Executive Recommendation

That Council:

1. **Adopts the 2025/26 budget review, as presented in** Attachment 9.2.6(1) **for the period 1st July 2025 to 31 December 2025 and amend the budget accordingly.**

Strategic Alignment

The following outcomes from the Council Plan relate to this proposal:

Outcome:	12 - A well respected, professionally run organisation.
Objective:	12.1 - Deliver effective and efficient operations and service provision.
Item:	Nil.

Executive Summary

To Consider and adopt the 2025/26 Budget Review as presented in the Statement of Financial Activity for the Period 1 July 2025 to 31 December 2025.

It's requested that Council adopts the attached Statutory Budget Review document Attachment 9.2.6(1) detailing all proposed amendments culminating in a projected surplus position of $129,846 as of 30 June 2025.

The officer recommends allocating this surplus to the Roads Reserve, this funding can then be utilised in 2026/27 for statutory Asset Management Plans.

Background

A Statement of Financial Activity incorporating year to date budget variations and forecast to the 30 June 2026 for the period Ending 31 December 2025 is presented for Council consideration. *The Local Government (Financial Management) Regulations 1996*, regulation 33a as amended, requires that Local Governments conduct a budget review between 1 January and the last day of February in each financial year. A Copy of the review and determination is to be provided to the Department of Local Government, Industry Regulation and Safety within 14 days of the adoption of the review.

Risk Management

Risk:	Likelihood:	Consequence:	Risk Rating:
Compliance	Possible	Minor	Moderate (6)
Risk Description:	Not meeting legislative requirement under regulation 33A		
Mitigation:	Adopting the budget review as per the executive recommendation		

Financial Implications

Budget

The revised 2025-26 Budget will incorporate the proposed amendments as outlined in the schedule provide in Attachment 9.2.6(1).

Long Term

Nil.

Policy Compliance

Nil

Statutory Compliance

- *Local Government Act 1995* - Section 6.2 Municipal Budget
- *Local Government (Financial Management) Regulations 1996* - Regulation 33A

Regulation 33A. Review of budget

(1) Between 1 January and the last day of February in each financial year a local government is to carry out a review of its annual budget for that year.

(2A) The review of an annual budget for a financial year must —

(a) consider the local government's financial performance in the period beginning on 1 July and ending no earlier than 31 December in that financial year; and

(b) consider the local government's financial position as at the date of the review; and

(c) review the outcomes for the end of that financial year that are forecast in the budget; and

(d) include the following —

(i) the annual budget adopted by the local government;

(ii) an update of each of the estimates included in the annual budget;

(iii) the actual amounts of expenditure, revenue and income as at the date of the review;

(iv) adjacent to each item in the annual budget adopted by the local government that states an amount, the estimated end-of-year amount for the item.

(2) The review of an annual budget for a financial year must be submitted to the council on or before 31 March in that financial year.

(3) A council is to consider a review submitted to it and is to determine whether or not to adopt the review, any parts of the review or any recommendations made in the review.*

**Absolute majority required.*

(4) Within 14 days after a council has made a determination, a copy of the review and determination is to be provided to the Department.

Consultation

Direct consultation has occurred with the Executive Leadership Team and other relevant staff as required.

Officer Comment

Below is a list of all adjustments included in the Budget Review and all Council resolutions that have been made for the year to date

Operating grants and subsidies:

- The Federal Assistance General Purpose Grant was $90,481 less than budgeted, it is noted representatives from the Grants Commission Board are attending Council on the 24 February 2026, it is intended to explore why this grant is decreasing.
- Increase in the Federal Assistance Roads Grant $55,377.
- The budgeted Mainroads Direct Grant was greater than the actual received, as such it has been decreased by $35,000.
- An environmental grant has been added to the budget for $13,983, this has been offset with associated expenditure.
- Updated figures have been received for the annual fire mitigation grant as such this has been increased by $170,840.
- The Dismantle Bike Rescue grant was not received $10,000, offset with associated revenue. Donnybrook District High School has applied for this funding and is expected to run the program moving forward, (grant dependent).

Fees and charges:

- An allocation has been made for a road subdivision charge of $23,900
- It is expected that the financial year will finish with building fees being $15,000 under the adopted budget.
- Fees and Charges for the recreation centre have been reduced by $7,000, (offset by the reduction of stock purchases. The centre now has vending machines in place that are managed and stocked by a private vendor, they are accessible to groups who use the facility outside of normal working hours.
- Donnybrook Transit Park revenue has been reassessed, as such it has been reduced by $25,000.
- Decrease in fees from VCMP by $5,000, Pavillion Hire fees are paid directly to the lessee as per facility management agreement, this was unknown at the time the budget was adopted.

Interest revenue:

- Due to holding greater funds than expected Municipal fund interest is expected to be $30,000 greater than budgeted.

Other revenue:

- Insurance revenue has been received for the Shire's Watercart, $241,944 and for the repairs to the Balingup bowling Green, $175,900.
- Reimbursement for Parental Leave, $9,528.

Employee costs:

- Corporate Services Salaries are expected to come in under budget due to staff vacancies that have occurred, it has been reduced by $100,000.
- Increase to various departmental salaries due to long term employee terminations and a LSL payment made on behalf of a former employee to another Shire, this has been off set by reducing the Provision for Leave Liability, $114,637.
- Decrease health salaries $6,000.

Materials and contracts:

- Decrease Works and Services Consultant Expenditure by $10,000, as it has been identified that the allocation will not be spent.
- Increase to Public Open Space Expenditure by $84,400, this account has seen increased expenditure predominantly due to storm damage that occurred in January and the need to employ Contract Employees due to staff shortages, a summary is presented in the table below;

Details	Expenditure
Contract Staff	$38,912
Storm Cleanup	$7,960
Total	**$46,872**

- Decrease Fuel expenditure $30,000 due to reduced expenditure YTD than budgeted due to more favourable per litre costs, relocate to Parts & Repairs that is tracking above budget.
- As per the grants section above an allocation has been added for expenditure relating to a Blackberry Control Project of $13,982
- Increase required to the Road's Maintenance Account, as with the public open space account this account has seen increased expenditure predominantly due to storm damage that occurred in January and the need to employ Contract Employees due to staff shortages, a summary is presented in the table below;

Details	Expenditure
Contract Staff	$23,662
Storm Cleanup	$20,685
Total	**$44,347**

- Decrease Waste processing expenditure, $15,000
- Increase expenditure in line with approved grant funding, $170,840
- Increase Expenditure Youth Week, $3,000.
- Remove expenditure related to grant revenue for the Dismantle Bike Rescue Program, $13,700.
- Decrease Stock Purchases Recreation Centre, $6,000.
- Increase Transit Park Commission Expenditure $7,293. During the transition of the Balingup Transit Park's management from the Balingup Tourist Association back to the Shire, the Chief Executive Officer approved allowing the Association to retain its commission on fees already collected. This approach supported a timely and cooperative handover, ensuring the Shire could assume management in accordance with its statutory and compliance obligations.

- Decrease Members Attendance fees, $10,120, Allowances $940 and Superannuation $8,400 due to vacancies of Elected Members.
- Increase IT expenditure $10,000 due to unforeseen expenditure.
- Increase legal expenditure $20,000
- Realign Expenditure for the IT Strategy to Consultants from Audit Fees & Software Upgrades, $54,000.
- Increase expenditure towards the WBAC to fund the shires proportion of past employee benefits $21,500.

Capital grants, subsidies and contributions

- DFES granted Light Tanker for Argyle Irishtown BFB, $322,651
- Mainroads, Bridge Capital Grant, $103,950

Purchase of property plant and equipment:

- Replacement Watercart (offset Insurance) $241,944
- Add C/fwd Brookhampton Hall $23,000
- DFES funded light Tanker Argle Irishtown BFB, $322,651

Purchase and construction of infrastructure:

- Decrease Expenditure Grimwade Greenbushes Road $5,000
- Decrease Expenditure Smith Street Including Rear Lane $84,000
- Increase Expenditure Smith Street (NTH end) & Timms Street $114,000
- Decrease Expenditure Brookhampton Road (SLK 0-4.0) $21,000
- Decrease Expenditure Montgomery Road $11,000
- Remove Budget Trigwell Place/Apex Park $15,586, this allocation was for works at the Donnybrook Amphitheatre, which included the replacement of the flagpoles and the install of handrails down the stairs. These works have been completed under budget.
- Remove Budget Trigwell Street Park $14,967, as this land has been identified for sale, the works that the allocation were for will now not be undertaken.
- Remove Budget Skate Park $20,000, It has been determined to first see what the outcomes of the Balingup Recreation Masterplan are before committing funding to works.
- Add Balingup Nannup Road C/fwd $37,278
- Add Cundinup Kirup Road C/fwd $30,084
- Add Balingup Bowling Green Resurface (offset insurance) $180,545
- Decrease Expenditure Jayes Road (SLK 5.5 to 6.5) $103,950
- Increase Expenditure Brockman St (SLK 0.14 to 0.24) $70,000
- Bridge Capital Works, $103,950, grant funded.

Transfer to reserve accounts:

- Transfer Untied Surplus to the Roadworks Reserve $129,846

Details	Expenditure
Total Untied Surplus	$472,210
Allocated Council Amendments	($252,002)
Realignment C/forwards	($90,362)
Transfer to the Roads Reserve	**$129,846**

Non-cash items:

- Adjust to the Employee Entitlements Provision $102,958 to offset termination payments,
- Loss from disposal of assets $170,541
- Profit from disposal of assets $44,849

Resolutions of Council Amendments YTD

- Resolution 171/08-25 Smith St & Timms St, RTR Grant, $245,000, offset Capital Expenditure.
- Resolution 195/10-25 Brookhampton Road budget added due to receiving grant funding, $40,000.
- Resolution 211/11-25 Purchase New Vehicle, reduction sale of assets, $965, Vehicle Purchase, $20,545, remove transfer Vehicle Reserve, $17,510
- Resolution 223/12-25 for the planning of Road Projects, $40,000
- Resolution 224/12-25 capital expenditure Donnybrook Transit Park, $35,000
- Resolution 228/11-25, 2024/25 Carry Forward Grants $1,363,924, Waste Management Expenditure $35,860, Education and Welfare Expenditure $29,084, Recreation & Sport Expenditure $4,000, Carry Forward Sale of Assets, $26,575, Buildings Capital Expenditure, $1,381,108, Plant and Equipment, $418,695, Furniture and Equipment, $30,453, Other Infrastructure, $295,564, Bridges $29,141, Roads $100,827, Transfer from Reserve, $879,869 and Contribution for Works $54,364.
- Resolution 231/12-25 Sale of Lot 21 Reserve Street Donnybrook, $201,000, Relocation of existing Footpath, $20,000, Transfer to Reserve, $201,000
- Resolution 232/12-25, funding for an Extraordinary Election, $45,000
- Resolution 234/12-25 Due to increased expenditure associated with Bridge Contract Works, Increase RRG Grant Funding, $24,368, Additional Capital Expenditure, $36,553 and transfer from the Bridgework Reserve, $12,185.
- Resolution 235/12-25 Donnybrook Recreation & Aquatic Centre Upgrades to toilets, $72,982.24

COUNCIL RESOLUTION:	15/02-26		
MOVED BY:	Cr Grant Patrick	**SECONDED BY:**	Cr Anita Lindemann

That Council:

1. **Adopts the 2025/26 budget review, as presented in** Attachment 9.2.6(1) **for the period 1st July 2025 to 31 December 2025 and amend the budget accordingly.**

For: Cr Bailey, Cr Hall, Cr Lindemann, Cr MacCarthy, Cr McNab, Cr Patrick, Cr Purich
Against: Nil.
Carried: 7/0 by absolute majority vote

9.2.7. Community Consultation – Draft Community Engagement Framework

Report Details:			
Prepared by:	Manager Community Services		
Manager:	Colin Young, Director Finance and Community		
File Reference:	Synergy Reference	**Voting Requirement**:	Simple Majority
Attachment(s):			
9.2.7(1)	Draft Community Engagement Framework		

Executive Recommendation

That Council:

1. **Notes the Draft Community Engagement Framework**
2. **Endorses the Draft Community Engagement Framework for public consultation; and**
3. **Invites the community to provide feedback on the Draft Framework, within its stated purpose and scope, to inform finalisation prior to adoption.**

Strategic Alignment

The following outcomes from the Council Plan relate to this proposal:

Outcome:	11 - Strong, visionary leadership.
Objective:	11.2 - Improve community consultation and engagement.
Item:	11.2.3 - Review best practice approaches for conducting council meetings and consider recommendations to enhance community engagement.

Executive Summary

The Draft Community Engagement Framework has been prepared to set out a clear and consistent approach to how the Shire engages with its community. It outlines the principles, roles and responsibilities, and practical processes that guide engagement across all projects and initiatives.

This report seeks Council's endorsement to undertake community consultation on the Draft Framework. The consultation will give the community an opportunity to review the document and provide feedback on its clarity, accessibility and how it would work in practice. Feedback received will be considered by the administration and used to refine the Framework before it is presented to Council for final adoption.

Background

Effective and meaningful community engagement is central to good governance and helps build trust between Council, the administration and the community. The Draft Community Engagement Framework has been developed to create a shared understanding of how and when the Shire engages with the community, and to ensure engagement activities are inclusive, transparent and proportionate.

The Draft Framework aligns with relevant legislation, recognised best-practice standards and the Shire's strategic and policy context. This includes the IAP2 Spectrum of Public Participation and disability access and inclusion principles. It is intended to guide engagement across a broad range of activities, from local service planning through to major strategic projects.

The Framework has now reached a point where broader community input is appropriate before it is finalised and formally adopted by Council.

Risk Management

Risk:	Likelihood:	Consequence:	Risk Rating:
Reputational	Unlikely	Moderate	Moderate (5)
Risk Description:	Feedback received during consultation may not reflect a broad cross-section of the community.		
Mitigation:	Use a mix of accessible consultation methods and clear communication to encourage broad participation, consistent with the Draft Framework's principles of inclusiveness and transparency.		

Financial Implications

Nil.

Policy Compliance

Nil.

Statutory Compliance

Community engagement is undertaken in line with relevant State and Commonwealth legislation, including the *Local Government Act 1995 (WA)* and other statutory obligations outlined in the Draft Community Engagement Framework.

Consultation

The purpose of the consultation is to provide community members and key stakeholders with an opportunity to review the Draft Community Engagement Framework and provide feedback.
Consultation will focus on:

- the clarity and accessibility of the Framework;
- whether the principles and engagement approach are easy to understand; and
- whether the Framework reflects community expectations for how the Shire engages.

Consultation will be undertaken within the scope of the Draft Framework. Feedback is sought on the content and practical application of the Framework, rather than on changes to its stated purpose or legislative context. All feedback received will be reviewed and considered by the administration as part of finalising the document for Council's consideration.

Proposed Engagement Activities and Channels

Community consultation on the Draft Community Engagement Framework will be undertaken using a range of accessible and proportionate engagement activities. This approach is intended to give community members several opportunities to review the Draft Framework and provide feedback, while keeping expectations clear and ensuring consultation remains focused on the scope of the document.

Proposed engagement activities and channels include:

- publication of the Draft Community Engagement Framework on the Shire's website, supported by an online feedback form;
- promotion through the Shire's communication channels, including social media and e-news;
- targeted communication with key stakeholder groups; and
- the opportunity for written submissions during the consultation period.

All feedback received will be reviewed and considered by the administration and used to refine the Framework before it is presented to Council for final adoption.

Officer Comment

Endorsing the Draft Community Engagement Framework for community consultation is an important step in strengthening the Shire's approach to engagement. It provides greater transparency around how engagement is undertaken and allows community feedback to inform the final Framework before it is presented to Council for adoption.

COUNCIL RESOLUTION:	16/02-26		
MOVED BY:	Cr Alex Purich	**SECONDED BY:**	Cr Anita Lindemann

That Council:

1. **Notes the Draft Community Engagement Framework**
2. **Endorses the Draft Community Engagement Framework for public consultation; and**
3. **Invites the community to provide feedback on the Draft Framework, within its stated purpose and scope, to inform finalisation prior to adoption.**

For: Cr Bailey, Cr Hall, Cr Lindemann, Cr MacCarthy, Cr McNab, Cr Patrick, Cr Purich
Against: Nil.
Carried: 7/0

9.3. Chief Executive Officer

9.3.1 Post Election Review - Council Policy Exe/CP-5-Attendance at Events and Functions

Report Details:

Prepared by: Executive Manager - Corporate

Manager: Nicholas O'Connor, Chief Executive Officer

File Reference: ADM11/4 **Voting Requirement:** Absolute Majority

Attachment(s):

9.3.1(1) Council Policy EXE-CP-5 - Attendance at Events and Functions

Executive Recommendation

That Council:

1. **Notes the review of Council Policy EXE-CP-5 - Attendance at Events and Functions and adopts the changes as outlined in the body of this report.**

Strategic Alignment

The following outcomes from the Council Plan relate to this proposal:

Outcome: 11 - Strong, visionary leadership.

Objective: 11.1 - Provide strategically focused, open and accountable governance.

Item: Nil.

Executive Summary

Council Policy EXE/CP-5 – Attendance at Events and Functions has been reviewed as part of the Shire's ongoing governance maintenance and the Councillor induction process following the October 2025 ordinary election.

The review found that the policy remains contemporary, fit-for-purpose and aligned with the intent of the L*ocal Government Act 1995*. No substantive or structural changes were required.

The only updates made were minor wording adjustments, specifically the removal of explicit legislative section references, to ensure the policy remains current as legislation evolves. This avoids the need for future amendments caused solely by renumbering or changes to statutory provisions.

Background

Council Policy EXE/CP-5 was originally adopted in 2021 and has undergone several minor updates since, mainly to reflect formatting improvements and shifts in governance practice. Past versions of the policy (from 2021 to 2025) consistently addressed:

- transparency in event attendance
- management of invitations and sponsored attendance
- gift disclosure thresholds

- conflict-of-interest considerations

During the 2025 review, officers examined all previous versions and determined that the policy's purpose, methodology and requirements remain sound.
No changes were made to the policy content, structure, purpose, definitions, processes or requirements.
The only updates applied were minor housekeeping adjustments to remove outdated legislative section references to ensure the policy is future-proof and legislatively neutral.

Risk Management

Risk:	Likelihood:	Consequence:	Risk Rating:
Compliance	Possible	Moderate	Moderate (9)
Risk Description:	Potential breach of the Local Government Act 1995 or Regulations.		
Mitigation:	Managing strict adherence to Council Policy EXE/CP-5, supported by clear approval processes, mandatory gift and interest disclosures, and routine governance oversight to ensure compliance with all legislative obligations.		
Risk:	Likelihood:	Consequence:	Risk Rating:
Reputational	Possible	Insignificant	Low (3)
Risk Description:	Perception of undue influence or misuse of benefits.		
Mitigation:	Maintaining/enforcing transparent decision-making processes, documenting all approvals, and ensuring that attendance at events is justified, minuted, and demonstrably aligned with the Shire's strategic and community interests.		
Risk:	Likelihood:	Consequence:	Risk Rating:
Community	Unlikely	Insignificant	Low (2)
Risk Description:	Reduced trust if benefits are misunderstood or misused.		
Mitigation:	Consistent public reporting via the Shire's Gift Register, clear communication of the purpose and value of event attendance, and application of an equitable, policy-based framework that reinforces community confidence in Council's integrity.		

Financial Implications

Nil.

Policy Compliance

EXE/CP-8- Policy Framework

The review of EXE/CP-5 is consistent with EXE/CP-8, particularly the principles relating to:

- ensuring policies remain contemporary and easy to maintain,
- avoiding unnecessary legislative duplication within policies,
- presenting policies in a clear, concise and standardised format, and
- removing outdated or superseded legislative references so that policies remain functional despite regular changes to State legislation.

Statutory Compliance

Local Government Act 1995

- Section 5.90A – Requires all local governments to adopt and maintain a policy on attendance at events, covering approval processes, transparency, and authorised events.
- Sections 5.87A & 5.87B – Requirements for Elected Members and CEOs to disclose gifts above the legislative threshold.
- Sections 5.88–5.90 – Requirements relating to the maintenance of gift registers and the publication of gift information.
- Sections 5.59–5.62 (Interests) – Supports compliance with obligations to avoid real or perceived conflicts of interest when attending events.
- Section 5.103 & Model Code of Conduct Regulations – Reinforces behavioural standards, integrity and ethical decision-making expectations relating to acceptance of benefits.
- General functions of local governments (s.2.7 & s.2.10 for Council and Councillors) – Ensures transparent, accountable governance in handling invitations and sponsored attendance.

Local Government (Administration) Regulations 1996

- Gift disclosure requirements relating to how gifts must be recorded, published, and managed (supports the administrative processes required under the Act).
- Regulations relating to the publishing of registers (including gifts and contributions to travel).

Local Government (Model Code of Conduct) Regulations 2021

- Ethical behaviour requirements relating to acceptance of benefits, impartiality, and avoidance of conflicts.

Local Government (Elections) and (Financial Management) Regulations 1996

- General integrity and transparency standards that intersect with management of gifts and benefits.

Consultation

Internal Consultation

- The policy review was presented to Councillors at the Workshop held 3 December 2025, where an overview of the policy was provided as part of the induction program.
- Councillors were invited to provide feedback; no changes were requested.
- Governance staff also reviewed the policy and confirmed that only minor housekeeping corrections were required.

Community Consultation

Not required for this type of internal governance policy.

Officer Comment

This policy review forms part of the formal induction program for Councillors elected in October 2025, ensuring they have clear, consistent guidance regarding attendance at events, gifts, disclosures and related governance expectations.

A new compliance and enforcement provision has been incorporated into the policy to clearly articulate that non-compliance by Elected Members is enforceable and may result in penalties under the applicable legislation.

Other changes made were minor and solely intended to remove explicit legislative references so that the policy remains dynamically aligned with current and future legislation without amendment each time laws change.

COUNCIL RESOLUTION:	17/02-26		
MOVED BY:	Cr Alex Purich	**SECONDED BY:**	Cr Anita Lindemann

That Council:

1. **Notes the review of Council Policy EXE-CP-5 - Attendance at Events and Functions and adopts the changes as outlined in the body of this report.**

For: Cr Bailey, Cr Hall, Cr Lindemann, Cr MacCarthy, Cr McNab, Cr Patrick, Cr Purich
Against: Nil.
Carried: 7/0 by absolute majority vote

9.3.2 Post Election Review Elected Member Induction, Training and Professional Development Policy

Report Details:

Prepared by: Executive Manager - Corporate

Manager: Nicholas O'Connor, Chief Executive Officer

File Reference: ADM11/4 **Voting Requirement:** Absolute Majority

Attachment(s):

9.3.2(1) EM/CP-1- Council Member Induction, Training and Professional Development- Current

9.3.2(2) EM/CP-1- Elected Member Induction, Training and Professional Development - Draft

Executive Recommendation

That Council:

1. **Notes the review of Council Policy EM/CP-1- Elected Member Induction, Training and Professional Development and adopts the policy inclusive of the amendments as outlined in the body of this report.**

Strategic Alignment

The following outcomes from the Council Plan relate to this proposal:

Outcome: 11 - Strong, visionary leadership.

Objective: 11.1 - Provide strategically focused, open and accountable governance.

Item: 11.1.3 - Facilitate access to mandatory councillor training.

Executive Summary

A review of Council Policy EM/CP-1 has been completed to ensure the policy remains current, accurate and aligned with recent legislative reforms and the Shire's Policy Framework. Only minor administrative amendments were required, including updated terminology, revised training timeframes, strengthened declaration requirements, and clarification of the CEO's obligation to publish the Elected Member Training Register.

Background

Council Policy EM/CP-1 outlines the Shire's commitment to providing induction, mandatory training and professional development opportunities for Elected Members in accordance with the *Local Government Act 1995.*

As part of the 2025 post-election induction program and routine policy review cycle, EM/CP-1 was assessed against the Shire's Policy Framework (EXE/CP-8) and recent State Government reforms.

Significantly, the *Local Government Amendment Act 2024* introduced several governance and accountability reforms, with key components coming into effect on 1 January 2026, including the

commencement of the Office of the Local Government Inspector and strengthened expectations for Elected Member capability, conduct and compliance.
Specific administrative updates include:

- aligning terminology to reflect usage in current Council policies (e.g., "Council Member" → "Elected Member"),
- updating the State department's name following machinery-of-government changes,
- clarifying the timeframe for completion of mandatory training,
- adding a requirement for Elected Members to formally declare completion of training,
- adding obligations to declare any valid exemptions,
- updating the policy to require the CEO to publish the Elected Member Training Register on the Shire's website.

No structural or strategic changes were required.

Risk Management

Risk:	Likelihood:	Consequence:	Risk Rating:
Compliance	Likely	Moderate	High (12)
Risk Description:	Failure to maintain a contemporary Elected Member training policy, or to ensure Elected Members undertake and complete required training, may result in non-compliance with statutory obligations and reduced community confidence in Council's governance capability and accountability.		
Mitigation:	Regular review and update of the Policy ensures alignment with legislative reforms and sector expectations. Clear policy guidance regarding training timeframes, funding and attendance expectations, supported by transparent reporting through the Elected Member Training Register, reinforces compliance and demonstrates Council's commitment to effective and accountable governance.		
Risk:	Likelihood:	Consequence:	Risk Rating:
Reputational	Possible	Insignificant	Low (3)
Risk Description:	Failure to keep governance policies up to date, or perceptions that Elected Members are not adequately trained in accordance with legislative requirements, may expose the Shire to reputational risk in an environment of heightened external oversight and public scrutiny.		
Mitigation:	Proactive policy updates, consistent application of training requirements, and transparent Council decision-making demonstrate governance maturity, protect the Shire's reputation, and reinforce public confidence in the professionalism and capability of Council.		
Risk:	Likelihood:	Consequence:	Risk Rating:
Financial Impact	Possible	Minor	Moderate (6)
Risk Description:	Ineffective policy settings or lack of clarity around training attendance and completion may result in inefficient use of Council funds, including repeat expenditure without corresponding governance benefit.		
Mitigation:	Linking timeframe, budget and attendance considerations within the policy supports value-for-money outcomes, enables appropriate Council oversight		

	of training expenditure, and ensures funding decisions reflect current statutory requirements and governance priorities.

Financial Implications

Nil.

Policy Compliance

EXE/CP-8- Policy Framework

The review of EM/CP-1 is consistent with EXE/CP-8, which requires policies to be concise, contemporary, and legislatively aligned

Statutory Compliance

Local Government Act 1995

The following provisions apply:

- Section 5.126 – Mandatory training requirements for Elected Members.
- Section 5.127 – Requirement for the CEO to publish an Elected Member Training Register on the Shire's website.
- Section 5.128 – Requirement to *adopt and maintain* a policy for Elected Member training and professional development.
- 2024–2026 Reform Amendments – Strengthened governance, clarified roles, and enhanced accountability expectations, including the operation of the Local Government Inspector (from 1 January 2026)

Consultation

Internal Consultation

- Governance staff and Executive reviewed the policy.
- The updated policy was presented to Elected Members during the 3 December Councillor Workshop as part of their induction.
- Elected Members were provided an opportunity to offer feedback on proposed updates.

Community Consultation

Not required for this type of internal governance policy.

Officer Comment

The following reform elements, effective 1 January 2026, were considered in updating EM/CP-1:

- Commencement of the Office of the Local Government Inspector, with strengthened oversight and early-intervention powers.
- Increased expectations for governance capability and Elected Member professionalism.
- Greater emphasis on transparency and accountability, particularly in areas such as training, conduct and compliance.
- Enhanced complaint-handling and misconduct processes, requiring clear and well-documented governance frameworks.

- Clarification of roles and responsibilities between Elected Members and the CEO under the 2024 amendments.

While these reforms did not necessitate major structural amendments to EM/CP-1, they reinforce the importance of:

- updated terminology,
- clarified Elected Member obligations,
- strengthened declaration requirements, and
- accurate public reporting through the Training Register.

In this context, a minor clarification has been introduced to consolidate timeframe, budget and attendance considerations within a single section of the policy. This clarification confirms that where training or professional development has been approved and paid for by the Shire, Elected Members are expected to make all reasonable efforts to attend and complete the approved activity. It also clarifies that Elected Members may re-enrol in the same or substantially similar training; however, where Shire funding is sought, such requests will require specific Council approval.

These changes collectively ensure EM/CP-1 remains contemporary, financially responsible, and aligned with the current governance and statutory environment.

A new compliance and enforcement provision has been incorporated into the policy to clearly articulate that non-compliance by Elected Members is enforceable and may result in penalties under the applicable legislation.

The updated policy supports the induction of newly Elected Members (October 2025), responds to sector-wide reform requirements, and provides a clearer and more accountable framework for ongoing Elected Member capability development.

Transitional provisions have been made to allow Elected Members who were elected between 1 July 2025 and 31 December 2025 to have an extended timeframe until 31 December 2026 to complete mandatory training and make the required declarations.

COUNCIL RESOLUTION:	18/02-26		
MOVED BY:	Cr Grant Patrick	**SECONDED BY:**	Cr Alex Purich

That Council:

1. **Notes the review of Council Policy EM/CP-1- Elected Member Induction, Training and Professional Development and adopts the policy inclusive of the amendments as outlined in the body of this report.**

For: Cr Bailey, Cr Hall, Cr Lindemann, Cr MacCarthy, Cr McNab, Cr Patrick, Cr Purich
Against: Nil.
Carried: 7/0 by absolute majority vote

9.3.3 Rescind Council Policy EXE/CP-9 Communications and Social Media; and Adopt Council Policies EXE/CP-13 Social Media and EXE/CP-14 Official Communications

Report Details:

Prepared by: Governance Coordinator

Manager: Executive Manager Corporate Services

File Reference: ADM 11/4 **Voting Requirement:** Simple Majority

Attachment(s):

9.3.3(1) Council Policy EXE/CP-9 Communications and Social Media *(rescind)*
9.3.3(2) Council Policy EXE/CP-13 Social Media *(new)*
9.3.3(3) Council Policy EXE/CP-14 Official Communications *(new)*

Executive Recommendation

That Council:

1. **Rescind Council Policy EXE/CP-9 Communications and Social Media** (Attachment 9.3.3(1));
2. **Adopt Council Policy EXE/CP-13 Social Media** (Attachment 9.3.3(2))**; and**
3. **Adopt Council Policy EXE/CP-14 Official Communications** (Attachment 9.3.3(3)).

Strategic Alignment

The following outcomes from the Council Plan relate to this proposal:

Outcome: 11 - Strong, visionary leadership.

Objective: 11.2 - Improve community consultation and engagement.

Item: Nil.

Outcome: 12 - A well respected, professionally run organisation.

Objective: 12.1 - Deliver effective and efficient operations and service provision.

Item: Nil.

Executive Summary

This report presents the outcome of the review of Council Policy EXE/CP-9 Communications and Social Media, undertaken in accordance with the Shire's Policy Framework process. It seeks Council's resolution to rescind the existing policy, and adopt two new replacement policies, EXE/CP-13 Social Media and EXE/CP-14 Official Communications.

Background

Council Policy EXE/CP-9 Communications and Social Media (Attachment 9.3.3(1)) was initially adopted on 24 April 2019, with review and amendment on 21 December 2021. The policy details legislative obligations and establishes protocols applicable to the Shire's official communications with the community. Following a comprehensive review of the policy, significant changes have been identified to reflect the operational needs of the Shire and meet community expectations. As a result, it is recommended that the policy be rescinded and replaced with two separate policies, EXE/CP-13 Social Media (Attachment 9.3.3(2)) and EXE/CP-14 Official Communications (Attachment 9.3.3(3)).

Risk Management

Risk:	Likelihood:	Consequence:	Risk Rating:
Compliance	Possible	Minor	Moderate (6)
Risk Description:	Failure to conduct regular reviews of Council policies.		
Mitigation:	Ensure Council policies are reviewed in accordance with the Shire's adopted Policy Framework process to ensure they are concise, consistent and compliant with legislation, standards and strategic objectives.		
Risk:	Likelihood:	Consequence:	Risk Rating:
Reputational	Possible	Moderate	Moderate (9)
Risk Description:	Negative impact on community perceptions as a result of Shire communications not meeting expectations.		
Mitigation:	Ensure communication policies appropriately reflect the needs of the Shire and community.		

Financial Implications

Nil.

Policy Compliance

Council Policy EXE/CP-8 Policy Framework provides direction on the development and implementation of policies to reflect the Shire's strategic goals and meet statutory requirements.

Statutory Compliance

Local Government Act 1995

Sections 2.7(2)(b) & 5.41(c) prescribe that:

- A governing role of Council is to determine the local government's policies; and
- The Chief Executive Officer's role includes implementing the local government's policies as determined by the Council.

Consultation

Review of Council policies is undertaken in accordance with the Shire's Policy Framework process. This process encompasses consultation and collaboration between staff, and external parties where relevant.

Moore Australia evaluated the suitability of the Shire's current Council and Administration Policies as part of the Audit Regulation 17 Review, undertaken in December 2024. The review of Council policies includes consideration of these audit outcomes.

Officer Comment

EXE/CP-13 Social Media

Social media has become a mainstream tool for information sharing and community engagement. The existing Communications and Social Media policy lacks specific, detailed information for consistent application by the Shire. The proposed new policy retains relevant information from the existing policy and outlines the appropriate and productive use of social media as a tool, method or channel for communication and community engagement by the Shire. It also identifies authorised representatives, along with specifying responsibilities and obligations, in relation to content shared and distributed utilising social media. The policy seeks to ensure that best practice is observed when social media is used for communication purposes.

EXE/CP-14 Official Communications

The key objective of this proposed new policy is to ensure that authorised representatives of the Shire demonstrate a professional and trustworthy public image when undertaking official communications. The policy applies to all official statements made on behalf of the Shire, by Elected Members and authorised employees.

Essential information from the existing Communications and Social Media policy has been retained in the new policy. It applies across all Shire communications activities, including digital (eg. website, social media) and traditional methods (eg. print, spoken), to ensure consistent, uniform and accurate messaging, whilst also mitigating reputational and compliance-related risks.

To support Council in its role to maintain appropriate policies for the Shire, it is recommended that Council adopt the Executive Recommendation outlined in this report to rescind Council Policy EXE/CP-9 Communications and Social Media (Attachment 9.3.3(1)), and adopt Council Policies EXE/CP-13 Social Media (Attachment 9.3.3(2)) and EXE/CP-14 Official Communications (Attachment 9.3.3(3)).

COUNCIL RESOLUTION:	19/02-26		
MOVED BY:	Cr Anita Lindemann	**SECONDED BY:**	Cr Grant Patrick

That Council:

1. **Rescind Council Policy EXE/CP-9 Communications and Social Media** (Attachment 9.3.3(1));
2. **Adopt Council Policy EXE/CP-13 Social Media** (Attachment 9.3.3(2)); **and**
3. **Adopt Council Policy EXE/CP-14 Official Communications** (Attachment 9.3.3(3)).

For: Cr Bailey, Cr Hall, Cr Lindemann, Cr MacCarthy, Cr McNab, Cr Patrick, Cr Purich
Against: Nil.
Carried: 7/0 by en-bloc resolution 4/02-26

Cr Bailey left the Council Chamber at 3:28pm.

9.3.4. BalingUpcycle Park Proposal - Community Feedback and Petition

Report Details:

Prepared by: Executive Manager Corporate

Manager: Nicholas O'Connor, Chief Executive Officer

File Reference: Monarch-2055293383-1516 **Voting Requirement:** Simple Majority

Attachment(s):

9.3.4(1) BalingUpcycle Playground Project Community Feedback
9.3.4(2) Playground Design by Nature Play Solutions
9.3.4(3) Petition
9.3.4(4) Asset Management Plan – Balingup Village Green

Executive Recommendation

That Council:

1. **Notes the result of the community consultation as attached and detailed in this report; and**
2. **Confirms its support for the BalingUpcycle Playground Project, subject to compliance with statutory, land tenure, asset management and accessibility requirements being addressed prior to implementation.**

Strategic Alignment

The following outcomes from the Council Plan relate to this proposal:

Outcome: 6 - The built environment is responsibly planned and well maintained.

Objective: 6.3 - Create vibrant, attractive and welcoming towns.

Item: Nil.

Executive Summary

The BalingUpcycle Playground Project was initiated by the BalingUpcycle Committee to create a fun; inclusive nature play space at the Balingup Village Green located in the rail reserve. The proposal seeks to add to the existing toddler playground to incorporate children aged 7 and above, including teenagers. The playground design incorporates accessible pathways and comfortable seating. Council is requested to review the community feedback and confirm its support for the proposal.

Background

At its Ordinary Council meeting held 23 July 2025 Cr Patrick presented an Elected Members motion after receiving an application from BalingUpcycle seeking Council's support to develop a modern, inclusive, and engaging community playground designed specifically for children aged 7 and to include teenagers. Council support was sought to enable the applicants to progress an application for external grant funding through the Talison Community Investment Program.

At its Ordinary Council Meeting on 23 July 2025, Council provided in-principle support to the BalingUpcycle Playground Project. However, Council did not endorse immediate progression, and subsequent officer actions implemented a formal community consultation process to inform any final decision. During this formal consultation period, Council also received a supporting petition (Attachment 9.3.4(3)), from Karen Magi, Chairperson of BalingUpcycle, on 5 December 2025, which was acknowledged and would be addressed alongside the consultation outcomes.

Public consultation was conducted from 3 November 2025 to 28 November 2025 and has been detailed within this report. (Attachment 9.3.4(1)).

It should also be noted that a community petition was received containing 302 signatures. This petition was tabled at the 17 December 2026.

At its Ordinary Council meeting held 17 December 2025 Council resolved the following:

"COUNCIL RESOLUTION 216/12-25

That Council acknowledge the receipt of the petition. "

There were also a number of emails sent directly to the Shire in support of the proposal. These email responses were included in the survey results.

Risk Management

Risk:	Likelihood:	Consequence:	Risk Rating:
Health	Likely	Minor	Moderate (8)
Risk Description:	Public injury risk from playground design/operation		
Mitigation:	• Require detailed design and certification to relevant playground standards (procurement spec, independent inspection and commissioning sign-off). • Implement routine inspection/maintenance schedule once installed. • Incorporate CPTED/passive surveillance measures (lighting assessment, sightlines, seating and clear circulation).		
Risk:	Likelihood:	Consequence:	Risk Rating:
Health	Possible	Minor	Moderate (6)
Risk Description:	Accessibility and safety risks for older residents/people with disability (paths/toilets interface, congestion).		
Mitigation:	• Ensure design complies with the Shire's DAIP commitments and universal access principles (paths of travel, circulation widths, seating, gradients, tactile/wayfinding as relevant). • Validate accessibility at concept and detailed design stage (internal DAIP check + external access review where needed).		
Risk:	Likelihood:	Consequence:	Risk Rating:
Financial Impact	Almost Certain	Moderate	High (15)

Risk Description:	Whole-of-life cost liability (maintenance, insurance, renewal/replacement) once the playground becomes a Shire asset		
Mitigation:	• Require a lifecycle cost estimate before final commitment (maintenance, renewal timing, replacement, insurance impacts) and record in AMP/forward financial planning. • Ensure asset is captured in registers and long-term financial plans in line with asset sustainability practices		
Risk:	Likelihood:	Consequence:	Risk Rating:
Service Interruption	Almost Certain	Minor	Moderate (5)
Risk Description:	Ongoing operational burden on staff and budgets (inspection cycles, reactive maintenance, vandalism response)		
Mitigation:	Asset management integration: scheduled inspections, maintenance funding provision, clear service owner, and response procedures.		
Risk:	Likelihood:	Consequence:	Risk Rating:
Compliance	Possible	Insignificant	Low (3)
Risk Description:	Land tenure / licensing non-compliance risk		
Mitigation:	• Condition any support/next steps on completing: Arc licence variation (written confirmation + executed variation) before construction. • Ensure document management/records capture for approvals and variations.		
Risk:	Likelihood:	Consequence:	Risk Rating:
Reputational	Possible	Insignificant	Low (3)
Risk Description:	Reputational risk if promises are perceived to be made but project delivery stalls (grant unsuccessful, approvals delayed).		
Mitigation:	Use careful wording: “support in principle / subject to funding and approvals” (where appropriate) and provide realistic next-step milestones.		
Risk:	Likelihood:	Consequence:	Risk Rating:
Community	Unlikely	Minor	Low (4)
Risk Description:	Misinterpretation or underestimation of community sentiment.		
Mitigation:	Ensure reporting clearly separates “support for playground” from “support for location”, and documents how concerns are being addressed.		
Risk:	Likelihood:	Consequence:	Risk Rating:
Property	Possible	Moderate	Moderate (9)
Risk Description:	Interface risks with nearby infrastructure (toilets, paths, existing equipment).		
Mitigation:	Detailed site plan and service checks; ensure no adverse impacts on existing infrastructure access/maintenance.		
Risk:	Likelihood:	Consequence:	Risk Rating:
Environment	Possible	Minor	Moderate (6)
Risk Description:	Loss of trees/shade, impacts on the character of the Village Green.		

Mitigation:	Minimise ground disturbance; protect mature trees; incorporate retention measures in the design and contractor specifications.

Financial Implications

No immediate capital expenditure is required from Council, as construction is proposed to be funded through external grants. However, upon installation the playground would become a Council asset, and Council would assume responsibility for long-term maintenance, renewal and replacement costs following the initial externally funded maintenance period. These ongoing obligations would need to be incorporated into Council's asset management and financial planning frameworks.

Policy Compliance

ASS/CP-2- Asset Management

Requires consideration of whole-of-life costs and compliance with technical standards for any new asset. Once obtained these costs will be incorporated into the Shire's Asset Management plan.

COMD/CP-3–Community Engagement Framework

Ensures early and inclusive engagement with stakeholders before decisions are made.

EXE/CP-6 – Organisational Risk Management Policy

Mandates identification and management of risks associated with new projects.

Local Planning Scheme No. 7 (LPS7) and Associated Policies

Any development on Shire land must comply with planning requirements.

Statutory Compliance

Nil.

Consultation

External Consultation

The public consultation period for the BalingUpcycle Playground Proposal ran from 3 November to 28 November 2025, with proposal details and comment submission methods shared through the following channels:

- Proposal Consultation Page – Live from 3 November 2025, serving as the primary source of information for stakeholders and the main channel for comment submissions.
- "Open for Comment" Notices – Published on the Shire's website in Latest News & Notices, Facebook and Instagram pages, and printed notices displayed at Shire facilities.

Consultation Feedback Analysis

Total Responses: 57 (all responses were received via the Consultation page on the Shire website)
Responses were categorised into four broad positions reflecting overall sentiment:

Category	Total	Description
For	49(86%)	Clearly expresses support for the proposal in its current or near-current form with no major concerns/suggestions
Against	2(3.5%)	Clearly expresses opposition to the proposal
Partial	3(5.3%)	Indicates general support of the concept but has some concerns or disagrees with various parts of the proposal
N/A	3(5.3%)	Feedback provided but intent (for/against) is unclear

The consultation process revealed strong overall support for the Proposal, particularly regarding the need for upgraded play facilities suitable for older children, community health benefits, and increased tourism appeal.
A trend among respondents opposed to the proposal centred almost entirely on the proposed location and its potential impacts on:

- Existing shaded picnic areas and community event spaces
- Open green space values
- Access for older residents
- Long-term maintenance responsibilities

While most respondents support the project itself, approximately one quarter raised issues specifically tied to site selection, design adjustments, or broader governance matters.

Response Summary

The following themes emerged consistently across all submissions:

Strong Community Support for the Playground (49 of 57 responses)

Most respondents supported the proposal, noting:

- The current playground is too small, outdated, and suited mainly to toddlers.
- Balingup lacks facilities for older children and teenagers.
- A new playground would improve social, physical and mental wellbeing.
- The space would benefit both residents and visitors.
- A nature-based design aligns well with Balingup's character.

Location Concerns

The primary source of concern among respondents who opposed or partially supported the proposal was the loss of shaded community space (raised in at least 12 submissions). Key issues included:

- Proposed footprint occupies an area heavily used for Australia Day events, picnics, drumming groups, gatherings, movie nights, and general passive recreation.
- Desire to retain mature trees, shaded grassed areas, and open lawn functionality.
- Some older residents may feel unsafe or crowded accessing the public toilets if play equipment is installed on both sides of the path.
- Suggestions that the playground could be placed closer to the skatepark or on the opposite side of the path where use is currently low.

Maintenance, Cost & Longevity Concerns

Some concerns were raised about:

- Reliance on BalingUpcycle to maintain the playground.
- Long-term maintenance costs for the Shire.
- Broader budget pressures and competing priorities.
- Preference in some cases for upgrading the skatepark instead.

Retention of Urban Green Space

Several submissions emphasised:

- The importance of preserving open, flexible green space.
- Avoiding over-development of the Village Green.
- Protecting shade trees and passive-use areas.
- Planning safeguards to prevent future encroachment.

Broader Concerns

A small number of respondents questioned:

- Whether the proposal reflects broader community priorities.
- The representativeness of the BPA in community decision-making.

Access, Inclusion & Age Suitability

Common themes included:

- Need for equipment suitable for older children, tweens and teens.
- Support for inclusive and sensory-friendly design (including comments referencing autistic children).
- Some concern that under-7s may be under-catered for.
- Requests for seniors-friendly spaces (e.g., OT-recommended equipment, yoga/Thai chi area).

Tourism, Visitor Appeal & Local Economy

Many respondents noted that:

- A quality playground would encourage travellers to stop in Balingup and visit local businesses.
- Families currently travel to Bridgetown or Donnybrook for playgrounds.
- The project could strengthen Balingup's appeal as a family-friendly destination.

Design Feedback & Feature Requests

While supportive, several respondents suggested additions or adjustments, including:

- Hamster wheel (frequently requested)
- Big swing, misters, improved slide
- Clarification of flying fox capacity
- Alignment with the original BalingUpcycle concept

<u>Engagement Performance</u>

- Social Media (Facebook) – these statistics are from the Shire's original post

- Total Views: 3,569 (1,347 viewers)
- Total Link Clicks: 38 (to the Consultations page on the Shire website)
- Total Interactions: 43 (22 reactions, 15 shares, 6 comments)

Note: Original post published 3 November 2025; statistics recorded 20 January 2026.

This data highlights a strong level of passive visibility (3,569 total impressions) but a comparatively low conversion into active engagement (38 link clicks) when measured against total reach. This suggests that while the announcement achieved significant exposure, only a smaller subset of viewers proceeded to view the proposal, and an even smaller number went on to lodge a formal submission.

Officer Comment

The community concerns identified through the consultation process have been documented and are accompanied by officer responses for Council's consideration in the table below:

Community Concern	Officer Response
Loss of open green space and shaded areas	*The Village Green contains multiple open and shaded areas. Detailed design can be refined to minimise footprint, retain mature trees and protect shaded areas while balancing play infrastructure with continued availability of open green space.*
Impact on community events and informal gatherings	*There is a large open grassed area to the west of the public toilet block (Figure 8) which provides substantial capacity for community events.*
Access and safety for older residents	*Access and safety will be addressed in accordance with the Shire's Disability Access and Inclusion Plan (DAIP), including path widths, circulation, sightlines, seating and equipment placement to maintain safe access to facilities.*
Loss of quiet/passive recreation space	*There is sufficient space across the Village Green to accommodate active and passive recreation concurrently, with quieter areas continuing to be available elsewhere within the rail reserve.*
Under-7 children potentially being under-catered for	*The existing toddler playground will remain, while the proposal addresses an identified gap for older children and teenagers.*
Inclusive and sensory-friendly design	*Inclusive and sensory-friendly design will be incorporated in line with the Shire's Disability Access and Inclusion Plan (DAIP), including accessible pathways and inclusive play elements.*
Senior-friendly / inter-generational use	*Opportunities for seating, shade and passive recreation elements may be considered during detailed design to support inter-generational use, consistent with DAIP principles.*
Design feature expectations	*Final equipment selection will be subject to funding availability, safety standards, site constraints and detailed design outcomes.*

Community Concern	Officer Response
Long-term maintenance and cost to Council	*The Shire would assume long-term maintenance, renewal and replacement responsibilities, managed through asset management and financial planning frameworks.*
Reliance on BalingUpcycle for maintenance	*Community involvement is acknowledged, however ultimate responsibility for maintenance and renewal would rest with the Shire once the asset is accepted.*
Governance and representativeness	*The consultation process was open and publicly advertised. Council remains the final decision-maker.*
Support for project vs support for location	*Many respondents support the playground concept while raising concerns about the proposed location. This distinction has been clearly documented for Council consideration.*

Location

The proposed project is situated on rail corridor of which Council holds a current Licence to Use and Occupy the land from Arc Infrastructure. Written confirmation has been received from Arc Infrastructure advising that the construction of the BalingUpcycle Playground is an approved use under the licence, that no construction licence is required, and that Arc will vary the existing agreement to formally include the playground. There has been no indication of the costs to vary the agreement.

After consultation commenced the BalingUpcycle members meet with Shire staff on site to discuss an alternative location (as seen in the green checkered area in figure 1 below). Being that the alternative location is unused land with no existing Shire infrastructure it has little impact on the both the consultation and approval requirements.

FIGURE 1 - PROPOSED PROJECT LOCATION (YELLOW OUTLINE), UPDATED ALTERNATIVE LOCATION (GREEN CHECK)

FIGURE 2 - PROPOSED PLAYGROUND LOCATION LOOKING EAST TOWARDS EXISTING PLAYGROUND

FIGURE 3 - PROPOSED PARK LOCATION LOOKING WEST TOWARDS TOILET BLOCK

FIGURE 4 - EXISTING VILLAGE GREEN PLAYGROUND

FIGURE 5 – EXISTING VILLAGE GREEN INFRASTRUCTURE (EAST SIDE OF PLAYGROUND)

FIGURE 6 - VACANT LAND PROPOSED ALTERNATIVE PLAYGROUND AREA (SOUTH SIDE OF FOOTPATH)

FIGURE 7 - EXISTING VILLAGE GREEN EXERCISE EQUIPMENT (WEST SIDE OF TOILET BLOCK)

FIGURE 8 - VILLAGE GREEN OPEN SPACE (WEST SIDE OF TOILET BLOCK)

Petition

At its Ordinary Council meeting held 17 December 2025 Council resolved the following:

"COUNCIL RESOLUTION 216/12-25

That Council acknowledge the receipt of the petition. "

The *Meeting Procedures Local Law 2017* outlines requirements for petitions at Council meetings. The petition met these requirements, although some signatures lacked addresses and some signatories were not electors of the district. This report addresses the petitions request to support the project.

Noting the strong overall community support and the project's alignment with Council Plan Outcome 6 and Objective 6.3, it is recommended that Council confirm its support for the BalingUpcycle Playground Project, subject to the statutory, land tenure, asset management and accessibility requirements outlined in this report.

COUNCIL RESOLUTION:	20/02-26		
MOVED BY:	Cr Anita Lindemann	**SECONDED BY:**	Cr Alex Purich

That Council:

1. **Notes the result of the community consultation as attached and detailed in this report; and**
2. **Provides in principle support to the BalingupCycle Community Playground proposal, subject to confirmation of detailed project costs and securing external grant funding for the project.**
3. **Notes that this decision is significantly different from the Officer's Recommendation for the following reason: to make clear the relevants steps for approval for this project.**

For: Cr Hall, Cr Lindemann, Cr MacCarthy, Cr McNab, Cr Patrick, Cr Purich
Against: Nil.
Carried: 6/0

Cr Bailey re-entered the Council Chamber at 3:35pm.

9.3.5 Warren Blackwood Climate Alliance Reference Group (CARG) Membership

Report Details:			
Prepared by:	Administration Officer Corporate Services		
Manager:	Executive Manager Corporate		
File Reference:	CNL 16	**Voting Requirement:**	Absolute Majority
Attachment(s):			
9.3.5(1)	CARG Terms of Reference		

Executive Recommendation

That Council:

1. **Appoint the following Elected Member as a Warren Blackwood Climate Alliance Reference Group (CARG) member:**
   - **Cr_____**

Strategic Alignment

The following outcomes from the Council Plan relate to this proposal:

Outcome:	4 - Shared responsibility for sustainability.
Objective:	4.1 - Encourage the adoption of sustainable practices.
Outcome:	11 - Strong, visionary leadership.
Objective:	11.1 - Provide strategically focused, open and accountable governance.

Executive Summary

This report seeks Council's endorsement to appoint an Elected Member as the Shire of Donnybrook Balingup's representative on the Warren Blackwood Climate Alliance Reference Group (CARG). The appointment will support collaboration, enhance Council's awareness of climate-related initiatives, and ensure the Shire's interests are represented within the Committee's activities.

Background

Council resolved the following at the Ordinary Council Meeting held 22 October 2025:

"COUNCIL RESOLUTION 203/10-25

8. *Appoint the following two Elected Members as Warren Blackwood Climate Alliance Reference Group (CARG) members:*
   - *Cr Bailey*
   - *Cr Davy*

Due to Councillor Davy resigning from her role of Councillor in November 2025, this report seeks Council's endorsement to appoint another representative to the Warren Blackwood Climate Alliance Reference Group (CARG).

To date, the Shire of Donnybrook Balingup has participated in the Warren Blackwood Climate Alliance Reference Group (CARG) through Councillor and staff involvement. Formal appointment of an Elected Member to the CARG will ensure appropriate governance-level representation and alignment with Council's strategic oversight responsibilities.

Risk Management

Risk:	Likelihood:	Consequence:	Risk Rating:
Service Interruption	Unlikely	Insignificant	Low (4)
Risk Description:	No representation on the Committee.		
Mitigation:	Appoint an Elected Member to the Committee.		

Financial Implications

Travel costs associated with meetings.

Policy Compliance

Nil.

Statutory Compliance

Local Government Act 1995

Consultation

Nil.

Officer Comment

It is recommended that the appointed Elected Member provide regular updates to Council on matters arising from the Warren Blackwood Climate Alliance Reference Group. This will ensure Council remains informed of relevant discussions, initiatives, and any potential implications for the Shire.

MOVED BY:	Cr Alex Purich	**SECONDED BY:**	Cr Tyler Hall

That Council:

1. **Appoint the following Elected Member as a Warren Blackwood Climate Alliance Reference Group (CARG) member:**
   - **Cr Anita Lindemann**

For: Nil.
Against: Cr Bailey, Cr Hall, Cr Lindemann, Cr MacCarthy, Cr McNab, Cr Patrick, Cr Purich
Lost: 7/0

Alternate Motion

COUNCIL RESOLUTION:	21/02-26		
MOVED BY:	Cr Alex Purich	**SECONDED BY:**	Cr Tyler Hall

That Council

1. **Postpone the appointment of the second CARG Elected Member until the April OCM**
2. **Notes that this decision is significantly different from the officer's recommendation for the following reason: to allow for the appointment to occurr after the March 26, 2026 Extraordinary Election.**

For: Cr Bailey, Cr Hall, Cr Lindemann, Cr MacCarthy, Cr McNab, Cr Patrick, Cr Purich
Against: Nil.
Carried: 7/0

Cr Amanda McNab left the meeting at 3:43pm.
Cr Purich left the Council Chamber at 3:43pm.

9.3.6 Sale of Lot 58 (70) South Western Highway, Donnybrook

Report Details:			
Prepared by:	Governance Coordinator		
Manager:	Loren Clifford, Executive Manager Corporate Services		
Applicant:	Donnybrook Capel Districts Community Financial Services Ltd		
Location:	Lot 58 (70) South Western Highway, Donnybrook.		
File Reference:	L017; A77	**Voting Requirement:**	Absolute Majority

Attachment(s):

9.3.6(1) Local Public Notice
9.3.6(2) Public Submissions

Executive Recommendation

That Council:

1. **In accordance with Section 3.58(3) of the *Local Government Act 1995*, note the Public Submissions** (Attachment 9.3.6(2)) **received during the statutory notice period of the proposed disposition of property located at Lot 58 (70) South Western Highway, Donnybrook;**
2. **Accept the offer of $625,000 (ex. gst) from Donnybrook Capel Districts Community Financial Services Ltd for the purchase of Lot 58 (70) South Western Highway, Donnybrook;**
3. **Amend the 2025-2026 Budget to:**
   - **3.1. Include the $625,000 (ex. gst) revenue from the sale of Lot 58 (70) South Western Highway, Donnybrook;**
   - **3.2. Allocate $20,000 (ex. gst) to legal costs associated with the sale, and;**
   - **3.3. Transfer $605,000 (ex. gst) to the Strategic Projects Reserve;**
4. **Authorise the Chief Executive Officer to execute the sale and arrange for the disposal of Lot 58 (70) South Western Highway, Donnybrook;**
5. **In accordance with Section 3.58(3)(b) of the *Local Government Act 1995*, record the following decision and reasons for disposing of property in the Council minutes:**

   Decision

   To dispose of Lot 58 (70) South Western Highway, Donnybrook by accepting the purchase offer from Donnybrook Capel Districts Community Financial Services Ltd.

   Reasons

   1. **The sale amount is reflective of a fair market value for the property, as ascertained by independent valuations; and**
   2. **The sale of the property aligns with the Shire's strategic objectives for sustainable asset management.**

Strategic Alignment

The following outcomes from the Council Plan relate to this proposal:

Outcome: 9 - A thriving economy.
Objective: 9.3 - Enable appropriate infrastructure to support and enhance business.
Item: Nil.
Outcome: 11 - Strong, visionary leadership.
Objective: 11.1 - Provide strategically focused, open and accountable governance.
Item: Nil.
Outcome: 12 - A well respected, professionally run organisation.
Objective: 12.1 - Deliver effective and efficient operations and service provision.
Item: Nil.

Executive Summary

The purpose of this report is to present for Council's consideration the submissions received in response to the local public notice advertising for the proposed sale of Lot 58 (70) South Western Highway, Donnybrook (the property) to Donnybrook Capel Districts Community Financial Services Ltd (DCDCFS) and seek Council's determination on whether to proceed with disposal of the property in accordance with legislative requirements.

Background

At its Ordinary Council meeting held 26 November 2025, Council resolved the following:

> *"COUNCIL RESOLUTION 230/11-25*
> *That Council:*
> *In accordance with Section 3.58(3) of the Local Government Act 1995, resolve that before agreeing to dispose of Lot 58 (70) South Western Highway Donnybrook, to Donnybrook Capel Districts Community Financial Services Ltd, Council will:*
> *1. Give local public notice of the proposed sale, including property details, transaction particulars, and invite public submissions;*
> *2. Note that a Business Plan under Section 3.59 is not required; and*
> *3. Request the Chief Executive Officer to present any submissions received for Council's consideration before making a final decision on the offer."]*

In accordance with Council's resolution above and legislative requirements, Local Public Notice for the proposed disposal has been undertaken. A copy of the notice is per Attachment 9.3.6(1). Details of all submissions received in response to the notice are provided at Attachment 9.3.6(2).

Risk Management

Property Disposal

Risk:	Likelihood:	Consequence:	Risk Rating:
Compliance	Unlikely	Moderate	Moderate (6)
Risk Description:	Non-compliance with statutory property disposal requirements.		

Mitigation:	Ensure relevant legislation is carefully considered and applied to ensure compliance with requirements. Engage suitable legal representation to execute the sale and settlement, to be funded by a portion of the sale revenue.		
Risk:	Likelihood:	Consequence:	Risk Rating:
Financial Impact	Almost Certain	Moderate	High (15)
Risk Description:	Loss of ongoing rental income.		
Mitigation:	Carefully consider long term implications for disposal and retention, in the context of achieving strategic objectives for sustainable management of Shire assets.		
Risk:	Likelihood:	Consequence:	Risk Rating:
Reputational	Possible	Minor	Moderate (6)
Risk Description:	Negative impact on community trust due to lack of awareness of sale.		
Mitigation:	Communicate Council's decision and reasons for sale of the premises to the local community in a variety of formats, including Shire website news item, e-newsletter and on social media accounts; printed public notices on community noticeboards; inclusion in 2025-2026 Annual Report.		

Property Retention

Risk:	Likelihood:	Consequence:	Risk Rating:
Financial Impact	Almost Certain	Major	Extreme (20)
Risk Description:	Loss of capital income and direct opportunity to reserve funds for strategic projects that support improved community outcomes.		
Mitigation:	Identify alternate assets for potential disposal.		
Risk:	Likelihood:	Consequence:	Risk Rating:
Financial Impact	Possible	Moderate	Moderate (9)
Risk Description:	Potential loss of rental income and underutilisation of the asset should the current Tenant seek alternative premises.		
Mitigation:	Discuss potential for a new Lease with current Tenant, in compliance with legislative requirements and Council Policy. Allocate suitable amount for preparation, advertising and promotion of lease opportunity in 2026-2027 Budget.		
Risk:	Likelihood:	Consequence:	Risk Rating:
Financial Impact	Possible	Moderate	Moderate (9)
Risk Description:	Unexpected major repairs and ongoing maintenance cost impact on future Budgets.		
Mitigation:	Review capital and reactive expenditure in the Asset Management Plan to ensure sufficient Budget allocations.		
Risk:	Likelihood:	Consequence:	Risk Rating:
Reputational	Possible	Moderate	Moderate (9)

Risk Description:	Negative impact on the Shire's reputation in the community should the property be retained and banking services provided by the current Tenant cease as a result of the decision.
Mitigation:	Clearly communicate Council's decision and reasons to retain the property to the local community in a variety of formats, including Shire website news item, e-newsletter and on social media accounts. Discuss potential for a new Lease with current Tenant, in compliance with legislative requirements and Council Policy.

Financial Implications

Incurred Costs Related to Proposed Sale

The Shire paid $2,500 (excluding GST) for an independent certified valuation to verify the property's market value. Indirect costs were incurred as part of giving local public notice to meet legislative requirements.

Should Council determine to proceed with the sale of the property to DCDCFS, legal representation to execute the sale and settlement is proposed to be funded by a portion of the sale revenue, with the settlement balance recommended to be transferred to the Shire's Strategic Projects Reserve. This requires a Budget amendment due to unallocated income and expenditure.

Rent Versus Sale Income Analysis

The Shire currently receives annual rental income from the property, in addition to reimbursement for utilities and payment of rates by the tenant. While this has provided a reliable revenue stream to date, the Shire has incurred substantial expenditure from ownership of the asset in regard to ongoing responsibilities for property management, maintenance, capital renewal costs and insurance premiums. The Shire's Asset Management Plan (AMP) identifies capital expenditure over the coming years given the age and condition of the building.

Sale of the property would provide a one-off capital receipt, which could be allocated to other strategic priorities or invested to generate alternative financial returns. However, this would also mean the loss of future rental income and ownership of an asset for the community.

A comparative analysis indicates that, while rental income offers ongoing cash flow, the cumulative costs of ownership, particularly anticipated capital work, is likely to offset these benefits over time. The sale proceeds, if prudently managed, could potentially yield comparable or greater financial benefit to the Shire, especially when considering the risk of unexpected major repairs and the potential for the asset to become underutilised if the current tenant were to vacate.

Property Disposal

Details	Amount
Capital revenue: sale	$ 625,000
Legal costs: sale contract & settlement	$ 20,000 Est.
Balance	**$ 605,000**

Property Retention

Details	Amount Per Annum
Current lease rental income: 2025/26 FY	$ 44,148
New lease costs: market rental valuation	$ 2,500
Capital Works Expenditure: estimated	$ 15,700
Maintenance: as per 2024/25 actual, excludes reimbursable expenditure	$ 2,000
Management & administration of lease: rent, outgoings etc, staff costs	$ 6,500
Opportunity Cost @ 4%	$ 24,200
Annual Estimated Loss (excludes lease renewal)	**$ (4,252)**

Policy Compliance

Council Policy ASS/CP-2 Asset Management: details a systematic asset management methodology for appropriate asset management practices. This includes ensuring that assets are planned, created, operated, maintained, renewed and disposed of in accordance with Shire's priorities for service delivery.

Council Policy EXE/CP-1 Commercial Lease: provides for a consistent, equitable and simple approach to dealing with commercial lease negotiations.
Council Policy EXE/CP-11 Property Management: applies to the leasing, licensing and management of Shire properties with community groups, organisations, sporting clubs, commercial entities and government agencies. If the sale process was not continued and instead a new lease proposed to be entered into by both parties, it would be in accordance with this policy and the Shire's adopted Property Management Framework.

Statutory Compliance

Local Government Act 1995

Sections 3.58(3) & 3.58(4): before agreeing to dispose of property:

- Give local public notice of the proposed disposition, including property details, details of other parties, consideration amount, market value, and invitation for public submissions;
- The market valuation of the disposition must be ascertained by a valuation carried out not more than 6 months before the proposed disposition;
- Council must consider any submissions received before making a final decision;
- If a decision is made by the Council or a Committee, the decision and the reasons for it are to be recorded in the minutes of the meeting at which the decision was made.

Consultation

External Consultation

In accordance with the resolution of Council at its Ordinary Council Meeting on 26 November 2025, and to comply with legislative requirements, public consultation and the inviting of submissions was undertaken through local public notice. A copy of the advertised notice is at Attachment 9.3.6(1). Details of all submissions, with personal information removed, are at Attachment 9.3.6(2).

The public consultation process ran from Friday 5 December, to Saturday 21 December 2025 with the proposal details and comment submission methods shared through the following channels:

- Consultations page on the Shire website – item listed as Open for Comment for the full duration of the consultation period, serving as the primary source of information for stakeholders and the main channel for comment submissions.
- "Open for Comment" notices shared online from 5 December 2025 to the following locations, all with links directing users to the Consultation page on the Shire website:
    - Latest News post on the Shire website
    - Post published on the Shire's Facebook and Instagram pages
    - Emailed to 500+ subscribers of the Shire E-Connect
- Printed notices displayed at Shire facilities from 5 December 2025:
    - Shire Administration Office
    - Donnybrook Community Library
    - Balingup Public Library
    - Donnybrook Recreation Centre

Response Analysis

Total Submissions: 6 (1 via email, 5 via Consultations page on Shire website)

- Note: When exporting responses received via the website, a response was separated into two cells due to length (named part 1 and part 2 respectively)

Almost all responses expressed strong support on the sale, however those against raised concerns relating to asset retention, strategic planning, and transparency concerns. Submissions were categorised as follows:

- For: 4 *Responses indicated full support for the proposal*
- Against: 1 *Responses indicated no support for the proposal*
- Partial: 1 *Responses indicated some support for the proposal*
- N/A: 0 *No main response implied*

Supportive submissions emphasised the importance of safeguarding Bendigo Bank's presence and recognised the Bank's extensive community contributions, with key themes focusing on:

- The Bank being an essential community service and the only bank in town;
- The Bank provides significant financial support to local groups, clubs, and not-for-profits;
- Respondents view the sale as helping to secure the bank's long-term presence.

Among all submissions, particularly those opposing the proposal, some respondents focussed on the importance of retaining a Shire-owned income-producing asset, the need for strategic clarity, and the long-term development potential that may be lost through disposal. Key points raised include:

- The property is a valuable, income producing CBD asset – concerns that proceeding with the sale removes a long-term financial endowment;
- Questions around whether the sale is linked to AMP funding shortfalls, with requests for clarity on how sale proceeds will be used;

- Respondents mention that the Shire should explore asset enhancement rather than disposal, and that the site is linked to the Clifford Lane development opportunity;
- Concerns the decision overlooks integration with recent revitalisation projects.

Community Engagement Performance

"Open for Comment" notices were shared through the Shire's official social media platforms, which included the following:

Facebook (original post published 5 December 2025, statistics recorded 3 February 2026)		
METRIC	**TOTAL**	**DESCRIPTION**
Total Views	3,226	The total number of times the post was on-screen/viewed (includes multiple views from one user, doesn't count unique instances)
Viewers	2,172	The number of unique users who saw the post
Link Clicks	45	The number of times a link on the post was clicked by a user
Interactions	1	Total of the ways users engaged with a post (reactions, shares, etc.)
Direct Email (Shire E-Connect sent 5 December 2025, statistics recorded 3 February 2026)		
METRIC	**TOTAL**	**DESCRIPTION**
Total Sends	542	The total number of users the email was sent to
Email Opens	444	The number of times the message was opened (includes multiple opens from one user, doesn't count unique instances)
Opened By	337	The number of unique recipients that opened the message
Open Rate	43.5%	The percentage of successfully delivered emails that were opened
Link Clicks	105	The number of times a link in the message was clicked
Click Rate	7.0%	The percentage of opened emails that registered a click (also known as Click Through Rate or CTR, similar to conversion rates)

The above data shows high awareness but low participation, as despite the strong visibility generated through Facebook and the Shire E-Connect, only 6 submissions were received. This implies that the proposal was widely seen but did not generate significant community mobilisation or controversy, which can translate to passive endorsement or low community concern.

This may suggest that most viewers did not feel strongly enough to respond, as while the number of viewers and clicks indicates some interest, submissions were only completed by approximately 7-11% of users that visited the Consultation page. This interpretation is also supported by the fact that only one objection was received, with all other submissions expressing support.

Low submission numbers may also reflect engagement friction or the impact of the December-January holiday period, which typically reduces participation.

Officer Comment

A summary of community feedback identified through the public consultation process for the proposed property disposal, accompanied by officer responses, are provided for Council's consideration below.

Feedback Summary	Officer Response
There will be a loss of income.	*Loss of rental income identified as a High Risk based on assessment included in this report. Mitigation strategies include carefully considering long term implications for disposal and retention.*
Please explain how the Shire will utilise the profit from the sale.	*Revenue from the sale of the property would be placed in the Strategic Projects Reserve for future projects to benefit the local community, as per the Executive Recommendation.*
Please explain how you will optimise this asset, or are you seeking to simply dispose of an asset to meet the AMP shortfall? The latter is not asset optimisation which is what Council had initially proposed.	Council has identified sustainable asset management as a strategic objective, given the substantial expenditure incurred each year from managing the Shire's current wide-ranging asset portfolio. The Revenue from the sale of the property would be placed in the Strategic Projects Reserve, as per the Executive Recommendation.
I believe it to be in the best interests of our community. As a community bank, they give tremendous and much needed financial support to local sporting groups and associations. Without this financial support these groups would find it difficult to survive.	*Negative reputational risk to the Shire as a result of retention of the property and potential resultant loss of local service identified as a Medium Risk based on assessment included in this report.* *Mitigation strategies include clearly communicating the Council decision, and reasons for the decision, to the local community, as well as proactively entering into discussions with the current Tenant regarding the potential for a new Lease for the premises.*
As a NFP we rely on additional sources of funding such as donations given so generously by Donnybrook Bendigo Bank. This outcome would certainly be a positive one for our community.	*As above.*
This is an important community organisation.	*As above.*

Feedback Summary	Officer Response
Some factors of the decision-making process of the Public Service relating to the proposed sale and some documents are unavailable/not available to the general public.	*Agenda and Minutes for the Ordinary Council Meeting of 26 November 2025 relating to the proposal for sale publicly available.* *Market Valuation reports obtained independently by DCDCFS and the Shire are considered confidential, due to commercial in-confidence constraints. However, all required statutory information, including the proposed consideration amount and the market value were included in advertised Local Public Notice at Attachment 9.3.6(1).*
Following the recent actions of the administration to enact a form of Asset Optimisation, the addition of this substantial asset into a proposed sale of assets within a short space of time raises further concerns of the rationale behind this short sited proposed sale of an income producing asset that is located in a prime and valuable location in the Central Business District of Donnybrook, a CBD that has recently been supported by the achieved Donnybrook central Revitalisation Project within the Railway Heritage Precinct.	*Council has identified sustainable asset management as a strategic objective, given the substantial expenditure incurred each year from managing the Shire's current wide-ranging asset portfolio.* *Loss of rental income identified as a High Risk based on assessment included in this report. Mitigation strategies include carefully considering long term implications for disposal and retention of the property, as presented in the Rent versus Sale Income Analysis section of this report.*
The proposed sale is short sited, lacks consideration of the fact the property is an income producing endowment of the town managed by the Public Service.	*The Rent versus Sale Income Analysis identifies that expenses related to retention of the property outweigh the revenue received, incurring an estimated annual loss.*
Understanding the current tenant is a large contributor through their community grant giving and service facility provided to the location, Donnybrook and surrounding districts of the Shire of Donnybrook Balingup, this does not indicate it is a fiscal action to	*Council allocated funds in the current Budget to develop an Economic and Tourism Development Strategy to guide this key area in the Shire and community. Work has commenced on this project, with stakeholder identification and community workshops planned as part of this. The Strategy will review and encompass the Railway Heritage Precinct.*

Feedback Summary	Officer Response
on sell the existing community and LGA asset to them. It is also understood the sub-tenant the local Chamber of Commerce & Industry is also a large contributor to the fabric of the locality, however the history of the CCI working out of the Railway Heritage Precinct buildings prior, a matter that caused 'market confusion' in the delivery of visitor servicing prior to the action and advocacy for the Accreditation of the Donnybrook Visitor Centre.	
The citing of the benefits to the current tenants if this sale was to proceed appears at difference to present the benefits of retention of which do not appear to have been included in the analysis and presentation of this Item tabled for elected members decision making on behalf of ALL stakeholders.	*Risks associated with both options to retain and dispose of the property are presented in this report for Councils consideration.* *In accordance with requirements and to ensure consultation with the local community, Council gave local public notice inviting submissions on the proposal, which are being considered by Council in their decision to proceed with disposal or retain the property.*
Lot is included in the Clifford Lane asset improvement and development opportunity of the Shire. This appears excluded from the decision-making process. The Shire have ability to further develop the Lot to increase the asset, income and amenity of our endowment. It is disappointing the Clifford Lane value add of the property has not been activated by the Shire.	*The Shire has no current plans to undertake further development of the property, or Clifford Lane along the rear boundary of the premises, given existing constraints and asset management priorities.* *This type of development project would require significant resourcing.*

Feedback Summary	Officer Response
The laneway access is a valuable thoroughfare asset owned by the Shire that this community deserves to be retained and developed, to present as a leader to integrate the Clifford Lane opportunity with the SW Hwy, Donnybrook CBD and the revitalised infrastructure of the Donnybrook Railway Heritage Precinct and associated project spaces. This is for the Shire to act to value add to our asset, recurring income, amenity and progression through activation.	*The 'laneway' alongside the southern side of the premises is contained within the land parcel and encompassed in the lease area with the current tenant.* *There are no public thoroughfares between the property and neighbouring north and south side property boundaries.*
Underutilised Railway Heritage Precinct, that includes a vacated Accredited Visitor Centre.	*The Economic and Tourism Development Strategy will encompass a review of the Railway Heritage Precinct.* *The Donnybrook Regional Tourism Association previously leased the former Visitor Centre premises located within the Railway Heritage Precinct. This group has ceased operations.*
Need to acknowledge any perceived or real conflicts of interest in this proposed sale of our valuable asset.	*Council members and Shire employees are required to disclose conflicts of interests in accordance with legislative requirements.* *No conflicts of interests have been declared.*
As Bendigo Bank is the only bank in Donnybrook the potential loss of this facility would be very keenly felt by various community and service groups, not to mention the loss of footfall on the high street.	*Underutilisation of asset identified as Moderate Risk based on assessment and included in this report.* *Proactively entering into discussions with the current Tenant regarding the potential for a new Lease for the premises is a key risk mitigation strategy should Council resolve to retain the property.*

The offer received from DCDCFS to purchase Lot 58 (70) South Western Highway, Donnybrook presents Council with the opportunity to progress with its identified strategic objectives for sustainable asset management. The disposal process has been conducted in accordance with statutory requirements and Council policy, ensuring transparency and accountability. The sale amount is considered reflective of a current fair market value for the property, as ascertained by independent valuations.

The disposal of this property to private ownership will generate significant revenue for the Shire as a capital sum that can be placed in a specific reserve for future strategic projects to benefit the local community. Private ownership would also provide greater certainty of ongoing rates revenue for the property.

Should Council wish to retain the property and not proceed with disposal, it should be satisfied that the long-term benefits of ownership, including prospective ongoing rental income and control over the asset, outweigh the risks and costs identified. The process for a new commercial lease arrangement in accordance with statutory requirements, Council policy and the adopted Property Management Framework will need to be undertaken as a priority with this option to address identified risks.

On balance, the evidence supports accepting the offer from DCDCFS and proceeding with the sale of the property. Adopting the Executive Recommendation to this report will assist Council in its key role of responsible asset management and advance Council's strategic goals to deliver positive outcomes for both the Shire and its residents.

COUNCIL RESOLUTION:	22/02-26		
MOVED BY:	Cr Tyler Hall	**SECONDED BY:**	Cr Grant Patrick

That Council:

1. **In accordance with Section 3.58(3) of the *Local Government Act 1995*, note the Public Submissions** (Attachment 9.3.6(2)) **received during the statutory notice period of the proposed disposition of property located at Lot 58 (70) South Western Highway, Donnybrook;**
2. **Accept the offer of $625,000 (ex. gst) from Donnybrook Capel Districts Community Financial Services Ltd for the purchase of Lot 58 (70) South Western Highway, Donnybrook;**
3. **Amend the 2025-2026 Budget to:**
   - **3.1. Include the $625,000 (ex. gst) revenue from the sale of Lot 58 (70) South Western Highway, Donnybrook;**
   - **3.2. Allocate $20,000 (ex. gst) to legal costs associated with the sale, and;**
   - **3.3. Transfer $605,000 (ex. gst) to the Strategic Projects Reserve;**
4. **Authorise the Chief Executive Officer to execute the sale and arrange for the disposal of Lot 58 (70) South Western Highway, Donnybrook;**
5. **In accordance with Section 3.58(3)(b) of the *Local Government Act 1995*, record the following decision and reasons for disposing of property in the Council minutes:**

   Decision

   To dispose of Lot 58 (70) South Western Highway, Donnybrook by accepting the purchase offer from Donnybrook Capel Districts Community Financial Services Ltd.

   Reasons

1. **The sale amount is reflective of a fair market value for the property, as ascertained by independent valuations; and**

2. **The sale of the property aligns with the Shire's strategic objectives for sustainable asset management.**

For: Cr Bailey, Cr Hall, Cr Lindemann, Cr MacCarthy, Cr Patrick
Against: Nil.
Carried: 5/0 by absolute majority vote

Cr McNab and Cr Purich re-entered the meeting at 3:46pm

9.3.7 Workforce Plan Progress Update and Interim Structure

Report Details:			
Prepared by:	Executive Manager Corporate		
Manager:	Nicholas O'Connor, Chief Executive Officer		
File Reference:	CNL 19	**Voting Requirement:**	Simple Majority
Attachment(s):			
9.3.7(1)	Temporary Organisational Structure		

Executive Recommendation

That Council:

1. **Notes the progress update on the organisational improvement actions undertaken since the Workforce Plan Review 2025;**
2. **Notes the proposed inclusion of the Assets and Sustainability Officer within the temporary organisational structure; and**
3. **Notes that the temporary structure will remain in place until completion of the revised Council Plan and associated informing strategies, at which time a comprehensive organisational review will be presented to Council.**

Strategic Alignment

The following outcomes from the Council Plan relate to this proposal:

Outcome:	12 - A well respected, professionally run organisation.
Objective:	12.2 - Continuously improve workplace culture.
Item:	Nil.

Executive Summary

This report is presented to Council to provide information on the proposed introduction of an Assets and Sustainability Officer to the organisational structure, the progress made against the relevant action plan, and the updated interim organisational structure currently in place. The information is provided for Council's awareness and oversight, noting that no approval or funding decision is being sought at this time.

The proposed position and interim structural adjustments align with Council's previously noted Workforce Plan reviews and the ongoing need to strengthen asset management capability within the organisation. A comprehensive review of staffing adequacy will be undertaken following the completion of the revised Council Plan and associated informing strategies, ensuring future workforce decisions are aligned with Council's strategic direction

Background

In May 2025 the Workforce Plan Review 2025 was completed in accordance with Council Resolution 147/08-24, with the Chief Executive Officer implementing a temporary organisational structure and

reducing the Shire's FTE on the understanding that a comprehensive structural review would not occur until the revised Council Plan and associated informing strategies were finalised.
During this interim period, increasing statutory and operational obligations—particularly in asset management and sustainability—have created critical capacity pressures. In response, it's now proposed the inclusion of an Assets and Sustainability Officer to address these immediate requirements. While the broader organisational structure will continue to remain temporary, the addition of this position is necessary to ensure the Shire can meet its current obligations and maintain service delivery, while also strengthening internal capacity to support the forthcoming comprehensive review of all informing strategies.

Risk Management

Risk:	Likelihood:	Consequence:	Risk Rating:
Service Interruption	Likely	Moderate	High (12)
Risk Description:	Insufficient staffing capacity to meet statutory, regulatory, and operational demands—particularly in asset management and sustainability—may lead to delays, compliance failures, or reduced service quality.		
Mitigation:	Introduction of the Assets and Sustainability Officer and continuation of interim structure to stabilise workloads and improve operational oversight.		
Risk:	Likelihood:	Consequence:	Risk Rating:
Financial Impact	Possible	Moderate	Moderate (9)
Risk Description:	Without adequate workforce capacity, delays in asset planning, procurement, project governance, and sustainability work could increase whole-of-life costs and financial exposure.		
Mitigation:	Strengthening asset management capability through the new proposed role, improved project coordination, procurement support, and WHS/ICT reforms that reduce inefficiencies.		
Risk:	Likelihood:	Consequence:	Risk Rating:
Compliance	Possible	Minor	Moderate (6)
Risk Description:	Failure to allocate dedicated capacity to asset management and sustainability may result in non-compliance with statutory, regulatory, and reporting obligations.		
Mitigation:	Introduce the Assets and Sustainability Officer to strengthen oversight of compliance requirements, improve monitoring and reporting, and ensure timely fulfilment of statutory obligations.		
Risk:	Likelihood:	Consequence:	Risk Rating:
Property	Possible	Moderate	Moderate (9)
Risk Description:	Failure to resource asset management adequately may result in deteriorating infrastructure, unplanned asset failures, and increased whole-of-life costs.		
Mitigation:	Introduce the Assets and Sustainability Officer to strengthen asset planning, project coordination, and compliance, reducing the likelihood of asset deterioration and improving long-term financial sustainability.		

Financial Implications

There are no financial implications associated with Council noting this report. The proposed Assets and Sustainability Officer position will not be recruited until the 2026/27 Annual Budget is adopted, and the full costs of the role will be presented as part of the Shire's employee budget during the 2026/27 budget development process.

Policy Compliance

Nil.

Statutory Compliance

No statutory approvals or decisions are required as part of this report, as Council is being asked to note the information provided.

Consultation

Internal consultation has occurred with relevant members of the Executive and operational staff in relation to asset management capacity, interim structural arrangements, and workforce planning considerations.

No external community consultation has been undertaken, as the matters addressed in this report relate to internal organisational arrangements and do not involve a change to service levels or policy settings.

Officer Comment

New Position - Assets and Sustainability Officer

To support the Shire's strategic objectives around sustainable infrastructure, responsible financial management, and improved project governance, the proposed role will provide essential capability in project coordination, contract administration and asset sustainability. The position will strengthen our ability to deliver community infrastructure that is environmentally responsible, cost-effective over its whole life, and compliant with procurement and regulatory requirements. Key responsibilities will include:

- supporting project planning, purchasing and administration to ensure consistency with Shire policies and sustainability principles;
- contributing to contract preparation, evaluation and performance monitoring;
- assisting with project management tasks such as scoping, scheduling, risk tracking, reporting and budget monitoring;
- embedding sustainability considerations — including resource efficiency, long-term asset performance and environmental compliance — into project and asset decision-making;
- providing accurate and timely support for procurement, financial reconciliation and contractor documentation; and
- engaging with internal teams, contractors and community stakeholders to ensure clear communication and effective project delivery.

This role directly aligns with the Council Plan focus on strong governance, sustainable asset management, and delivering infrastructure that provides long-term community value.

Update – Workforce Actions Taken (June 2025 – January 2026)

The following actions reflect the significant organisational improvements implemented over recent months to strengthen internal capability, enhance staff wellbeing, and improve overall service delivery. Noting these actions provides Council with clear oversight of progress made and demonstrates the organisation's commitment to continuous improvement and effective governance.

Organisational Culture, Governance and Workforce Development

- Council endorsed organisational values have been embedded into the Code of Conduct, performance frameworks, and supporting corporate documentation.
- A new Staff Performance Framework has been implemented to improve consistency, accountability, and alignment with organisational objectives.
- The Shire's onboarding processes are currently being reviewed to enhance induction quality and improve early retention.
- Recruitment processes have been streamlined to reduce time to hire and support timely resourcing.
- A Staff Training Register has been developed to provide improved oversight of training needs, compliance, and professional development.
- Increased communication has been provided at staff meetings, including regular updates on key projects, priorities, and organisational initiatives.
- A Works and Services Development Day was delivered to support capability building and team engagement.

Strategic and Corporate Planning

- Development of the ICT Strategy is underway, including completion of the staff consultation phase and the current state assessment.
- The Enterprise Agreement has been finalised, endorsed, and implemented across the organisation.
- A full-time Director of Finance and Community has been appointed to strengthen executive leadership capacity.

Work Health & Safety (WHS) and Staff Wellbeing

- The WHS Plan 2025/2026 has been adopted, outlining the Shire's strategic approach to workplace safety.
- The WHS Committee has been re-established, including the appointment of five Health and Safety Representatives from across the organisation.
- A full-time Work Health and Safety Officer has been appointed to lead safety initiatives and compliance activities.
- Workplace inspections and emergency drills have been conducted to support a safe working environment.
- A WHS Risk Register has been developed to monitor and manage identified organisational risks.
- Ergonomic assessments have been carried out to support safe workstation practices.

- Staff health initiatives have been implemented, including skin checks, audiometric testing, first aid training, and participation in the Trade Mutt mental health and wellbeing program.
- A casual staffing pool has been established to support service continuity during staff leave and reduce workload pressures.
- A 9day fortnight trial has been introduced for administrative staff to enhance work-life balance and support employee wellbeing.
- Staff leave liability has reduced as a result of increased uptake of annual leave, supporting improved employee wellbeing while strengthening the Shire's long-term financial position through lower accrued leave obligations.

Information Management and Technology Improvements

- Following feedback from the initial EDRMS rollout, comprehensive staff consultation has been undertaken to redesign the system structure. The improved, staff-aligned EDRMS will commence rollout in the coming months, supporting better usability, organisational efficiency, and strengthened record-keeping compliance.
- New IT hardware and equipment have been rolled out to support productivity, system reliability, and mobility across the organisation.

Operational and Facility Improvements

- A coordinated clean-up and reorganisation of the Administration Building has been completed to improve workplace presentation and functionality.
- A full-time contracted cleaning service has been engaged to undertake all routine cleaning across Shire facilities, with a comprehensive deep-clean program completed to restore facilities to an enhanced baseline standard, thereby improving workplace hygiene, reducing health risks, and supporting a more pleasant and productive environment for staff.
- This report seeks Council's noting of the updated actions undertaken since the 2025 review and the proposed inclusion of this new position within the temporary structure.

COUNCIL RESOLUTION:	23/02-26		
MOVED BY:	Cr Anita Lindemann	**SECONDED BY:**	Cr Grant Patrick

That Council:

1. **Notes the progress update on the organisational improvement actions undertaken since the Workforce Plan Review 2025;**
2. **Notes the proposed inclusion of the Assets and Sustainability Officer within the temporary organisational structure; and**
3. **Notes that the temporary structure will remain in place until completion of the revised Council Plan and associated informing strategies, at which time a comprehensive organisational review will be presented to Council.**

For: Cr Bailey, Cr Hall, Cr Lindemann, Cr MacCarthy, Cr McNab, Cr Patrick, Cr Purich	
Against: Nil.	
Carried: 7/0 by en-bloc resolution 4/02-26	

10 Elected Member Motions

Nil.

11. New Business of an urgent nature introduced by Decision of the Meeting

Nil.

12. Meeting Closed to the Public

12.1. Matters for which the Meeting may be closed

12.1.1 RFQ 365 - Supply of Truck

This report is confidential in accordance with Section 5.23(2)(c) of the *Local Government Act 1995*, which permits the meeting to be closed to the public.

> (c) a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting.

The Presiding Member put to the Council that the meeting be closed to the public to address confidential matters.

COUNCIL RESOLUTION:	24/02-26		
MOVED BY:	Cr Tyler Hall	**SECONDED BY:**	Cr John Bailey

That the meeting be closed in accordance with section 5.23(c) of the *Local Government Act 1995* to discuss the following confidential items:
12.1.1 RFQ 365 - Supply of Truck

For: Cr Bailey, Cr Hall, Cr Lindemann, Cr MacCarthy, Cr McNab, Cr Patrick, Cr Purich
Against: Nil.
Carried: 7/0

The meeting was closed to the public at 3:47pm.

The Presiding Member put to the Council that meeting be re-opened to the members of the public following consideration of the confidential items.

COUNCIL RESOLUTION:	26/02-26		
MOVED BY:	Cr Grant Patrick	**SECONDED BY:**	Cr Anita Lindemann

That Council re-open the meeting to the public.

For: Cr Bailey, Cr Hall, Cr Lindemann, Cr MacCarthy, Cr McNab, Cr Patrick, Cr Purich
Against: Nil.
Carried: 7/0

The meeting re-opened to the public at 3:49pm, and the Presiding Member read the confidential resolutions aloud.

12.2. Public reading of Resolutions that may be made public

COUNCIL RESOLUTION:	25/02-26		
MOVED BY:	Cr Alex Purich	**SECONDED BY:**	Cr Tyler Hall

That Council:

1. **Instruct the Chief Executive Office to allocate funds in the 2025/2026 budget for the purchase of a truck in accordance with the below.**

Plant	Description	Purchase Price (ex GST)	Insurance (ex GST)	Net Changeover (ex GST, funded by saving within the existing 2025/26 plant replacement budget)
DB4170	**Hino 700 Tipper Truck**	**$272,860.00**	**$197,330.00**	**$75,530.00**

2. **Subject to points 1 being endorsed, requests the Chief Executive Officer to award RFQ 365 – Supply of Truck, to WA Hino Sales & Service for the Hino 700 truck, in accordance with their submitted offer.**

For: Cr Bailey, Cr Hall, Cr Lindemann, Cr MacCarthy, Cr McNab, Cr Patrick, Cr Purich
Against: Nil.
Carried: 7/0

13. Closure

The Presiding Member advised that the next Agenda Briefing Session will be held on 18 March 2026 at 3:00PM, in the Shire of Donnybrook Balingup Council Chamber.

The Presiding Member declared the meeting closed at 3:51pm.

Shire of
Donnybrook Balingup

Minutes of Local Emergency Management Committee Meeting

Held on 4 February 2026 and commenced at 9:00am at the Donnybrook SES

(80 Bentley Street, Donnybrook)

Authorised:

LEMC Chairperson
Shire President Vivienne MacCarthy

Prepared: 4 February 2026

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1. Declaration of Opening / Announcement of Visitors

Acknowledgement of Country:

The Chairperson to acknowledge the continuing connection of Aboriginal people to Country, culture and community, including traditional custodians of this land, the Wardandi and Kaneang People of the Noongar Nation, paying respects to Elders, past and present.

The Chairperson to declare the meeting open and welcomed the public gallery.

2. Attendance

Committee Members:

Shire of Donnybrook Balingup Chairperson	Cr Vivienne MacCarthy
Shire of Donnybrook Balingup – CESM	Jess Cooper
Shire of Donnybrook Balingup - Chief Executive Officer	Nicholas O'Connor
Shire of Donnybrook Balingup - Director Operations	Ross Marshall
Shire of Donnybrook Balingup - Local Recovery Coordinator, SCEO	Susie Delaporte
Shire of Donnybrook Balingup – Ranger	Ange Browne
Dept Fire and Emergency Services - DEMC	Melissa Howard
Balingup Progress Association	Wendy Trow
Water Corporation	Steve Collins
Donnybrook SES	Julie Carrick & Susan Tooke
Dept of Communities	Renee Flaxman
DFES	Chris Sousa
St John Ambulance	William Hogan
NBN Co	Justine Edmonde

2.1. Apologies

Shire of Donnybrook Balingup – Manager Development Services	Michelle Dennis
Shire of Donnybrook Balingup – Bush Fire Brigades	Max Walker
Shire of Donnybrook Balingup – Bush Fire Brigades	Mick Zwart
Volunteer Fire & Rescue Services	Ben Anderson
DBCA – Blackwood	Steve Ward/Ed Hatherley
DBCA – Wellington	Jewell Crossberg
Donnybrook District Hospital	Sally Shaw
Donnybrook District Hospital	Barry Moroney
St John Ambulance	Ian Telfer
Water Corporation	Dave Stanik
Telstra	Andy Boutell

Dept of Communities	Mark Schorer
Community Home Care	Deb Llyod
Dept Primary Industries & Regional Development	Jennifer Garlinge
Main Roads WA	Bruce Hancock
Red Cross	Patricia Martin
Tuia Lodge	Iona Dix
Western Power	Colin Jones
Western Power	Scott Fitzgerald

3. Declarations from the Presiding Member

The Chairperson to deliver the Committee's functions as per S.39 of the *Emergency Management Act 2005*:

a) *To advise and assist the local government in ensuring that local emergency management arrangements are established for its district*

b) *To liaise with public authorities and persons in the development, review and testing of local emergency management arrangements; and*

c) *To carry out other emergency management activities as directed by SEMC or prescribed by the regulations.*

4. Declarations of Interest

Nil.

5. Confirmation of Minutes

5.1. Local Emergency Committee Meeting held on 29 July 2025

Minutes from the previous meeting of the Local Emergency Management Committee held on 29 July 2025 are attached Attachment 5.1(1).

That the Minutes from the Local Emergency Management Committee Meeting held on 29 July 2025 be confirmed as a true and accurate record.

MOVED BY:	Ange Browne	**SECONDED BY:**	Julie Carrick

Carried

6. Contact List Review

A current copy of the Shire of Donnybrook Balingup Local Emergency Management Committee Contact list has been circulated for review, updated list to be emailed to committee separately.

7. Business Arising from Previous Meetings

A table outlining the action items from the Water Outage Exercise is included in Attachment 7.1.

8. Committee Member Reports

Committee members are invited to provide an update on their organisation, regarding issues, threats, amendments to plans, events and learnings to assist in the overall preparedness of the Committee in relation to Local Emergency Management Arrangements.

1.	Department of Fire and Emergency Services (DEMA)	Melissa Howard (Attachment 8.1)
2.	Shire of Donnybrook Balingup (Ranger Services)	Ange Browne (Attachment 8.2)
3.	St John Ambulance	William Hogan (Verbal)
4.	Department of Fire and Emergency Services	Chris Sousa (Verbal)
5.	NBN Co	Justine Esmonde (Verbal)
6.	Department of Communities	Renee Flaxman (Attachment 8.6)
7.	Donnybrook SES	Julie Carrick (Verbal)
8.	Main Roads WA	Bruce Hancock (Attachment 8.8)
9.	Water Corporation	Steve Collins (Verbal)
10.	Balingup Progress Association	Wendy Trow (Verbal)
11.	Shire of Donnybrook Balingup (Recovery Coordinator)	Susie Delaporte (Verbal)
12.	Shire of Donnybrook Balingup (Director Operations)	Ross Marshall (Verbal)

9. Correspondence

9.1. Correspondence In

From	To	Topic
WALGA/DPIRD	CESM	Polyphagous Shot-hole Borer E-News Polyphagous shot-hole borer | Department of Primary Industries and Regional Development
WaterCorp	CESM	Water Supply Alerts subscription information

9.2. Correspondence Out

Nil

10. Information Tabled

Polyphagous Shot-hole Borer E-News print out –
Polyphagous shot-hole borer | Department of Primary Industries and Regional Development

11. Post Incident Reports

Nil

12. Post Exercise Reports

Nil

13. Funding Nominations and Application Progress

Nil

14. LEMA Updates / Review

Next full review of the Local Emergency Management Arrangements is due by 2028.

15. Key Achievements

Cr Vivienne MacCarthy recently attended a service award event in Noggerup and recognised the recipients to the LEMC Committee.

17. Future Exercise.

Evacuation Centre Simulation – Donnybrook Recreation Centre

18. Emerging Issues

LEMC committee notification of events. Some agencies have raised concerns that they were unaware of events in the Shire. It was requested that the Shire improve the current notification process.

19. Information for Public Distribution

Water Corporation – Water supply alerts subscription information.

20. Action Items from this Meeting

Agency	Action	Due
CESM	Update LEMC Contact List to include after-hours contact numbers for each agency	May 2026
All	All agencies are requested to provide reports prior to LEMC Meetings to enable distribution with agendas	-
CESM/SES	Source catering options for emergency responders	May 2026
All	Review current SoDB LEMA and provide terminology updates etc	May 2026
All	Coordinate Evacuation Centre Exercise	May 2026
SoDB	Ensure relevant agencies are notified of events prior to commencement	May 2026

21. Closure

The Chairperson advised that the next Local Emergency Management Committee Meeting will be held on Tuesday 5 May 2026 at 09:30AM, at the Donnybrook Rec Centre.

The Chairperson declared the meeting closed at 9:50AM.

MINUTES

WARREN BLACKWOOD ALLIANCE OF COUNCILS BOARD MEETING
TUESDAY 10 FEBRUARY 2026, 9AM I HOST: SHIRE OF MANJIMUP

Meeting opened: 9.08am

1. Welcome

Cr Vivienne MacCarthy welcomed everyone to the meeting and invited Cr Donelle Buegge to give an Acknowledgement of Country.

Attendance

Voting:
Cr Vivienne MacCarthy SODB
CEO Nick O'Connor SODB
Cr Helen O'Connell SOBB
Cr David Inglis SOBB
Cr Stephen Carstairs SOBG
CEO Garry Adam SOBG
Cr Donelle Buegge SOM
Cr Steve Miolin SOM
Cr Vicki Hansen SON
CEO David Taylor SON

Non-voting:
CEO Leonard Long SOBB
CEO Ben Rose SOM
Billy Wellstead SWDC
Katie McDonnell Executive Officer

Apologies for absence:
Cr Tyler Hall SODB
Cr Tony Dean SON – currently on sick leave for 3 months

2. Declarations of Interest

None

3. Presentation

A short update was given by Shire of Manjimup.

4. Minutes of last meeting & matters arising

a) Minutes of meeting 02.12.2025

DRAFT

Minutes of WBAC board meeting on 02.12.2025 are confirmed as true and correct.

Moved: **Cr Vicki Hansen**
Seconded: **Cr Helen O'Connell** **Carried 10/0**

5. Correspondence

a) Minister Simone McGurk, Minister for Heritage
Letter received from Minister McGurk to congratulate the Southern Forests & Valleys Heritage Festival on winning the Heritage Tourism category at the recent Western Australian Heritage Tourism Awards.

b) Department of Water and Environmental Regulation
Letter received from Adam Maskew, SW Regional Director, in response to our submission to Water Corporations application to increase their annual water entitlement from the Yarragadee aquifer.

- It has been approved to increase the groundwater licence from 1.5 GL/year up to 1.9GL/year
- As Chair of Warren Donnelly Water Advisory Committee, Cr Buegge gave an update that extensive research is being undertaken to get water monitoring.

6. Finance

a) **2025 – 2026 Financial Report**
Katie clarified that Gold sponsorship for the Pemberton Avocado Festival was provided as in-kind support through marketing on website and social media.

The year-to-date finance report is confirmed as true and correct.

Moved: **Cr Donelle Buegge**
Seconded: **Cr Helen O'Connell** **Carried 10/0**

b) **2026-2027 Budget**
On hold

- Regional Trails Master Plan contributions will be invoiced to Shires with 2026/27 WBAC contributions in July.

7. Meeting with Minister Jarvis

Cr MacCarthy gave a verbal update on the meeting and thanked board members ad CEOs for attending.

- Write to Minister Jarvis this week and ask for progress update
- Shire of Manjimup sent debt collectors to FPC for unpaid rates, legal officer advised they are not liable for the rates
- Bevan Eatts would like to be updated on our conversations with the minster regarding the rates
- SOBB are bringing an item to their council meeting which is outlining the items in their budgets that they are removing
- Shire budget reviews are due by end of March
- FPC are currently acquiring more land across the region

- WBAC to issue a media release to highlight the effect on our communities, whilst acknowledging Minister Jarvis meeting. Include that we are now doing budget reviews and shires are choosing what is being impacted
- How does FPC know how much to pay in rates if FPC don't receive rates notices from the Shire.

Action: *Write to Minister Jarvis cc in treasury*
Action*: Ben forward SOM email from FPC legal to Katie to reference in the letter*
Action: *Katie draft media release outlining impacts of FPC rates arrangements and circulate to CEO's for approval, then circulate to media*
Action: *Katie give update to local member Bevan Eatts on FPC progress*

8. WBAC Climate Alliance

a) **Recycling Modernisation Fund**

- Grant currently open, closing 27th February
  - Projects up to $1.5m - $1m funding, $500,000 cash / in kind
  - Projects must be operational by 1st June 2027
- WBAC project proposal: Mobile Tyre & Materials Shredder
  - Approx $1.2m cost for machine

WBAC will not submit an application to the current Recycling Modernisation Fund round and requests CEOs to develop a business case for future opportunities.

WBAC Climate Alliance to progress the development of a waste management strategy.

Moved: **Cr Vivienne MacCarthy**
Seconded: **Cr Helen O'Connell** **Carried 7/3**

Action: *Circulate Verge's final report to board*

Shire of Manjimup expressed disappointment regarding readiness for the application

b) **Chair of Climate Alliance**

Cr Tracy Lansdell from the Shire of Bridgetown Greenbushes has recently resigned from her role as councillor to take on a staff position at the Shire. Tracy was the chair of the WBAC Climate Alliance.

Cr Donelle Buegge to act as interim chair of the WBAC Climate Alliance.

Moved: **Cr David Inglis**
Seconded: **Cr Donelle Buegge** **Carried 10/0**

c) **Project Officer Position**

Not discussed

9. Southern Forests & Valleys update

a) SF&V project update

Report noted by all members

i. SF&V Website Issues

As detailed in the circulated report, in December 2025 the SF&V website encountered a security breach which had a huge effect on the website and its performance.

The SF&V website is our most important regional tourism asset, and this is the first security incident since its launch. Protecting the site is critical, and we must dedicate additional time and resources to regular security checks and ongoing site security.

Report noted by all members

b) UCI Workshop Agenda

- G7 rides have been rebranded to Rainbow Rides
- WBAC gave feedback on Partnership Agreement with Cycling Eventures, have meeting on Wednesday with CE team to discuss.
- On Tuesday 10th March, WBAC is hosting a one day workshops with WestCycle and Cycling Eventures for our local governments to align the planning, delivery, communications messaging across Shires and marketing of the Rainbow Rides
- The May Seven event will be a practice run for the UCI event
- Our focus is community involvement in Rainbow Rides and the Legacy trails in each town

Report noted by all members

c) Image Library

A link was provided to show the layout of the new SF&V image library.
https://southernforestsandvalleys.brandkit.com/

10. Warren Blackwood Stock Route

a) 2026 Work Plan

Report noted by all members

11. Regional Trails Strategy

a) Overview of Regional Trails Strategy

- Updated quotes have been received by companies to undertake the strategy
- Revised project timetable has been confirmed
- The Regional Trails Strategy will:
    - Audit existing trails and infrastructure across the five member Shires
    - Review and integrate each Shire's existing trail plans and priorities
    - Identify regional trail gaps, connectivity opportunities and priority projects
    - Strengthen alignment with State policy, funding programs and land managers
    - Provide a clear, prioritised Implementation Plan with governance, funding pathways and staging
    - Support sustainable trail development that delivers recreation, tourism, health, community and economic benefits
- Shire of Nannup will act as the supporting Local Government for project administration.

Report noted by all members

b) Regional Trails Master Plan Contribution Options

The project has been awarded $49,690 under the DLGSC Community Trail Planning Grants Program. The WBAC will provide a cash contribution of $51,990. In-kind contributions will also be provided through the use of venues and catering for consultation activities, as well as WBAC staff time for project coordination, stakeholder engagement, and reporting.

The cash contribution will be divided between the five WBAC member Shires in line with the existing WBAC operational funding split, as outlined below:

Shire	Amount
Boyup Brook	$3,639.30
Bridgetown-Greenbushes	$11,957.70
Donnybrook Balingup	$12,997.50
Manjimup	$16,636.80
Nannup	$6,758.70
Total	**$51,990.00**

The contributions for the Regional Trails Master Plan will be in taken back to individual shires for consideration in the 2026/2027 budgets:

- ***Boyup Brook $3,639.30***
- ***Bridgetown-Greenbushes $11,957.70***
- ***Donnybrook Balingup $12,997.50***
- ***Manjimup $16,636.80***
- ***Nannup $6,758.70***

Moved: Cr Vivienne MacCarthy
Seconded: Cr Stephen Carstairs Carried 10/0

c) Appointment of consultant

Katie and representatives from the Shire of Nannup are currently assessing submissions for the Regional Trails Strategy. A consultant is expected to be appointed within the coming weeks, with a project inception meeting to be scheduled by the end of the month.

WBAC delegate authority to the CEOs to appoint a contractor following recommendations from the assessment group.

Moved: Cr Vivienne MacCarthy
Seconded: Cr Vicki Hansen Carried 10/0

12. WBAC 25th Anniversary: Thursday 16 April

Minister Don Punch has confirmed that he is able to attend on Thursday 16th April, from 2pm.

- 3pm – 5pm event in Donnybrook.
- Invitation list includes all current councillors and all past board members from last 10 year and key stakeholders. Katie will circulate final list to everyone to check and let me know of any extras before sending invitations.

***Action**: Confirm venue with support from Shire of Donnybrook Balingup*
***Action**: Circulate invitation list once venue is confirmed*

13. General Business

a) Demersal Fishing Ban

- Cr Donelle Buegge and CEO Ben Rose met with Minister Jarvis to discuss the impacts of the demersal fishing ban on Windy Harbour.
- During the meeting, they also explored the availability of residual funding from the Native Forest Transition Funding rounds and the potential for this funding to support regional projects.
- Advice received indicated that funding may be available. It was noted that while much of the funding has been directed toward employee transition, there may be opportunities for WBAC to seek support for key regional initiatives. Forest Products Commission is also monitoring the availability of remaining funds.
- The Shire of Manjimup has provided correspondence to the Minister to follow up on the potential allocation of funding to WBAC for regional projects.

***Action**: Ben Rose to provide Katie with a copy of the letter sent to Minister Jarvis*

b) Closed item

The meeting moved into closed session. The Executive Officer left the room.

14. Date of future meetings:

a) Tuesday 7th April 2026, Shire of Donnybrook Balingup
b) Tuesday 2nd June 2026, Shire of Bridgetown Greenbushes
c) Tuesday 4th August 2026, Shire of Nannup
d) Tuesday 13th Oct, Shire of Boyup Brook & AGM
e) Tuesday 1st December, Shire of Manjimup

Meeting Close: 10.38am

WALGA

South West Country Zone Minutes

20 February 2026

Hosted by the City of Busselton
2 Southern Drive, Busselton

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PRIORITISATION FRAMEWORK

The below Prioritisation Framework was endorsed at the April 2024 South West Country Zone meeting.

Zone Delegates when drafting Agenda items and motions on policy or advocacy issues, using the below criteria as prompts for what kind of information to include. The Prioritisation Framework does not remove the need for judgements to be made and is intended to guide, not replace, decision-making.

How to use the Framework:

- If the majority of the factors are towards the left column, the issue is a high priority.
- If the majority of the factors are towards the middle, the issue requires action, but is not a high priority.
- If the majority of the factors are towards the right column, the issue is a low priority.

Impact on Local Government Sector Impact on Local Government sector without intervention	High	Medium	Low
Reach Number of member Local Governments affected	Sector-wide	Significant (multiple regions, Zones, or bands)	Few
Influence Capacity to influence decision makers	High	Medium	Low
Principles Alignment to core principles such as autonomy, funding, general competence	Strong	Partial	Peripheral
Clarity Policy change needed is clear and well-defined	Clear	Partial	Unclear
Decision-maker support Level of support among decision-makers (political and administrative)	High	Medium	Low
Public support Level of support among the public or other stakeholders	High	Medium	Low
Positive consequences for WALGA Prospect of positive consequences for WALGA. E.g. enhanced standing among members or leverage for other issues.	High	Medium	Low
Negative consequences for WALGA	High	Medium	Low

Prospect of negative consequences for WALGA for not undertaking the advocacy effort. E.g. diminished standing among members or other stakeholders.			
Partnerships Potential for partnerships with other stakeholders	Yes (3+)	Possibly (1-2)	No (0)

ANNOUNCEMENTS

Zone Delegates were requested to provide sufficient written notice, wherever possible, on amendments to recommendations within the State Council or Zone agenda to the Zone Chair and Secretariat prior to the Zone meeting.

Agenda Papers were emailed 7 days prior to the meeting date.

Confirmation of Attendance An attendance sheet was circulated prior to the commencement of the meeting.

ATTACHMENTS

1. Draft Minutes of previous meeting
2. Department of Local Government, Industry Regulation and Safety Update Report
3. Zone Status Report
4. President's Report

1 OPENING, ATTENDANCE AND APOLOGIES

1.1 OPENING

Zone Chair, President Cr Donnelle Buegge, opened the meeting at 9:07am.

1.2 ATTENDANCE

MEMBERS	**1 Voting Delegate from each Member Local Government**
Shire of August Margaret River	President Cr Julia Jean-Rice
Shire of Boyup Brook	President Cr Helen O'Connell Mr Leonard Long, Chief Executive Officer, non-voting
Shire of Bridgetown-Greenbushes	President Cr Stephen Carstairs Mr Garry Adams, Chief Executive Officer, non-voting
City of Bunbury	Mayor Jaysen De San Miguel Mr Alan Ferris, Chief Executive Officer, non-voting
City of Busselton	Mayor Phill Cronin Dr Garry Hunt PSM, Chief Executive Officer (Temporary), non-voting
Shire of Capel	President Cr John Fergusson

	Cr Rosina Mogg (observer) Mr Gary Clark, Chief Executive Officer (Temporary), non-voting
Shire of Collie	Cr Joe Italiano Mr Phil Anastasakis, Chief Executive Officer, non-voting
Shire of Dardanup	President Cr Tyrrell Gardiner Mr André Schönfeldt, Chief Executive Officer, non-voting
Shire of Donnybrook Balingup	Mr Nick O'Connor, Chief Executive Officer, non-voting
Shire of Harvey	President Cr Michelle Campbell Ms Annie Riordan, Chief Executive Officer, non-voting
Shire of Manjimup	President Cr Donnelle Buegge (**Chair**) Mr Ben Rose, Chief Executive Officer, non-voting
Shire of Nannup	Cr Vicki Hansen (Deputy) Mr David Taylor, Chief Executive Officer, non-voting
WALGA Secretariat	President Cr Karen Chappel AM JP, WALGA President Cr Paul Kelly, WALGA Deputy President Ms Felicity Morris, Manager Governance and Procurement Ms Coralie Claudio, Acting Policy Manager Planning and Building Ms Fern Brookes, Grant Project Coordinator

Invited Guests

RDA South West	Mr Charles Jenkinson, Director Regional Development
Australia's South West	Ms Catrin Pickworth, Chief Executive Officer Dr Lenore Lyons, Chair

Presentations

Tesltra	Mr Boyd Brown
WA Police	Superintendent Paul Van Noort

1.3 APOLOGIES

Shire of Augusta Maragaret River	Ms Andrea Selvey, Chief Executive Officer
Shire of Donnybrook Balingup	President Cr Vivienne McCarthy
Shire of Collie	President Cr Ian Miffling
Shire of Nannup	President Cr Tony Dean
South West Development Commission	Ms Cate Brooks, Chief Executive Officer
Australian Government Department of Employment and Workplace Relations	Mr Matt Beahan, Regional Workforce Transition Officer

2 ACKNOWLEDGEMENT OF COUNTRY

We, the South West Country Zone of WALGA, acknowledge the Nyoongar people, the Traditional Custodians of this land, and pay our respects to their Elders past, present and future.

3 DECLARATIONS OF INTEREST

Nil.

4 DEPUTATIONS

4.1 CITY OF BUSSELTON

Mayor Phill Cronin and Mr Garry Hunt, Chief Executive Officer

City of Busselton Mayor Phill Cronin and CEO Mr Garry Hunt provided an update to the Zone on current priorities and key projects.

Noted

4.2 TELSTRA UPDATE

Mr Boyd Brown provided an update to the Zone on the South West telecommunications issues raised in 2025.

Noted

4.3 WA POLICE – SOUTH WEST REGION

Superintendent Paul Van Noort provided the Zone with updates on the Crime Statistics in relation to the South West region.

Noted

5 AGENCY REPORTS

5.1 REGIONAL DEVELOPMENT AUSTRALIA – SOUTH WEST

Charles Jenkinson, Director Regional Development, provided a brief update to the Zone.

Noted

5.2 DEPARTMENT OF LOCAL GOVERNMENT, INDUSTRY REGULATION AND SAFETY UPDATE REPORT

The February 2026 report from the Department of Local Government, Industry Regulation and Safety (DLGIRS) was provided as an attachment within the Agenda.

Noted

5.3 AUSTRALIA'S SOUTH WEST

Chief Executive Officer at Australia's South West Chairperson, Dr Lenore Lyons, provided a brief update to the Zone.

Noted

6 CONFIRMATION OF MINUTES

The Minutes of the South West Country Zone meeting held on 21 November 2025 have previously been circulated to Member Councils and were provided as an attachment to the Agenda.

RESOLUTION

Moved: **President Cr Julia Jean-Rice**
Seconded: **Mayor Phill Cronin**

That the Minutes of the meeting of the South West Country Zone held on 21 November 2025 be confirmed as a true and accurate record of the proceedings.

CARRIED

7 BUSINESS ARISING

7.1 STATUS REPORT

By Chantelle O'Brien, Zone Executive Officer

A Status Report outlining the actions taken on the Zone's resolutions was enclosed as an attachment within the Agenda.

Noted

8 ZONE BUSINESS

8.1 SOUTH WEST DAMA UPDATE

By Shire of Dardanup

BACKGROUND

The South-West DAMA was executed in December 2021 as an agreement between the Commonwealth and the Shire of Dardanup, covering the 12 local government areas of the South-West.

In November 2025, we were advised by the Department of Home Affairs that the South West DAMA will not be renewed at the end of its five-year term and will instead be incorporated into the WA DAMA, to be administered by the Department of Training and Workforce Development. (Attachment A)

While we support extending the DAMA framework to regions not currently served, we are concerned that the local experience, support, and business relationships that have proven central to the success of the South-West DAMA may be diminished under a centralised model.

The Shire of Dardanup has therefore written to Minister Sanderson (Attachment B) requesting the establishment of a dedicated South-West representative within the WA DAMA structure that would be funded by charging an application fee like that of the current South West DAMA model.

We believe this solution balances the benefits of statewide coordination with the essential local expertise required to support South-West employers effectively.

RESOLUTION

Moved: **Cr Tyrrell Gardiner**
Seconded: **President Cr Julia Jean-Rice**

That the South West Country Zone requests WALGA to lobby the State Government to provide adequate resources to WA DAMA including regional DAMA Officers to support the regions within which regional DAMAs exists currently including:

1. **The South West,**
2. **Kalgoorlie – Goldfields**
3. **Pilbara; and**
4. **Kimberley.**

CARRIED

8.2 BUSH FIRE BRIGADE MANAGEMENT – REQUEST FOR UPDATE ON WALGA ADVOCACY POSITION 8.10

By City of Busselton

BACKGROUND

The City of Busselton has operated Bush Fire Brigades (BFBs) for over half a century, with the authority to establish and maintain brigades legislated under the *Bush Fires Act 1954*. The City currently oversees 13 BFBs (with over 400 volunteer members), governed through the *City of Busselton Bush Fire Brigade Local Law*, which came into operation on 14 November 2023. This replaced a simplistic 1968 local law and various policies, providing a more contemporary framework for brigade management.

Under this Local Law, the City adopted *Bush Fire Operating Procedures (BFOP)* at its Ordinary Council Meeting on 18 September 2024. These procedures formalise governance, operational, and strategic aspects of brigade management, including:

- Minimum training standards for brigade roles;
- Equipment maintenance and replacement programs;
- PPE guidelines for volunteers;
- Membership application processes including medical declarations.

Despite these efforts, recent medical incidents on the fireground have highlighted gaps in clarity and consistency, particularly around fitness-for-duty assessments, communication protocols, and post-incident support. A motion from the Sussex Bush Fire Brigade, supported at the BFAC meeting on 2 September 2025, called for further development of operating procedures to address:

- Fitness-for-duty checks and medical declaration assessments;
- Defined WHS roles and responsibilities;
- Clear communication protocols during and post-incident;
- Insurance and medical support pathways for volunteers.

These challenges are not unique to Busselton. Many Local Governments across Western Australia face similar issues in managing BFBs, particularly in relation to:

- Work Health and Safety obligations under the *WHS Act 2020*, which classifies volunteers as "workers" and imposes significant duty-of-care responsibilities;
- Lack of minimum standards at the state level for brigade governance, training, and equipment;
- Insurance complexities, as volunteers are not covered under the *Workers' Compensation and Injury Management Act 2023*, requiring reliance on LGIS Personal Accident and Bush Fire Injury policies;
- Operational risk and liability exposure, especially in regional areas with limited resources and increasing bushfire activity.

WALGA Advocacy Position 8.10 recognises these sector-wide challenges and calls for:

1. A framework to enable voluntary transfer of BFBs to the State Government;
2. Co-designed management guidelines and materials;
3. A universally accessible training program;
4. Consideration of an independent Rural Fire Service and review of funding and operational models.

The City of Busselton supports this position and at its Ordinary Council Meeting on 8 October 2025, resolved to formally seek clarity on its progression, noting that reform is essential not only for Busselton but for all Local Governments managing Bush Fire Brigades under increasingly complex conditions.

SECTRETARIAT COMMENT

WALGA regularly engages with State Government in relation to Advocacy Position 8.10, through our membership to committees including the State Emergency Management Committee, State Bushfire Advisory Committee, Interagency Bushfire Operations Committee and Bushfire Operations Committee and other networks. WALGA President met with the Emergency Management Minister in February to discuss WALGA's State Budget Submission.

The WALGA 2026-27 State Budget submission advocates for Reform the Local Government Grant Scheme (LGGS) to ensure a sustainable and equitable funding model that meets the future needs of bushfire response and, in the interim, to boost to Emergency Services Funding through the Local Government Grants Scheme (LGGS).

- $42.3M is needed 2026-27 to clear the backlog of unfunded capital grant requests for VBFBs and SES units.
- $10M per year minimum allocation within LGGS for new Local Government capital grant requests (currently availability for new requests is as little as $1.5M pa)
- $2.8M per year additional operating grants from 2026-27 to meet rising costs and safety requirements for VBFBs.

Considering the Consolidated Emergency Services Legislation, DFES has advised that:

- work on the development of an Emergency Services Exposure Draft Bill is ongoing, that the drafting process is legally technical, time-intensive and the practical considerations are complex.
- DFES is investing time and effort to produce new legislation that is fit-for-purpose for the many stakeholders involved in emergency management.
- Once finalised, the Exposure Draft Bill will be released for public comment. Until then, targeted consultation may be undertaken by DFES on discrete matters.

WALGA has not received an update on expected timing for release of a consultation draft and will continue to advocate for involvement of the sector in scoping and co-design of the legislation. WALGA participates in cabinet in confidence consultations on the CES Act through the State Bushfire Advisory Committee and Bushfire Operations Committee. Through these forums we continue to advocate for a mechanism to establish a voluntary transfer framework for Bush Fire Brigades and to ensure adequate funding and a sustainable future operational model of management of Bush Fire Brigades including consideration of an independent Rural Fire Service model.

The revised State Hazard Plan Fire (2025) introduced minimum training standards for Bush Fire Brigades, supported by WALGA's submission. WALGA continues to work with DFES and through membership to committees such as the Interagency Bushfire Operations Committee, Bushfire Operations Committee and the Volunteer Bush Fire Service Training Advisory Group towards co-designed training and brigade management materials. We anticipate that DFES may release guidance on adoption of DFES doctrine by Local Government in 2026.

WALGA's submission to the Statutory Review of the Work Health and Safety Act 2020 included recommendations to:

- Provide greater legislative clarity on PCBU responsibilities during bushfire response
- Implement a contemporary legislative and policy framework for bushfire management that addresses work health and safety concerns for VBFBs and provides certainty on what "reasonably practicable" means under the WHS Act, as applied to VBFBs, and how it should be achieved.

RESOLUTION

Moved: **Mayor Phill Cronin**
Seconded: **President Michelle Campbell**

That the South West Country Zone requests WALGA to provide an update on the progression of Advocacy Position 8.10 – Management of Bushfire Brigades, including:

1. **Engagement undertaken with the State Government and DFES;**
2. **Progress on the development of the Consolidated Emergency Services Act and/or other mechanism to establish the transfer framework for Bush Fire Brigades to the State Government;**
3. **Status of the proposed co-designed training and management materials;**
4. **Update on the review of funding and future operational model of management of Bush Fire Brigades including consideration of an independent Rural Fire Service model; and**
5. **Timeline for sector consultation and legislative reform.**

CARRIED

8.3 ADVOCACY FOR ELECTRONIC VOTING FEASIBILITY

By Shire of Harvey

BACKGROUND

At the Ordinary Council Meeting held on Tuesday, 16 December 2025, The Shire of Harvey Council considered a Notice of Motion submitted by Cr Carbone proposing that the Shire of Harvey request the Western Australian Local Government Association (WALGA), through the South West Zone, to advocate to the Western Australian Electoral Commission (WAEC) Expert Advisory Committee and the Department of Local Government, Industry Regulation and Safety to explore the feasibility of introducing electronic voting for Local Government elections in Western Australia.

Council identified several challenges associated with the current postal voting system, including low voter turnout, delayed results, and increasing operational costs. Additionally, concerns were raised that declining voter participation may undermine community confidence in the representativeness of Local Government elections. Council also noted that preferential voting and high-visibility campaigns may unintentionally favour candidates with greater resources, potentially impacting candidate diversity.

The Officer Comment presented to Council emphasised the complexity of transitioning to electronic voting, noting previously identified WAEC considerations including legislative barriers, cybersecurity requirements, equitable access, cost implications, and operational feasibility. Despite these challenges, Council acknowledged that advancements in secure digital technology could offer improved accessibility, transparency, and election efficiency.

Following debate, Council resolved unanimously (9–0) under Resolution 25/272 to:

1. Request WALGA, through the South West Zone, to advocate to the WAEC Expert Advisory Committee and the Department of Local Government, Industry Regulation and Safety to explore the feasibility of electronic voting for Local Government elections in Western Australia.
2. Authorise the Chief Executive Officer to liaise with the Executive Officer of the WALGA South West Zone to include this matter on the next meeting agenda for consideration by member councils.

SECRETARIAT COMMENT

WALGA currently has the following Advocacy Position 2.5.16 Elections:

The Local Government sector supports:

1. *Councillors serve four-year terms with elections every two years and half of the Council positions spilled at each election.*
2. *First-Past-The-Post (FPTP) voting system for Local Government elections. If Optional Preferential Voting (OPV) remains as the primary method of voting, the sector supports the removal of the 'proportional' part of the voting method for general elections.*
3. *First-Past-The-Post (FPTP) voting system for internal Council elections.*
4. ***Councils holding elections by means of in-person, postal and/or electronic voting.***
5. *Current legislative provisions of Mayor/President of Class 1 and Class 2 Local Governments being directly elected by the community and Class 3 and Class 4 Local Governments determining whether its Mayor or President is elected by the Council or by the community.*

Currently, electronic voting is very limited at any tier of government in Australia, and is generally limited to assisted voting, which supports eligible electors who are unable to vote using traditional methods without help.

However, New South Wales (NSW) provides an example of a jurisdiction where non-paper ballot voting has previously been implemented.

Technology Assisted Voting (TAV), named iVote, was introduced by the NSW Electoral Commission for the 2011 State general election. Local Government elections in 2021 used iVote, due to the COVID-19 pandemic. A review of TAV by the NSW Electoral Commissioner commenced in 2022, with a final report published in November 2023: Technology assisted voting – Paper 3: Final review report. The report provides an assessment of the issues associated with non-paper ballot voting and is informative to considering future voting options.

In a brief summary the report concluded the following:

- *"that there is no sound basis on which to contemplate a large-scale program of TAV in New South Wales in the short term. The systems to control risks to electoral integrity from the broad use of TAV – particularly internet voting – are not sufficiently mature or proven to an acceptable standard. The existing paper ballot voting system is more secure and better understood and trusted by electors. It should continue to be offered as the primary voting channel".*
- *"There is a compelling case for Australian federal, state and territory jurisdictions to jointly consider whether any forms of TAV can and should be offered at scale on a*

common national election platform, in place of individual jurisdictions developing their own separate systems"

RESOLUTION

Moved: **President Cr Michelle Campbell**
Seconded: **Cr Vicki Hansen**

That the South West Country Zone support the Shire of Harvey's request that WALGA advocate to the Western Australian Electoral Commission Expert Advisory Committee and the Department of Local Government, Industry Regulation and Safety to explore the feasibility of introducing electronic voting for Local Government elections in Western Australia.

CARRIED

8.4 2026 LOCAL GOVERNMENT HONOURS AWARDS

By Kathy Robertson, WALGA Manager Association and Corporate Governance

The Honours Program recognises and celebrates the outstanding achievements and lasting contributions made by Elected Members and officers to their respective Local Government, the Local Government sector, WALGA and the wider community.

There are five awards in the 2026 Program:
1. Local Government Medal
2. Life Membership
3. Eminent Service Award
4. Merit Award
5. Young Achievers Award

All Local Government Elected Members and officers are eligible for nomination for each award.

Nominations are open now and will close at **5:00pm on Thursday, 2 April 2026.**

Further information about the 2026 Honours Program, including the nomination form and guidelines for preparing nominations, are available on the WALGA website.

All awards will be presented later this year at the WALGA Local Government Awards event. More details about the event will be announced shortly.

For more information contact Habiba Farrag, State Council Governance Officer, on 9213 2050 or via email honours@walga.asn.au.

Noted

8.5 WATER MANAGEMENT DISCUSSION PAPER UPDATE

By Rebecca Brown, WALGA Policy Manager Environment and Waste

EXECUTIVE SUMMARY

- WALGA has developed a Water Management in Western Australia Discussion Paper exploring issues for Local Governments in managing water resources.
- To inform the Discussion Paper, WALGA undertook research and direct engagement with the sector and reviewed existing Water Advocacy Positions and feedback from WALGA Zones.
- Based on this consultation, the Discussion Paper identifies water security and water efficiency as as key themes.
- Feedback on the Discussion Paper will inform the development of a new water management advocacy position.
- Zones and Local Governments are encouraged to provide comments to WALGA by 12 March 2026.

POLICY IMPLICATIONS

This item relates to WALGA Advocacy Positions 3.1.1 Service Delivery to Aboriginal Communities, 4.3 Clearing Permits and Water Licenses and Permits, 6.10 Public Open Space (POS) and 6.14 Planning for Water.

ATTACHMENT

- Water Management in Western Australia Discussion Paper

BACKGROUND

Local Governments contribute to the management of water through strategic planning, land management, development approvals, community behaviour change and, in some cases, direct water service provision. Local Governments' role in water service provision includes drainage, water use and re-use and aspects of wastewater and sewerage services. The challenges for future water management are escalating across Western Australia due to population growth, climate change and increased competition for limited water resources.

To inform the Discussion Paper WALGA reviewed its existing Water Advocacy Positions and motions, feedback from WALGA Zones and undertook research and direct consultation with the sector. Consultation included workshops with both metropolitan and non-metropolitan Local Governments, an online session with 40 officers focused on water security and efficiency and a regionally focused session with 30 Local Government representatives exploring the barriers to being waterwise in a regional setting. In addition, WALGA conducted 14 one-on-one interviews with officers from 22 metropolitan, regional and remote Local Governments to better understand key issues. Further insights were gained through meetings with officers from the Department of Water and Environmental Regulation and the Water Corporation, as well as internal discussions with WALGA.

COMMENT

From consultation and research WALGA has undertaken with Local Government, two key themes consistently emerged - water security and water efficiency.

Water security relates to the reliable availability, adequate quantity and acceptable quality of water needed to support human health, economic development and environmental amenity. Issues identified include:

- Infrastructure: Funding to repair and upgrade aging Local Government water infrastructure including irrigation, drainage and stormwater systems and to improve reliability of State-managed assets.
- Alternative Sources: Diversifying water supply through non-traditional sources such as recycled water, stormwater harvesting, or desalination to support community assets.
- Licensing: Reforming the current water licensing system, including equity, access and regulatory enforcement.
- Access: Addressing barriers to equitable water access, particularly for regional and remote communities.
- Use: Planning for water allocation and consumption across sectors.

Water efficiency is focused on reducing unnecessary water loss through better practices, technologies and infrastructure. Issues identified include:

- Technology: Adopting waterwise technologies to enhance water efficiency.
- Water Literacy and behaviour change: Increasing water literacy within Local Government and the community to support change management and adaptation within communities.
- Water Sensitive Urban Design: Improving understanding to encourage the adoption of efficient technologies and design standards to reduce water consumption across public and private infrastructure.

Local Governments across Western Australia are addressing water security and efficiency through various actions across strategic infrastructure planning, innovative water management practices and community awareness. A new Water Management Advocacy Position will ensure WALGA can effectively advocate on behalf of the sector in relation to this issue. The Discussion Paper includes options to address these issues and questions for the sector relating to each of the key areas.

Feedback on the Discussion Paper will inform the development of a new water management advocacy position. All Zones and Local Governments are encouraged to provide comments to WALGA by 12 March 2026.

Noted

8.6 CONSULTATION ON DRAFT CLIMATE CHANGE ADVOCACY POSITION

By Rebecca Brown, WALGA Policy Manager Environment and Waste

EXECUTIVE SUMMARY

- WALGA is undertaking consultation on a revised Climate Change Advocacy Position.
- This Draft was developed following initial consultation, consideration by State Council in March 2025 and feedback from the Environment Policy Team of State Council.
- Since WALGA's current Advocacy Position and Policy Statement were endorsed in 2018, there have been significant legislative, policy, technological and scientific changes.
- An updated climate change advocacy position, which complements other WALGA advocacy positions, will provide a sound basis for WALGA's advocacy.
- WALGA is seeking Council endorsed feedback by 1 May 2026.

POLICY IMPLICATIONS
This item is intended to replace WALGA's 2018 Climate Change Advocacy Position and Policy Statement.

ATTACHMENT
The Consultation Paper is available online.

BACKGROUND
Climate change, and related legislation, policy and action, have implications for many aspects of Local Governments' operations and services. More frequent and severe droughts, heatwaves, bushfires, extreme rainfall events and warming, rising sea levels are increasing the costs and complexity of delivering critical services, infrastructure and ensuring community wellbeing.

In 2018, State Council endorsed a Climate Change Policy Statement and advocacy position, following extensive sector consultation. Since this Advocacy Position was adopted there have been significant legislative, policy, technological and scientific changes, including:

- The national *Climate Change Act 2022* and the Western Australian Climate Change Bill 2023.
- The *Local Government Amendment Act 2023,* which expanded Western Australian Local Governments' general function to include planning for, and mitigating, the risks associated with climate change.
- The release of the Australian Government's National Climate Risk Assessment and National Adaptation Plan in 2025.
- Escalation of the transition to renewable energy, uptake of electric vehicles and energy efficiency standards under the National Construction Code.
- Climate science and projections (international, national and WA specific) have also become clearer regarding the risks posed by climate change and the need for action to address the consequential impacts.

COMMENT
It is important that the WALGA climate change advocacy position is updated to reflect these changes and the consequent needs and priorities of Local Governments. An updated climate change advocacy position, which complements other WALGA advocacy positions, will provide a sound basis for WALGA's advocacy.

Following initial consultation, consideration by State Council in March 2025 and feedback from the Environment Policy Team, WALGA has developed a revised, draft Climate Change Advocacy Position for Local Government feedback.

WALGA Environment and Waste Team members will be attending Zone meetings in April 2026 to support zone discussions on the draft Advocacy Position.

WALGA is seeking Council endorsed feedback on the draft Climate Change Advocacy Position by **COB Friday, 1 May 2026.** Feedback can be provided to environment@walga.asn.au.

Following consideration of this feedback a final draft advocacy position will be developed and provided to Zones and State Council for consideration, expected to be in July 2026.

Noted

8.7 DISASTER READY FUND: ROUND 4 ANTICIPATED TO OPEN IN MARCH 2026

By Rachel Armstrong, WALGA Policy Manager Emergency Management

The Disaster Ready Fund (DRF) is the Australian Government's key funding program to support projects that reduce disaster risk and strengthen community resilience.

Round Four of the DRF is expected to open in March 2026 with approximately $200 million available nationally. A strong focus on *construction-ready*, infrastructure-based mitigation projects with clear risk reduction benefits is expected. This is similar to Round 3 which prioritised infrastructure-based projects such as flood levees, cyclone shelters, warning systems. A list of Round 3 projects funded is available at Disaster Ready Fund | NEMA).

WALGA is providing early notice to Zones and member Local Governments to consideration of both individual and collaborative project opportunities, and pre-planning ahead of the formal announcement.

The DRF is administered by DFES, in Western Australia. Further information is available at Disaster Resilience Grants - Department of Fire and Emergency Services and by emailing DisasterResilienceGrants@dfes.wa.gov.au.

DRF Round 4 is likely to be released in March 2026, and encourage Local Governments to consider shared or individual disaster risk reduction projects

WALGA will advise the Sector when the DRF is formally announced.

Noted

8.8 REQUEST TO PRESENT

By Chantelle O'Brien, Zones Governance Officer

WALGA was approached by HC Construction Services Pty Ltd requesting an opportunity to attend various Country Zone meetings to provide a deputation on how to navigate through the Disaster Recovery Funding Arrangement (DRFA). HC Construction Services is a WA based company specialising in project management, consultancy and construction delivery. HC is a WALGA Preferred Supplier and has worked with several Local Governments to manage disaster relief funding claims. This includes by way of road condition video using their internally developed RF Vid Assist system.

The proposed presentation would include some tips, dos and don'ts, advice on pre disaster evidence requirements, and lessons learnt on three or four case studies where applicants have encountered problems. The presentation would also include information on how Local Governments can prepare a funding application, so they receive the maximum funding available in the event of a natural disaster.

RESOLUTION

Moved: **President Cr Julia Jean-Rice**
Seconded: **President Cr John Fergusson**

That the South West Country Zone does not support a deputation from HC Construction Services Pty Ltd at a future Zone meeting in 2026.

CARRIED

8.9 DRAFT RENEWABLE ENERGY PLANNING CODE

By Kieran McGovern, WALGA Senior Policy Advisor, Planning

EXECUTIVE SUMMARY

- WALGA Advocacy Position 6.17 Renewable Energy Facilities calls for changes to the renewable energy State planning framework to ensure it is fit for purpose to guide the ongoing development of the sector.
- The State Government has released a draft Renewable Energy Planning Code and Guidelines with the aim of establishing a consistent assessment framework, clear development standards, and improved certainty around impacts such as noise, landscape, environmental considerations, and safety.
- The Code initially focuses on wind farms but is designed to expand to other renewable technologies, requiring detailed technical reporting and encouraging (but not regulating) community benefit-sharing agreements.
- Proposed regulatory amendments would align local planning schemes with the Code and classify renewable energy projects valued at $20 million or more as mandatory significant development, shifting decision-making authority to the WAPC.
- WALGA strongly encourages consideration of the draft Code by Zones. Local Governments should make their own submissions on the draft Code by 10 April 2026 and provide feedback to WALGA to inform our submission on behalf of the sector by 27 February 2026. Council endorsed submissions are preferred.

ATTACHMENT

- Draft Renewable Energy Planning Code and Guidelines
- Information Sheet - Proposed Amendments to Local Planning Scheme Regulations
- Information Sheet - Proposed Amendments to Significant Development Regulations
- WALGA summary of the draft Renewable Energy Planning Code

POLICY IMPLICATIONS

WALGA's proposed advocacy approach is consistent with WALGA Advocacy Positions:

- 6.1 Planning Principles and Reform
- 6.4 State Development Applications and Decision Making
- 6.16 Energy Transition Engagement and Community Benefit Framework
- 6.17 Renewable Energy Facilities
- 6.18 Priority Agriculture.

BACKGROUND

The growth in the number, size, and complexity of renewable energy facilities across Western Australia is expected to continue as energy generation and other traditional industries de-carbonise their facilities and operations. As a result, the placement and management of renewable energy facilities have become contentious issues in local communities across Western Australia.

In September 2024, WALGA's State Council endorsed three advocacy positions to address concerns related to renewable energy. Advocacy Position 6.17 Renewable Energy Facilites noted that the existing Western Australian Planning Commission's (WAPC) Position Statement: Renewable energy facilities was inadequate to address these concerns, leading to inconsistent application and approvals of renewable energy facilities across the State.

The advocacy position calls for the existing Position Statement: Renewable Energy Facilites to be elevated to a State planning policy, to provide the highest level of planning policy

control and ensure the state planning framework is fit for purpose to guide the ongoing development of the sector.

On 12 December 2025, the State Government released a draft Renewable Energy Planning Code (the Code) and associated Guidelines for public consultation. The Code has been prepared to provide guidance to industry, Local Government and communities by:

- introducing a consistent development assessment framework for renewable energy infrastructure across Western Australia.
- establishing clear development standards and application requirements.
- addresses potential land use and environmental impacts, such as noise and landscape considerations.

The initial focus of the Code is on wind farms, with flexibility to expand to other renewable energy developments, including solar farms and battery energy storage systems.

The draft Code covers key planning issues such as safety, noise, shadow flicker, landscape and visual impact, natural environment, natural hazards, aviation safety, electromagnetic interference, transport, construction, and decommissioning.

Under the proposed Code, development applications must include detailed technical reports, whilst community benefit-sharing agreements are encouraged, these agreements sit outside of the planning system.

To enable implementation of the Code, regulatory amendments are proposed to the *Planning and Development (Local Planning Schemes) Regulations 2015* to support incorporation of the Code into local planning schemes through Model Provisions, introduce standard land-use definitions that will apply to all local planning schemes and guide assessment of new noise-sensitive development near existing or approved wind farms.

There are also proposed reforms to the *Planning and Development (Significant Development) Regulations 2024*, which will classify renewable energy development applications valued at $20 million or more as mandatory significant development. These projects will be assessed and determined by the WAPC under the State Significant Development Pathway (under Part 11B of the *Planning and Development Act 2005*), and Local Governments role will be to provide commentary to the development application, but final decision-making authority will rest with the WAPC.

Consultation on the draft Code and Guidelines closes 10 April 2026.

COMMENT

WALGA's has advocated for changes to the renewable energy State planning framework to ensure orderly and proper planning of renewable energy facilities and therefore welcomes the release of the draft Renewable Energy Planning Code and Guidelines by the State Government for public comment. This draft Code represents a significant step toward establishing a consistent planning framework to guide the ongoing development of renewable energy facilities across WA - providing important clarity and guidance to WA Local Governments.

The proposed amendments to classify renewable energy projects over $20 million as 'mandatory significant development' that must be determined by WAPC does not align with WALGA's Advocacy Position 6.4 State Development Applications and Decision Making, as it has the potential to erode Local Government decision making powers and community

input. WALGA's position is that Part 11B should be abolished, or, if it is retained, the cost threshold should be raised to $50 million.

WALGA considers it is essential that the requirement for community benefits be mandated. There are several options that should be examined as potential mechanisms to mandate community benefit-sharing agreements, including (but not limited to) amendments to existing planning or energy legislation or new, standalone legislation.

There is also a lack of guidance regarding appropriate land uses in particular zones, specifically protecting rural land for agricultural purposes, instead stating that wind farms are generally compatible with agricultural land uses. WALGA's position is that regulatory amendments are required to create a model zone through the *Planning and Development (Local Planning Schemes) Regulations 2015* for land identified as high quality agricultural land (noting most of this land is located in the South West region) known as the 'Priority Agriculture'.

WALGA held two online information sessions on the Code alongside the Department of Planning, Lands and Heritage on 5 and 9 February 2026 for Local Government officers and Elected Members respectively.

WALGA will prepare a submission to the State on behalf of the sector to ensure the draft Code delivers positive outcomes for Member Local Governments, communities and industry.

WALGA strongly encourages consideration of the draft Code by Zones. Local Governments should make their own submissions on the draft Code by 10 April 2026 and provide feedback to WALGA to inform our submission on behalf of the sector by 27 February 2026. Council endorsed submissions are preferred.

WALGA's submission will be provided to State Council by flying agenda to meet the submission deadline.

Noted

9 WALGA STATE COUNCIL AGENDA

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

The Zone can provide comment or submit an alternative recommendation on any of the items, including the items for noting. The Zone comment will then be presented to the State Council for consideration at their meeting.

The State Council Agenda items requiring a decision of State Council are extracted for Zone consideration below.

9.1 AVIATION ADVOCACY POSITIONS

By Negar Nili, Policy Officer Transport and Roads

EXECUTIVE SUMMARY

- Two new Advocacy Positions are proposed to strengthen WALGA's aviation advocacy framework and to inform WALGA's response to future inquiries and/or consultation relating to aviation.
- The aim of the new positions is to provide clearer and more contemporary guidance on:
    - the sustainability and ongoing viability of Local Government-owned regional airports; and
    - the affordability, reliability and accessibility of regional and remote air services for Western Australian communities.
- The proposed positions will assist WALGA to advocate more effectively on behalf of its Members by:
    - clearly articulating the essential service role of aviation in regional, rural and remote Western Australia;
    - strengthening WALGA's capacity to engage with State and Commonwealth governments on aviation policy and funding; and
    - supporting Local Governments facing regulatory, financial and service-delivery challenges associated with regional aviation.
- The development of the proposed Advocacy Positions has been informed by engagement with a sample of Local Governments, which highlighted shared concerns regarding high regional airfares, service reliability, capacity constraints and the role of aviation in supporting health access, emergency response and regional economic development.
- WALGA currently has two existing aviation Advocacy Positions; however, feedback from Local Governments clarified that the inclusion of additional, targeted policy positions is essential to better reflect contemporary challenges and to strengthen support for Councils.
- The proposed positions build on existing WALGA policy and provide a stronger basis for:
    - sector advocacy;
    - engagement with State Council and Zones to seek feedback; and
    - informing WALGA's potential submission to the Productivity Commission Inquiry into Regional Airfares.

POLICY IMPLICATIONS

The current WALGA Advocacy Positions relating to Aviation are positions 5.9 Aviation and 5.9.1 Airfare Pricing in Regional Western Australia. The proposed new positions would be in addition to these existing positions.

5.9 Aviation

Position Statement

The Local Government sector supports the Department of Transport's State Aviation Strategy 2020, with more focus required on non-RPT airports to ensure it is representative of all of WA, more focus on general aviation development across WA and noting that the preferred ownership and governance of Local Governments is Council Controlled Organisations. The Local Government sector advocates for a clear position on the economic benefit of airports in regional areas to be included in the future state wide Airports State Planning Policy.

5.9.1. Airfare Pricing in Regional Western Australia

Position Statement

The Local Government sector supports:

1. *An evidence-based assessment commissioned by the State Government to determine the degree to which market structure and other factors influence the cost of providing air services on each route, the pricing structure offered and the actual prices paid.*
2. *The State Government providing oversight of airfares ensuring transparency, encouraging partnerships between Local Governments and airline carriers to grow the market and the provision of subsidies in some situations.*

BACKGROUND

Aviation plays a critical role in Western Australia, particularly for regional, rural, and remote communities, by providing essential connectivity for access to healthcare, education, employment, and social engagement. Reliable and affordable air services are also vital to regional economic development, workforce mobility, and community resilience, especially where alternative transport options are limited.

WALGA's advocacy on aviation is underpinned by its existing policy framework, which emphasises the need for safe, reliable, and cost-effective air services across regional and remote Western Australia. These policies highlight the critical role of aviation in enabling regional connectivity, supporting service delivery, and contributing to economic development, while recognising the operational and regulatory responsibilities faced by Local Government–managed airports.

WALGA has also contributed to State-level policy development including the State Aviation Strategy 2020. This strategy supports key initiatives including regulating certain routes to support a sustainable service, the Regional Airfare Zone Cap, Regional Airports Development Scheme and regulation of closed charters in some situations. It is anticipated that the Department of Transport and Major Infrastructure will review and refresh the State Aviation Strategy in 2026-27.

At the national level, WALGA engaged in consultation processes leading to the Green and White Papers on Regional Transport and Aviation, representing Local Government perspectives and regional needs.

Two recently initiated inquiries — the Productivity Commission Inquiry into the determinants of regional airfares and the Senate (Rural and Regional Affairs and Transport References Committee) Inquiry into the State of Australia's Aviation Sector and its ability to deliver reliable and affordable services to rural, regional and remote communities — provide important opportunities to review and improve policies supporting regional aviation. Both inquiries have overlapping focus areas, including affordability, government intervention, and impacts on regional communities.

To inform its responses to both inquiries, WALGA has engaged with a sample of Local Governments to understand their experiences, challenges, and priorities for regional air services. This engagement has clarified the needs of Local Governments and communities, forming the basis for developing two proposed new Advocacy Positions to support Members and advocate for improved connectivity, affordability, and service sustainability across regional Western Australia.

NEW ADVOCACY POSITIONS

Regional Airports

Position Statement	*WALGA supports the sustainable operation of Local Government owned regional airports and advocates for proportionate regulatory frameworks, targeted funding, and operational guidance to ensure safe, efficient, and resilient airport infrastructure and services.*
Background	Regional airports are vital for connectivity, economic development, tourism, health access, and emergency response in Western Australia. Local Governments operating regional airports face increasing regulatory and operational pressures, including aviation security requirements, compliance obligations, ageing infrastructure, and limited staffing capacity. Many Council-owned airports cover day-to-day operating costs but lack sufficient capital to fund major infrastructure renewal or security upgrades. Airports that support both community access and FIFO activity can face additional funding constraints despite their ongoing role in servicing regional communities. These challenges highlight the need for regulatory settings and funding arrangements that reflect airport scale, risk profile, and regional operating conditions.

Regional and Remote Air Services

Position Statement	*WALGA advocates for reliable, affordable, and equitable regional air services, calling for greater oversight of airline pricing practices, including transparent fare structures and equitable access to discounted and lower-cost fares, to mitigate the impacts of limited competition and dynamic pricing on regional residents, businesses, and essential travel. WALGA also promotes the continued viability of essential routes and recognises regional aviation as an essential service supporting community access, workforce mobility, and regional economic development.*

Background	Regional communities rely on air services for essential travel, including access to health care, employment, education, and family connections, particularly where alternative transport options are limited. High airfares, limited availability of lower-cost seats, and opaque pricing structures reduce affordability for residents and businesses, even in markets with more than one airline. Regional air services are also vulnerable to sudden service reductions or route withdrawals, which can isolate communities and disrupt economic and social activity. These challenges underscore the importance of policy settings that support affordability, service continuity, and equitable access.

COMMENT

Engagement with a sample of Local Governments operating airports with Regular Passenger Transport (RPT) services highlighted operational, financial, and service delivery issues affecting both Council-owned airports and regional air services.

Key matters raised by Councils include:

- Airline pricing and equitable access: Complex, opaque, and highly variable fare structures; limited availability of lower-cost seats; competition does not always deliver affordable or equitable outcomes.
- Aviation security requirements: Standards designed for larger airports impose significant operational and financial burdens, with outdated equipment, regulatory ambiguities, and high upgrade costs creating compliance challenges.
- Funding and resource constraints: Many Councils operate airports with limited staff and capital; while day-to-day operating costs may be covered, major infrastructure renewal or expansion and security upgrades are often unfunded.
- Service continuity and reliability: Regional air services are fragile, with sudden route reductions or withdrawals impacting essential travel, community connectivity, and local economies.
- Coordination across governments and industry: Fragmented policy, regulatory, and funding arrangements limit Local Governments' ability to respond quickly to changes, highlighting the need for improved collaboration.
- Regional aviation as an essential service: Airports and air services underpin health access, emergency response, tourism, economic development, and social cohesion, demonstrating their broader value beyond transport alone.

Based on these issues and priorities identified through Local Government engagement, WALGA has developed the two proposed Advocacy Positions above on aviation – one focusing on regional airports and the other on regional and remote air services – to address the challenges of affordability, accessibility, operational sustainability, and service continuity for regional communities.

WALGA RECOMMENDATION

That State Council endorse two new Advocacy Positions on Aviation as follows:

1. Regional Airports
   WALGA supports the sustainable operation of Local Government owned regional airports and advocates for proportionate regulatory frameworks, targeted funding,

and operational guidance to ensure safe, efficient, and resilient airport infrastructure and services.

2. Regional and Remote Air Services
WALGA advocates for reliable, affordable, and equitable regional air services, calling for greater oversight of airline pricing practices, including transparent fare structures and equitable access to discounted and lower-cost fares, to mitigate the impacts of limited competition and dynamic pricing on regional residents, businesses, and essential travel. WALGA also promotes the continued viability of essential routes and recognises regional aviation as an essential service supporting community access, workforce mobility, and regional economic development.

RESOLUTION

Moved: **President Cr John Fergusson**
Seconded: **Mayor Phill Cronin**

That the South West Country Zone supports the WALGA recommendation for State Council Agenda item 9.1 as contained in the State Council Agenda and as provided above.

CARRIED

9.2 OTHER STATE COUNCIL AGENDA ITEMS

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

10 OTHER BUSINESS

Nil.

11 EXECUTIVE REPORTS

11.1 WALGA PRESIDENT'S REPORT

President Cr Karen Chappel provided a brief update to the Zone. The report was provided as an attachment within the Agenda.

Noted

Cr John Fergusson departed the meeting at 11:29am.

Cr Rosina Mogg joined the meeting as Deputy Delegate for Shire of Capel.

11.2 WALGA STATE COUNCILLOR REPORT

President Cr Donelle Buegge, State Councillor presented on the previous State Council meeting.

Noted

12 FINANCIAL REPORT

12.1 SOUTH WEST COUNTRY ZONE FINANCIAL REPORT

Period Ending Dec 25 Report		
	Actual $	**Note**
Opening Cash Balance	23,636.43	
Income		
Subscription Income	7,200	1
Total Income	**7,200**	
Expenses		
Bank Charges	33	
Sponsorship	-	
Plaques	383	
Total Expenses	**416**	
Closing Cash Balance	**30,421**	

Note
1: Subscription invoices have been issued, and all payments have been received.

RESOLUTION

Moved: **President Cr Julia Jean-Rice**
Seconded: **Cr Joe Italiano**

1. **That the South West Country Zone financial report for February 20 2026 be received.**
2. **Request advice from the WALGA Secretariat as to whether the South West Country Zone has a Constitution.**

CARRIED

13 EMERGING ISSUES

Nil.

14 2026 MEETING DATES AND LOCATIONS

Meeting dates for 2026 are listed below. Please note if any changes need to be made.

MEETING DATE	HOST LOCAL GOVERNMENT
Friday, **24 April** 2026	Capel
Friday, **19 June** 2026	Collie
Friday, **21 August** 2026	Dardanup
Friday, **20 November** 2026	Donnybrook-Balingup

15 NEXT MEETING

The next meeting of the South West Country Zone will be held on Friday, 24 April 2026 at the Shire of Capel commencing at 9:00am.

16 CLOSURE

There being no further business the Chair declared the meeting closed at 11:38am.

Shire of
Donnybrook Balingup

Minutes of the Audit & Risk Management Committee

Held on 15 December 2025 and commenced at 3:30pm
Held at the Council Chambers in Donnybrook
(1 Bentley Street, Donnybrook)

Authorised:

Mr Nick O'Connor, Chief Executive Officer

Prepared: 16 December 2025

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1. Declaration of Opening / Announcement of Visitors

Acknowledgement of Country:

The Chairperson acknowledged the continuing connection of Aboriginal people to Country, culture and community, including traditional custodians of this land, the Wardandi and Kaneang People of the Noongar Nation, paying respects to Elders, past and present.

The Chairperson declared the meeting open at 3:30pm and welcomed the public gallery at 3:30pm.

2. Attendance

Members Present:

Cr Vivienne MacCarthy
Cr Tyler Hall
Mr Angelo Loguidice, External Member

Staff Present:

Nick O'Connor, Chief Executive Officer
Ross Marshall, Director Operations (Teams)
Meta Hazeldine, Manager Financial Services
Colin Young, Director Finance and Community
Loren Clifford, Executive Manager Corporate
James (Jimmy) Harcourt, WHS Officer

Other Members Present:

Public Gallery: No members of the public were in attendance.

2.1. Apologies

Mr Ian Telfer, External Member

2.2. Approved Leave of Absence

Nil.

2.3. Application for Leave of Absence

Nil.

3. Announcements from the Chairperson

Nil.

4. Declarations of Interest

Division 6: Sub-Division 1 of the *Local Government Act 1995*. Care should be taken by all Councillors to ensure that a financial/impartiality interest is declared and that they refrain from voting on any matter, which is considered to come within the ambit of the Act.

Nil.

5. Public Question Time

5.1. Responses to previous public questions that were taken on notice

Nil.

5.2. Public Question Time

Nil.

6. Presentations

6.1. Strategic Work Health and Safety Plan and Notifiable Incident

James Harcourt, WHS Officer provided a presentation on the recently endorsed Strategic Work Health and Safety Plan (Attachment 6.1(1)) and provided an overview of a recent notifiable incident reported to WorkSafe on 13 November 2025.

7. Confirmation of Minutes

7.1. Audit and Risk Management Committee Meeting held on 31 July 2025

Minutes of the Audit and Risk Management Committee Meeting held 31 July 2025 are attached as Attachment 7.1(1). At the Ordinary Council Meeting held on 27 August 2025, Council resolved to receive the minutes and adopt the recommendations as detailed in the 31 July Audit and Risk Management Committee minutes. It is noted that, prior to presentation at the Council meeting, the Audit and Risk Management Committee members confirmed the accuracy of the minutes via a flying minute process conducted by email.

8. Reports of Officers

8.1. Director Finance and Community

8.1.1. 2024/2025 Annual Financial Statements, Audit Report (Opinion) and Management Letter

Report Details:

Prepared by: Executive Manager Corporate, Loren Clifford

Manager: Chief Executive Officer, Nick O'Connor

File Reference: FNC 02A **Voting Requirement:** Simple Majority

Attachment(s):

8.1.1(1) AOG's Signed 2024/2025 Annual Financial Report and Audit's Report (Opinion).

Executive Recommendation

That the Audit and Risk Management Committee:

1. **Receives and endorses the 2024/2025 Annual Financial Statements including Auditors Report (Opinion)** (Attachment 8.1.1(1)) **for Council's receipt; and**
2. **Notes that a report on significant findings in accordance with Section 7.12A(4) of the *Local Government Act 1995*, for the year ending 30 June 2025, is not required.**

Strategic Alignment

The following outcomes from the Council Plan relate to this proposal:

Outcome: 12 - A well respected, professionally run organisation.

Objective: 12.1 - Deliver effective and efficient operations and service provision.

Item: Nil.

Executive Summary

AMD, on behalf of the Office of the Auditor General (OAG), completed the Shire's Interim Audit in May 2025 and the final audit in October 2025 for the year ending 30 June 2025. The signed Independent Auditor's Report (Opinion), along with the 2024/2025 Annual Financial Statements (Attachment 8.1.1(1)), was received from the OAG on 10 November 2025.

In accordance with its Terms of Reference, it is requested that the Audit and Risk Management Committee reviews and receives the 2024/2025 Annual Financial Statements, Auditor's Report (Opinion), and Management Letter. Where appropriate, the committee should make recommendations regarding these documents and endorse them for Council's receipt. In addition, the committee is requested to confirm that it has met with the auditor, as required by Section 7.12A(2) of the *Local Government Act 1995*.

Background

In May 2025, AMD Charted Accountants, on behalf of the Office of the Auditor General (OAG), conducted the Interim Audit for the year ending 30 June 2025. The final audit commenced in October

2025, with Shire officers uploading requested documents to the online portal. The Auditors were on-site from 28-30 October 2025.

Pursuant to Section 7.9 of the *Local Government Act 1995*, the Auditor is required to examine the accounts and annual financial report submitted by a local government and prepare a report by December 31 following the financial year. This report must be forwarded to:

a. The Mayor or President,
b. The Chief Executive Officer, and
c. The Minister.

The signed and stamped 2024/2025 Annual Financial Statements, Auditor's Report (Opinion), was received on 10 December 2025 for the local government's examination.

In accordance with Regulation 10(4) of the *Local Government (Audit) Regulations 1996*, the Auditor may also prepare a Management Letter to accompany the Independent Auditor's Report, which is forwarded to the persons specified in Section 7.9 of the Act above. The Management Letter provides an overview of the audit process and outcomes, identifying any matters relevant to the Shire's day-to-day operations. These areas of improvement have been listed under the Officers Comment below.

Pursuant to Section 7.12A(2) of the *Local Government Act 1995*, a local government is required to meet with its auditor annually. The Audit Exit meeting was held on 8 December 2025, with the OAG's Director Financial Audit and AMD's Director leading the meeting. The Audit and Risk Management Committee, CEO, and relevant officers, including all Elected Members were invited to attend. At this meeting, the OAG outlined the audit process, provided an overview of the draft Auditor's Report (Opinion) discussing areas of improvement and management comments, allowing for questions from attendees. This requirement has been met due to the meeting taking place.

The OAG has since provided their signed Auditor's Report (Opinion), which is now presented for receipt.

Risk Management

Risk:	Likelihood:	Consequence:	Risk Rating:
Compliance	Unlikely	Moderate	Moderate (6)
Risk Description:	Non-compliance with the *Local Government Act 1995* and associated regulations.		
Mitigation:	Adhering to statutory requirements, such as meeting with the auditor and endorsing the financial statements, ensures compliance.		

Risk:	Likelihood:	Consequence:	Risk Rating:
Financial Impact	Unlikely	Moderate	Moderate (6)
Risk Description:	Inaccurate financial statements could lead to financial mismanagement or undetected fraud.		
Mitigation:	The audit process, including the review and endorsement of the financial statements and auditor's report, ensures accuracy and transparency.		

Financial Implications

Nil.

Policy Compliance

Nil.

Statutory Compliance

Local Government Act 1995 - Section 7.9 and Section 7.12A.
Local Government (Financial Management) Regulations 1996.
Local Government (Audit) Regulations 1996 – Regulation 16

Consultation

The audited financial statements must be included in the Shire's Annual Report. This report will be made available to the public after it is reviewed by the Council in December 2025.

Officer Comment

The audit process for the year ending 30 June 2025 was thorough and involved multiple stages, including an Interim Audit in May and a final audit in October. The collaboration between Shire officers and the auditors ensured that all necessary documents were provided in a timely manner.
The Audit Exit meeting on 8 December 2025, was a key component in fulfilling the statutory requirement to meet with the auditor annually. The presence of the OAG's Director Financial Audit and AMD's Director provided valuable insights into the audit process and allowed for a comprehensive discussion with the Audit and Risk Management Committee and other attendees.

The receipt of the signed and stamped 2024/2025 Annual Financial Statements, Auditor's Report (Opinion), marks the completion of the audit process. This documents are now presented for the committee's review and subsequent endorsement by the Council.

No Management Letter was received for the endo of financial year audit, due to no findings being raised.

The Shire has received an unqualified audit opinion, which means that the auditors found the financial statements to be free of material misstatements and in accordance with the applicable financial reporting framework. Therefor it should be noted that a report on significant findings in accordance with Section 7.12A(4) of the *Local Government Act 1995*, for the year ending 30 June 2025, is

not required. This is a positive outcome, indicating that the Shire's financial records are accurate and reliable.

COMMITTEE RESOLUTION:	ARM17/12-25		
MOVED BY:	Angelo Logiudice	**SECONDED BY:**	Cr Tyler Hall

That the Audit and Risk Management Committee:

1. **Receives and endorses the 2024/2025 Annual Financial Statements including Auditors Report (Opinion)** (Attachment 8.1.1(1)) **for Council's receipt; and**
2. **Notes that a report on significant findings in accordance with Section 7.12A(4) of the *Local Government Act 1995*, for the year ending 30 June 2025, is not required.**

For: Cr Vivienne MacCarthy, Cr Tyler Hall, Mr Angelo Logiudice
Against: Nil.
Carried: 3/0

8.1.2 Audit Findings Progress

Report Details:

Prepared by: Loren Clifford, Acting Director Finance and Corporate

Manager: Nick O'Connor, Chief Executive Officer

File Reference: FNC 02A **Voting Requirement:** Simple Majority

Attachment(s):

Nil.

Executive Recommendation

That the Audit and Risk Management Committee notes the update provided on Audit Findings as outlined in this report.

Strategic Alignment

The following outcomes from the Council Plan relate to this proposal:

Outcome: 11 - Strong, visionary leadership.

Objective: 11.1 - Provide strategically focused, open and accountable governance.

Item: Nil.

Executive Summary

It is requested that the Audit and Risk Management Committee (ARMC) notes the latest update provided on the Audit Findings outlined in this report.

Background

Under the *Local Government Act 1995* and associated regulations, the Shire is required to undertake several types of audits to ensure accountability and transparency. These Audit's consist of:

1. Financial Audits – The Shire must have their financial statements audited annually. This is mandated under Section 7.9 of the *Local Government Act 1995*.
2. Financial Management Review - is governed by Regulation 5(2) of the *Local Government (Financial Management) Regulations 1996*. This regulation requires the CEO to regularly review the appropriateness and effectiveness of the financial management systems and procedures of the local government, with a minimum frequency of once every three financial years.
3. Compliance Audits – The Shire must complete a compliance audit return (CAR) annually, which is reviewed by the ARMC, and Council then submitted to the Department of Local Government, Sport and Cultural Industries. This requirement is outlined in Regulation 14 of the *Local Government (Audit) Regulations 1996*.
4. Audit Regulation 17 Review - is a requirement under the *Local Government (Audit) Regulations 1996*. It requires the Chief Executive Officer (CEO) of a local government to review the appropriateness and effectiveness of the local government's systems and procedures in relation to:

- Risk Management
- Internal Control
- Legislative Compliance

5. Internal Audits - While not explicitly mandated, internal audits are recommended as part of good governance practices. They help the Shire identify and mitigate risks proactively.

Regular reporting on progress and actions taken in response to audit findings to the Audit and Risk Management Committee should be undertaken to ensure transparency and accountability, demonstrating a commitment to addressing identified issues and improving governance.

Risk Management

Risk:	Likelihood:	Consequence:	Risk Rating:
Compliance	Likely	Minor	Moderate (8)
Risk Description:	Not reporting updates on audit findings to the audit committee on a regular basis can lead to a lack of oversight, delayed corrective actions, and potential non-compliance with regulatory requirements.		
Mitigation:	Establish a reporting schedule and process as outlined in this report.		

Financial Implications

Nil.

Policy Compliance

Nil.

Statutory Compliance

Nil.

Consultation

An internal review of the findings by key responsible officers has been undertaken.

Officer Comment

The Financial Management Review (FMR) and the Audit Regulation 17 (Reg 17) Reviews were undertaken in December 2024, the findings from these reviews were presented to the committee at its March 2025 meeting. Subsequently presented in June 2025 to Council. The table below outlines the status/progress made in addressing the 103 findings.

Status	May 2025	October 2025
Completed	28	39
Three-quarters completed	20	26
Half Completed	16	14
Quarter Completed	20	12
Not Started	19	12

Quarterly reporting will continue where there are findings to report, covering the five key audit areas:

1. Financial audits,
2. Financial Management Review,
3. Compliance audit,
4. Audit Regulation 17 Review, and
5. Internal audits.

COMMITTEE RESOLUTION:	ARM18/12-25		
MOVED BY:	Cr Tyler Hall	**SECONDED BY:**	Mr Angelo Loguidice

That the Audit and Risk Management Committee notes the update provided on Audit Findings as outlined in this report.

For: Cr Vivienne MacCarthy, Cr Tyler Hall, Mr Angelo Logiudice
Against: Nil.
Carried: 3/0

8.1.3 Office of the Auditor General's (OAG) Performance Audit – Maintaining Regional Local Roads

Report Details:

Prepared by: Loren Clifford, Acting Director Finance and Corporate

Manager: Nick O'Connor, Chief Executive Officer

File Reference:

Voting Requirement: Simple Majority

Attachment(s):

8.1.3(1) Office of the Auditor General's (OAG) Performance Audit – Maintaining Regional Local Roads

Executive Recommendation

That the Audit and Risk Management Committee:

1. **Notes the information provided in the report presented on the Office of the Auditor General's (OAG) Performance Audit – Maintaining Regional Local Roads, and the Shire's responses to the recommendations within the report.**

Strategic Alignment

The following outcomes from the Council Plan relate to this proposal:

Outcome: 12 - A well respected, professionally run organisation.

Objective: 12.1 - Deliver effective and efficient operations and service provision.

Item: Nil.

Executive Summary

This report presents the findings and recommendations from the OAG's Performance Audit on Maintaining Regional Local Roads, along with the Shire's proposed responses. The audit highlights the critical importance of accurate road condition data, transparent maintenance prioritisation, and collaborative approaches to road asset management. The Shire's responses focus on improving internal processes, data collection, and stakeholder engagement to support evidence-based decision-making and sustainable infrastructure outcomes.

Background

The OAG conducted a Performance Audit to assess how regional local governments manage and maintain their road networks. The audit identified gaps in road condition data, the need for improved asset management planning, and the importance of transparent communication with stakeholders. The Shire, as an audited entity, supports the recommendations and recognises the need for internal improvements and external collaboration.

Officer Comment

Responses have been provided to the recommendations as outlined on page 24 of the OAG's Performance Audit – Maintaining Regional Local Roads below.

OAG's Recommendation 1

To enable an evidence-based road asset maintenance program, LG entities should:

1. ensure road condition data is up to date and used in up-to-date asset management plans and work programs to enhance preventative road maintenance. (Some regional LG entities will need support to achieve this by the implementation timeframe or condition data over local road networks will be built over a longer timeframe.) Valuations performed by local governments to meet financial reporting requirements provide a good opportunity for LG entities to obtain enhanced baseline data.

Implementation timeframe: October 2027

Entity response: Audited LG entities support this recommendation, recognising some regional LG entities would need assistance to implement.

Shires Response:

Maintaining accurate, up-to-date road condition data is essential for integrating this information into asset management plans and work programs. This supports proactive road maintenance and ensures long-term sustainability of our infrastructure.

While asset condition data collected for valuation purposes only needs to meet financial reporting requirements, comprehensive condition data is fundamental for effective road asset management planning. To achieve this, we must first identify existing gaps and determine what additional information is required before engaging external assistance for asset condition data collection.
Before procuring external services to address gaps in asset condition knowledge, it is vital to establish a robust internal structure capable of delivering the required outcomes. The Shire should review existing staff resourcing levels and if required build into its future workforce planning a resource/s to:

- *Identify deficiencies in current asset condition data.*
- *Prioritize areas requiring detailed assessment.*
- *Coordinate with Finance and Works teams to align revaluation cycles with asset management objectives.*

The Shire's next infrastructure asset valuation is scheduled for the 2027/28 financial year.

OAG's Recommendation 2

To enable an evidence-based road asset maintenance program, LG entities should:

2. promote transparency and understanding of maintenance prioritisation decisions with stakeholders, including ratepayers by:
    a. determining and reporting the road condition and maintenance backlog and, as part of moving to better practice, work towards:
    b. defining service level standards for road maintenance in engagement with local communities
    c. reporting on delivery of road maintenance against agreed service levels.

Implementation timeframe: July 2028

Entity response: Audited LG entities support this recommendation, recognising some regional LG entities would need assistance to implement.

Shires Response:
"Without structural changes within the Operations service directorate, there is limited capacity to achieve these outcomes. Current staffing levels and available resources primarily support a reactive approach to asset management rather than a proactive one."

OAG's Recommendation 3
To help LG entities in maintaining local roads, collaboration between LG entities, Main Roads, LGIRS and WALGA should be improved. These entities should:

3. use local road condition data to inform both regional and statewide road strategies to:
   a. support evidence-based decision making to improve road asset management and ensure sustainable infrastructure outcomes for regional road users
   b. review funding via the Local Government Agreement and use of the Asset Preservation Model to ensure it remains fit for purpose and supports sustainable road asset management
   c. include mechanisms to measure progress against goals set for local roads.

Implementation timeframe: July 2028
Entity response: Recommendation supported.

Shires Response:
Recommend the above is noted and support this and the other recommendations being a topic of discussion at a WALGA South West Zone meeting.

COMMITTEE RESOLUTION:	ARM19/12-25		
MOVED BY:	Angelo Logiudice	**SECONDED BY:**	Cr Tyler Hall

That the Audit and Risk Management Committee:

1. **Notes the information provided in the report presented on the Office of the Auditor General's (OAG) Performance Audit – Maintaining Regional Local Roads, and the Shire's responses to the recommendations within the report.**

For: Cr Vivienne MacCarthy, Cr Tyler Hall, Mr Angelo Logiudice
Against: Nil.
Carried: 3/0

8.1.4 Chief Executive Officer Briefing

The Chief Executive Officer provided an update to the Committee on key projects/matters including:

- ICT Strategy Development
- Council Plan Review
- Budget – development of financial informing plans
- Workforce Plan
- Forestry Products Commission – rates exemption

Executive Recommendation

That the Audit and Risk Management Committee Meeting notes the update provided to the Chief Executive Officer.

COMMITTEE RESOLUTION:	ARM20/12-25		
MOVED BY:	Cr Tyler Hall	**SECONDED BY:**	Mr Angelo Loguidice

That the Audit and Risk Management Committee Meeting note the update provided to the Chief Executive Officer.

For: Cr Vivienne MacCarthy, Cr Tyler Hall, Mr Angelo Logiudice
Against: Nil.
Carried:3/0

9. Meetings Closed to the Public

9.1. Matters for which the Meeting may be closed

Nil.

9.2. Public reading of Resolutions that may be made public

Nil.

10. Closure

The Chairperson advised that the next Audit and Risk Management Committee Meeting will be at 3pm, Thursday 5 March 2026 in the Council Chamber and declared the meeting closed at 4:20pm.

Shire of
Donnybrook Balingup

Minutes of Audit & Risk Management Committee Meeting

Held on 5 March 2026 and commenced at 2:00pm
at the Council Chambers in Donnybrook
(1 Bentley Street, Donnybrook)

Authorised:

Mr Nick O'Connor, Chief Executive Officer

Prepared: 10 March 2026

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1. Declaration of Opening / Announcement of Visitors

Acknowledgement of Country:

The Chairperson acknowledged the continuing connection of Aboriginal people to Country, culture and community, including traditional custodians of this land, the Wardandi and Kaneang People of the Noongar Nation, paying respects to Elders, past and present.

The Chairperson declared the meeting open at 2:00pm.

2. Attendance

Members Present:

Cr Vivienne MacCarthy
Cr Tyler Hall (via Teams)
Mr Angelo Loguidice, External Member
Mr Ian Telfer, External Member

Staff Present:

Nick O'Connor, Chief Executive Officer
Ross Marshall, Director Operations
Samantha Farquhar, Administration Officer - Corporate
Colin Young, Director Finance and Community
Loren Clifford, Executive Manager Corporate

Cr Tyler Hall read out loud the following:
"Pursuant to Section 14CA(5) of the Local Government (Administration) Regulations 1996, I Councillor Tyler Hall declare that I am situated in a location where I can maintain confidentiality throughout the duration of the meeting."

Other Members Present:

Public Gallery: No members of the public were in attendance

2.1. Apologies

Meta Hazeldine, Manager Financial Services

2.2. Approved Leave of Absence

Nil.

2.3. Application for Leave of Absence

Nil.

3. Announcements from the Chairperson

Nil.

4. Declarations of Interest

Division 6: Sub-Division 1 of the *Local Government Act 1995*. Care should be taken by all Councillors to ensure that a financial/impartiality interest is declared and that they refrain from voting on any matter, which is considered to come within the ambit of the Act.

Nil.

5. Public Question Time

5.1. Responses to previous public questions that were taken on notice

Nil.

5.2. Public Question Time

Nil.

6. Presentations

Nil.

7. Confirmation of Minutes

7.1. Audit and Risk Management Committee Meeting held on 15 December 2025

Minutes of the Audit and Risk Management Committee Meeting held 15 December 2025 are attached as Attachment 7.1(1).

EXECUTIVE RECOMMENDATION

That the Minutes from the Audit and Risk Management Committee Meeting held 15 December 2025 be confirmed as a true and accurate record.

COMMITTEE RESOLUTION:	ARM1/03-26		
MOVED BY:	Cr Tyler Hall	**SECONDED BY:**	Mr Angelo Loguidice

That the Minutes from the Audit and Risk Management Committee Meeting held 15 December 2025 be confirmed as a true and accurate record.

For: Cr Vivienne MacCarthy, Cr Tyler Hall, Mr Angelo Logiudice, Mr Ian Telfer
Against: Nil.
Carried: 4/0

8. Reports of Officers

8.1. Director Finance and Community

8.1.1 *Local Government Act 1995* Reform – Implementation Action Plan and Audit, Risk and Improvement Committee (ARIC) Transition Arrangements.

Report Details:			
Prepared by:	Loren Clifford, Executive Manager Corporate		
Manager:	Nicholas O'Connor, Chief Executive Officer		
File Reference:	FNC 02A	**Voting Requirement:**	Simple Majority
Attachment(s):			
8.1.1(1)	LGIRS Webinar 17 December 2026		

Executive Recommendation

That the Audit and Risk Management Committee:

1. **Notes the legislative reforms arising from the *Local Government Amendment Acts 2023* and *2024*;**
2. **Endorses the proposed *Local Government Act 1995* Reform Implementation Action Plan and;**
3. **Notes the transition arrangements from Audit and Risk Management Committee (ARMC) to Audit, Risk and Improvement Committee (ARIC) as outlined in this report.**
4. **Recommends to Council that the Action Plan be noted and that progress be monitored through the Audit, Risk and Improvement Committee reporting framework.**

Strategic Alignment

The following outcomes from the Council Plan relate to this proposal:

Outcome:	11 - Strong, visionary leadership.
Objective:	11.1 - Provide strategically focused, open and accountable governance.
Item:	Nil.

Executive Summary

The State Government has implemented significant reforms to the *Local Government Act 1995*, representing the most substantial change to the legislative framework in over 25 years. The reforms introduce new governance, accountability, financial management and oversight requirements for local governments, including the establishment of Audit, Risk and Improvement Committees (ARICs), clearer separation of Council and CEO roles, enhanced transparency of meetings, and strengthened financial and compliance oversight.

This report provides the Audit and Risk Management Committee with an overview of the reforms and presents a structured implementation action plan to support compliance, effective governance and early risk identification.

Background

The *Local Government Amendment Acts 2023 and 2024* form part of a staged reform program led by the WA Government to modernise the local government legislative framework. The reforms have been progressively implemented over several years to allow Councils time to understand and embed new statutory requirements.

The reform program has been delivered in two tranches. The first tranche, enacted through the *Local Government Amendment Act 2023*, was primarily directed at electoral and council member-related matters. These changes supported the conduct of the 2023 local government elections and introduced updated requirements relating to councillor training, entitlements and meeting practices. These reforms are now largely embedded in the Shire's operations.

The second tranche, delivered through the *Local Government Amendment Act 2024* and commencing from December 2024 with transitional arrangements extending into 2026, and introduces a range of structural and operational changes that require implementation and ongoing oversight.

Key reform areas under the second tranche include:

- The transition of Audit Committees to Audit, Risk and Improvement Committees,
- The requirement for independent committee leadership,
- The introduction of the Local Government Inspector and early intervention framework,
- Clearer statutory separation of Council and Chief Executive Officer roles,
- Expanded transparency requirements for Council and Committee meetings, and
- Strengthened financial management and reporting obligations.

Risk Management

Risk:	Likelihood:	Consequence:	Risk Rating:
Compliance	Possible	Minor	Moderate (6)
Risk Description:	Failure to implement legislative reforms within required timeframes may result in non-compliance with the *Local Government Act 1995*, potential intervention by the Local Government Inspector, or adverse audit findings.		
Mitigation:	Endorse the implementation plan		
Risk:	Likelihood:	Consequence:	Risk Rating:
Reputational	Possible	Minor	Low (3)
Risk Description:	Incomplete or inconsistent implementation of governance reforms may undermine public confidence, particularly in relation to transparency, independence of oversight committees and councillor conduct.		
Mitigation:	Endorse the implementation plan and monitor progress via regular reporting to the committee.		

Financial Implications

The reforms may result in moderate financial implications, including:

- Remuneration and recruitment costs associated with independent ARIC presiding members
- Potential training and development costs for elected members and staff
- Administrative costs associated with policy reviews, governance documentation and reporting enhancements

These costs are expected to be manageable within existing operational budgets, subject to Council decisions regarding resourcing and implementation sequencing. No material capital expenditure is anticipated at this stage.

Policy Compliance

The following existing policies are relevant to the implementation of the reforms and may require review or alignment:

- EXE/CP-6 Organisational Risk Management Policy
- EM/CP-2 Live Streaming and Recording of Council Meetings Policy
- EM/CP-3 Legal Representation for Elected Members and Employees
- EM/CP-5 Elected Members Allowances and Entitlements
- EXE/CP-9 Communication and Social Media Policy
- EM/CP-1 Council Member Induction, Training and Professional Development

Statutory Compliance

Nil.

Consultation

Internal consultation

Initial consultation has been undertaken with:

- Chief Executive Officer
- Executive staff
- Governance and corporate services staff

Elected member consultation

Elected Members have been progressively informed through workshops, policy reviews and webinars relating to legislative reform.

Officer Comment

The Local Government Act reform program is progressive and ongoing, rather than a single point-in-time change. While many reforms are now in effect, others will continue to be implemented through regulations, policy updates and governance refinements over the coming years.

The following table outlines the proposed action plan to manage implementation of the *Local Government Act 1995* reforms.

Primary	Change Required	Due Date	Status
Completed			**6**
Livestreaming of Council Meetings	Ensure livestreaming and recording compliance	1/01/26	Completed
Councillor Superannuation Arrangements	Implement superannuation and opt-out processes	30/06/26	Completed
Update Elected Members Allowances Policy (EM/CP-5)	Amend policy for superannuation and training compliance	30/06/26	Completed
Update Council Member Induction & Training Policy (EM/CP-1)	Align induction and training with legislative changes	30/06/26	Completed
Update ARIC Terms of Reference	Update ToR to include risk and improvement oversight	30/06/26	Completed
Update Communication & Social Media Policy (EXE/CP-9)	Ensure policy supports role separation and communications agreement	31/12/26	Completed
In progress			**9**
Expand ARIC Risk & Improvement Oversight	Enhance reporting on risk, compliance and improvement	30/06/26	In progress
Review Live Streaming & Recording Policy (EM/CP-2)	Update policy to reflect transparency requirements	30/06/26	In progress
Mandatory Training Compliance	Strengthen monitoring of councillor training	30/06/26	In progress
Independent ARIC Presiding Member & Deputy	Appoint independent presiding member and deputy	30/06/26	In progress
Establish Audit, Risk and Improvement Committee (ARIC)	Transition Audit & Risk Management Committee to ARIC	30/06/26	In progress
Closed Meeting Transparency	Strengthen procedures for meeting closures	30/06/26	In progress
Local Government Inspector Readiness	Update escalation and compliance processes	31/12/26	In progress
Clarify Council and CEO Roles	Review governance documents to reflect role separation	31/12/26	In progress
Update Elected Members Code of Conduct	Review and amend the Elected Members Code of Conduct to align with updated behavioural standards, complaint handling processes, and enforcement mechanisms	30/06/26	In progress
Not started			**8**
Update Organisational Risk Management Policy (EXE/CP-6)	Align policy with ARIC role and early intervention	30/06/26	Not started
Rates and Revenue Policy	Develop and adopt Rates and Revenue Policy	30/06/26	Not started
Enhanced Financial Oversight by ARIC	Structure financial reporting to support ARIC's role in reviewing the	30/06/26	Not started

Primary	Change Required	Due Date	Status
	effectiveness of financial management systems and recommending improvements.		
Restrict Councillor Legal Cost Payments	Ensure compliance with legal cost restrictions	30/06/26	Not started
Update Legal Representation Policy (EM/CP-3)	Reflect restrictions on personal legal expenses	30/06/26	Not started
Council–CEO Communications Agreement	Develop and adopt communications agreement	31/12/26	Not started
Early Intervention Framework	Embed early intervention into risk framework	31/12/26	Not started
Update Employees Code of Conduct	Review and amend the Employee Code of Conduct to align with updates for secondary employment.	30/06/26	Not started
	Total		**23**

Transition from Audit and Risk Management Committee (ARMC) to Audit, Risk and Improvement Committee (ARIC).

Current Situation

The Shire currently operates an Audit and Risk Management Committee (ARMC) established under section 5.8 of the *Local Government Act 1995*. The committee's focus has traditionally included:

- Financial reporting and external audit matters
- Review of compliance audit returns
- Oversight of the Shire's risk management framework

While these functions remain relevant, the existing ARMC structure does not fully align with the new legislative requirements for an ARIC.

Key gaps between the current ARMC and the new ARIC requirements include:

- Committee designation: "Audit and Risk Management Committee" is no longer compliant terminology.
- Scope: ARICs have an expanded statutory focus that includes review of the effectiveness of systems and procedures and a stronger emphasis on continuous improvement, in addition to audit and risk.
- Independence: ARICs must be chaired by an independent presiding member, with an independent deputy presiding member. Council members cannot hold either role.
- Membership requirements: Local government employees cannot be members of the ARIC, and independent members are now a core feature of the committee structure.

Required End State

By 30 June 2026, the Shire must have in place:

- A formally established Audit, Risk and Improvement Committee (ARIC)
- A Council-adopted ARIC Terms of Reference that reflects the expanded statutory functions
- An independent presiding member and independent deputy presiding member
- A compliant membership structure and governance arrangements
- An updated work program aligned with ARIC responsibilities

Next Steps

To transition from the current ARMC to a compliant ARIC, the following actions are proposed:

1. Formal Transition Acknowledgement
   Note that the ARMC is operating during a statutory transition period from 1 January to 30 June 2026 and formally acknowledge Council's obligation to establish an ARIC within this timeframe.
2. Review and Update Committee Terms of Reference
   Amend the existing ARMC Terms of Reference to:
   - Rename the committee as the Audit, Risk and Improvement Committee
   - Reflect the prescribed ARIC functions, including systems effectiveness and continuous improvement
     The revised Terms of Reference will be presented to Council for adoption.
3. Appointment of Independent Leadership
   Commence recruitment or appointment processes for:
   - An independent presiding member
   - An independent deputy presiding member
     ensuring compliance with legislative independence requirements.
4. Confirm Membership Composition
   Review current committee membership against the new requirements and confirm that:
   - No local government employees are members
   - The committee collectively has appropriate audit, risk, governance and improvement expertise.
5. Update Work Program and Reporting
   Refresh the committee's annual work plan and reporting templates to reflect the expanded ARIC role and reporting expectations to Council.

COMMITTEE RESOLUTION:	ARM2/03-26		
MOVED BY:	Cr Tyler Hall	**SECONDED BY:**	Mr Angelo Loguidice

That the Audit and Risk Management Committee:

1. **Notes the legislative reforms arising from the *Local Government Amendment Acts 2023* and *2024*;**
2. **Endorses the proposed *Local Government Act 1995* Reform Implementation Action Plan and;**
3. **Notes the transition arrangements from Audit and Risk Management Committee (ARMC) to Audit, Risk and Improvement Committee (ARIC) as outlined in this report.**
4. **Recommends to Council that the Action Plan be noted and that progress be monitored through the Audit, Risk and Improvement Committee reporting framework.**

For: Cr Vivienne MacCarthy, Cr Tyler Hall, Mr Angelo Logiudice, Mr Ian Telfer
Against: Nil.
Carried: 4/0

8.1.2 Strategic Risk Identification and Endorsement and Organisational Risk Framework Implementation

Report Details:

Prepared by: Loren Clifford, Executive Manager Corporate

Manager: Nicholas O'Connor, Chief Executive Officer

File Reference: FNC 02A **Voting Requirement:** Simple Majority

Attachment(s):

8.1.2(1) Draft Strategic Risk Register
8.1.2(2) Organisational Risk Register Overview
8.1.2(3) Organisational Risk Framework Implementation Plan

Executive Recommendation

That the Audit and Risk Management Committee:

1. **Endorses the strategic risks as outlined in** Attachment 8.1.2(1); **and**
2. **Provides any comments or recommended amendments to the identified strategic risks by 30 April 2026, to enable refinement prior to consideration by Council.**
3. **Notes the actions taken to date to implement the Organisational Risk Management Framework.**

Strategic Alignment

The following outcomes from the Council Plan relate to this proposal:

Outcome: 11 - Strong, visionary leadership.

Objective: 11.1 - Provide strategically focused, open and accountable governance.

Item: Nil.

Executive Summary

This report presents a proposed set of strategic risks for the Committee's consideration and endorsement. While the Shire has an established Organisational Risk Management Framework and Policy, neither currently provides clear recognition or articulation of strategic risk at a whole-of-organisation level.

The identification of strategic risks is a necessary step in supporting effective governance, informed decision-making and alignment with Council's long-term objectives. The intent of this report is not to implement a revised risk framework at this time, but to seek the Committee's endorsement of the strategic risks and input prior to further refinement and future reporting to Council.

Background

The Shire has an established Organisational Risk Management Framework and supporting policy, which were endorsed by the Audit and Risk Management Committee and subsequently adopted by

Council in December 2024 to guide the identification, assessment and management of organisational risk.
Following adoption, officers undertook substantial work to apply the framework across the organisation. This included the development of a preliminary Risk Register informed by historical Shire data and benchmarking against neighbouring local governments, as well as facilitated workshops with staff to identify key risks and assess their likelihood and consequence. Staff also undertook an assessment of the effectiveness of existing controls, with further control reviews completed in mid-2025, resulting in a number of control improvements. An overview of the Organisational Risk Register as it currently stands is provided in Attachment 8.1.2(2).

While meaningful progress has been made, not all controls have been fully reassessed following these updates due to resource constraints. Current resourcing has not permitted a further comprehensive review of controls since improvements were implemented.

Through the practical application of the framework, it has become evident that it cannot be fully implemented and embedded in its current form. The framework is highly detailed and administratively intensive, requiring a level of dedicated resourcing and system support that is not currently available. The Shire does not have a dedicated risk management role or supporting risk management software, and continuation of the framework as designed would place a disproportionate burden on staff capacity.

Notwithstanding this, risk is actively and consistently considered by the Executive and Management Team as part of all decision making processes, including consideration of organisational fit, financial capacity, service delivery impacts, community expectations and long term sustainability. This pragmatic approach ensures risk considerations remain embedded in day to day operations in a manner proportionate to the Shire's operating environment.

The current framework and policy do not explicitly recognise or articulate strategic risk, resulting in a gap between operational risk activity and Council's broader governance and oversight responsibilities. The identification of strategic risks is intended to address this gap and provide a clearer and more effective basis for Council and Committee oversight.

Further work is required following control review activities to develop treatment plans, embed revised controls, and update the risk management sections of Council and Committee reporting. However, this work is unlikely to be completed within existing resource capacity. A revised, more manageable risk framework—aligned to endorsed strategic risks and organisational capability—will be developed and presented to the Audit and Risk Management Committee at a later stage.

Risk Management

Risk:	Likelihood:	Consequence:	Risk Rating:
All Areas	Likely	Catastrophic	Extreme (20)

Risk Description:	Not addressing strategic risk exposes the organisation to unanticipated harm by allowing foreseeable threats to escalate into service failures, financial loss, regulatory breaches, and erosion of community trust, ultimately undermining Council's ability to achieve its objectives.
Mitigation:	The mitigation is to actively identify, assess and manage strategic risks through an endorsed risk framework, with clear ownership, defined controls, regular monitoring, and timely reporting to Council to ensure risks remain within Council's risk appetite.

Financial Implications

Nil.

Policy Compliance

Nil.

Statutory Compliance

Nil.

Consultation

Internal

Internal consultation has been undertaken with the Executive and Management Team through ongoing risk assessment and decision making processes.

Elected Member consultation has not yet occurred and is intended to be informed by the committee's feedback prior to reporting to Council.

Officer Comment

The draft Strategic Risk Register (Attachment 8.1.3(1)) identifies the Shire's most significant risks that may impact achievement of the Council Plan and long term sustainability. The register groups risks across key strategic themes to support governance oversight, prioritisation and accountability.

At a high level, the strategic risks relate to:

- Organisational capacity and capability — including workforce attraction, retention, capability, culture, and the Shire's ability to deliver planned services and outcomes with available resources.
- Growth, planning and place management — including variability in development, planning framework pressures, and the implications of growth on service delivery, revenue and community expectations.
- Financial sustainability and delivery confidence — including changes in financial capacity, grant dependence, cost escalation, and the ability to deliver major initiatives and capital programs within agreed timeframes and compliance frameworks.

- Governance and stakeholder confidence — including the effectiveness of governance and decision making, and changes in political/stakeholder relationships that may impact partnerships, advocacy and funding outcomes.
- Climate, environment and emergency management — including climate impacts on natural areas and community liveability, as well as high consequence events such as natural disasters and other emergency scenarios.
- Compliance, records and ICT resilience — including non-compliance with applicable legislative and regulatory obligations, protection of records and information, and the Shire's ability to keep pace with a rapidly evolving ICT environment and cyber threats.
- Workplace health and safety — including the risk of ineffective WHS management and associated impacts on employee safety, operational continuity, cost and reputational confidence.

The register is provided to enable Committee oversight of the Shire's risk profile at a strategic level. Following Committee review and endorsement, work will commence on the development of treatment plans, including mitigation actions, control improvements and (where required) control redesign to ensure the strategic risks are managed to an acceptable level and monitored through routine governance reporting.

COMMITTEE RESOLUTION:	ARM3/03-26		
MOVED BY:	Mr Ian Telfer	**SECONDED BY:**	Cr Tyler Hall

That the Audit and Risk Management Committee:

1. **Endorses the strategic risks as outlined in** Attachment 8.1.2(1); **and**
2. **Provides any comments or recommended amendments to the identified strategic risks by 30 April 2026, to enable refinement prior to consideration by Council.**
3. **Notes the actions taken to date to implement the Organisational Risk Management Framework.**

For: Cr Vivienne MacCarthy, Cr Tyler Hall, Mr Angelo Logiudice, Mr Ian Telfer
Against: Nil.
Carried: 4/0

8.1.3 Audit Findings Progress

Report Details:

Prepared by: Loren Clifford, Executive Manager Corporate

Manager: Nicholas O'Connor, Chief Executive Officer

File Reference: FNC 02A **Voting Requirement:** Simple Majority

Attachment(s):

8.1.3(1) FMR/Reg 17 -Findings & Improvements Register
8.1.3(2) Internal Audit Findings

Executive Recommendation

That the Audit and Risk Management Committee notes the update provided on Audit Findings as outlined in the Attachments.

Strategic Alignment

The following outcomes from the Council Plan relate to this proposal:

Outcome: 11 - Strong, visionary leadership.

Objective: 11.1 - Provide strategically focused, open and accountable governance.

Item: Nil.

Executive Summary

It is requested that the Audit and Risk Management Committee (ARMC) notes the latest update provided on the Audit Findings outlined in this report and Attachment 8.1.3(1) and Attachment 8.1.3(2).

Background

Under the *Local Government Act 1995* and associated regulations, the Shire is required to undertake several types of audits to ensure accountability and transparency. These Audit's consist of:

1. Financial Audits – The Shire must have their financial statements audited annually. This is mandated under Section 7.9 of the *Local Government Act 1995*.
2. Financial Management Review - is governed by Regulation 5(2) of the *Local Government (Financial Management) Regulations 1996*. This regulation requires the CEO to regularly review the appropriateness and effectiveness of the financial management systems and procedures of the local government, with a minimum frequency of once every three financial years.
3. Compliance Audits – The Shire must complete a compliance audit return (CAR) annually, which is reviewed by the ARMC, and Council then submitted to the Department of Local Government, Sport and Cultural Industries. This requirement is outlined in Regulation 14 of the *Local Government (Audit) Regulations 1996*.
4. Audit Regulation 17 Review - is a requirement under the *Local Government (Audit) Regulations 1996*. It requires the Chief Executive Officer (CEO) of a local government to review the

appropriateness and effectiveness of the local government's systems and procedures in relation to:

- Risk Management
- Internal Control
- Legislative Compliance

5. Internal Audits - While not explicitly mandated, internal audits are recommended as part of good governance practices. They help the Shire identify and mitigate risks proactively.

Regular reporting on progress and actions taken in response to audit findings to the Audit and Risk Management Committee should be undertaken to ensure transparency and accountability, demonstrating a commitment to addressing identified issues and improving governance.

Risk Management

Risk:	Likelihood:	Consequence:	Risk Rating:
Compliance	Likely	Minor	Moderate (8)
Risk Description:	Not reporting updates on audit findings to the audit committee on a regular basis can lead to a lack of oversight, delayed corrective actions, and potential non-compliance with regulatory requirements.		
Mitigation:	Establish a reporting schedule and process as outlined in this report.		

Financial Implications

Nil.

Policy Compliance

Nil.

Statutory Compliance

Nil.

Consultation

An internal review of the findings by key responsible officers has been undertaken.

Officer Comment

The Financial Management Review (FMR) and the Audit Regulation 17 (Reg 17) Reviews were undertaken in December 2024, the findings from these reviews were presented to the committee at its March 2025 meeting. Subsequently presented in June 2025 to Council. The table below outlines the status/progress made in addressing the 102 findings.

A total of 102 audit actions were identified across the Regulation 17 and FMR reviews. Progress to date demonstrates that the majority of foundational governance, financial management, and compliance actions have been completed or substantially embedded.

- Completed: 65 actions
- Substantially progressed (¾): 14 actions
- Partially progressed (½): 14 actions
- Early stage (¼): 3 actions
- Not yet commenced: 6 actions

Key Progress Since October 2025

Governance, Compliance and Reporting

- Regulation 17 Review and Financial Management Review were completed within statutory timeframes and reported to Council and the Audit and Risk Management Committee.
- Corporate Business Plan annual review completed and adopted by Council.
- Compliance Audit Return reporting strengthened, with clearer articulation of non-compliances and corrective actions.
- Annual Report preparation processes updated to ensure full legislative compliance.

Financial Management and Internal Controls

- Monthly financial reporting now consistently meets legislative requirements, including Statements of Financial Position and improved variance explanations.
- Bank reconciliation and general journal controls strengthened and documented, with improved audit trails and segregation of duties.
- Reviews of overhead and administration allocations completed, confirming compliance with accounting standards and implementing minor structural refinements.

Policies, Registers and Records Management

- Risk Management Policy and Framework updated and adopted, aligned with ISO 31000:2018.
- Policy publication issues resolved, including removal of superseded policies from the website.
- Delegations, financial interest, gifts, hazardous materials, and asset disposal registers reviewed and corrected where required.
- Implementation of the new Electronic Document and Records Management System (Monarch), addressing recordkeeping, disposal, and vital records control weaknesses.

Actions Still in Progress or Outstanding

ICT Governance and Security

- Development of the ICT Strategic Plan is underway following completion of current-state assessments and staff workshops.
- ICT security policies, risk evaluation processes, and independent assurance activities are being sequenced to align with the final ICT Strategy to ensure proportional and sustainable controls.

Procurement and Contract Management

- Procurement and Contract Management Framework and Manual are in development to address contract registers, expired agreements, probity requirements, and certification controls.
- Training and embedment will occur progressively following framework finalisation.

Risk Management Embedment

- Population and refinement of the organisational risk register is ongoing, with Executive oversight.
- Further work is required before risks can be consistently embedded into Council agenda reporting.

Complex and Resource-Intensive Reviews

- Comprehensive review of Aged Residential and Retirement Accommodation services remains outstanding, including compliance, financial treatment, and sustainability considerations.
- Workforce system enhancements (performance reviews, induction consistency) remain scheduled but not yet commenced due to competing organisational priorities.

Significant progress has been made in addressing the Regulation 17 and FMR audit findings, particularly in foundational governance, financial controls, and compliance systems. Remaining actions are predominantly higher-complexity, multi-year reforms that are being progressed in a staged and risk-based manner. No critical or systemic control failures remain unaddressed, with residual risks identified and actively managed.

COMMITTEE RESOLUTION:	ARM4/03-26		
MOVED BY:	Angelo Logiudice	**SECONDED BY:**	Mr Ian Telfer

That the Audit and Risk Management Committee notes the update provided on Audit Findings as outlined in the Attachments.

For: Cr Vivienne MacCarthy, Cr Tyler Hall, Mr Angelo Logiudice, Mr Ian Telfer
Against: Nil.
Carried: 4/0

8.1.4 Chief Executive Officer Briefing

Executive Recommendation

That the Audit and Risk Management Committee Meeting note the update provided to the Committee which focussed on the following topics:

- **Council Plan Review**
- **Irishtown Bridge Insurance Claim**
- **2026/27 Budget development progress**
- **Annual Insurance Renewal**
- **FPC Non Payment of Rates**

COMMITTEE RESOLUTION:	ARM 5/03-26		
MOVED BY:	Mr Ian Telfer	**SECONDED BY:**	Mr Angelo Loguidice

That the Audit and Risk Management Committee Meeting note the update provided to the Committee.

For: Cr Vivienne MacCarthy, Cr Tyler Hall, Mr Angelo Logiudice, Mr Ian Telfer
Against: Nil.
Carried: 4/0

9. Meetings Closed to the Public

9.1. Matters for which the Meeting may be closed

9.1.1 Cyber Security Review & Management Action Plan

This report is confidential in accordance with Section 5.23(4)(e) of the *Local Government Act 1995*, which permits the meeting to be closed to the public.

(e) information the making public of which would be likely to endanger the security (including cyber-security) of any of the local government's property or operations;

The Chairperson put to the Committee that the meeting be closed to the public to address confidential matters.

COMMITTEE RESOLUTION:	ARM 6/03-26		
MOVED BY:	Mr Ian Telfer	**SECONDED BY:**	Mr Angelo Loguidice

That the meeting be closed in accordance with section 5.23(c) of the *Local Government Act 1995* to discuss the following confidential items: 9.1.1 Cyber Security Review & Management Action Plan

For: Cr Vivienne MacCarthy, Cr Tyler Hall, Mr Angelo Logiudice, Mr Ian Telfer
Against: Nil.
Carried: 4/0

The meeting was closed to the public at 2:42pm.

The Chairperson put to the Committee that meeting be re-opened to the members of the public following consideration of the confidential items.

COMMITTEE RESOLUTION:	ARM 8/03-26		
MOVED BY:	Mr Ian Telfer	**SECONDED BY:**	Cr Tyler Hall

That the Committee re-open the meeting to the public.

For: Cr Vivienne MacCarthy, Cr Tyler Hall, Mr Angelo Logiudice, Mr Ian Telfer
Against: Nil.
Carried: 4/0

The meeting re-opened to the public at 2:51pm, and the Presiding Member read the confidential resolutions aloud.

9.2. Public reading of Resolutions that may be made public

COMMITTEE RESOLUTION:	ARM 7/03-26		
MOVED BY:	Angelo Logiudice	**SECONDED BY:**	Mr Ian Telfer

That the Audit and Risk Management Committee:

1. **Notes the findings of the LGIS Cyber Security Review 2025, acknowledging that the assessment reflects data submitted in March 2025;**
2. **Acknowledges the significant improvements implemented to the Shire's cyber security posture since that time;**
3. **Supports the continued implementation of the management action plan and integration of cyber security initiatives into the forthcoming ICT Strategy; and**
4. **Requests a regular update on the Cyber Security Action Plan.**

For: Cr Vivienne MacCarthy, Cr Tyler Hall, Mr Angelo Logiudice, Mr Ian Telfer

Against: Nil.
Carried: 4/0

10. Closure

The Chairperson advised that the next Audit and Risk Management Committee Meeting is to be advised. The Chairperson declared the meeting closed at 2:52pm.

Shire of Donnybrook Balingup

APPLICATION FOR DEVELOPMENT APPROVAL

OWNER DETAILS	
Name(s): Cultura Australia Pty Ltd	
ABN (if applicable): 96 669 612 266	
Postal Address: East 13, 33 Mackey Street North Geelong	
	Postcode: 3215
Email: admin@deltaforestry.com.au	
Phone:	**Mobile:** 0427126164
Signature:	**Date:**
The signature of the owner(s) is required on all applications. This application will not proceed without that signature. For the purposes of signing this application an owner includes the persons referred to in the Planning and Development (Local Planning Schemes) Regulations 2015 Schedule 2 clause 62(2).	

APPLICANT DETAILS	***(Only one applicant per application)***
Name: Delta Forestry	
Postal Address: East 13, 33 Mackey Street North Geelong	**Postcode:** 3215
Email: admin@deltaforestry.com.au	
Phone:	**Mobile:** 0427126164
Signature:	**Date:**

PROPERTY DETAILS		
Lot No: 212	**House/Street No:**	**Location No:**
Diagram or Plan No: 235120	**Vol. No:** 4001	**Folio:** 387
Title Encumbrances (eg: easements, restrictive covenants, etc.):		
Street Name: Unnamed off Hearle Road		**Suburb:** Mumballup

PROPOSED DEVELOPMENT / USE			
Nature of Development:	☐ **Works**	☑ **Use**	☐ **Works and Use**
Description of proposed works and/or land use: Plantation			
Nature of existing building and/or land use: Agriculture			
Approximate cost of proposed development: 100,000			
Estimated time of completion: September 2027			

OFFICE USE ONLY	
Acceptance Officer's initials:	
Property Number:	**Planning Application Reference:**
Fees Paid:	**Date Received:**

Shire of Donnybrook Balingup

APPLICATION CHECKLIST

All relevant information is required to be provided prior to the Shire formally accepting the application.

The checklist must be completed, signed, and submitted with all applications.

ALL APPLICATION TYPES – MINIMUM SUBMISSION REQUIREMENTS
☑ Application for Development Approval Form
☑ Application Checklist
☐ Development Application fee
☑ Certificate of Title, Deposited Plan and all details of any listed Title Encumbrances
☑ Accurately scaled Site Plan, Floor Plan and Elevations as detailed below
☑ Additional information as per requirements of specific application type
☑ Written details of the proposal including justification for any variations proposed

Site Plan
☐ Street name(s)
☐ North point
☐ Lot boundaries
☐ Contours and finished floor levels
☐ Existing and proposed development including: • Buildings/Structures • Vegetation and any proposed removal • Septics, leach drains, soak wells • Infrastructure and/or easements • Earthworks/Siteworks • Any existing building envelope • Retaining walls and fences • Parking • Dams and water courses

Floor Plans
☐ A floor plan of every storey
☐ Internal layout showing: • Doors, windows and other openings • Room names
☐ Total floor area in square metres

Elevations
☐ 2D view of every side of the development showing: • Natural ground level and finished floor levels • Heights of walls and roof • All doors, windows and other openings • Proposed external colours and materials

Please turn the page over…

Shire of Donnybrook Balingup

SPECIFIC APPLICATION TYPES

In addition to the minimum submission requirements on page 1, some specific application types require additional information and/or plans for assessment.

Change of Use

- ☐ Details of the use proposed including operating days and hours
- ☐ Number of expected visitors and employees
- ☐ Details of plant, machinery and/or equipment used
- ☐ Proposed provision for parking

Advertising Signage

- ☐ Advertising Signage Application Form
- ☐ Structural plan showing all dimensions and footing/connection details
- ☐ Artwork plans showing materials proposed, colours and typography used
- ☐ Superimposed images of artwork on the building/structure elevation

Building Envelope Modification

- ☐ Site plan showing existing building envelope and contours
- ☐ Site plan showing only proposed building envelope location
- ☐ Written justification for proposed modification

Development within a Bushfire Prone Area

- ☐ BAL Assessment no more than 12 months old completed by an accredited bushfire consultant
- ☐ Bushfire Management Plan addressing Bushfire Protection Criteria as per SPP 3.7
- ☐ Emergency Evacuation Plan (as required)

Home Occupation / Home Business

- ☐ Home Occupation / Business Application Form
- ☐ Site plan identifying location for the Home Business / Occupation and areas for parking
- ☐ Floor Plan requirements including identification of areas used for Home Business / Occupation

Heavy / Commercial Vehicle Parking

- ☐ Heavy / Commercial Vehicle Parking Form
- ☐ Current copy of registration licence for the subject vehicle
- ☐ Site plan identifying location for vehicle parking

Second-Hand / Relocated / Transportable

- ☐ Photographs of the proposed development

ADVICE AND ACKNOWLEDGEMENT

Additional information may be required as assessed by the Shire's Planning Services. Additional consultation / advertising fees may apply. It is recommended that advice be sought from the Shire's Works and Services, Planning, Building and Environmental Health Services prior to preparing documentation.

I declare that the information provided is accurate and complete. I acknowledge that the information and plans provided may be made available for public viewing in connection with the application for advertising, consultation or reporting purposes.

Applicant Name:

Applicant Signature:

Date:

FORESTRY

FOREST MANAGEMENT PLAN

1. DETAILS

Forest Management Plan Details			
Name:	Mumballup		
Address	Lot 212 Hearle Road		
Locality:	Mumballup	Nearest town:	Donnybrook
Local Government Authority:		Shire of Donnybrook-Balingup	
Local Fire Brigade:		Mumballup	

Owner's Details			
Name:	Cultura Australia Pty Ltd		
Primary Contact Number:		0493 166 159	
Email:	b.donaldson@greshamhouse.com		
Address:	East 13, Federal Mills Park, 33 Mackey Street, North Geelong		
Postcode:	3215	Country:	Australia

Agent's Details			
Organisation:	Delta Forestry Pty Ltd		
Primary Contact Number:		08 9778 9995	
Email:	admin@deltaforestry.com.au		
Address:	33 Headstay Cove, Geographe		
Postcode:	6280	Country:	Australia

2. CODE OF PRACTICE PROTOCOL COMPLIANCE[1]

Protocol Criteria	Recommended Content	Check
Plantation Map:	A map of the plantation should provide the following: • plantation manager details; • an area statement showing plantation categories and areas; • a locality plan and access roads; • cadastral information; • known environmental and OHS hazards; • improvements: • buildings; • roads, tracks, firebreaks, bridges, creek crossings; • fences, gates, utilities, water points; • natural features: • watercourses and wetlands; • areas of native vegetation; and • significant values.	Complies.
Establishment Plan:	This should outline the following topics and how they are to be managed: • areas of native vegetation and significant values; • setback distances to watercourses, wetlands, reservoirs and significant values; • statutory setback distances to dwellings and gazetted infrastructure; • management of harvest residue; • control of declared animals, declared plants and other pest plants; • areas to be planted, compartment sizes; • species to be planted;	Complies.

[1] The Code states "*A plantation management plan is prepared to provide relevant information in respect of the way in which plantations are developed and managed, and to demonstrate the means by which the principles of environmental care, cultural, heritage social and economical management objectives are achieved. Plantation management plans are dynamic documents and may change from time to time as a result of new information, new or revised laws, or for strategic or operational imperatives. Plantation management plans are recommended content; however land managers/owners and/or plantation owners may have other requirements.*"

	• direction of planting lines in relation to contours and natural drainage; • description of soil preparation methods; • pest and weed control prescription; • planting prescription; • access and firebreaks • fertilising prescription; • sensitive neighbours; • sensitive property; and• security management	
Maintenance Plan:	This should outline the following management activities to be conducted during the rotation of the plantation and how they intend to be managed: • native vegetation management; • pruning and thinning regimes; • control of declared animals, declared plants and other pest plants; • weed and pest control prescription; • fertilising prescription; • access and firebreak maintenance; • grazing strategy; • inventory; • bio-security issues; • infrastructure maintenance; and • significant feature management.	Complies.
Fire Management Plan:	The fire management plan should contain the following details: • Plantation manager's telephone numbers; • names and addresses of local fire control agencies; • locality plans showing access roads, firebreaks, water points etc.; • methods of access and firebreak maintenance; • specific measures to protect services (e.g. power lines and gas pipelines); • a fire fighting equipment register for the locality and details of cooperative arrangements; • direction indicators to water points, road signs and other features; • details of coordination and cooperation between plantation managers, local	Provided separately.

	government authorities, local volunteer fire brigades, State agency in fire prevention, detection and suppression activities.; and • a fuel reduction program, if applicable.	

3. PURPOSE

The purpose of this forest management plan (**Plan**) is to outline the key features and characteristics of the property and document the sustainable forest management practices to be utilised in undertaking the development and ongoing management.

4. SCOPE

The Plan has been developed in accordance with the Code of Practice for Timber Plantations in Western Australia (**Code**) and the Department of Fire and Emergency services (DFES) Guidelines for Plantation Fire Protection (**Guidelines**). The Plan is specific for the property and any surrounding areas detailed within. The scope of use shall include but not limited to site preparation, plantation establishment, ongoing management, thinning and clear fell harvest of a softwood *Pinus radiata* pine plantation.

5. PROPSED DEVELOPMENT

The establishment and harvesting of a *P. radiata* softwood plantation to supply forest products to domestic and international markets. The Australian Bureau of Agricultural and Resource Economics and Sciences (ABARES) reported in its 'Australian plantation statistics 2023 update', that Australia's total plantation area had decreased by 15% (304,200 hectares) between 2008–09 and 2021–22. Over the same period, Western Australia's plantation estate decreased by 134,469 hectares (contributing to 44% of the national decrease).

As a result of the reduction in plantation area and the under investment in plantation development reported by ABARES, the Australian Forest Products Association (AFPA) and Master Builders Australia (MBA) are predicting a 250,000

timber house frame supply gap by 2035[2]. Furthermore, in Western Australia, AFPA and MBA are expecting a supply gap of 40,855 timber house frames - the number of house frames to build a city the size of Bunbury. AFPA and MBA predict Australia will need to increase the area of plantations by 400,000 ha to meet the looming national supply deficit. The 400,000 ha represents one tenth of one percent of the land used for agriculture in Australia and is essentially replacing the plantation area which has been recently lost during the period between 2008–09 and 2021–22 reported by ABARES. The development will also contribute to Australia reducing greenhouse gas emissions by 43% below 2005 levels by 2030 and achieving net zero emissions by 2050 by sequestering carbon in trees, soil, and forest products.

6. PROPERTY DESCRIPTION

Planning	
Title Information:	P235120 212
Address:	Hearle Road, Mumballup
Planning Scheme:	Shire of Donnybrook-Balingup Scheme no. 7
Planning Zone:	General Agriculture
Planning Overlays:	Nil
Existing Land Use:	Converted plantation
Proposed Use:	Plantation

The plantation is located in the General Agriculture zone in the Shire of Donnybrook-Balingup and is surrounded by other primary production land uses, general grazing, plantations and vegetated holdings (see Attachment 1&6). The plantation setbacks are designed to minimise the risk of any adverse impact to surrounding land uses. In determining the setbacks in this Plan, we have considered the risk of bushfire, off-site movement in the use of chemicals/fertilisers, and encroachment of machinery into sensitive areas (refer Attachment 2).

Furthermore, there are additional measures which can be taken to minimise the

[2] https://ausfpa.com.au/wp-content/uploads/2022/08/220804_250000_house_frames_short_by_2035_new_report_confirms_looming_cliff_without_new_plantings_.pdf

risk of bushfire and any adverse impacts to surrounding land uses such as operational planning, standard operating procedures, training and competency assessments, supervision, and buffers.

Plantation Design Setbacks	
Public Roads:	15 m minimum
Title Boundary:	15 m minimum
Compartment Boundary:	6 m minimum
Remnant Vegetation:	6 m minimum
Watercourses:	6 m minimum
Dwellings	100 m minimum
Buildings	50 m minimum
Powerlines	20 m minimum

7. SITE DESCRIPTION

The property lies within a high rainfall area which combined with the gentle to moderate slopes and soils found on the property gives the property a moderate erosion risk rating[3]. There are at a minimum 6 m setback of watercourses (measured from top of bank) and planting and cultivation will be aligned off contour to slow the rate of fall and accumulation of water where required (refer Attachment 7a&b).

Site Features	
Mean Annual Rainfall:	803 mm
Geology:	Granite and gneiss
Land Units:	Balingup moderate slopes, Queenwood low slopes, Balingup low slopes, Lowden Hester subsystem
Soils:	Loams, loamy or sandy gravels, gravels
Topography:	Gentle to moderate slopes (5-35%)
Catchment	Preston

Biodiversity and Conservation Values

The property has been extensively cleared, and areas with biodiversity and

[3] 1A Method of Assessing Water Erosion Risk in Land Capability Studies – Swan Coastal Plain and Darling Range. Resource Management Technical Report No.73: 1998. Department of Agriculture Western Australia.

conservation value occur generally along natural drainage lines and an area of remnant vegetation located on the norther boundary (refer Attachment 3).

The property resides in the Preston River River catchment which has been altered via river straitening near Bunbury and the Glen Mervyn dam. The Preston River has had reducing salinity in recent years potentially due to increased plantation establishment in the catchment reversing the effects of clearing deep-rooted vegetation for agriculture. The establishment of a plantation will continue to improve the water quality of the Preston River.

Biodiversity and Conservation Features	
Vegetation Types:	Medium marri and jarrah forests
Potential Occurrence of Threatened Species[4] (CR[5],VU[6],EN[7]):	Western Ring-tail Possum, Forest Red-tailed Black Cockatoo, Carnaby's Cockatoo, Baudin's Cockatoo
TEC[8]:	Nil
Vegetation Condition:	Good to poor

Water Management

The property resides in the Preston River catchment. Surface water interception and water usage by a deep-rooted, multi-rotation plantation forest (including firebreaks, buffers and setbacks) will be commensurate with the native vegetation which previously occupied the site. The clearing of the land for agriculture has increased the level of surface water that reaches the waterways. While there are some benefits of increased flow rates with land clearing, it comes with trade-offs such as elevation of water tables, salinisation, erosion and the runoff of sediment, nutrients and other pollutants into waterways and rivers. Carefully prepared and managed, the plantation will moderate surface water flow towards waterway systems via drainage or cultivation which will fall at 1:100 or 1% (refer Attachment 4).

[4] May or may not be found on or near the property (5km radius from property).
[5] Critical
[6] Vulnerable
[7] Endangered
[8] Threatened ecological community.

Water Management

The use of chemicals on the property are regulated by the Australian Pesticides and Veterinary Medicines Authority. Chemical use is in accordance with the label rates and applied by licenced and appropriately qualified contractors.

Our chemical use within the plantation is generally limited to the first 18 months of the plantation and targeted to the planting strip. For example, for commonly used chemicals in forestry plantations and canola cropping, the plantation use is less than 1% when compared to canola over a full rotation. The setbacks and buffers in the Plan take into consideration the low level of chemical input and the ground-based, targeted nature of their application.

The short rooted annual pasture species on the property are subject to annual inputs of phosphorus and nitrogenous fertilisers. Trees have developed mechanisms quite different to short-rooted annuals to deal with pulses of nutrient availability (e.g., deep roots, internal storage processes for nutrient uptake over and above their requirements, mycorrhizal associations) and nutrient cycling in plantation forests is highly conserved unlike short-rooted annual species found in cropping and pasture systems (i.e., limited export of nutrients off site).

Soil and foliar tests will be undertaken to determine the requirement for any fertiliser applications to remediate any nutrient deficiencies or imbalances. The plantation industry in conjunction with leading forest scientists have developed novel decision support tools to guide nutrition management in plantations. Given the property's most recent history, it is expected there will be limited requirement to use any fertiliser at establishment or during maintenance of the plantation. Nonetheless, the buffers and setbacks set out in in our Plan are designed to minimise the risk of any potential offsite movement, especially to the local waterways. No chemicals or fertilisers will be stored at the property other than for their immediate use.

Cultural Heritage

Cultural Heritage Features	
Representatives:	South West Aboriginal Land and Sea Council
ILUA[9]:	Gnaala Karla Booja Indigenous Land Use Agreement
Regional Corporation:	Gnaala Karla Booja Aboriginal Corporation

Cultural Heritage Sites	
Site ID 19795	Preston River

Site 19795 overlays the watercourse in the southwest corner of the property, and the Owner is aware of their obligations under the *Aboriginal Heritage Act 1972.*

Stakeholders and Land Use

Neighbouring stakeholders are listed below. Delta Forestry maintains a database of neighbours which will be used for the communication and management of sensitive operations (e.g., aerial spraying, vermin control, harvesting). For privacy reasons, names and contact details of private residence have been omitted.

Stakeholders		
Property identification	Contact	Land use
Lot 213 Hearle Road		Forest
92 Hearle Road		Grazing
Lot 10 Donnybrook-Boyup Road		Grazing
2492 Donnybrook-Boyup Brook Road		Grazing
Lot 302 Hearle Road		Grazing
Reserve 11149	Shire of Donnybrook-Balingup (08) 9780 4200	Forest and extraction

Forest Description

[9] Indigenous Land Use Agreement

Forest Area Statement (ha)	
Plantation:	51
Native Vegetation:	5
Buffers and Water Courses:	1
Firebreaks and Tracks:	8
Dams:	0
Total:	**65**

8. SILVICULTURE AND MANAGEMENT REGIME

Regime		
Measure	Un-thinned	Thinned
Type:	Pulp/house frame	House frame
Species:	*P. radiata*	*P. radiata*
Initial Stocking:	800 stems/ha	1,250 stems/ha
Thinning Year:	None.	10-14
Clear Fell Year:	25-30	20-30

Many management activities are reactive and therefore not determined by a prescriptive schedule in a long-term forest management plan (as described in the following management plan). To cope with the reactive nature of operations, planning is broken down into the following categories:

- long-term or strategic plans (20+ years horizon);
- tactical plans (3-5 year horizon); and
- operational plans (1 year horizon).

The level of detail in operational planning increases as the planning horizon becomes less. The Plan is considered a long-term or strategic plan and does not have the specificity of an operational plan.

Management schedule		
Activity	Year	Description
Road Infrastructure:	<1	Where possible, existing access points and roads will be used to minimise disturbance. Where required, new access points and roads will be established to allow for the safe access and egress through the plantation.
Weed Management:	<2	Generally, occurs in the first 18 months of plantation establishment, weeds will be managed to minimise competition within the tree crop using appropriately qualified organisations and operators and will comply with the Australian Pesticides and Veterinary Medicines Authority regulations. Firebreaks may be sprayed annually using the same techniques.
Site Preparation:	<1	Planting lines will be designed to follow closely to the contour at 4 m intervals using either rip/mound or straight rip soil amelioration techniques. Site preparation is required to optimise tree growth.
Planting:	<1	Seedlings will be planted by hand using spades or planting tubes during the winter period.
Pest Management:	As required	Undertaken where plantation damage is occurring that will lead to economic loss. Applications will be ground based.
Monitoring:	<6 months weekly and at least quarterly thereafter	Access, hazards, weeds, pests and diseases, survival, firebreaks, and water points.
Nutrition:	As required	Based on precision forestry principles the nutrition status will be monitored and any economic imbalances remedied by the application of fertiliser.
Plant Health:	As required	Roads will be inspected and maintained to ensure access and to minimise any adverse impacts (e.g., erosion, poor drainage).
Road Maintenance:	As required	Roads will be inspected and maintained to ensure access and to minimise any adverse impacts (e.g., erosion, poor drainage).
Firebreak Maintenance:	Annual	Firebreaks will be maintained in accordance with this Plan and the relevant firebreak and fuel reduction notice published by the

		Local Government Authority.
Declared Plants and Animals:	As required	Declared plants and animals will be identified through monitoring and declarations and control will be in accordance with the Biosecurity and Agricultural Management Act 2007 and our Biosecurity Management Plan.
Wildling Control:	As required	Volunteer pine seedlings will be monitored and controlled outside of the plantation area.
Inventory:	>10	Undertaken to monitor plantation performance and forward planning.

Standard Prescriptions

Standard Prescriptions	
Pre-Plant Broad Spray:	2-5 L/ha biactive glyphosate (Roundup), 5-15 g/ha metsulfuron methyl (Brush Off) plus suitable wetting agent. Applied to pasture after autumn break.
Site Preparation:	Rip-mound to 1 m, rip only to 1 m, no mound or rip. Prescription tailored to soil and topography. Mounds usually orientated along contour with a 1:100 fall to minimise risk of erosion.
Pre-Plant Strip Spray:	2-5 L/ha biactive glyphosate, 20 g/ha metsulfuron methyl (Brush Off) and/or 3 – 5 kg/ha Atrazine plus suitable wetting agent. Applied to planting strip at least three weeks prior to planting.
Post-Plant Spray:	11-15 L/ha hexazinone (Velpar). Applied to planting strip or broad sprayed one month after planting. Only applied if there is a spring flush of competitive weeds along the strip spray lines.
Establishment Fertiliser:	100-150 g/seedling diammonium phosphate granules or compound blend depending on foliar or soil analysis buried within 10 cm of planted seedling. Generally, not required on fertile ex-pastured sites.
Maintenance Fertiliser:	100-300 kg/ha diammonium phosphate or urea or compound blend depending on foliar or soil analysis. Can occur at anytime not less than 10 years prior to harvest. Generally, not required on fertile ex-pastured sites.
Firebreaks:	2-5 L/ha biactive glyphosate (Roundup), 5-15 g/ha metsulfuron methyl (Brush Off) plus suitable wetting agent. Applied to pasture after autumn break. Mechanical grading.
Pest Control	160 mL/ha alpha-cypermethrin (Dominex)
Vermin Control	Trapping, baiting and professional shooting.
Grazing:	None after establishment.
Fencing:	Internal fencing removed and external fences maintained. Expenses shared with neighbours.
Access and Security:	Permits or licences. Locked gates. Cameras.

Water Supplies and Use

The property is in a proclaimed area under the *Rights and Water Irrigation Act 1914*. The property has two water points. These water points have a combined estimated capacity of 750 kilolitres. The Owner's use of the water supply will be restricted to limited quantities for ordinary and domestic purposes (<5,000 L/annum over the life of the plantation), and fire-fighting.

There is no requirement for a water licence for the planned sources and uses of water. There is no requirement for a bed and banks permit to undertake the development.

Harvest

The intent is to deploy a cut-to-length harvest system to produce logs for delivery to local and export markets. Prior to any harvest operations a harvest management plan will be developed for endorsement by the local government authority and communication to stakeholders. The harvest management plan shall include appropriate water, dust and noise management plans to adequately manage potential adverse impacts to the environment and stakeholders.

Around the final clear-felling of the plantation an assessment will be made on the future use of the property including the appropriate management of harvest residue.

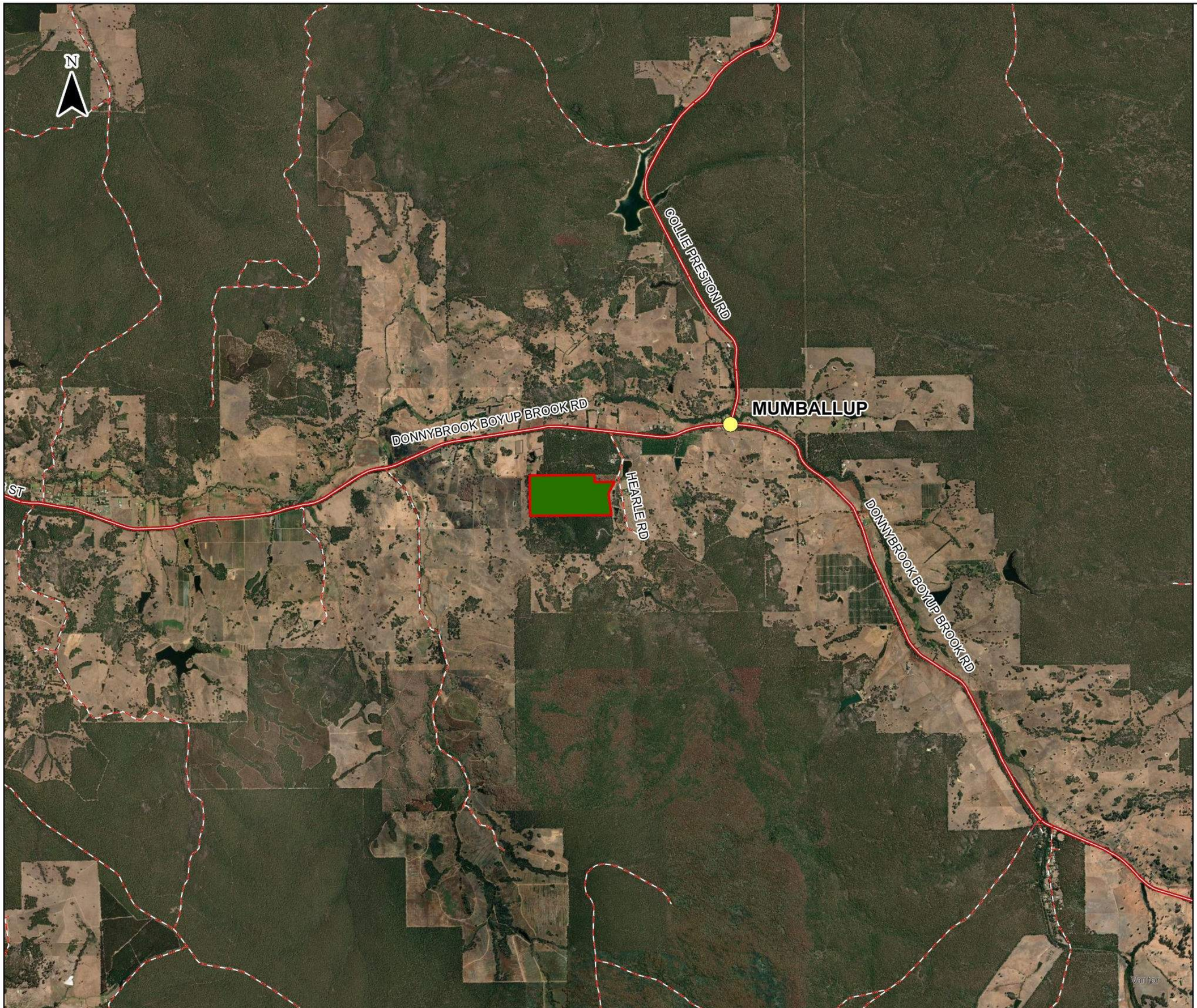
9. HAULAGE AND MARKET INFORMATION

The unnamed road with access to Hearle Rd has been used for access and the hauling logs harvested from the previous plantation on the property. This section of the unnamed road will require re-sheeting with gravel prior to harvest. Hearle Road has direct access to Donnybrook-Balingup Road allowing for the efficient haulage of logs to key markets via the preferred haulage route found in Attachment 8. Prior to any haulage operations and upgrade of the unnamed road, a haulage and traffic management plan will be provided to the Local Government Authority and communicated to stakeholders.

Forest Products	Destination
Environmental Credits:	ACCU Scheme, voluntary markets
Fence Posts:	Timber Treaters Bridgetown
Pulplogs:	Laminex Dardanup, Bunbury Port
Sawlogs:	Wespine Dardanup, Local Sawmillers
Power Poles:	Koppers Dardanup

Attachments:

1. District Context Map
2. Plantation Map
3. Native Veg Map
4. Waterways Map
5. Landuse Map
6. Contour Maps
    a. With photo
    b. No photo
7. Haulage Route Map
8. Cultural Heritage Extract



FORESTRY

MUMBALLUP PLANTATION

District Context Plan

Details

Lot 212 on P235120

SHIRE: Donnybrook-Balingup

LAND OWNER: Cultura Australia Pty Ltd

ACCESS: Hearle Rd

Legend

- Major Town
- Highway/Main Road - Sealed
- Minor Road - Sealed
- Minor Road - Unsealed
- Mumballup Plantation

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Kilometers

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DATE: November 2025

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HEARLE RD

(0.9)

3
P2026
4.9 ha

2
P2026
3.6 ha

1
P2026
3.2 ha

4
P2026
16.3 ha
(14.5)

5
P2026
3.2 ha

6
P2026
3.4 ha

7
P2026
9.3 ha

8
P2026
6.9 ha

(0.9)

Site ID: 19795
Site Name: Preston River
Status: Registered

FORESTRY

MUMBALLUP PLANTATION

Development Application

Details

Lot 212 on P235120

SHIRE: Donnybrook-Balingup

LAND OWNER: Cultura Australia Pty Ltd

FIREBREAKS: External 15m
Internal 6m

ACCESS: Hearle Rd

Area Report

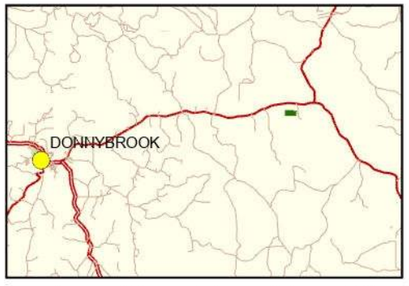
P. radiata P2026.....50.8 ha

TOTAL AREA.....50.8 ha

Legend

- Main Access (EMP)
- Access Gate
- Fire Map Tube
- House
- Shed
- No Access
- Crossing
- Tank
- Waterpoint - Reliable
- Powerline
- Track
- Drain
- Stream
- P. radiata (proposed planting)
- Buffer/ Non Plantable
- Firebreak
- Retained Veg
- Dam/Soak
- Wet/Non Plantable
- Indigenous Heritage Site

Location



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FORESTRY

MUMBALLUP PLANTATION

Native Vegetation

Details

Lot 212 on P235120

SHIRE: Donnybrook-Balingup

LAND OWNER: Cultura Australia Pty Ltd

Area Statement

Remnant Vegetation.....4.7 ha

Legend

- Declared Rare Flora
- Remnant Vegetation
- Mumballup Property

Sources

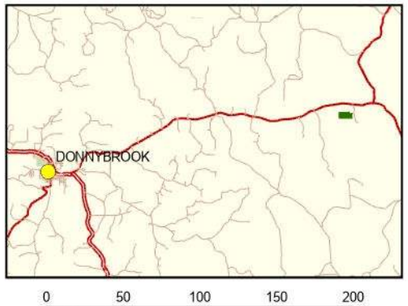
Declared Rare Flora

https://dandjoo.bio.wa.gov.au/

Remnant Vegetation

Digitised from Google Earth imagery dated Apr 2024

Location



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FORESTRY

MUMBALLUP PLANTATION

Waterways

Details

Lot 212 on P235120

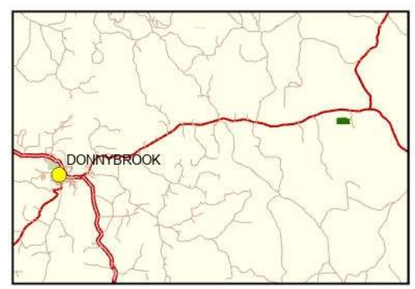
SHIRE: Donnybrook-Balingup

LAND OWNER: Cultura Australia Pty Ltd

Legend

- Drain
- Waterway
- Dams/Soaks
- Wet Area
- Cadastre

Location



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Meters

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DATE: November 2025

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FORESTRY

MUMBALLUP PLANTATION

Land Use

Details

Lot 212 on P235120

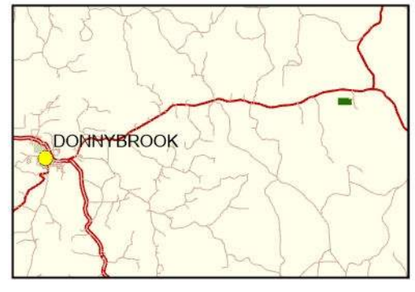
SHIRE: Donnybrook-Balingup

LAND OWNER: Cultura Australia Pty Ltd

Legend

- D Dwelling
- S Shed
- Mumballup
- General Grazing
- Orchard
- Forested
- Softwood Plantation
- Softwood Plantation
- Cadastre
- Indigenous Heritage Site

Location



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DATE: November 2025

Source: Esri, Maxar, Earthstar Geographics, and the GIS User Community

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FORESTRY

MUMBALLUP PLANTATION

Contour Map

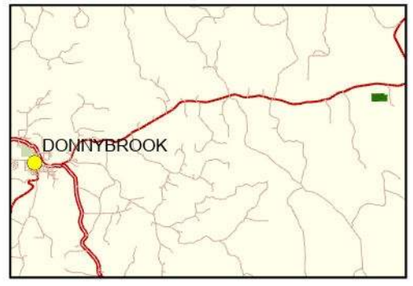
Details

Lot 212 on P235120
SHIRE: Donnybrook Balingup
LAND OWNER: Cultura Australia Pty Ltd
ACCESS: Hearle Rd

Legend

Contour Line (10m interval)
Mumballup Boundary
Surrounding Cadastre

Location



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FORESTRY

MUMBALLUP PLANTATION

Contour Map

Details

Lot 212 on P235120
SHIRE: Donnybrook Balingup
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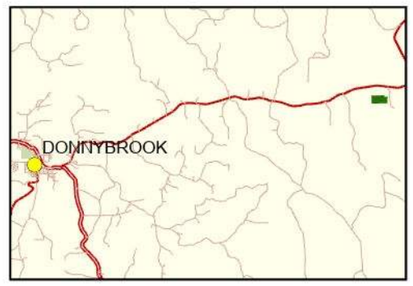
Legend

- Contour Line (10m interval)
- Mumballup Boundary
- Surrounding Cadastre

Location



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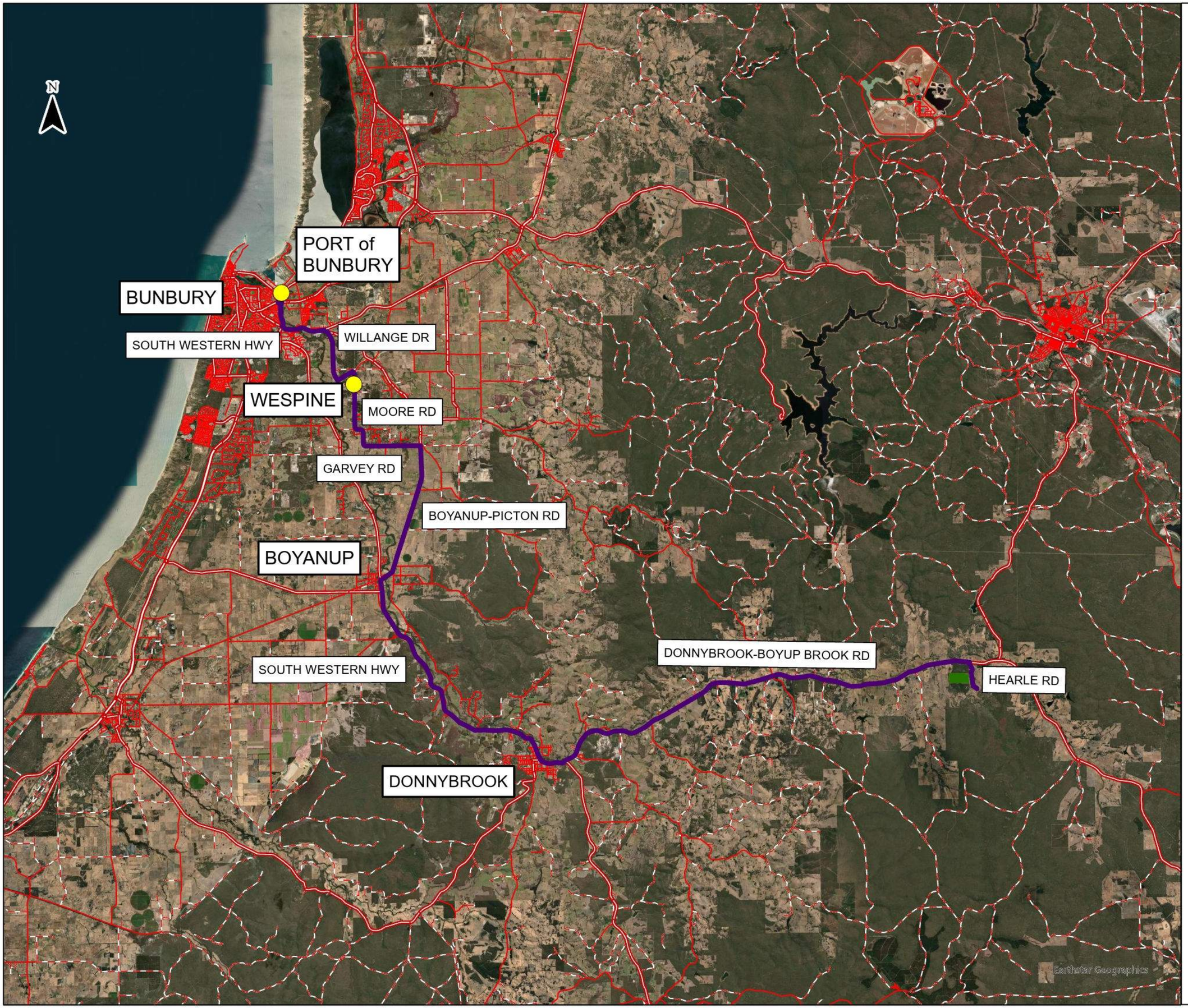
DATE: November 2025



FORESTRY

MUMBALLUP PLANTATION

Proposed Haulage Route

Details

Lot 212 on P235120
SHIRE: Donnybrook-Balingup
LAND OWNER: Cultura Australia Pty Ltd
ACCESS: Hearle Rd

Destination

1. WESPINE INDUSTRIES
   241 Moore Rd, Dardanup

2. PORT OF BUNBURY
   54 Casuarina Dr, Bunbury

Legend

- Destination
- Haulage Route
- Highway/Main Road - Sealed
- Minor Road - Sealed
- Minor Road - Unsealed
- Mumballup Plantation

0 2 4 6 8 10
Kilometers

DATE: November 2025

Search Criteria

Aboriginal Cultural Heritage (ACH) Register ID 19795

Disclaimer

Aboriginal heritage holds significant value to Aboriginal people for their social, spiritual, historical, scientific, or aesthetic importance within Aboriginal traditions, and provides an essential link for Aboriginal people to their past, present and future. In Western Australia Aboriginal heritage is protected under the *Aboriginal Heritage Act 1972*.

All Aboriginal cultural heritage in Western Australia is protected, whether or not the ACH has been reported or exists on the Register.

The information provided is made available in good faith and is predominately based on the information provided to the Department of Planning, Lands and Heritage by third parties. The information is provided solely on the basis that readers will be responsible for making their own assessment as to the accuracy of the information. If you find any errors or omissions in our records, including our maps, it would be appreciated if you provide the details to the Department via https://achknowledge.dplh.wa.gov.au/ach-enquiry-form and we will make every effort to rectify it as soon as possible.

South West Settlement ILUA Disclaimer

Your heritage enquiry is on land within or adjacent to the following Indigenous Land Use Agreement(s): Gnaala Karla Booja Indigenous Land Use Agreement.

On 8 June 2015, six identical Indigenous Land Use Agreements (ILUAs) were executed across the South West by the Western Australian Government and, respectively, the Yued, Whadjuk People, Gnaala Karla Booja, Ballardong People, South West Boojarah #2 and Wagyl Kaip & Southern Noongar groups, and the South West Aboriginal Land and Sea Council (SWALSC).

The ILUAs bind the parties (including 'the State', which encompasses all State Government Departments and certain State Government agencies) to enter into a Noongar Standard Heritage Agreement (NSHA) when conducting Aboriginal Heritage Surveys in the ILUA areas, unless they have an existing heritage agreement. It is also intended that other State agencies and instrumentalities enter into the NSHA when conducting Aboriginal Heritage Surveys in the ILUA areas. It is recommended a NSHA is entered into, and an 'Activity Notice' issued under the NSHA, if there is a risk that an activity will 'impact' (i.e. by excavating, damaging, destroying or altering in any way) an Aboriginal heritage site. The Aboriginal Heritage Due Diligence Guidelines, which are referenced by the NSHA, provide guidance on how to assess the potential risk to Aboriginal heritage.

Likewise, from 8 June 2015 the Department of Energy, Mines, Industry Regulation and Safety (DEMIRS) in granting Mineral, Petroleum and related Access Authority tenures within the South West Settlement ILUA areas, will place a condition on these tenures requiring a heritage agreement or a NSHA before any rights can be exercised.

If you are a State Government Department, Agency or Instrumentality, or have a heritage condition placed on your mineral or petroleum title by DEMIRS, you should seek advice as to the requirement to use the NSHA for your proposed activity. The full ILUA documents, maps of the ILUA areas and the NSHA template can be found at https://www.wa.gov.au/organisation/department-of-the-premier-and-cabinet/south-west-native-title-settlement.

Further advice can also be sought from the Department of Planning, Lands and Heritage via https://achknowledge.dplh.wa.gov.au/ach-enquiry-form.

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Terminology

ID: ACH on the Register is assigned a unique ID by the Department of Planning, Lands and Heritage using the format: ACH-00000001. For ACH on the former Register the ID numbers remain unchanged and use the new format. For example the ACH ID of the place Swan River was previously '3536' and is now 'ACH-00003536'.

Access and Restrictions:

- Boundary Reliable (Yes/No): Indicates whether to the best knowledge of the Department, the location and extent of the ACH boundary is considered reliable.
- Boundary Restricted = No: Represents the actual location of the ACH as understood by the Department..
- Boundary Restricted = Yes: To preserve confidentiality the exact location and extent of the place is not displayed on the map. However, the shaded region (generally with an area of at least 4km²) provides a general indication of where the ACH is located. If you are a landowner and wish to find out more about the exact location of the place, please contact the Department of Planning, Lands and Heritage.
- Culturally Sensitive = No: Availability of information that the Department of Planning, Lands and Heritage holds in relation to the ACH is not restricted in any way.
- Culturally Sensitive = Yes: Some of the information that the Department of Planning, Lands and Heritage holds in relation to the ACH is restricted if it is considered culturally sensitive information. This information will only be made available if the Department of Planning, Lands and Heritage receives written approval from the people who provided the information. To request access please contact via https://achknowledge.dplh.wa.gov.au/ach-enquiry-form.
- Culturally Sensitive Nature:
  - No Gender / Initiation Restrictions: *Anyone* can view the information.
  - Men only: Only *males* can view restricted information.
  - Women only: Only *females* can view restricted information.

Status:

- Register: Aboriginal cultural heritage places that are assessed as meeting Section 5 of the *Aboriginal Heritage Act 1972*.
- Lodged: Information which has been received in relation to an Aboriginal cultural heritage place, but is yet to be assessed under Section 5 of the *Aboriginal Heritage Act 1972.*
- Historic: Aboriginal heritage places assessed as not meeting the criteria of Section 5 of the *Aboriginal Heritage Act 1972*. Includes places that no longer exist as a result of land use activities with existing approvals.

Place Type: The type of Aboriginal cultural heritage place. For example an artefact scatter place or engravings place.

Legacy ID: This is the former unique number that the former Department of Aboriginal Sites assigned to the place.

Coordinates

Map coordinates are based on the GDA 2020 Datum.

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Aboriginal Cultural Heritage Inquiry System

List of Aboriginal Cultural Heritage (ACH) Register

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ID	Name	Boundary Restricted	Boundary Reliable	Culturally Sensitive	Culturally Sensitive Nature	Status	Place Type	Knowledge Holders	Legacy ID
19795	Preston River	No	Yes	No	No Gender / Initiation Restrictions	Register	Creation / Dreaming Narrative	*Registered Knowledge Holder names available from DPLH	

Department of Planning, Lands and Heritage

GOVERNMENT OF WESTERN AUSTRALIA

Aboriginal Cultural Heritage Inquiry System

Map of Aboriginal Cultural Heritage (ACH) Register

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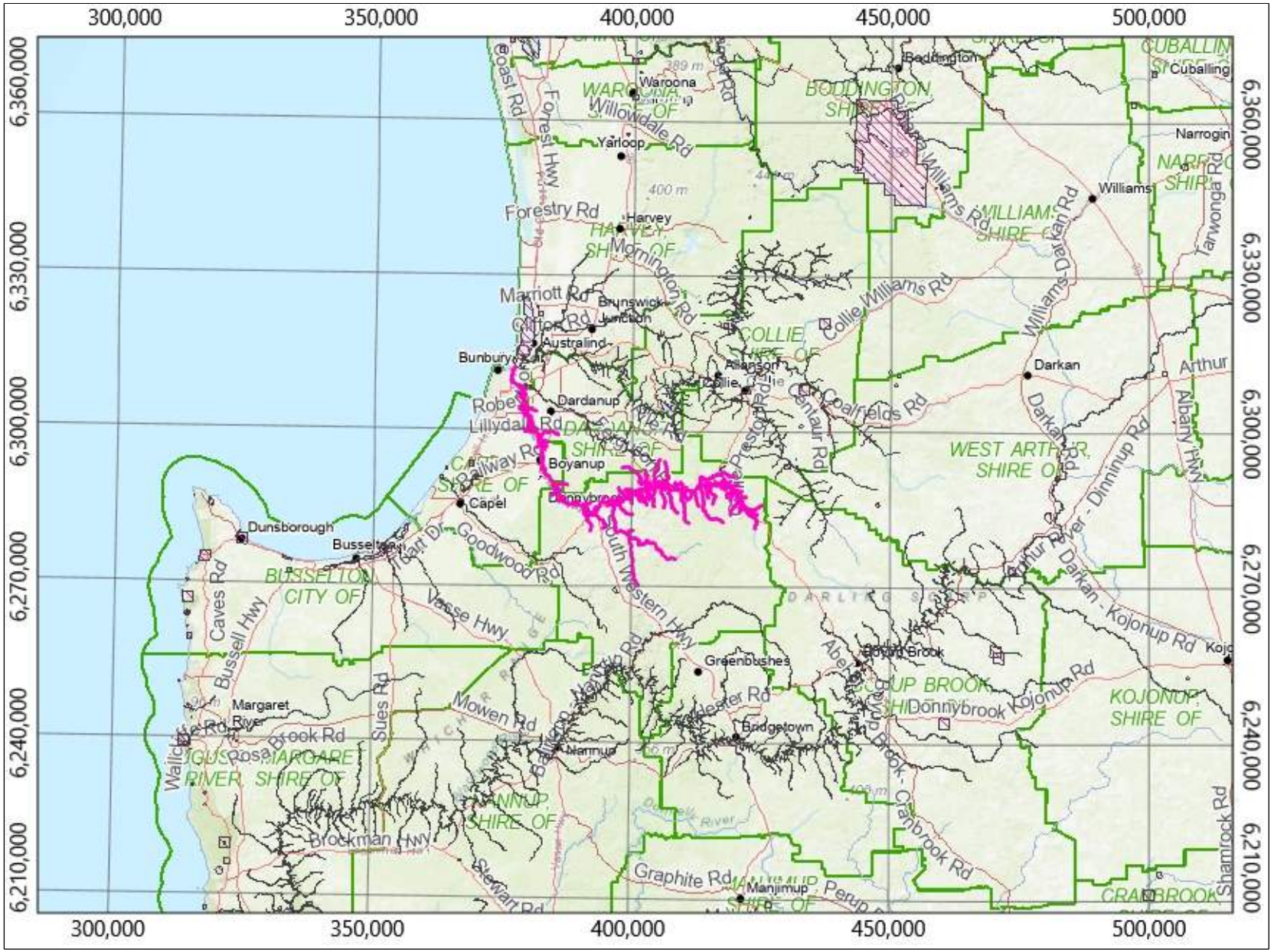

Legend

- Aboriginal Cultural Heritage (ACH) Register
- Aboriginal Community
  - *Permanent*
  - *Seasonal*
  - *Town Based*
- Town
- Road
- River
- Local Government Authority

44.31 kilometres

Map Scale 1 : 1,340,000

MGA Zone 50 (GDA2020)

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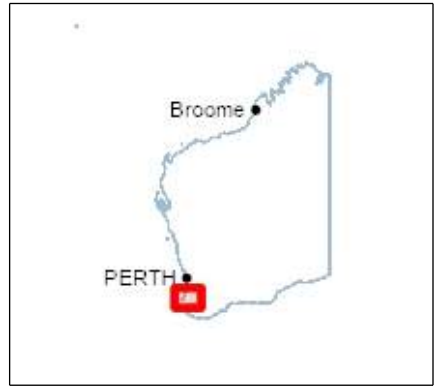

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Map created: 14/11/2025 7:43:40 AM by: GIS_NET_USER

Identifier: 1063983

FORESTRY

FIRE MANAGEMENT PLAN

1. DETAILS

Fire Management Plan Details			
Plantation:	Mumballup		
Address	Lot 212 Hearle Road		
Locality:	Mumballup	Nearest town (distance):	Donnybrook (28 km)
Species:	*Pinus radiata*	Area:	51 ha
Fire Weather District		Blackwood	
Local Government Authority:		Shire of Donnybrook-Balingup	
Local Fire Brigade:		Mumballup	

Owner's Details			
Name:	Cultura Australia Pty Ltd		
Primary Contact Number:		0493 166 159	
Email:	b.donaldson@greshamhouse.com		
Address:	East 13, Federal Mills Park, 33 Mackey Street, North Geelong		
Postcode:	3215	Country:	Australia

Forest Manager's Details			
Organisation:	Delta Forestry Pty Ltd		
24 Hour Contact Number:		08 9778 9995	
Email:	admin@deltaforestry.com.au		
Address:	33 Headstay Cove, Geographe		
Postcode:	6280	Country:	Australia

Author's Details	
Name:	Glen Samsa
Title	Managing Director
Mobile Number:	0427 126 164
Email:	gsamsa@deltaforestry.com.au

2. PREAMBLE

The Mumballup property, is subject to a conditional purchase agreement between the current proprietor and Cultura Australia Pty Ltd, to be managed by Delta Forestry. The Purchase Agreement is conditional upon obtaining development

approval for the establishment of a *Pinus radiata* plantation on the property. This fire management plan (**Plan**) is provided in support of this, as part of the separate Forest Management Plan.

The farm has been planned by experienced foresters and with specific regard to the Code of Practice for Timber Plantations in WA (Code) which sets out goals and guidelines for good plantation management, and particularly the Department of Fire and Emergency Services Guidelines for Plantation Fire Protection (DFES Guidelines). The DFES Guidelines establish industry best practice fire risk management protocol for Tree Farms in WA.

3. GUIDELINES FOR PLANTATION FIRE PROTECTION COMPLIANCE[1]

Criteria	Check
Landowner and/or occupier information such as identification of the plantation company and all relevant contact details, including 24 hour fire contact phone number:	Complies.
A firefighting equipment register and details of any cooperative arrangements:	Complies.
Plantation species, area, layout including compartment size:	Complies.
Fire protection measures such as: • Fire detection and reporting mechanisms. • Initial response and attack of fires, including resource dispatch and communication with relevant authorities. • Identification of potential ignition sources. • Access in and around the plantation. • Access roads in and around the plantation. • Access roads must be clearly signed. • Methods of firebreak maintenance. • Measures to protect services (e.g., power lines and gas pipelines. • Water supplies and approximate capacities of these supplies. • Surrounding vegetation type, age since last burn and the site is being effectively managed, if available. • Sites fire history, where available. • Harvesting procedures and other measures used to reduce hazards (e.g., slashing and thinning programs).	Complies.

[1] Department of Fire and Emergency Services Guidelines for Plantation Fire Protection 2011.

• Fuel reduction program, if applicable, including herbicide weed control and controlled grazing.	
Surrounding local features including: • Existing plantations. • Proximity to towns/settlements. • Remnant vegetation. • Significant values relevant to site.	Complies.
Provision of a map at a suitable scale: • Plantation maps must be provided to local government and to DFES, and provide additional maps if requested by DFES or the local government. • These maps are to held in suitable containers and sign posted at the main property entrances or other local government approved locations for use by personnel attending a fire. • Plantations managers must check and update these maps annually to ensure their quality and accuracy, dates on the maps may assist with this.	Complies.
Fire management maps will include: • Compartment boundaries and size. • Water supplies including irrigation channels and dams. • Emergency access/egress (fire breaks). • Structures houses, sheds etc. • Significant features e.g., creek crossings, dead end access tracks, areas of remnant vegetation.	Complies.
Standardised map legends are to be applied across the plantation industry:	Does not comply. Standard has not been developed.

4. PURPOSE

The purpose of this fire management plan is to outline the response and protection measures to be implemented at the property to respond to fire and minimise the fire risk to the plantation whilst protecting human life and local community assets.

5. SCOPE

The Owner and Forest Manager are obligated under the *Bush Fires Act 1954* to, upon becoming aware of a bushfire, to take all possible measures to extinguish the fire. The Plan has been developed in accordance with the Code of Practice for

Timber Plantations in Western Australia (**Code**) and the Department of Fire and Emergency services (DFES) Guidelines for Plantation Fire Protection ("Guidelines"). The Plan is specific for the property and any surrounding areas detailed within. The scope of use shall include but not limited to fire risk management, plantation design and access, fuel and firebreak management, fire identification and response, water resources and availability, firefighting resources and availability, stakeholder communication, emergency contacts, and cooperative fire management measures.

6. PROPERTY DESCRIPTION

Particulars	
Title Information:	P235120 212
Planning Scheme:	Shire of Donnybrook-Balingup Scheme no. 7
Planning Zone:	General Agriculture
Planning Overlays:	Bushfire Prone
Existing Land Use:	Grazing livestock
Land Units:	Balingup moderate slopes, Queenwood low slopes, Balingup low slopes, Lowden Hester subsystem
Topography:	Gentle to moderate slopes (5-35%) (See Appendix 1 – Topographical Information)
Soil Types:	Loams, loamy or sandy gravels, gravels

7. ACCESS DECRIPTION

The Mumabllup property is situated 28 km from the Donnybrook townsite and is accessed via the Donnybrook-Boyup Brook Road and Hearle Road. (See Appendix 2).

Main Access

The main access point is located on the Unnamed Road and is accessed by travelling 26 km along the sealed Donnybrook-Boyup Brook Road to the unsealed Hearle Road. The Unnamed Road is found 700 m along Hearle Rd and the main access is located 100 m down the Unnamed Road.

Secondary Access

There is no secondary access.

Internal Access

The plantation is well serviced by an internal road network and firebreak systems that has been strategically incorporated into the landscape to reduce navigation uncertainty, provide ease of access for light vehicles and heavy fire equipment. All firebreaks can exceed a 15 tonne load limit during the restricted and prohibited burning periods.

Where a firebreak crosses a gully or stream, piping and/or hard surfacing material will be applied to the crossover point to ensure these areas are trafficable during the restricted and prohibited burning periods and shall be compliant with minimum 15 tonne load limits (See Attachment 3 - Roads and Firebreaks).

Emergency access and egress roads and tracks are shown on the Fire Management Plan and direct internal plantation traffic to designated Access Gateways on the Unnamed Road (See Attachment 4 - Emergency Access and Egress Roads and Tracks).

All internal fencing will be removed as part of the plantation development to allow for unimpeded fire access. External boundary fencing will be maintained for security purposes.

8. PLANTATION SPECIES AND DESIGN

The plantation will be established to *P. radiata* (softwood pine) at 1,100 stems per hectare. The site will be prepared using two different establishment methods. These being:

- Rip and mounding
- Ripping only

Both establishment methods will be at 4 metre intervals and the spacing of tree seedlings will be at approximately 2.0 metres along the rows to achieve an 1,100 stems per hectare standing stocking level. (See Appendix 5 – Plantation Design Plan)

Access within the confines of the planted compartment area will be limited by the establishment method. The very nature of rip/mounding creates barriers for fire appliance vehicles traversing internally through the compartment. In a fire event, Fire Controllers should be made aware of the rip/mounding impediments and use nominated firebreak accessways as primary traffic ways through and around the plantation area.

Plantation setbacks are designed to minimise the risk of any adverse bushfire impact to surrounding land uses and conversely protect the plantation from external risk factors. In determining the setbacks in this Plan, we have considered the risk of bushfire from internal and external sources of ignition including the DBCA managed crown land and state forest.

Plantation Design Setbacks	
Public Roads:	15 m
Title Boundary:	15 m
Compartment Boundary:	6 m
Remnant Vegetation:	6 m minimum
Watercourses:	6 m minimum
Dwellings	100 m
Buildings	50 m
Powerlines	20 m minimum

Biodiversity and Conservation Values

There are several degraded watercourses running through the property, isolated stands of medium marri, and jarrah forest in various states of condition. These areas can be managed for their conservation and biodiversity values with the exclusion of grazing animals and potential of reintroduction of controlled burning to stimulate recruitment and germination of native species. Appropriate plantation design and fire management will enhance the biodiversity and conservation values of the property.

Biodiversity and Conservation Features	
Vegetation Types:	Medium jarrah and marri
Threatened Species[2] (CR[3],VU[4],EN[5]):	Western Ring-tail Possum, Forest Red-tailed Black Cockatoo, Carnaby's Cockatoo, Baudin's Cockatoo
TEC[6]:	Nil
Vegetation Condition:	Good to poor

9. STAKEHOLDERS, LAND USE AND FIRE HISTORY

Neighbouring stakeholders are listed below. Delta Forestry maintains a database of neighbours which will be used for the communication and management of sensitive operations (e.g., fire, spraying, vermin control, harvesting). For privacy reasons, names and contact details of private residences have been omitted. The Preston fire impacted the property and surrounding areas in 2023.

Stakeholders			
Property identification	Contact	Land use	Last Fire
Lot 213 Hearle Road		Lot 213 Hearle Road	Unknown
92 Hearle Road		92 Hearle Road	2023
Lot 10 Donnybrook-Boyup Road		Lot 10 Donnybrook-Boyup Road	2023
2492 Donnybrook-Boyup Brook Road		2492 Donnybrook-Boyup Brook Road	Unknown
Lot 302 Hearle Road		Lot 302 Hearle Road	2023
Reserve 11149	Shire of Donnybrook-Balingup (08) 9780 4200	Reserve 11149	Unknown

[2] May or may not be found on or near the property (5km radius from property).
[3] Critical
[4] Vulnerable
[5] Endangered
[6] Threatened ecological community.

10. FOREST DESCRIPTION

Forest Area Statement (ha)	
Plantation:	51
Native Vegetation:	5
Buffers and Water Courses:	1
Firebreaks and Tracks:	8
Dams:	0
Total:	**65**

11. SURROUNDING FEATURES

Direction	Feature
South	Adjoining – Native forest vegetation types Beyond – Pasture and native forest vegetation types
West	Adjoining – Pasture Beyond – Pasture
North	Adjoining- Native forest vegetation types Beyond – Pasture and native forest vegetation types
East	Adjoining – Pasture Beyond – Pasture, native forest vegetation types, plantations

12. RISK TO WIDER COMMUNITY

The establishment of the plantation will not increase the level of risk to the wider community to that of the past when the area was established to a softwood plantation (Circa 1990 – 2018). The landscape in the Mumballup area is generally pastured valleys including plantations, surrounded by extensive native forest. The risk levels associated with the rural landscape in the Mumballup locality are recognised by the local community and land management agencies.

In the immediate surrounds adjoining the plantation, the risk is managed by identification, compliance and regulation. There are significant areas of defensible space between the plantation boundary the 15 metre external firebreak network around the plantation edge.

13. FIRE CONTACT INFORMATION

Key Contact Information	
Fire Emergency:	000
Delta Forestry (24 hr):	08 9778 9995

Entity	Name	Contact number
DFES	Lower South West	(08) 9771 6800
DFES Duty Officer		1800 512 111
CBFCO	Max Walker	0428 641 021
DCBFCO	Ian Ralph	0407 959 325
DCBFCO	Bevan Dix	0429 579 571
Mumballup	Brad Kettle	0414 533 355
DBCA Wellington		08 9735 1988
DBCA Blackwood		08 9752 5555
Shire of Donnybrook-Balingup		08 9780 4200
WAPOL		000

14. FIRE DETECTION AND INITIAL RESPONSE

Protecting the plantation from fire is critical given *P. radiata* is not tolerant of severe fire. An overarching annual fire management plan will be prepared for the fire control activities within plantations and activities undertaken will comply with:

- The Guidelines;
- Shire of Donnybrook-Balingup Firebreak and Fuel Hazard Reduction Notice; and
- The Code.

Fire events within the plantation area are likely to be detected by Department of Biodiversity, Conservation and Attraction's (DBCA) aerial fire surveillance, neighbouring landowners, Delta Forestry surveillance patrols, and members of the public passing by the property. Delta Forestry also monitors the Bureau of Meteorology, Digital Earth Australia Hotspots and Emergency WA Warnings and

Incidents for fire weather, lightning, and fire activity.

Plantation GIS data sets will be supplied to DFES and DBCA for inclusion in emergency service directories and for fire co-ordination centres. Maps and our overarching annual fire management plan will be provided to local government when requested. In addition, plantation signposting will have relevant fire contact information and location details for efficient fire notifications.

In the event of a wildfire within the plantation area, the following suppression methods will be considered by the Forest Manager along with fire suppression priority values.

Fire Response Matrix		
Fire danger index	Suppression type	Management unit
No Rating:	Direct attack on head fire and flank fire – earthmoving	Small fire area confined within a compartment cell
Moderate:	Flank fire attack – earthmoving machine and aerial water bombing assisted	Fire area confined to a single compartment cell
High:	Tail fire suppression – earthmoving machine and, aerial water bombing assisted	Fire area confined to multiple compartment cells or perimeter breaks
Extreme or Catastrophic:	Aerial water bombing and machine assisted suppression	Fire area confined to low fuel areas within or outside the plantation area

Should a plantation fire occur, the Forest Manager will respond to suppress the fire on behalf of the Owner and will be responsible for mop up and ongoing monitoring within the property boundaries once the wildfire has been brought under control and running fire is contained with mineral earth firebreaks.

15. FIRE FIGHTING RESOURCES AND REGISTER

The Forest Manager will have the following resources available to respond to fire.

Resource	Location
500 litre slip on	Manjimup
400 litre slip on	Dardanup
2,300 litre Heavy Tanker	Glenoran
2,300 litre Heavy Tanker	Manjimup
2,300 litre Heavy Tanker	Collie

The Forest Manager will review its resourcing requirements from time to time and will include the services of third-party providers to increase the number and availability of resources during the fire season. Future resourcing will be detailed in our annual fire management plan.

16. FIRE REPONSE

There will be a 30-minute response time from the closest available Forest Manager deployed resource from the property.

17. FIREBREAK AND FUEL MANAGEMENT

Firebreaks will be inspected annually and maintained in a trafficable condition cleared of all flammable material in line with the annual the Shire's annual compliance notice. Firebreaks at a minimum shall have a clearance of 15 metres in width for external breaks and 6 metres in width internal breaks and 6 metres in vertical height, allowing the safe passing of fire-fighting appliances. Firebreaks will be maintained by either herbicide application preceding the onset of the fire season and/or firebreak grading to remove flammable material.

Annual grass inspections will be carried out prior to the commencement of the Restricted Fire Season to ascertain whether controls are needed to reduce potential fire spread risk. As the plantation achieves tree canopy closure, grasses will be shaded out of the plantation area. Grasses will therefore predominately frequent areas outside of the tree crop area along firebreaks and within non plant areas where they are able to be managed effectively using herbicides and/or mechanical treatments.

Building setbacks will be observed for outbuildings. There is no habitable dwelling on the Mumballup property. Building setbacks will be implemented where

neighbouring infrastructure is within proximity to cadastral boundaries.

No flammable hydrocarbons are to be stored on the property.

18. FUEL REDUCTION CONSIDERATIONS

Remnant vegetation areas will be closely monitored and measured and should fuel levels exceed 8 tonnes/hectare, some means of fuel reduction will be contemplated. This could be in the form of prescribed burning however, where prescribed burning is a "fire risk" (potential destruction or damage that would deem the plantation to be unmerchantable) to the plantation then herbicide treatments or mechanical fuel mitigation will be used as an alternative.

19. OTHER MEASURES TO REDUCE FUEL LOADS

Plantation firebreak edge trees will be assessed annually to determine whether there is limb intrusion into the firebreak accessway. Tree limbs encroaching into the firebreak will be pruned to maintain vertical height specifications as detailed in the Local Authority's Firebreak Orders.

Where there is a potential ignition point fire risk, Fuel Reduced Buffers (FRB's) may be installed. FRB's may be in the form of

- Low pruning pine trees at 5 years to 10 years of age to 2.1 metres in height to a depth of 20.0 metres from the plantation edge.
- Low pruning pine trees at 5 years to 10 years of age to 2.1 metres in height to a depth of 20.0 metres at road and firebreak intersections and internal strategic firebreaks.

20. POTENTIAL IGNITION SOURCES

Ignition Point	Likelihood	Controls
1. Within Plantation – normal operations	Unlikely	Access via firebreaks and roads only.
2. Within Plantation – harvest - powerline	Unlikely Possible	Implement harvest bans on high fire danger index. Harvest equipment fitted with suppression systems. One fire unit for each harvester onsite during operational hours. Powerline easements to be treated with herbicides or by mechanical means to limit fire spread in the event of a downed powerline or pole fire.
2. Roadside fire	Possible	Firebreaks well managed.
3. Neighbouring property activity or fire escape	Possible	Firebreaks well managed. Consider fuel loads along connected forest corridors. Participate in interagency prescribed burning activities in high fuel loads outside the plantation area on DBCA, local government or local government land tenures
4. Fire escape DBCA managed land (Forest, Reserves or National Park)	Possible	Be aware of fuel reduction burning in the general vicinity. Assist with prescribed burning where land unit adjoins property boundary.
6. Lightning Strike	Unlikely	Monitor weather. Strategic positioning of Plantation Management staff and contractors for fire monitoring.
7. Arson and illegal activities	Possible	Firebreaks well managed. Security, surveillance and monitoring. Liaison with government agencies, neighbours and local police.

Likelihood
Very Unlikely - Rare / not expected but remotely possible
Unlikely - Improbable but could happen / not expected
Possible - Could happen or plausible
Likely - Will probably happen / is likely to happen
Certain - 100% likely / almost 100% likely

21. WATER SUPPLIES

Water point location information is shown on the FMP and identified by a "W" symbol contained within fine blue line work. Currently, the property has one reliable water point strategically located at the front of the property. This water point have a combined estimated capacity of 750 kilolitres. Accessways from firebreaks or compartment boundaries will be installed to access the reliable water point for fire control purposes. The water point volume, access and egress will be monitored prior to and during each fire season. Reliable water points are marked on maps and by signage on the property. In the event water points become unreliable they will be removed from maps and not signed. In the event the water point becomes un-reliable, a 50,000L tank with a 50 mm camlock fitting will be installed for fire-fighting purposes.

22. FIRE DANGER PERIODS

Alertness will be increased as required during bushfire season, particularly on extreme and catastrophic fire danger rating days. Our response to increased risk may include standby of additional fire suppression resources (Asset Land Management Pty Ltd), fire detection patrols and stand down of contractors operating within the plantation area. The landowner, Plantation Manager and Contractors will comply with Total Fire Bans or Movement Bans. (See Appendix 7 – Fire Danger Rating Operation Restrictions).

23. FIRE MAPS

Fire management maps will be prepared and reviewed annually to reflect the current forest condition and the latest contact information. Fire maps will be made available to DFES, DBCA, Forest Industries Federation of Western Australia

(FIFWA) Fire Co- operative Group through map revisions and GIS sharing and local volunteer fire brigades. Fire maps will also be held at the property's main entrance point in red coloured waterproof fire tubes at the property access points.

24. SIGNPOSTING

Plantation management signage will be placed at plantation entry points and will provide relevant plantation details and contact numbers for fire control purposes. Reliable water points will also be signposted from major access routes.

25. FIRE FIGHTING TRAINING

Plantation operational field staff and contractors used for fire control activities will have attained a Basic Fire Fighter training level or better.

26. HARVEST

The intent is to deploy a cut-to-length harvest system to produce logs for delivery to local and export markets. Prior to any harvest operations a harvest management plan will be developed for endorsement by the local government authority and communication to stakeholders. The harvest management plan shall include a section on harvest residue management to adequately manage fire risk, include additional resources to managed heighted risk of fire from machinery, and all operations will comply with harvest and vehicle movement bans. A decision to continue with the plantation use or otherwise will be made after the clearfell harvest noting the management of stump residues will need to be incorporated into any plans if an alternative land use is contemplated.

Attachments:

1. Topographical Information
2. District Context Plan.
3. Roads and Firebreaks – FMP
4. Emergency Access and Egress Roads and Tracks
5. Plantation Design Plan
6. Surrounding Land Use
7. Fire Danger Rating Operation Restrictions

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FORESTRY

MUMBALLUP PLANTATION

Contour Map

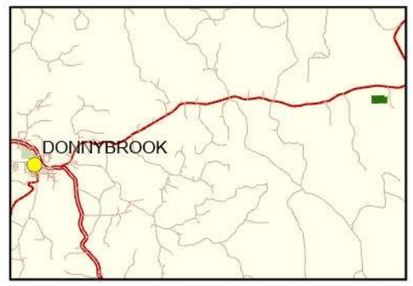
Details

Lot 212 on P235120
SHIRE: Donnybrook Balingup
LAND OWNER: Cultura Australia Pty Ltd
ACCESS: Hearle Rd

Legend

- Contour Line (10m interval)
- Mumballup Boundary
- Surrounding Cadastre

Location



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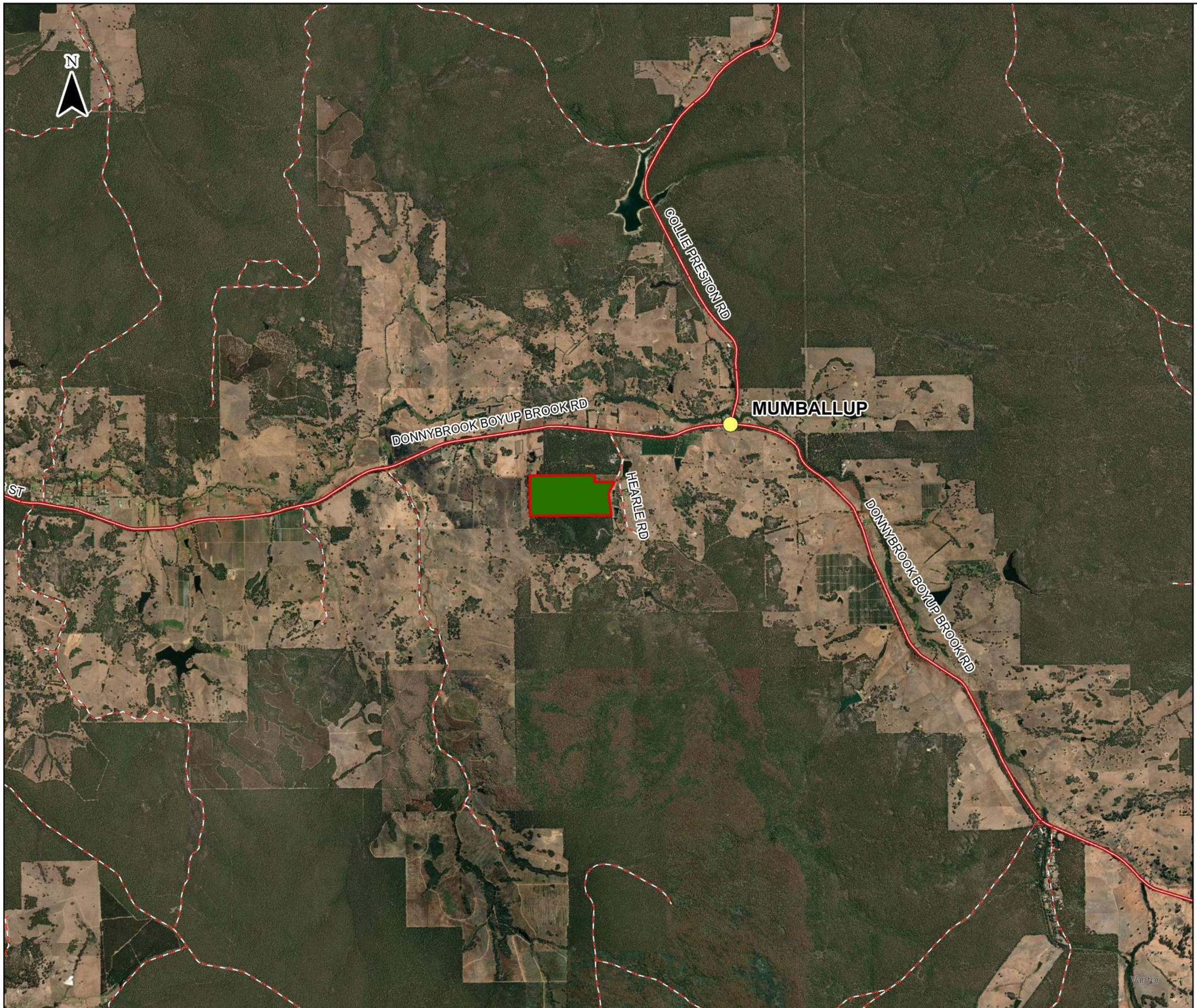

FORESTRY

MUMBALLUP PLANTATION

District Context Plan

Details

Lot 212 on P235120

SHIRE: Donnybrook-Balingup

LAND OWNER: Cultura Australia Pty Ltd

ACCESS: Hearle Rd

Legend

- Major Town
- Highway/Main Road - Sealed
- Minor Road - Sealed
- Minor Road - Unsealed
- Mumballup Plantation

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DATE: November 2025

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HEARLE RD

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2
P2026
3.6 ha

1
P2026
3.2 ha

4
P2026
16.3 ha
(14.5)

5
P2026
3.2 ha

6
P2026
3.4 ha

7
P2026
9.3 ha

8
P2026
6.9 ha

(0.9)

Site ID: 19795
Site Name: Preston River
Status: Registered

FORESTRY

MUMBALLUP PLANTATION

Development Application

Details

Lot 212 on P235120

SHIRE: Donnybrook-Balingup

LAND OWNER: Cultura Australia Pty Ltd

FIREBREAKS: External 15m
Internal 6m

ACCESS: Hearle Rd

Area Report

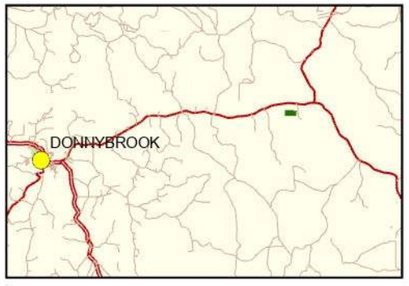
P. radiata P2026.....50.8 ha

TOTAL AREA.....50.8 ha

Legend

- Main Access (EMP)
- Access Gate
- Fire Map Tube
- House
- Shed
- No Access
- Crossing
- Tank
- Waterpoint - Reliable
- Powerline
- Track
- Drain
- Stream
- P. radiata (proposed planting)
- Buffer/ Non Plantable
- Firebreak
- Retained Veg
- Dam/Soak
- Wet/Non Plantable
- Indigenous Heritage Site

Location



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(0.9)

FORESTRY

MUMBALLUP PLANTATION
Emergency Access and Egress Roads

Details

Lot 212 on P235120
SHIRE: Donnybrook-Balingup
LAND OWNER: Cultura Australia Pty Ltd
FIREBREAKS: External 15m
Internal 6m
ACCESS: Hearle Rd

Area Report

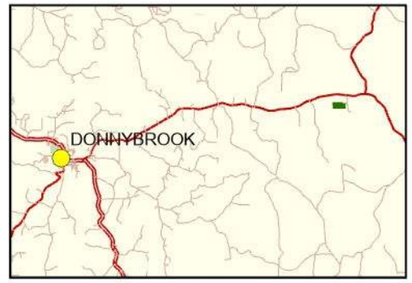
P. radiata P2026.....50.8 ha

TOTAL AREA.....50.8 ha

Legend

- Main Access (EMP)
- Access Gate
- Fire Map Tube
- House
- Shed
- No Access
- Crossing
- Waterpoint - Reliable
- Emergency Access/Egress
- Powerline
- Track
- Drain
- Stream
- P. radiata (proposed planting)
- Buffer/ Non Plantable
- Firebreak
- Retained Veg
- Dam/Soak
- Wet/Non Plantable

Location



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DATE: November 2025

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HEARLE RD
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Site ID: 19795
Site Name: Preston River
Status: Registered

FORESTRY

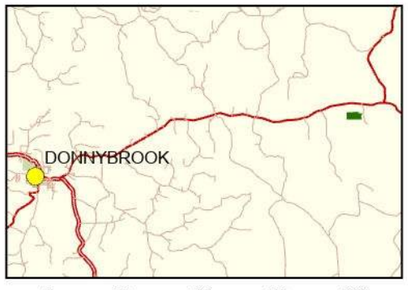
MUMBALLUP PLANTATION
Plantation Design Plan

Details
Lot 212 on P235120
SHIRE: Donnybrook-Balingup
LAND OWNER: Cultura Australia Pty Ltd
FIREBREAKS: External 15m
Internal 6m
ACCESS: Hearle Rd

Area Report
P. radiata P2026.....50.8 ha

TOTAL AREA.....50.8 ha

Legend
- Main Access (EMP)
- Access Gate
- Fire Map Tube
- House
- Shed
- No Access
- Crossing
- Waterpoint - Reliable
- Row Direction (4.0m spacing)
- Powerline
- Track
- Drain
- Stream
- P. radiata (proposed planting)
- Buffer/ Non Plantable
- Firebreak 15m External
- Firebreak Powerline 20m offset
- Firebreak 6m Internal
- Retained Veg
- Dam/Soak
- Wet/Non Plantable
- Indigenous Heritage Site

Location


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FORESTRY

MUMBALLUP PLANTATION

Land Use

Details

Lot 212 on P235120

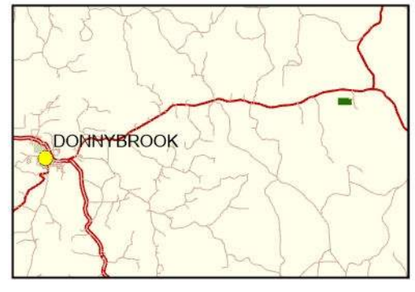
SHIRE: Donnybrook-Balingup

LAND OWNER: Cultura Australia Pty Ltd

Legend

- D Dwelling
- S Shed
- Mumballup
- General Grazing
- Orchard
- Forested
- Softwood Plantation
- Softwood Plantation
- Cadastre
- Indigenous Heritage Site

Location



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DATE: November 2025

Source: Esri, Maxar, Earthstar Geographics, and the GIS User Community

Delta Forestry Operation Restrictions during Fire Danger Period

Region	Operation	Forecast Fire Danger Ratings (Fire Behaviour Index)				
		<12 No rating	12-23 Moderate	24-49 High	50-99 Extreme	>=100 Catastrophic
Blackwood Capes Southern Forests Stirling West	All operations within the managed estate.	No restrictions required.		The fire risk of all operations should be considered in the regions. Managers should consider ceasing operations by 1500 hours or ealier if the Fire Behaviour Index is expected to be >=40. **Operations can continue beyond 1200 hrs where local weather conditions are recorded and considered satisfactory.**	No Total Fire Ban in place, operations cease 1200 hours. Operations suspended for all 24hrs of the Total Fire Ban. No approval will be given to return to work until after the Total Fire Ban is over. **Operations can continue beyond 1200 hrs where local weather conditions are recorded and considered satisfactory by the Forest Manager in consultation with the Duty Officer.**	**No operations will be authorised the day of the Total Fire Ban without the direct approval of the Forest Manager in consultation with the Duty Officer.** This includes patrolling activities. The location of fire crews and control equipment to be given careful consideration.

All operations subject to declared harvest and vehicle movement bans.

GOVERNMENT OF WESTERN AUSTRALIA

Department of **Biodiversity, Conservation and Attractions**

PARKS AND WILDLIFE SERVICE

Your ref: P25070
Our ref: PRS 55250 2023/003114
Enquiries: Tracy Teede
Phone: 9725 4300
Email: swlanduseplanning@dbca.wa.gov.au

Chief Executive Officer
Shire of Donnybrook-Balingup
PO Box 94
DONNYBROOK WA 6239

ATTENTION: Gabriella Hayward

PROPOSED PINE PLANTATION – LOT 212 HEARLE ROAD MUMBALLUP

I refer to your email dated 9 January 2026 forwarding a development application for the Department of Biodiversity, Conservation and Attractions' (DBCA) Parks and Wildlife Service comment.

Parks and Wildlife Service's South-West Region provide the following advice in relation to the Department's responsibilities under the *Biodiversity and Conservation Act 2016* (BC Act).

Advice to Shire

Vegetation clearing
Lot 212 contains vegetation considered suitable habitat for black cockatoos which are listed as a threatened species under the BC Act. Other species of conservation significance likely to be within the area include the quenda and south-western brush-tailed phascogale.

If clearing of native vegetation is required, the proponent should be aware of their obligations and approval requirements under section 40 of the BC Act, which requires Ministerial authorisation to take or disturb threatened species. DBCA recommends that when vegetation clearing or pruning is required, the proponent should seek advice from DBCA's Species and Communities branch at speciesandcommunities@dbca.wa.gov.au prior to clearing works, in relation of section 40 authorisation requirements.

If vegetation clearing is required, the proponent should seek advice from the Department of Water and Environmental Regulation in relation to clearing permit requirements.

Retained vegetation
The Delta Forestry *Forest Management Plan* (undated) (FMP) - Development Application plan (Plan) depicts areas of retained vegetation and FMP Section 6 refers to minimum 6 metre buffers to remnant vegetation.

Regional and Fire Management Services Division
South West Region
PO Box 1693, Bunbury, Western Australia 6230
dbca.wa.gov.au

DBCA recommends that firebreaks, and buffers to retained native vegetation, be located and measured from outside the tree crown drip zone, consisting of suitable demarcation materials to protect the retained native vegetation and tree roots, from accidental vehicle damage and soil compaction.

Haulage route

FMP Section 9 refers to the haulage route being along the unnamed road from Lot 212, connecting to the unsealed Hearle Road, then along the sealed Donnybrook-Balingup Road. The mapping indicates this is Donnybrook-Boyup Brook Road.

The DBCA-managed Bibbulmun track is located to the east of Lot 211 along the haulage route portion of Hearle Road. Track users may have restricted visibility, particularly along the Hearle Road section, adjacent to the vegetated Lot 211 south-eastern boundary.

DBCA recommends the proponent consider appropriate traffic and dust management measures to protect trail walkers from haulage truck impacts during extraction operations, including demarcation of the Hearle Road haulage route section immediately east of Lot 211 to provide a buffer between walkers and trucks at this location.

DBCA recommends that standard road traffic signage be installed to alert vehicles/haulage trucks of hikers (yellow diamond, hiker symbol) near the entrance of proposed haulage route crossings at the Hearle Road/unnamed road and Donnybrook-Boyup Brook Road/Hearle Road entrances.

Thank you for the opportunity to comment on this application. Please contact Tracy Teede at the Parks and Wildlife Service South-West Region office on 9725 4300 if you have any queries regarding this advice.

Yours sincerely

Aminya Ennis
Regional Manager

26 February 2026

Department of
Primary Industries and Regional Development
GOVERNMENT OF WESTERN AUSTRALIA

Your reference: P25070
Our reference: LUP 2349
Enquiries: Leon van Wyk

Gabriella Hayward
Planning Officer
Shire of Donnybrook-Balingup
PO Box 94
DONNYBROOK WA 6239
gabriella.hayward@donnybrook.wa.gov.au

12 February 2026

Dear Gabriella

COMMENT: Notice of application for development approval P25070 - Lot 212 Hearle Road, Mumballup

Thank you for the opportunity to comment on the proposed development of a Plantation at Lot 212 Hearle Road, Mumballup.

The Department of Primary Industries and Regional Development (DPIRD) does not object to the proposed Pine Plantation at the abovementioned lot.

If you have any queries regarding the comments, please contact Leon van Wyk at (08) 9780 6171 or leon.vanwyk@dpird.wa.gov.au.

Yours sincerely

Anya Lam
Director Agriculture Resource Management and Assessment
Fisheries and Sustainability

1 Nash St, East Perth WA 6000
Telephone 08 9368 3383 landuse.planning@dpird.wa.gov.au
dpird.wa.gov.au
ABN: 18 951 343 745

From: Daniel Wong <daniel.wong@dwer.wa.gov.au>
Sent: Thursday, 22 January 2026 9:30 AM
To: Gabriella Hayward
Cc: SM Shire
Subject: REQ-0002400 - P25070 - Proposed Pine Plantation at Lot 212 Hearle Road, Mumballup

Follow Up Flag: Follow up
Flag Status: Flagged

OFFICIAL

22nd January 2026
Our Reference: REQ-0002400
Your Reference: P25070
To: Shire of Donnybrook-Balingup
From: Department of Water and Environmental Regulation
Attention: Gabriella Hayward

Dear Gabriella,

RE: Proposed Pine Plantation at Lot 212 Hearle Road, Mumballup

Thank you for providing the above proposal for the Department of Water and Environmental Regulation (Department) to consider.

This proposal is to establish 51 hectares of pine (*Pinus radiata*) at the above property (see Screenshots 1 & 2 below).

As provided in the referral documentation, to support this proposal, the '*Forest Management Plan'* and '*Fire Management Plan'* have been prepared.

The Department has identified that the proposal has the potential for impact on the environment and water resource values management. Key issues and recommendations are provided below, and these matters should be addressed:

- **Issue 1**: Native vegetation
- **Advice 1**: An advice note be included that the clearing of native vegetation is subject to the *Environmental Protection Act 1986* (EP Act), and in the unlikely event any clearing of native vegetation is proposed, to contact the Department's Native Vegetation Regulation section by email admin.nvp@dwer.wa.gov.au or by telephone 6364 7098 to determine if a clearing permit is required under the EP Act
- **Discussion 1:** The Department notes that based on the information provided, this proposal avoids the clearing of native vegetation by locating the planation outside of the remnant stands (Screenshot 2). In the unlikely event there is to be any clearing of native vegetation, the following is advised:

- Under section 51C of the Environmental Protection Act 1986 (EP Act), clearing of native vegetation is an offence unless:
  - it is undertaken under the authority of a clearing permit,
  - it is done after the person has received notice under Section 51DA(5) that a clearing permit is not required,
  - the clearing is subject to an exemption.
- Exemptions for clearing that are a requirement of written law, or authorised under certain statutory processes, are contained in Schedule 6 of the EP Act. Exemptions for low impact routine land management practices **outside** of environmentally sensitive areas (ESAs) are contained in the 'Environmental Protection (Clearing of Native Vegetation) Regulations 2004' (the Clearing Regulations).

- **Issue 2:** Waterway protection
- **Advice 2**: The proponent is advised to abide by the *Code of Practice for Timber Plantations in Western Australia* (FIFWA 2014) to the satisfaction of the Shire with the following commitments as appropriate:
  - To maintain a minimum 6 meter non-planted buffer to the edge of the waterway
  - Risk mitigation measures to protect the waterway be detailed for the operations/harvesting, and design – to ensure ground disturbing activities do not result in erosion, and the mobilisation of sediment into the watercourse
  - Pine wildlings are controlled within remnant vegetation areas over the life of the plantation
  - Use of chemicals, such as herbicides and pesticides, and other pest control methods in plantation operations will be in accordance with State policies, procedures and approved usage
- **Discussion 2:** The proponent has committed to ensuring a minimum 6 metre setback to the watercourse (Screenshot 3). Our GIS topographical contours and hydrography dataset shows there are watercourses on the subject property (Screenshot 4), which have been identified as 'Drain' by the applicant (Screenshot 2). While these watercourses are fully cleared, and appear only likely to perform a drainage function, care should be taken to ensure that the plantation activities on-site do not result in the mobilisation of contaminants into the Preston River tributary located to the west on neighbouring Lot 10. Ground disturbing activities in this sloping area, such as by heavy machinery can result in the erosion, and the mobilisation of sediment into the watercourse at the subject site into Lot 10, causing turbidity – particularly during major storm events. This risk can be minimised by conducting harvesting operations in the dry months and committing to a 6 metre buffer as appropriate.

- **Issue 3**: Aboriginal heritage site
- **Advice 3**: The proponent is advised to consult the Department of Planning, Lands and Heritage (DPLH) in regards to the Aboriginal heritage site

- **Discussion 3**: DWER notes there is an aboriginal heritage site over the waterway at the extreme south west of the lot

The Department has no objection to this proposal.

In the event there are modifications to the proposal that may have implications on aspects of environment and/or water management, the Department should be notified to enable the implications to be assessed.

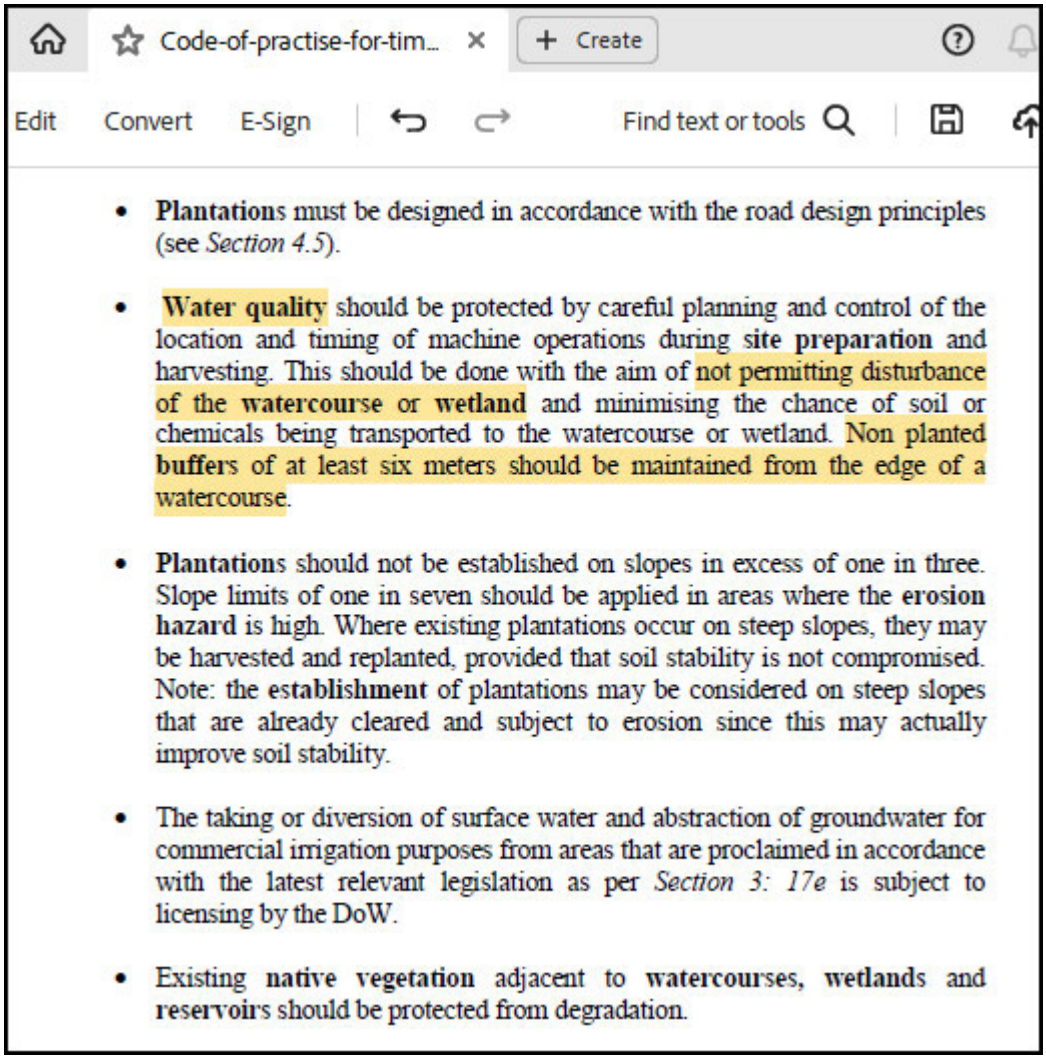
Should you require any further information on the comments please contact the undersigned.

Thank you.

Yours sincerely,

Daniel Wong
Environmental Officer
Department of Water and Environmental Regulation
Planning Advice South West Region

Email: daniel.wong@dwer.wa.gov.au
Phone: 08 9726 4113
Fax: 08 9726 4100
Postal: PO Box 261, Bunbury, WA 6231
Location: 35-39 McCombe Road, Bunbury, WA 6230



- **Plantations** must be designed in accordance with the road design principles (see *Section 4.5*).

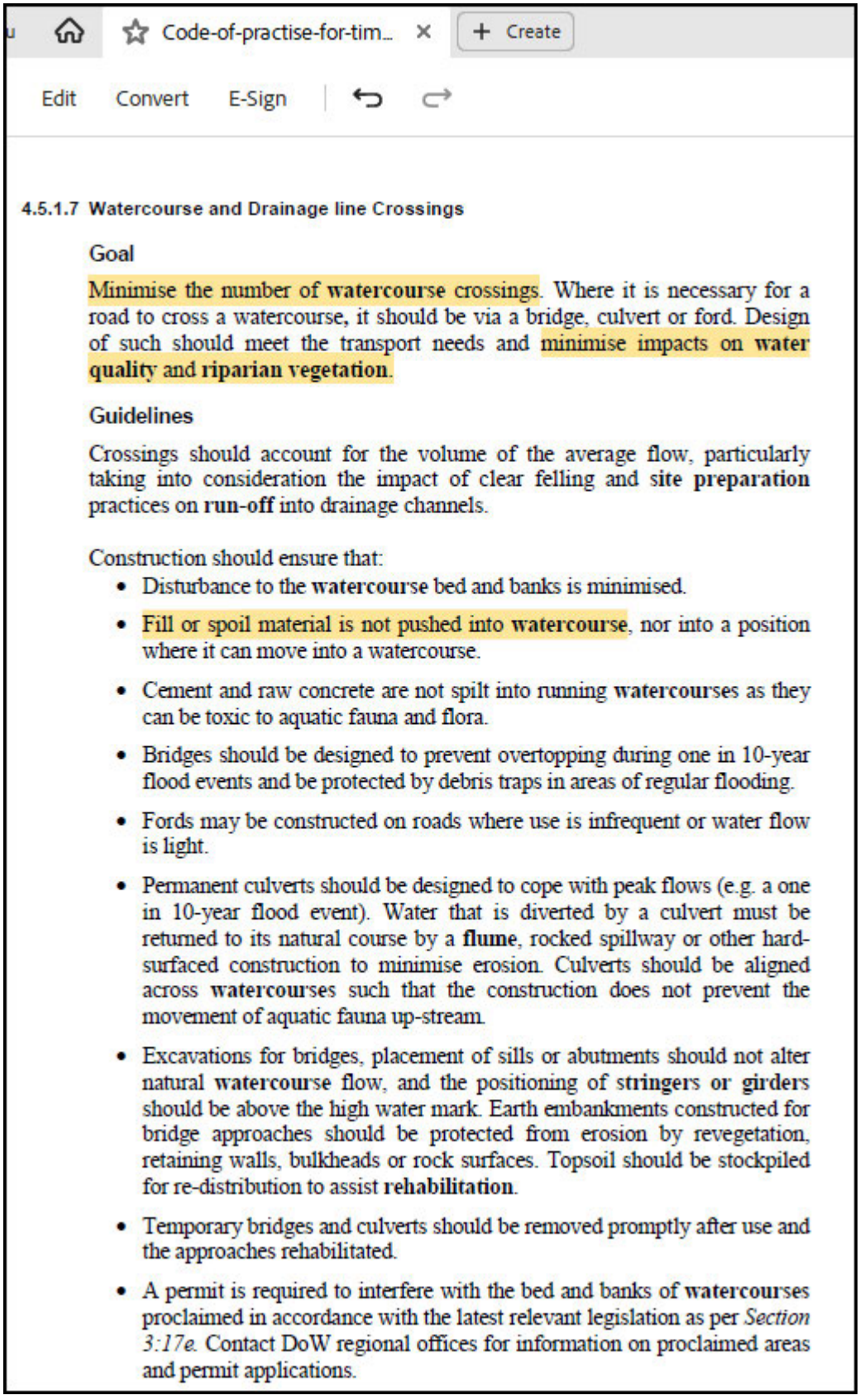
- **Water quality** should be protected by careful planning and control of the location and timing of machine operations during **site preparation** and harvesting. This should be done with the aim of not permitting disturbance of the **watercourse** or **wetland** and minimising the chance of soil or chemicals being transported to the watercourse or wetland. Non planted **buffers** of at least six meters should be maintained from the edge of a watercourse.

- **Plantations** should not be established on slopes in excess of one in three. Slope limits of one in seven should be applied in areas where the **erosion hazard** is high. Where existing plantations occur on steep slopes, they may be harvested and replanted, provided that soil stability is not compromised. Note: the **establishment** of plantations may be considered on steep slopes that are already cleared and subject to erosion since this may actually improve soil stability.

- The taking or diversion of surface water and abstraction of groundwater for commercial irrigation purposes from areas that are proclaimed in accordance with the latest relevant legislation as per *Section 3: 17e* is subject to licensing by the DoW.

- Existing **native vegetation** adjacent to **watercourses**, **wetlands** and **reservoirs** should be protected from degradation.

Screenshot 5



4.5.1.7 Watercourse and Drainage line Crossings

Goal

Minimise the number of **watercourse** crossings. Where it is necessary for a road to cross a watercourse, it should be via a bridge, culvert or ford. Design of such should meet the transport needs and minimise impacts on **water quality** and **riparian vegetation**.

Guidelines

Crossings should account for the volume of the average flow, particularly taking into consideration the impact of clear felling and **site preparation** practices on **run-off** into drainage channels.

Construction should ensure that:

- Disturbance to the **watercourse** bed and banks is minimised.
- Fill or spoil material is not pushed into **watercourse**, nor into a position where it can move into a watercourse.
- Cement and raw concrete are not spilt into running **watercourses** as they can be toxic to aquatic fauna and flora.
- Bridges should be designed to prevent overtopping during one in 10-year flood events and be protected by debris traps in areas of regular flooding.
- Fords may be constructed on roads where use is infrequent or water flow is light.
- Permanent culverts should be designed to cope with peak flows (e.g. a one in 10-year flood event). Water that is diverted by a culvert must be returned to its natural course by a **flume**, rocked spillway or other hard-surfaced construction to minimise erosion. Culverts should be aligned across **watercourses** such that the construction does not prevent the movement of aquatic fauna up-stream.
- Excavations for bridges, placement of sills or abutments should not alter natural **watercourse** flow, and the positioning of **stringers** or **girders** should be above the high water mark. Earth embankments constructed for bridge approaches should be protected from erosion by revegetation, retaining walls, bulkheads or rock surfaces. Topsoil should be stockpiled for re-distribution to assist **rehabilitation**.
- Temporary bridges and culverts should be removed promptly after use and the approaches rehabilitated.
- A permit is required to interfere with the bed and banks of **watercourses** proclaimed in accordance with the latest relevant legislation as per *Section 3:17e.* Contact DoW regional offices for information on proclaimed areas and permit applications.

Screenshot 6

The Department of Water and Environmental Regulation acknowledges the Traditional Owners of the lands on which we live and work throughout Western Australia and we pay our respects to Elders past and present. The Department recognises the practice of intergenerational care for Country and its relevance to our work and working with the

From: South West Region Planning Services <swrplanning@mainroads.wa.gov.au>
Sent: Wednesday, 25 February 2026 7:11 AM
To: Gabriella Hayward
Subject: Reply [PLR#0226-0006] Development Application - P25070 - Pine Plantation - Lot 212 Hearle Road, Mumballup

OFFICIAL

Hi Gabriella,

I refer to your email of 9 January 2026 and advise that Main Roads has no objection in principle to the proposed plantation, subject to the comments below.

Hearle Rd is sealed for approx. 20m approaching Donnybrook Kojonup Road but there is a significant amount of gravel being dragged onto the state road network due to the geometry approaching the intersection. In line with MRWA policy, it is requested that the first 50m of Hearle Road (measured from the edge line) is sealed on the approach to Donnybrook Kojonup Road.

Existing sight distances to the west are approx. 250m and complies with RAV Assessment Guidelines

The submitted documentation does not state vehicle size used for haulage. It is presumed that the current RAV 3 with conditions will be sought to be extended from its current end point at 300m from Donnybrook Kojonup Road. This will need to be submitted through Main Roads Heavy Vehicle Services approx. 12 months prior to harvesting.

If you have any queries, please contact Kerry Jones on 9724 5661

Regards,

South West Region Planning Services
Tel: +97245600

Main Roads acknowledges the traditional custodians throughout Western Australia and their continuing connection to the land, waters and community. We pay our respects to all members of the Aboriginal communities and their cultures; and to Elders both past and present.

From: Cathy Hunter <cathy.hunter@mainroads.wa.gov.au>
Sent: Friday, 9 January 2026 12:57 PM
To: Craig Browne <craig.browne@mainroads.wa.gov.au>; Maricarmen Perez Rivas <maricarmen.perezrivas@mainroads.wa.gov.au>; Kerry Jones <kerry.jones@mainroads.wa.gov.au>

Our Ref: 2026/0260
Your Ref: P25070

Gabriella Hayward
Shire of Donnybrook Balingup
gabriella.hayward@donnybrook.wa.gov.au

Dear Ms Hayward

LOT 212 HEARLE ROAD, MUMBALLUP – PROPOSED PINE PLANTATION - DEVELOPMENT APPLICATION

I refer to your email dated 9 January 2026 regarding the submission of a Forest Management Plan and a Fire Management Plan (FMP), prepared by Cultura Australia Pty Ltd, for the above proposed development.

This advice relates only to the *FESA Guidelines for Plantation Fire Protection 2011* (Plantation Guidelines), as well as DFES' role and responsibilities as Hazard Management Agency for Fire in Western Australia.

It is the responsibility of the proponent to ensure the proposal complies with relevant planning and building requirements. This advice does not exempt the applicant/proponent from obtaining approvals that apply to the proposal including planning, building, environmental health or any other approvals required by a relevant authority under written laws.

Assessment

- DFES acknowledge that the development application seeks approval for the establishment of a *P. radiata* softwood plantation and the Shire is seeking comments of the technical details relating to bushfire.
- The plantation is partially located within an area designated as bushfire prone.
- The plantation is considered to involve an intensification of land use due to the change in use, presence of onsite workers and maturity of vegetation over long timeframes.
- Further clarification is required within the FMP as outlined in our assessment below.

Assessment against the *Guidelines for Plantation Fire Protection 2011*

A FMP Plan should adequately address all management responsibilities for the plantation and elements raised in section 3 of the Plantation Guidelines.

Element	Assessment
Fire Management Plans	**3(b) - Local Fire Agency contact** It is recommended that this section be placed at the beginning of the FMP to ensure quick and easy access in the event of an emergency.
Fire Management Plans	**3(g), (h), (i) – Maps** Where feasible, a georeferenced map of the site should be included in the FMP to enable emergency services to readily identify the precise location of the property, access points, water supply points, assembly areas and other critical infrastructure. The inclusion of a QR code linking to the map is also recommended.
Plantation Fire Protection Specifications	**4.2 - Fire Breaks and Access** There appears to be an opportunity to provide more than one access and egress point to a public road. As the development site is located partially within a bushfire prone area, DFES recommends that an additional access and egress point to the public road be provided to support bushfire management and emergency evacuation and response.
Plantation Fire Protection Specifications	**4.3 - Water Supplies** The FMP states that the property has a reliable water point with a combined estimated capacity of 750 kilolitres, which is labelled with 'W' on the plantation map. The FMP further states that in the event the water point becomes unreliable, a 50,000 litre tank with a 50 millimetre camlock fitting will be installed for firefighting purpose. It is noted that the definition of 'reliable' has not been provided. The use of a dam as a water source would not be supported as 'reliable' unless the proposal is accompanied by a hydrology report which demonstrates that the water level would be maintained above the highest fire brigade suction points in perpetuity. In the absence of such a hydrology report, DFES recommends that the proposed 50,000 litre firefighting water tank be required to provide a permanently available water supply for initial use during fire response.

Recommendation

In light of the above assessment of the proposed plantation in context of the submitted FMP, it is recommended that the FMP be modified to demonstrate compliance with the Plantation Guidelines, namely the requirements relating to the following elements:

- Fire Management Plans; and
- Plantation Fire Protection Specifications.

As per section 9.2 of the *Planning for Bushfire Guidelines*, could the Shire please advise DFES' Office of Bushfire Risk Assessment (OBRM) at obrm@dfes.wa.gov.au if it approves the plantation as it will be considered in the next revision of the Map of Bush Fire Prone Areas.

I hope the above assessment and comments assist the Shire in its determination of the proposal. If you have any queries or require further information, please do not hesitate to contact Senior Land Use Planning Officer – Sean He on telephone number 9395 9702.

Yours sincerely

[redacted]

DESMOND ABEL
DIRECTOR LAND USE PLANNING

27 February 2026

cc: cecilia.muller@donnybrook.wa.gov.au

From: Pinfold, Daniel <Daniel.Pinfold@pta.wa.gov.au>
Sent: Wednesday, 18 February 2026 1:08 PM
To: Gabriella Hayward
Cc: SM planning
Subject: Request for agency comment - Development Application - P25070 - Lot 212 Hearle Road, Mumballup

Follow Up Flag: Follow up
Flag Status: Flagged

Some people who received this message don't often get email from daniel.pinfold@pta.wa.gov.au. Learn why this is important

OFFICIAL

Hi Gabriella,

Thank you for your email dated 09/01/2026, the Public Transport Authority (PTA) appreciates the opportunity to respond to this application and have the following conditions and advice.

Conditions

1. Six months prior to harvesting activities, a Timber Harvesting Plan is to be submitted and reviewed by the Public Transport Authority.

Advice

a. The Timber Harvesting Plan should include information regarding traffic management measures in the event of the re-opening of the Donnybrook-Katanning Railway.

The PTA requests a final copy of determination, to be sent to WAPCreferrals@pta.wa.gov.au

Kind regards,

Daniel Pinfold

Assistant Planner | Infrastructure Planning & Land Services

Public Transport Authority of Western Australia
Public Transport Centre, West Parade, Perth, 6000
PO Box 8125, Perth Business Centre, WA, 6849
Tel: (08) 9326 2943 Fax: (08) 9326 2000
Email: daniel.pinfold@pta.wa.gov.au | Web: www.pta.wa.gov.au

From: [redacted]
Sent: Monday, 2 February 2026 8:24 PM
To: SM Shire; SM planning
Subject: Submission regarding Application for Development Approval P25070

Dear Planning Team at the Shire of Donnybrook Bailingup,

Submission

Please accept this submission on the application for development approval P25070 at Lot 212 Hearle Road Mumballup.

The proposal involves the establishment and harvesting of a Pinus radiata plantation. We understand that a plantation is a permitted use under the General Agriculture zoning of the site. **As such, this submission concerns the proposed design and operation of the plantation, and we object to the proposed works and operation as currently proposed in the application.**

We request that the proposal be modified to consolidate all existing native vegetation on the subject site in such a way that there is an area free from plantation works that runs contiguously across the subject site in a north-south direction. This area containing native trees and vegetation would then provide connectivity across the site between the substantial areas of native vegetation occurring both to the north and the south of the subject site (notwithstanding the firebreak requirements around the perimeter of the lot).

This connectivity would act to not only protect the existing native vegetation on the subject site, but allow that retained existing native vegetation to provide the greatest habitat value to local biodiversity, particularly birdlife, and would support the retention of local biodiversity and resilience of local flora and fauna populations.

This retention of existing native vegetation and configuration of a connected area across the site is consistent with the Shire of Donnybrook Bailingup Local Planning Scheme No.7, which has as one of its aims under Section 1.7(viii) *protect and enhance the environmental values and natural resources of the district and to promote ecologically sustainable land use and development.*

Improved habitat connectivity between existing areas of native vegetation is a reasonable and practical measure for enhancing environmental values and supporting ecological processes.
LPS No.7 also stipulates that one of the purposes of the General Agriculture zone (Section 3.5 (viii)) in which the proposal is to be located, is the retention and protection of native vegetation. While the proposed plantation design does retain small pockets of remaining native trees, this design does not adequately allow for their full and proper “protection” as the retained patches are too small to withstand the hydrological and disturbance impacts of the proposed surrounding plantation works over the longer term. Thus, the consolidation of these areas into a larger patch that connects through the site would be in keeping with the provisions of the Scheme for the General Agriculture zone.

Furthermore, our request for the modified proposed works would be consistent with Part 4 of the Scheme, particularly Section 4.7 *Tree Planting and Vegetation Corridors* which allows for the Shire to require additional tree planting and establishment of native vegetation as a condition of development approval in **areas deemed to lack sufficient native vegetation**. The subject site and proposed works would greatly benefit from improved habitat

connectivity in a north - south direction given the existing habitat in the locality, and this would allow the sparse isolated pockets of native trees already on the site to be sustainably retained for their environmental value in the longer term.

To summarise, we do not object to the development of a plantation on the subject site. However, we do not support the design of the current proposed works, as it is not consistent with the requirements under the Scheme to retain, protect and enhance the natural values of the subject site and immediate locality. Minor modification to the proposed works could be required that would make the proposal consistent with the scheme, and we request these modifications be required, as follows:

- Consolidate all remaining native trees and vegetation on the subject site into larger areas that can reasonably survive in the long term against the likely hydrological and development impacts of the proposed plantation works.
- Configure these larger consolidated areas containing existing native vegetation to provide improved connectivity across the north-south axis of the subject site to provide habitat connectivity through the site.
- Require planting of suitable native trees within the clear areas of the consolidated patch containing the retained native vegetation.

The requested areas to be kept free of plantation works and to then be subject to some additional native tree planting is depicted in the attached image. These areas could be further modified if necessary in order to pick up local drainage lines or channels that occur on the subject site, and would not need to interfere with any existing or planned access tracks or planned firebreaks.

[redacted]

P&D (LPS) REGULATIONS 2015 MATTERS FOR CONSIDERATION - (Schedule 2, Part 9, Clause 67) Development Application P25070 – Plantation Lot 212 Hearle Road**, Mumballup**	
(2) In considering a DA application the below must be considered if applicable.	
(a) the aims and provisions of the Scheme/any other local planning scheme operating within the Scheme area	The proposed plantation is a permitted 'P' use and aligns with the purpose and objectives of the General Agriculture zone. It is considered compatible with the surrounding developments in that it maintains the amenity and rural character of the area.
(b) requirements of orderly and proper planning taking into account any proposed changes to the scheme.	While the land use class *Plantation* is a permitted use within the General Agriculture zone, all aspects of the development must be considered as part of the assessment process, including any site works associated with establishing the plantation. The subject lot does not currently have access via a constructed road. Specifically: • There is no constructed road within the road reserve; • The Shire does not undertake maintenance within this reserve; • The Shire has no current plans to construct or maintain access in this location; and • It is noted that vehicles have been accessing Lot 212 by traversing natural ground within the road reserve. Unless identified within the Shire's Works and Services Program, the construction of roads to facilitate private development and/or property access is the responsibility of the relevant landowners or applicants. The construction of a suitable access road is imposed as a condition of development approval. It is also noted that several dams appear to be located within approximately 20 metres of the lot boundaries. The Shire does not hold any approvals on file for these structures. In accordance with the Shire's requirements relating to dam construction, these works also require assessment and approval. Regarding the setbacks specified under Clause 4.5.4.8 of LPS7, the management plans (Forest and Fire) submitted with this development application are considered to adequately address potential land use conflicts, as well as environmental and bushfire considerations. When considered alongside the recommended conditions and advice included in the Executive Recommendation, the proposed development demonstrates satisfactory compliance, and the relaxation of the scheme standard relating to setbacks is therefore supported.
(c) any approved State planning policy	*State Planning Policy 2.5 – Rural Planning* provides relevant considerations under Clause 5.6 'Tree Farming' for tree plantation developments. The policy recognises that tree plantations are an appropriate land use within rural areas and may be permitted within the Rural/General Agriculture zone where they contribute to the diversification of rural economies and provide economic and environmental benefits. SPP 2.5 also acknowledges that tree plantations can create additional bushfire risks and therefore emphasises that such developments should be planned and managed to ensure they do not create an extreme or unacceptable level of bushfire risk.

P&D (LPS) REGULATIONS 2015 MATTERS FOR CONSIDERATION - (Schedule 2, Part 9, Clause 67) Development Application P25070 – Plantation Lot 212 Hearle Road**, Mumballup**	
(2) In considering a DA application the below must be considered if applicable.	
	To address this matter, the applicant has prepared a Fire Management Plan and Forest Management Plan to support the application and demonstrate how bushfire risk associated with the plantation will be managed. The Department of Fire and Emergency Services (DFES) has reviewed the submitted plans and provided comments recommending several modifications. These comments are noted, and it is recommended that a condition of approval be imposed requiring the Fire Management Plan to be amended.
(d) any environmental protection policy approved under the Environmental Protection Act 1986 section 31(d)	Any clearing of native vegetation requires a clearing permit unless the works are exempt under the *Environmental Protection Act 1986* or the associated regulations administered by the Department of Water and Environmental Regulation. Advice is provided accordingly.
(e) any policy of the Commission;	Not applicable.
(f) any policy of the State	Not applicable.
(fa) any local planning strategy for this Scheme endorsed by the Commission	<u>Approved 2014 Local Planning Strategy</u> The subject lot is identified as General Agriculture under the *Shire of Donnybrook–Balingup Local Planning Strategy (2014)*. Clause 5.4.1 of the Strategy outlines that, when considering development proposals within General Agriculture areas, the Shire will take into account the following matters: • Discourage land uses unrelated to agriculture from locating on agricultural land unless exceptional circumstances are demonstrated and the use can be shown to be compatible with agricultural activities to the satisfaction of the local government; • Provide adequate separation distances between potentially conflicting land uses; • Introduce management requirements that protect existing agricultural land uses; • Discourage development that may result in land or environmental degradation; and • Ensure appropriate land management and consideration of sequential land use change. The establishment of a plantation is considered an agricultural land use and therefore aligns with the intent of the General Agriculture designation. The proposal provides separation from neighbouring land uses and includes management measures to address matters such as fire risk. While the development would change the current land use of the site from grazing to plantation forestry, the proposal remains consistent with the Strategy's broader objective of supporting a range of agricultural uses within rural areas. The plantation is therefore considered consistent with the strategic intent for rural areas, which seek to accommodate a variety of agricultural

P&D (LPS) REGULATIONS 2015 MATTERS FOR CONSIDERATION - (Schedule 2, Part 9, Clause 67) Development Application P25070 – Plantation Lot 212 Hearle Road**, Mumballup**	
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	activities, including tree farming, outside of identified plantation exclusion areas. <u>Draft Local Planning Strategy</u> Under the draft Shire of Donnybrook Local Planning Strategy, the subject lot is identified as Rural. The draft Strategy includes Planning Direction 21.1, which states: "Facilitate opportunities for agroforestry, tree farming and plantations in suitable locations where bushfire risk and land use conflict can be appropriately managed." The proposal is considered broadly consistent with this direction, subject to the implementation of appropriate management measures to address access arrangements and environmental considerations.
(g) any local planning policy for the Scheme area	TPP 9.3 Private Tree Plantations/Agroforestry The Policy includes: 1. Objective: To assist Council in determining applications for private tree plantations/agroforestry within the Scheme Area. 2. Aims: • To reduce potential adverse impacts from inappropriate siting and development of private tree plantations. • To encourage the integration of private tree plantations in conjunction with traditional (e.g. grazing, cropping) rural uses. • Actively encourage agroforestry as an alternative to tree plantations in the 'Intensive Farming' and 'General Farming Scenic' zones. • To actively encourage private tree plantations/agroforestry in areas subject to land degradation, including remediating areas subject to salinity, waterlogging and high levels of chemical contamination, where there is a clear natural resource management benefit. • To encourage the establishment of permanent tree, cover on steep slopes and along watercourses. • To encourage the preparation of management plans for harvesting of private tree plantations/agroforestry. <u>*Planning Officer response*</u> *The proposed plantation on Lot 212 is considered appropriately sited. The site is not located within a designated plantation exclusion area and is not visible from any identified tourist routes. The location is effectively screened, being situated between two vegetated lots, a Parks and Recreation Reserve to the north (Lot 211) and a vegetated lot to the south (Lot 213), providing natural visual buffers to surrounding areas.* 4. Policy Measures:

P&D (LPS) REGULATIONS 2015 MATTERS FOR CONSIDERATION - (Schedule 2, Part 9, Clause 67) Development Application P25070 – Plantation Lot 212 Hearle Road**, Mumballup**	
(2) In considering a DA application the below must be considered if applicable.	
	4.1 General a Council will not approve plantations that will, in Council's opinion, adversely affect existing scenic views from the following major tourist routes: • South Western Highway • Donnybrook-Boyup Brook Road • Balingup-Nannup Road b Existing plantations on State Forest and private property, within the delineated areas around Donnybrook and Balingup will have a continuing use right but if they are established strict fire control and prevention measures must be taken. *Planning Officer response* *The proposal is not located adjoining the nominated roads.* 4.2 Road Infrastructure and Impacts a as part of an application seeking approval for a plantation/agroforestry, the applicant will be required to outline the preferred route/s for future harvesting. b Should an application for a plantation/agroforestry be conditionally approved, Council will require the submission of detailed Timber Harvesting Plan at least 6 months prior to proposed harvesting. c The Council, in conjunction with relevant agencies will consider whether the proposed access to/from the application site and the proposed haulage route/s are suitable and safe. d Where the Council considers the existing road infrastructure is not adequate to service the future harvest, the applicant operator will be required to make suitable and safe access arrangements. e Prior to harvesting the applicant shall provide a road maintenance bond at a rate of $0.50/tonne. Such a bond shall be retained by the Shire for the purpose of road maintenance. The Shire will recover the bond, or part of the bond, as appropriate, including administrative costs, of completing or rectifying the road. *Planning Officer response* *Prior to any harvesting of the timber resource, a Timber Harvesting Plan must be prepared and submitted to the Shire for separate approval. The Harvesting Plan will be subject to assessment and approval by the Shire and will be referred to relevant internal departments, including Works and Services, as well as external agencies such as the Public Transport Authority (PTA), Main Roads WA, and the Department of Biodiversity, Conservation and Attractions (DBCA), to ensure compliance with operational, environmental, and access requirements.* 4.3 Fire Risk and Management a as part of the planning application, Council will require the applicant to submit an appropriate Fire Management Plan in accordance with

P&D (LPS) REGULATIONS 2015 MATTERS FOR CONSIDERATION - (Schedule 2, Part 9, Clause 67) Development Application P25070 – Plantation Lot 212 Hearle Road**, Mumballup**	
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	Council and Fire & Emergency Services Authority requirements for plantations. b Firebreaks not less than 10 metres in width immediately around the perimeter of the tree plantation area. c Not less than 6 metres in width in such positions that no part or compartment of a plantation shall exceed 28 ha in area. d Where 10 metre breaks are required in accordance with this section of Council's Fire Break Order, pruning of overhang shall be carried out up to a height of five (5) metres above the firebreak (ground level). e in addition to breaks specified, plantations traversed by Western Power transmission lines have additional obligations under the Electricity Act. f No plantation shall be allowed within 100m of any existing dwelling on any adjoining property, or within a 50m radius from any dwelling on the plantation site. <u>*Planning Officer response*</u> *The applicant has submitted a Fire Management Plan and Forest Management Plan, which outline measures including the required compartment sizes and firebreaks to address fire risks and ensure compliance with relevant policy requirements. These plans have been reviewed by the Department of Fire and Emergency Services (DFES), with comments provided requiring certain amendments. The applicant will be required to update the plans to the satisfaction of the Shire in consultation with DFES. It is noted that the plantation exceeds the 100 m setback required from dwellings on adjoining properties.* 4.4 Water Quantity and Quality a Where it is proposed to develop a plantation on a property that contains a perennial or non-perennial watercourse the Council may seek advice from the Department of Water and Environment Regulation to assist in determining the application. <u>*Planning Officer response*</u> *The Forest Management Plan includes 6m setbacks to the waterways on the property. The proposal was referred to the Department of Water and Environmental Regulation and their recommendations are incorporated into the approval as conditions and advice.* 4.5 Visual Impact a The Council seeks to carefully consider planning applications for agroforestry/tree plantations on properties which adjoin or are near major tourist routes identified in clause 4.1 of this policy. b The Council's assessment of visual impact is primarily concerned when viewed from the designated major tourist routes. c The Council may refuse applications where they detrimentally impact on the visual landscape values of the locality.

P&D (LPS) REGULATIONS 2015 MATTERS FOR CONSIDERATION - (Schedule 2, Part 9, Clause 67) Development Application P25070 – Plantation Lot 212 Hearle Road**, Mumballup**	
(2) In considering a DA application the below must be considered if applicable.	
	Planning Officer response *The proposed plantation is not located adjoining the nominated roads in Cl.4.1.* 4.6 Natural Resource Management a In establishing a tree plantation, no native vegetation shall be removed from any land for the purpose of being replaced by plantation species. Native vegetation includes individual trees which have been retained on rural land. b For the purposes of tree preservation, the protection of remnant vegetation and to maintain water quality, ecological values of waterways and to prevent erosion, Council will require that plantations be setback a distance of 6 metres from watercourses and 6 metres from stands of remnant vegetation greater than 1 hectare in area in addition to the firebreak. c The Council encourages the retention and regeneration of riparian vegetation where appropriate, replanting areas adjacent to watercourses with local indigenous vegetation. This is in order to promote better overall natural resource management practices that will maintain and improve ecosystem function and water quality. *Planning Officer response* *The Forest Management Plan includes 6m setbacks to protect existing native vegetation areas and 6m setbacks around existing dams on the property.* 5. Implementation Council will assess all applications based on all relevant information and advice in accordance with this policy and LPS7. It is expected that all agroforestry and tree plantation applications, when approved, will be implemented under the principle of sustainable land management based on endorsed Best Management Practice/Code of Practice documents and natural resource management targets for key land, water and biodiversity areas. Additionally, any approved application, if implemented, shall be carried out in full compliance with any conditions imposed with that planning approval. *Planning Officer response* *The proposal has been assessed against LPS7 requirements and is required to be developed in accordance with the conditions of approval. The proposed plantation is considered to generally comply with the Policy Measures.*
(h) any structure plan or local development plan that relates to the development	Not applicable.
(i) any report of the review of the local planning scheme that has been published	Not applicable.

P&D (LPS) REGULATIONS 2015 MATTERS FOR CONSIDERATION - (Schedule 2, Part 9, Clause 67) Development Application P25070 – Plantation Lot 212 Hearle Road**, Mumballup**	
(2) In considering a DA application the below must be considered if applicable.	
(j) in the case of land reserved under this Scheme, the objectives for the reserve and the additional and permitted uses identified in this Scheme for the reserve	Not applicable.
(k) the built heritage conservation of any place that is of cultural significance;	Not applicable.
(l) the effect of the proposal on the cultural heritage significance of the area in which the development is located	Portions of the lot along the western boundary are identified as being affected by Aboriginal Cultural Heritage. The construction of firebreaks, or other site works within these areas may impact heritage values and would require separate approval under the relevant legislation. It is recommended that works within these areas be avoided where possible. If avoidance is not feasible, the applicant must ensure that all relevant approvals are obtained prior to the commencement of any works. Advice on this matter has been provided.
(m) the compatibility of the development with its setting, including:	
(i) the compatibility of the development with the desired future character of its setting	The proposal is considered compatible with the character and range of rural activities anticipated within the General Agriculture zoned areas of the Shire. The establishment of the plantation is not expected to have an adverse impact on the surrounding rural landscape.
(ii) the relationship of the development to development on adjoining land or on other land in the locality including, but not limited to, the likely effect of the height, bulk, scale, orientation and appearance of the development	The proposal does not include any building development. The proposal will alter the appearance of the property from open pasture area to a pine plantation.
(n) the amenity of the locality including	
(i) environmental impacts of the development	The plantation is not expected to result in any adverse environmental impacts, as conditions and advice are recommended to address the concerns raised by the Department of Water and Environmental Regulation (DWER)

P&D (LPS) REGULATIONS 2015 MATTERS FOR CONSIDERATION - (Schedule 2, Part 9, Clause 67) Development Application P25070 – Plantation Lot 212 Hearle Road, **Mumballup**	
(2) In considering a DA application the below must be considered if applicable.	
	and the Department of Biodiversity, Conservation and Attractions (DBCA), refer to the Consultation section of the Council report.
(ii) the character of the locality	The proposal is considered compatible with the existing rural character of the locality within the Shire.
(iii) social impacts of the development	The proposal is not expected to generate any adverse social impacts on the surrounding community.
(o) likely effect of the development on the natural environment or water resources and any means that are proposed to protect or to mitigate their impact	Planting works will maintain a minimum 6 m setback from any watercourse or drain, thereby reducing the risk of adverse effects. A condition has been included to ensure compliance with this requirement.
(p) whether adequate provision has been made for the landscaping of the land to which the application relates and whether any trees or other vegetation on the land should be preserved	Based on the information provided by the applicant, existing native vegetation on the site will be retained. No additional landscaping is considered necessary.
(q) the suitability of the land for the development taking into account the possible risk of flooding, tidal inundation, subsidence, landslip, bush fire, soil erosion, land degradation or any other risk	Parts of the property are designated as bushfire prone, as mapped by the Department of Fire and Emergency Services (DFES) (see image below). These areas primarily cover the boundaries of the lot adjoining timbered land and existing native vegetation on neighbouring properties. The establishment of the plantation does introduce a bushfire management risk, and the entire property is expected to be reclassified as bushfire prone as the vegetation matures. The applicant has submitted a Fire Management Plan and Forest Management Plan, which outline measures to manage and mitigate these fire risks. These plans have been reviewed by DFES and will be updated as required to comply with DFES recommendations.
(r) the suitability of the land for the development taking into account the possible risk to human health or safety	No risk identified.
(s) the adequacy of:	

P&D (LPS) REGULATIONS 2015 MATTERS FOR CONSIDERATION - (Schedule 2, Part 9, Clause 67) Development Application P25070 – Plantation Lot 212 Hearle Road**, Mumballup**	
(2) In considering a DA application the below must be considered if applicable.	
(i) the proposed means of access to and egress from the site	There is currently no constructed road providing access to the lot. Existing access would need to be upgraded to accommodate vehicle movements associated with the plantation, refer to the Officer Comment section of the Council report. A Timber Harvesting Plan will be required as a condition of approval and must be submitted prior to any timber haulage from the lot. This process will provide Main Roads WA, the Public Transport Authority (PTA), and the Department of Biodiversity, Conservation and Attractions (DBCA) the opportunity to assess the proposed haulage route and, if necessary, require the construction or upgrade of the route and associated traffic management measures.
(ii) arrangements for the loading, unloading, manoeuvring and parking of vehicles	All loading, manoeuvring and parking of vehicles will occur within the property.
(t) amount of traffic likely to be generated by the development, particularly in relation to the capacity of the road system in the locality and the probable effect on traffic flow and safety	The vehicles and traffic movements generated during the initial planting and establishment phases of the plantation are typical of normal agricultural activities, including tractors, trucks, and utility vehicles. During the harvesting phase, there will be an increase in truck traffic in the area. The operators are required to submit a Timber Harvesting Plan at least 18 months prior to any harvesting for approval by the Shire. This plan will allow the Shire, in consultation with Main Roads WA and the Public Transport Authority (PTA), and the Department of Biodiversity, Conservation and Attractions (DBCA) to ensure the local road system can accommodate the increased traffic and to implement any required traffic management measures where necessary. A condition has been included to ensure compliance with these requirements.
(u) the availability and adequacy for the development of the following:	
(i) public transport services	Not required.
(ii) public utility services	Not required.
(iii) storage, management and collection of waste;	Not applicable.
(iv) access for pedestrians and cyclists (including end of trip storage, toilet and shower facilities)	Not applicable.
(v) access by older people and people with disability;	Not applicable.
(v) potential loss of any community service or benefit resulting from the development other than potential loss that may result from economic competition between new and existing businesses	The Bibbulmun Track, managed by the Department of Biodiversity, Conservation and Attractions (DBCA), is located along part of the proposed haulage route on Hearle Road. While the proposal does not result in the permanent loss of the Track, there is potential for temporary impacts to the safety and amenity of trail users during timber haulage operations. DBCA has recommended the implementation of traffic management measures, dust control, route demarcation, and the installation of appropriate hiker warning signage. Subject to the implementation of these measures, no permanent loss of community service or benefit is anticipated.

P&D (LPS) REGULATIONS 2015 MATTERS FOR CONSIDERATION - (Schedule 2, Part 9, Clause 67) Development Application P25070 – Plantation Lot 212 Hearle Road**, Mumballup**	
(2) In considering a DA application the below must be considered if applicable.	
(w) history of the site where the development is to be located	It appears that the property has been used in recent years for grazing activities. Aerial imagery indicates that the lot was previously vegetated and may have been used for plantation purposes, possibly in conjunction with adjoining lots; however, officers were not able to verify any such history from Shire records.
(x) the impact of the development on the community as a whole notwithstanding the impact of the development on particular individuals	No impact identified.
(y) any submissions received on the application;	See Consultation section of the Council report.
(za) the comments or submissions received from any authority consulted	See Consultation section of the Council report.
(zb) any other planning consideration the local government considers appropriate	Not applicable.

Schedule of Submissions

RE: P25070 – A4020 – Lot 212 Hearle Rd, Mumballup – Pine Plantation

<table>
<tr><th>Submissions – Agencies</th><th colspan="2"></th><th>Comments</th></tr>
<tr><td>DFES</td><td colspan="2">This advice relates only to the FESA Guidelines for Plantation Fire Protection 2011 (Plantation Guidelines), as well as DFES' role and responsibilities as Hazard Management Agency for Fire in Western Australia. It is the responsibility of the proponent to ensure the proposal complies with relevant planning and building requirements. This advice does not exempt the applicant/proponent from obtaining approvals that apply to the proposal including planning, building, environmental health or any other approvals required by a relevant authority under written laws.
Assessment
• DFES acknowledge that the development application seeks approval for the establishment of a P. radiata softwood plantation and the Shire is seeking comments of the technical details relating to bushfire.
• The plantation is partially located within an area designated as bushfire prone.
• The plantation is considered to involve an intensification of land use due to the change in use, presence of onsite workers and maturity of vegetation over long timeframes.
• Further clarification is required within the FMP as outlined in our assessment below.

Assessment against the Guidelines for Plantation Fire Protection 2011
A FMP Plan should adequately address all management responsibilities for the plantation and elements raised in section 3 of the Plantation Guidelines.

<table><tr><td>Fire Management Plans</td><td>3(b) - Local Fire Agency contact
It is recommended that this section be placed at the beginning of the FMP to ensure quick and easy access in the event of an emergency.</td></tr><tr><td>Fire Management Plans</td><td>3(g), (h), (i) – Maps
Where feasible, a georeferenced map of the site should be included in the FMP to enable emergency services to readily</td></tr></table></td><td>This property is a former Plantation. It is curious Shire Officers have been unable to locate an existing Development Approval. As a P-permitted use, and when there are no works proposed, just usual broadacre cropping techniques, it is unclear why a DA is even required. Arguably, this lot is landlocked, however use of the adjoining unmade Road Reserve to connect to Hearle Road exists and has been in use presently and formerly; it is not new.

Regardless, this application has been prepared with regards to the DFES Guidelines for Plantation Fire Protection 2011 (the Guidelines), as well as the Code of Practice for Timber Plantations in Western Australia (the Code).

The layout of the FMP follows the Guidelines, which are DFES Guidelines. In the event of an</td></tr>
</table>

		identify the precise location of the property, access points, water supply points, assembly areas and other critical infrastructure. The inclusion of a QR code linking to the map is also recommended.	emergency, it is the single page Fire Management Plan which includes contact details, not the more cumbersome and multiple page Management Plan report, that will be provided accessible on site in the red tubes for quick action. Given this, it is not purposeful to emergency response to move fire contact details to the front of the Fire Management Plan that sits in the Shire Offices. The suggestion of georeferencing and a QR code is noted, but this is not presently emergency response best practice. It is not what emergency responders looks for and during an emergency, mobile phone coverage could become limited. Maps are also included in the South-West Plantation Industry Atlas. The suggestion of a second access is not required by the DFES Guidelines; a Plantation is not habitable development. Suggestion of a fire fighting tank in addition to the supply provided on
	Plantation Fire Protection Specifications	4.2 - Fire Breaks and Access There appears to be an opportunity to provide more than one access and egress point to a public road. As the development site is located partially within a bushfire prone area, DFES recommends that an additional access and egress point to the public road be provided to support bushfire management and emergency evacuation and response.	
	Plantation Fire Protection Specifications	4.3 - Water Supplies The FMP states that the property has a reliable water point with a combined estimated capacity of 750 kilolitres, which is labelled with 'W' on the plantation map. The FMP further states that in the event the water point becomes unreliable, a 50,000 litre tank with a 50 millimetre camlock fitting will be installed for firefighting purpose. It is noted that the definition of 'reliable' has not been provided. The use of a dam as a water source would not be supported as 'reliable' unless the proposal is accompanied by a hydrology report which demonstrates that the water level would be maintained above the highest fire brigade suction points in perpetuity. In the absence of such a hydrology report, DFES recommends that the proposed 50,000 litre firefighting water tank be required to provide a permanently available water supply for initial use during fire response.	

		site is not required by the DFES Guidelines. Adequate water supply is a critical element in the pre-purchase process because pine does not regenerate after fire. A plantation is a valuable crop which requires careful management by qualified foresters to mitigate risks. Water points denoted on the Fire Management Plan are deemed reliable given their size and capacity. It is unrealistic to expect that water levels will maintain the same in perpetuity even with a hydrology report. This is a clear lack of understanding about water and climate. The Plantation Manager has the responsibility of checking ALL water points prior to the onset of every fire season. Where water points are either shallow or a distance to water beyond the capability of suction hoses, the Plantation Manager will signpost and amend mapping information to RELIABLE water sources. Worst case in the future is

		dams reduce and at this point, a tank would be installed but this is not a necessity from the outset. Fire risk and hence likely emergency response also adjust as the trees grow over time. Water theft and vandalism is also a known issue with tanks.
Main Roads WA	Hearle Rd is sealed for approx. 20m approaching Donnybrook Kojonup Road but there is a significant amount of gravel being dragged onto the state road network due to the geometry approaching the intersection. In line with MRWA policy, it is requested that the first 50m of Hearle Road (measured from the edge line) is sealed on the approach to Donnybrook Kojonup Road. Existing sight distances to the west are approx. 250m and complies with RAV Assessment Guidelines. The submitted documentation does not state vehicle size used for haulage. It is presumed that the current RAV 3 with conditions will be sought to be extended from its current end point at 300m from Donnybrook Kojonup Road. This will need to be submitted through Main Roads Heavy Vehicle Services approx. 12 months prior to harvesting.	There is no nexus to this proposal / applicant being made responsible for the cost of sealing a further 30m of Hearle Road. This is an unreasonable attempt by MRWA to shift cost and responsibility. Separate to harvest, there is no discernible increase in traffic to establish or to maintain the subject land for Plantation use, either compared to its current use (and pre-existing Plantation use) or if it was used as is permitted for other broad acre / Agriculture Extensive uses. For future harvest, a standard condition is accepted that requires a Harvest Management Plan to be prepared to manage short term

		traffic impacts, and for this to include pre- and post- harvest road condition inspection.
DBCA	Vegetation clearing Lot 212 contains vegetation considered suitable habitat for black cockatoos which are listed as a threatened species under the *BC Act*. Other species of conservation significance likely to be within the area include the quenda and south-western brush-tailed phascogale. If clearing of native vegetation is required, the proponent should be aware of their obligations and approval requirements under section 40 of the *BC Act*, which requires Ministerial authorisation to take or disturb threatened species. DBCA recommends that when vegetation clearing or pruning is required, the proponent should seek advice from DBCA's Species and Communities branch at speciesandcommunities@dbca.wa.gov.au prior to clearing works, in relation of section 40 authorisation requirements. If vegetation clearing is required, the proponent should seek advice from the Department of Water and Environmental Regulation in relation to clearing permit requirements. Retained vegetation The Delta Forestry *Forest Management Plan* (undated) (FMP) - Development Application plan (Plan) depicts areas of retained vegetation and FMP Section 6 refers to minimum 6 metre buffers to remnant vegetation. DBCA recommends that firebreaks, and buffers to retained native vegetation, be located and measured from outside the tree crown drip zone, consisting of suitable demarcation materials to protect the retained native vegetation and tree roots, from accidental vehicle damage and soil compaction. Haulage route FMP Section 9 refers to the haulage route being along the unnamed road from Lot 212, connecting to the unsealed Hearle Road, then along the sealed Donnybrook-Balingup Road. The mapping indicates this is Donnybrook-Boyup Brook Road. The DBCA-managed Bibbulmun track is located to the east of Lot 211 along the haulage route ortion of Hearle Road. Track users may have restricted visibility, particularly along the Hearle Road section, adjacent to the vegetated Lot 211 south-eastern boundary.	There is no clearing of existing vegetation proposed. As acknowledged by DBCA, the Forest Management Plan caters as required to 6m setback from the outer edge of canopy of existing trees being retained. As above, a standard condition relating to a Harvest Management Plan is accepted. Road conditions in the future at the time of harvest will be addressed, and it is reasonable to expect this includes specific management measures related to the stretch of Bubbulman track that intersects nearby.

	DBCA recommends the proponent consider appropriate traffic and dust management measures to protect trail walkers from haulage truck impacts during extraction operations, including demarcation of the Hearle Road haulage route section immediately east of Lot 211 to provide a buffer between walkers and trucks at this location. DBCA recommends that standard road traffic signage be installed to alert vehicles/haulage trucks of hikers (yellow diamond, hiker symbol) near the entrance of proposed haulage route crossings at the Hearle Road/unnamed road and Donnybrook-Boyup Brook Road/Hearle Road entrances.	
Public Transport Authority (PTA)	<u>Conditions</u> 1. Six months prior to harvesting activities, a Timber Harvesting Plan is to be submitted and reviewed by the Public Transport Authority. <u>Advice</u> a. The Timber Harvesting Plan should include information regarding traffic management measures in the event of the re-opening of the Donnybrook-Katanning Railway.	As above, the applicant accepts a standard condition for a Harvest Management Plan to be lodged prior to harvesting occurring. Like the Bibbulman track comment above, in 25-30 years' time, and if the circumstances of the Donnybrook-Katanning Railway change to now, this will be a relevant traffic management consideration in the Harvest Management Plan.
Department of Primary Industries and Regional Development (DPIRD)	The Department of Primary Industries and Regional Development (DPIRD) does not object to the proposed Pine Plantation at the abovementioned lot.	Noted
Department of Water and Environmental Regulation (DWER)	The Department has identified that the proposal has the potential for impact on the environment and water resource values management. Key issues and recommendations are provided below, and these matters should be addressed: <u>Issue 1: Native vegetation</u>	There is no clearing of existing vegetation proposed.

	Advice 1: An advice note be included that the clearing of native vegetation is subject to the Environmental Protection Act 1986 (EP Act), and in the unlikely event any clearing of native vegetation is proposed, to contact the Department's Native Vegetation Regulation section by email admin.nvp@dwer.wa.gov.au or by telephone 6364 7098 to determine if a clearing permit is required under the EP Act Discussion 1: The Department notes that based on the information provided, this proposal avoids the clearing of native vegetation by locating the planation outside of the remnant stands. In the unlikely event there is to be any clearing of native vegetation, the following is advised: o Under section 51C of the *Environmental Protection Act 1986 (EP Act),* clearing of native vegetation is an offence unless: o it is undertaken under the authority of a clearing permit, o it is done after the person has received notice under Section 51DA (5) that a clearing permit is not required, o the clearing is subject to an exemption. Exemptions for clearing that are a requirement of written law, or authorised under certain statutory processes, are contained in Schedule 6 of the *EP Act*. Exemptions for low impact routine land management practices outside of environmentally sensitive areas (ESAs) are contained in the '*Environmental Protection (Clearing of Native Vegetation) Regulations 2004'* (the Clearing Regulations). <u>Issue 2: Waterway protection</u> Advice 2: The proponent is advised to abide by the Code of Practice for Timber Plantations in Western Australia (FIFWA 2014) to the satisfaction of the Shire with the following commitments as appropriate: o To maintain a minimum 6 metre non-planted buffer to the edge of the waterway o Risk mitigation measures to protect the waterway be detailed for the operations/harvesting, and design – to ensure ground disturbing activities do not result in erosion, and the mobilisation of sediment into the watercourse	As per the submitted Forest and Fire Management Plan, both have been prepared to accord with the principles of the Code and specifically the DFES Guidelines (also as per Clause 4.11 of the Planning Scheme, <u>should</u> meet the Guidelines). This includes setback to existing vegetation, waterways, compartments surrounded by firebreaks etc. The abutting Aboriginal Heritage site is noted and covered in the Forest Management Plan.

	○ Pine wildlings are controlled within remnant vegetation areas over the life of the plantation ○ Use of chemicals, such as herbicides and pesticides, and other pest control methods in plantation operations will be in accordance with State policies, procedures and approved usage. Discussion 2: The proponent has committed to ensuring a minimum 6 metre setback to the watercourse. Our GIS topographical contours and hydrography dataset shows there are watercourses on the subject property, which have been identified as 'Drain' by the applicant. While these watercourses are fully cleared, and appear only likely to perform a drainage function, care should be taken to ensure that the plantation activities on-site do not result in the mobilisation of contaminants into the Preston River tributary located to the west on neighbouring Lot 10. Ground disturbing activities in this sloping area, such as by heavy machinery can result in the erosion, and the mobilisation of sediment into the watercourse at the subject site into Lot 10, causing turbidity – particularly during major storm events. This risk can be minimised by conducting harvesting operations in the dry months and committing to a 6-metre buffer as appropriate. <u>Issue 3: Aboriginal heritage site</u> Advice 3: The proponent is advised to consult the Department of Planning, Lands and Heritage (DPLH) in regards to the Aboriginal heritage site. Discussion 3: DWER notes there is an aboriginal heritage site over the waterway at the extreme south west of the lot.	
Submissions – Public		Comments
	The proposal involves the establishment and harvesting of a Pinus radiata plantation. We understand that a plantation is a permitted use under the General Agriculture zoning of the site. **As such, this submission concerns the proposed design and operation of the plantation, and we object to the proposed works and operation as currently proposed in the application.** We request that the proposal be modified to consolidate all existing native vegetation on the subject site in such a way that there is an area free from plantation works that runs contiguously across the subject site in a north-south direction. This area containing native trees and vegetation would then provide connectivity across the site between the substantial areas of native vegetation occurring	This is a former Plantation. It is curious the Shire has been unable to locate an existing approval. Arguably, this is an existing land use simply continuing. It is unclear where this submitter lives and how they are impacted by this proposal, indeed even why this

	both to the north and the south of the subject site (notwithstanding the firebreak requirements around the perimeter of the lot). This connectivity would act to not only protect the existing native vegetation on the subject site, but allow that retained existing native vegetation to provide the greatest habitat value to local biodiversity, particularly birdlife, and would support the retention of local biodiversity and resilience of local flora and fauna populations. This retention of existing native vegetation and configuration of a connected area across the site is consistent with the Shire of Donnybrook Balingup Local Planning Scheme No.7, which has as one of its aims under Section 1.7(viii) *protect and enhance the environmental values and natural resources of the district and to promote ecologically sustainable land use and development.* Improved habitat connectivity between existing areas of native vegetation is a reasonable and practical measure for enhancing environmental values and supporting ecological processes. LPS No.7 also stipulates that one of the purposes of the General Agriculture zone (Section 3.5 (viii)) in which the proposal is to be located, is the retention and protection of native vegetation. While the proposed plantation design does retain small pockets of remaining native trees, this design does not adequately allow for their full and proper "protection" as the retained patches are too small to withstand the hydrological and disturbance impacts of the proposed surrounding plantation works over the longer term. Thus, the consolidation of these areas into a larger patch that connects through the site would be in keeping with the provisions of the Scheme for the General Agriculture zone. Furthermore, our request for the modified proposed works would be consistent with Part 4 of the Scheme, particularly Section 4.7 *Tree Planting and Vegetation Corridors* which allows for the Shire to require additional tree planting and establishment of native vegetation as a condition of development approval in areas deemed to lack sufficient native vegetation. The subject site and proposed works would greatly benefit from improved habitat connectivity in a north - south direction given the existing habitat in the locality, and this would allow the sparse isolated pockets	application as a P permitted use, with no development works and which complies with the DFES Guidelines was even advertised. This submitter is asking for grazing and cropping land to be taken out of production. This is unreasonable. The purposes of the General Agriculture zone include: • *encourage the protection of rural infrastructure and agricultural land resources* and • *encourage the use of rural land for commercial agricultural production including grazing, cropping, agro forestry, tree plantations, and intensive agriculture (where permitted)* and • *support the retention and protection of portions of land within that zone that are not cleared of remnant*

	of native trees already on the site to be sustainably retained for their environmental value in the longer term. To summarise, we do not object to the development of a plantation on the subject site. However, we do not support the design of the current proposed works, as it is not consistent with the requirements under the Scheme to retain, protect and enhance the natural values of the subject site and immediate locality. Minor modification to the proposed works could be required that would make the proposal consistent with the scheme, and we request these modifications be required, as follows: • Consolidate all remaining native trees and vegetation on the subject site into larger areas that can reasonably survive in the long term against the likely hydrological and development impacts of the proposed plantation works. • Configure these larger consolidated areas containing existing native vegetation to provide improved connectivity across the north-south axis of the subject site to provide habitat connectivity through the site. • Require planting of suitable native trees within the clear areas of the consolidated patch containing the retained native vegetation. The requested areas to be kept free of plantation works and to then be subject to some additional native tree planting is depicted in the attached image. These areas could be further modified if necessary in order to pick up local drainage lines or channels that occur on the subject site, and would not need to interfere with any existing or planned access tracks or planned firebreaks.	*<u>vegetation</u> and that are valuable to the rural and natural landscape values and ecological systems of the district.* All of which this proposal is consistent with. The section of the General Agriculture zone the submitter refers to has not been accurately quoted; the primary purpose of the zone is about productive use of farming land and Plantation is this, a productive broad acre crop. The proposal is to plant trees. Existing areas of vegetation which have a 6m setback are excluded and this is intended to benefit these areas, enabling them to regenerate, free of grazing animals. This is arguably a more beneficial arrangement than if the land continued to be used for Agriculture-Extensive or Agriculture-Intensive (also P permitted, same as Plantation in the General Agriculture zone) where these areas of existing

		vegetation may not be afforded exclusion, such as stock that could still graze beneath these existing trees or where other crops could occur closer or even beneath, including more frequent if not higher rates of interventions. It is noted there already is a relatively contiguous stretch of existing vegetation abutting the western boundary of the subject land, connecting north to south – that has been left out of the image provided.

14 November 2025

Mr Nick O'Connor
Chief Executive Officer
Shire of Donnybrook-Balingup
1 Bentley Street,
Donnybrook WA 6239

(By email to: shire@donnybrook.wa.gov.au)

Dear Nick,

RE: Development Application – Plantation Use

Our client Cultura Australia Pty Ltd ("Cultura") has entered into a conditional contract to purchase the property listed in the table below. In accordance with the Shire of Donnybrook-Balingup Local Planning Scheme No. 7 (the "Scheme") Cultura is seeking Donnybrook-Balingup approval for a change of use from Agriculture-extensive to Plantation. Plantation land use is permitted in the General Agriculture Zone and the plantation will be established in accordance with clause 4.11 of the Scheme, the Department of Fire and Emergency Services' Guidelines for Plantation Fire Protection, and the Code of Practices for Timber Plantations in Western Australia. Furthermore, included in our plans are the establishment of strategic firebreaks and reduced fuel buffers to reduce fire intensity. Combined these will provide defensible positions in the unlikely event fire is within the plantation. Our plans also include the provision of additional resources to the local volunteer fire brigade in the form of a trailerable quick-fill and stand, and access to a 50,000L water tank which can be located either on the property or at the Noggerup Hall after consultation with the appropriate parties. Further property and contact details can be found in the table below.

Property	Lot 3711 on Plan 201646, Certificate of Title Volume 1355, Folio 759 Lot 3734 on Plan 140738, Certificate of Title Volume 219, Folio 190A
Address	3543 Donnybrook-Boyup Brook Road, Noggerup 6225
Owner	Cultural Australia Pty Ltd
Agent	Delta Forestry Pty Ltd
Contact email	admin@deltaforestry.com.au
Contact name	Glen Samsa
Contact mobile	0427126164
Mailing Address	C/- Delta Forestry, PO BOX 1885 Busselton WA 6280

Please do not hesitate to contact us as if you require any further information in addition to the contents of this email and enclosures.

Yours sincerely,

Glen Samsa
Managing Director
Delta Forestry Pty Ltd

Enc.
Development Application
Certificate of Title
Forest Management Plan
Fire Management Plan

FORESTRY

FOREST MANAGEMENT PLAN

1. DETAILS

Forest Management Plan Details			
Name:	Noggerup		
Address	3543 Donnybrook-Boyup Brook Road, Noggerup		
Locality:	Noggerup	Nearest town:	Noggerup
Local Government Authority:		Shire of Donnybrook-Balingup	
Local Fire Brigade:		Mumballup	

Owner's Details			
Name:	Cultura Australia Pty Ltd		
Primary Contact Number:		0493 166 159	
Email:	b.donaldson@greshamhouse.com		
Address:	East 13, Federal Mills Park, 33 Mackey Street, North Geelong		
Postcode:	3215	Country:	Australia

Agent's Details			
Organisation:	Delta Forestry Pty Ltd		
Primary Contact Number:		08 9778 9995	
Email:	admin@deltaforestry.com.au		
Address:	33 Headstay Cove, Geographe		
Postcode:	6280	Country:	Australia

2. CODE OF PRACTICE PROTOCOL COMPLIANCE[1]

Protocol Criteria	Recommended Content	Check
Plantation Map:	A map of the plantation should provide the following: • plantation manager details; • an area statement showing plantation categories and areas; • a locality plan and access roads; • cadastral information; • known environmental and OHS hazards; • improvements: • buildings; • roads, tracks, firebreaks, bridges, creek crossings; • fences, gates, utilities, water points; • natural features: • watercourses and wetlands; • areas of native vegetation; and • significant values.	Complies.
Establishment Plan:	This should outline the following topics and how they are to be managed: • areas of native vegetation and significant values; • setback distances to watercourses, wetlands, reservoirs and significant values; • statutory setback distances to dwellings and gazetted infrastructure; • management of harvest residue; • control of declared animals, declared plants and other pest plants; • areas to be planted, compartment sizes; • species to be planted;	Complies.

[1] The Code states "*A plantation management plan is prepared to provide relevant information in respect of the way in which plantations are developed and managed, and to demonstrate the means by which the principles of environmental care, cultural, heritage social and economical management objectives are achieved. Plantation management plans are dynamic documents and may change from time to time as a result of new information, new or revised laws, or for strategic or operational imperatives. Plantation management plans are recommended content; however land managers/owners and/or plantation owners may have other requirements.*"

	• direction of planting lines in relation to contours and natural drainage; • description of soil preparation methods; • pest and weed control prescription; • planting prescription; • access and firebreaks • fertilising prescription; • sensitive neighbours; • sensitive property; and• security management	
Maintenance Plan:	This should outline the following management activities to be conducted during the rotation of the plantation and how they intend to be managed: • native vegetation management; • pruning and thinning regimes; • control of declared animals, declared plants and other pest plants; • weed and pest control prescription; • fertilising prescription; • access and firebreak maintenance; • grazing strategy; • inventory; • bio-security issues; • infrastructure maintenance; and • significant feature management.	Complies.
Fire Management Plan:	The fire management plan should contain the following details: • Plantation manager's telephone numbers; • names and addresses of local fire control agencies; • locality plans showing access roads, firebreaks, water points etc.; • methods of access and firebreak maintenance; • specific measures to protect services (e.g. power lines and gas pipelines); • a fire fighting equipment register for the locality and details of cooperative arrangements; • direction indicators to water points, road signs and other features; • details of coordination and cooperation between plantation managers, local	Provided separately.

	government authorities, local volunteer fire brigades, State agency in fire prevention, detection and suppression activities.; and • a fuel reduction program, if applicable.	

3. PURPOSE

The purpose of this forest management plan (**Plan**) is to outline the key features and characteristics of the property and document the sustainable forest management practices to be utilised in undertaking the development and ongoing management.

4. SCOPE

The Plan has been developed in accordance with the Code of Practice for Timber Plantations in Western Australia (**Code**) and the Department of Fire and Emergency services (DFES) Guidelines for Plantation Fire Protection (**Guidelines**). The Plan is specific for the property and any surrounding areas detailed within. The scope of use shall include but not limited to site preparation, plantation establishment, ongoing management, thinning and clear fell harvest of a softwood *Pinus radiata* pine plantation.

5. PROPSED DEVELOPMENT

The establishment and harvesting of a *P. radiata* softwood plantation to supply forest products to domestic and international markets. The Australian Bureau of Agricultural and Resource Economics and Sciences (ABARES) reported in its 'Australian plantation statistics 2023 update', that Australia's total plantation area had decreased by 15% (304,200 hectares) between 2008–09 and 2021–22. Over the same period, Western Australia's plantation estate decreased by 134,469 hectares (contributing to 44% of the national decrease).

As a result of the reduction in plantation area and the under investment in plantation development reported by ABARES, the Australian Forest Products Association (AFPA) and Master Builders Australia (MBA) are predicting a 250,000

timber house frame supply gap by 2035[2]. Furthermore, in Western Australia, AFPA and MBA are expecting a supply gap of 40,855 timber house frames - the number of house frames to build a city the size of Bunbury. AFPA and MBA predict Australia will need to increase the area of plantations by 400,000 ha to meet the looming national supply deficit. The 400,000 ha represents one tenth of one percent of the land used for agriculture in Australia and is essentially replacing the plantation area which has been recently lost during the period between 2008–09 and 2021–22 reported by ABARES. The development will also contribute to Australia reducing greenhouse gas emissions by 43% below 2005 levels by 2030 and achieving net zero emissions by 2050 by sequestering carbon in trees, soil, and forest products.

6. PROPERTY DESCRIPTION

Planning	
Title Information:	P201646 3711, P140738 3734
Address:	3543 Donnybrook-Boyup Brook Road, Noggerup
Planning Scheme:	Shire of Donnybrook-Balingup Scheme no. 7
Planning Zone:	General Agriculture
Planning Overlays:	SCA7
Existing Land Use:	Grazing livestock
Proposed Use:	Plantation

The plantation is located in the General Agriculture zone in the Shire of Donnybrook-Balingup and is surrounded by other primary production land uses, general grazing, plantations and small vegetated holdings (see Attachment 1&6). The plantation setbacks are designed to minimise the risk of any adverse impact to surrounding land uses. In determining the setbacks in this Plan, we have considered the risk of bushfire, off-site movement in the use of chemicals/fertilisers, and encroachment of machinery into sensitive areas (refer Attachment 2).

Furthermore, there are additional measures which can be taken to minimise the

[2] https://ausfpa.com.au/wp-content/uploads/2022/08/220804_250000_house_frames_short_by_2035_new_report_confirms_looming_cliff_without_new_plantings_.pdf

risk of bushfire and any adverse impacts to surrounding land uses such as operational planning, standard operating procedures, training and competency assessments, supervision, and buffers.

Plantation Design Setbacks	
Public Roads:	15 m minimum
Title Boundary:	15 m minimum
Compartment Boundary:	6 m minimum
Remnant Vegetation:	6 m minimum
Watercourses:	6 m minimum
Dwellings	100 m minimum
Buildings	50 m minimum
Powerlines	20 m minimum

7. SITE DESCRIPTION

The property lies within a moderate rainfall area which combined with the gentle to moderate slopes and soils found on the property gives the property a moderate erosion risk rating[3]. Nonetheless, planting and cultivation will be aligned off contour to slow the rate of fall and accumulation of water where required (refer Attachment 7a&b).

Site Features	
Mean Annual Rainfall:	773 mm
Geology:	Granite and gneiss
Land Units:	Balingup moderate slopes, Hester subsystem, Yarragil subsystem, Wilga subsystem
Soils:	Loams to loamy or sandy gravels
Topography:	Gentle to moderate slopes (5-20%)
Catchment	Preston

Biodiversity and Conservation Values

The property has been extensively cleared, and areas with biodiversity and conservation value occur generally along natural drainage lines and an area of

[3] 1A Method of Assessing Water Erosion Risk in Land Capability Studies – Swan Coastal Plain and Darling Range. Resource Management Technical Report No.73: 1998. Department of Agriculture Western Australia.

remnant vegetation located on the norther boundary (refer Attachment 3).

The property resides in the Preston River River catchment which has been altered via river straitening near Bunbury and the Glen Mervyn dam. The Preston River has had reducing salinity in recent years potentially due to increased plantation establishment in the catchment reversing the effects of clearing deep-rooted vegetation for agriculture. The establishment of a plantation will continue to improve the water quality of the Preston River.

Biodiversity and Conservation Features	
Vegetation Types:	Medium marri and jarrah forests
Potential Occurrence of Threatened Species[4] (CR[5],VU[6],EN[7]):	Western Ring-tail Possum, Forest Red-tailed Black Cockatoo, Carnaby's Cockatoo, Baudin's Cockatoo
TEC[8]:	Nil
Vegetation Condition:	Good to poor

Water Management

The property resides in the Preston River catchment. Surface water interception and water usage by a deep-rooted, multi-rotation plantation forest (including firebreaks, buffers and setbacks) will be commensurate with the native vegetation which previously occupied the site. The clearing of the land for agriculture has increased the level of surface water that reaches the waterways. While there are some benefits of increased flow rates with land clearing, it comes with trade-offs such as elevation of water tables, salinisation, erosion and the runoff of sediment, nutrients and other pollutants into waterways and rivers. Carefully prepared and managed, the plantation will moderate surface water flow towards waterway systems via drainage or cultivation which will fall at 1:100 or 1% (refer Attachment 4).

[4] May or may not be found on or near the property (5km radius from property).
[5] Critical
[6] Vulnerable
[7] Endangered
[8] Threatened ecological community.

Water Management

The use of chemicals on the property are regulated by the Australian Pesticides and Veterinary Medicines Authority. Chemical use is in accordance with the label rates and applied by licenced and appropriately qualified contractors.

Our chemical use within the plantation is generally limited to the first 18 months of the plantation and targeted to the planting strip. For example, for commonly used chemicals in forestry plantations and canola cropping, the plantation use is less than 1% when compared to canola over a full rotation. The setbacks and buffers in the Plan take into consideration the low level of chemical input and the ground-based, targeted nature of their application.

The short rooted annual pasture species on the property are subject to annual inputs of phosphorus and nitrogenous fertilisers. Trees have developed mechanisms quite different to short-rooted annuals to deal with pulses of nutrient availability (e.g., deep roots, internal storage processes for nutrient uptake over and above their requirements, mycorrhizal associations) and nutrient cycling in plantation forests is highly conserved unlike short-rooted annual species found in cropping and pasture systems (i.e., limited export of nutrients off site).

Soil and foliar tests will be undertaken to determine the requirement for any fertiliser applications to remediate any nutrient deficiencies or imbalances. The plantation industry in conjunction with leading forest scientists have developed novel decision support tools to guide nutrition management in plantations. Given the property's most recent history, it is expected there will be limited requirement to use any fertiliser at establishment or during maintenance of the plantation. Nonetheless, the buffers and setbacks set out in in our Plan are designed to minimise the risk of any potential offsite movement, especially to the local waterways. No chemicals or fertilisers will be stored at the property other than for their immediate use.

Cultural Heritage

Cultural Heritage Features	
Representatives:	South West Aboriginal Land and Sea Council
ILUA[9]:	Gnaala Karla Booja Indigenous Land Use Agreement
Regional Corporation:	Gnaala Karla Booja Aboriginal Corporation

Cultural Heritage Sites	
Site ID 19795	Preston River

Site 19795 overlays some of the watercourses on the property, and the Owner is aware of their obligations under the *Aboriginal Heritage Act 1972.*

Stakeholders and Land Use

Neighbouring stakeholders are listed below. Delta Forestry maintains a database of neighbours which will be used for the communication and management of sensitive operations (e.g., aerial spraying, vermin control, harvesting). For privacy reasons, names and contact details of private residence have been omitted.

Stakeholders		
Property identification	Contact	Land use
3637 Donnybrook-Boyup Brook Road		Grazing
Lot 1 Donnybrook-Boyup Brook Road		Grazing
Townsite		Rural residential
3472 Donnybrook-Boyup Brook Road		Grazing
3851 Donnybrook-Boyup Brook Road		Grazing
Reserve 47661	DBCA Wellington District (08) 9735 1988	Forest
Reserve 18567	Shire of Donnybrook-Balingup (08) 9780 4200	Recreation

[9] Indigenous Land Use Agreement

Forest Description

Forest Area Statement (ha)	
Plantation:	147
Native Vegetation:	43
Buffers and Water Courses:	9
Firebreaks and Tracks:	24
Dams:	1
Total:	**224**

8. SILVICULTURE AND MANAGEMENT REGIME

Regime		
Measure	Un-thinned	Thinned
Type:	Pulp/house frame	House frame
Species:	*P. radiata*	*P. radiata*
Initial Stocking:	800 stems/ha	1,250 stems/ha
Thinning Year:	None.	10-14
Clear Fell Year:	25-30	20-30

Many management activities are reactive and therefore not determined by a prescriptive schedule in a long-term forest management plan (as described in the following management plan). To cope with the reactive nature of operations, planning is broken down into the following categories:

- long-term or strategic plans (20+ years horizon);
- tactical plans (3-5 year horizon); and
- operational plans (1 year horizon).

The level of detail in operational planning increases as the planning horizon becomes less. The Plan is considered a long-term or strategic plan and does not have the specificity of an operational plan.

Management schedule		
Activity	Year	Description
Road Infrastructure:	<1	Where possible, existing access points and roads will be used to minimise disturbance. Where required, new access points and roads will be established to allow for the safe access and egress through the plantation.
Weed Management:	<2	Generally, occurs in the first 18 months of plantation establishment, weeds will be managed to minimise competition within the tree crop using appropriately qualified organisations and operators and will comply with the Australian Pesticides and Veterinary Medicines Authority regulations. Firebreaks may be sprayed annually using the same techniques.
Site Preparation:	<1	Planting lines will be designed to follow closely to the contour at 4 m intervals using either rip/mound or straight rip soil amelioration techniques. Site preparation is required to optimise tree growth.
Planting:	<1	Seedlings will be planted by hand using spades or planting tubes during the winter period.
Pest Management:	As required	Undertaken where plantation damage is occurring that will lead to economic loss. Applications will be ground based.
Monitoring:	<6 months weekly and at least quarterly thereafter	Access, hazards, weeds, pests and diseases, survival, firebreaks, and water points.
Nutrition:	As required	Based on precision forestry principles the nutrition status will be monitored and any economic imbalances remedied by the application of fertiliser.
Plant Health:	As required	The movement and cleanliness of plant and equipment will be in accordance with our Biosecurity Management Plan to minimise the risk of spread of weeds, pests and diseases within and outside of the plantation estate.
Road Maintenance:	As required	Roads will be inspected and maintained to ensure access and to minimise any adverse impacts (e.g., erosion, poor drainage).
Firebreak	Annual	Firebreaks will be maintained in accordance

Maintenance:		with this Plan and the relevant firebreak and fuel reduction notice published by the Local Government Authority.
Declared Plants and Animals:	As required	Declared plants and animals will be identified through monitoring and declarations and control will be in accordance with the Biosecurity and Agricultural Management Act 2007 and Biosecurity Management Plan.
Wildling Control:	As required	Volunteer pine seedlings will be monitored and controlled outside of the plantation area.
Inventory:	>10	Undertaken to monitor plantation performance and forward planning.

Standard Prescriptions

Standard Prescriptions	
Pre-Plant Broad Spray:	2-5 L/ha biactive glyphosate (Roundup), 5-15 g/ha metsulfuron methyl (Brush Off) plus suitable wetting agent. Applied to pasture after autumn break.
Site Preparation:	Rip-mound to 1 m, rip only to 1 m, no mound or rip. Prescription tailored to soil and topography. Mounds usually orientated along contour with a 1:100 fall to minimise risk of erosion.
Pre-Plant Strip Spray:	2-5 L/ha biactive glyphosate, 20 g/ha metsulfuron methyl (Brush Off) and/or 3 – 5 kg/ha Atrazine plus suitable wetting agent. Applied to planting strip at least three weeks prior to planting.
Post-Plant Spray:	11-15 L/ha hexazinone (Velpar). Applied to planting strip or broad sprayed one month after planting. Only applied if there is a spring flush of competitive weeds along the strip spray lines.
Establishment Fertiliser:	100-150 g/seedling diammonium phosphate granules or compound blend depending on foliar or soil analysis buried within 10 cm of planted seedling. Generally, not required on fertile ex-pastured sites.
Maintenance Fertiliser:	100-300 kg/ha diammonium phosphate or urea or compound blend depending on foliar or soil analysis. Can occur at anytime not less than 10 years prior to harvest. Generally, not required on fertile ex-pastured sites.
Firebreaks:	2-5 L/ha biactive glyphosate (Roundup), 5-15 g/ha metsulfuron methyl (Brush Off) plus suitable wetting agent. Applied to pasture after autumn break. Mechanical grading.
Pest Control	160 mL/ha alpha-cypermethrin (Dominex)
Vermin Control	Trapping, baiting and professional shooting.
Grazing:	None after establishment.
Fencing:	Internal fencing removed and external fences maintained. Expenses shared with neighbours.
Access and Security:	Permits or licences. Locked gates. Cameras.

Water Supplies and Use

The property is in a proclaimed area under the *Rights and Water Irrigation Act 1914*. The property has several water points strategically located across the land for the purpose of watering livestock. These water points have a combined estimated capacity of 3,000 kilolitres. The Owner's use of the water supply will be restricted to limited quantities for ordinary and domestic purposes (<5,000 L/annum over the life of the plantation), and fire-fighting.

There is no requirement for a water licence for the planned sources and uses of water. There is no requirement for a bed and banks permit to undertake the development.

Harvest

The intent is to deploy a cut-to-length harvest system to produce logs for delivery to local and export markets. Prior to any harvest operations a harvest management plan will be developed for endorsement by the local government authority and communication to stakeholders. The harvest management plan shall include appropriate water, dust and noise management plans to adequately manage potential adverse impacts to the environment and stakeholders.

Around the final clear-felling of the plantation an assessment will be made on the future use of the property including the appropriate management of harvest residue.

9. HAULAGE AND MARKET INFORMATION

The property has direct access to Donnybrook-Balingup Road allowing for the efficient haulage of logs to key markets via the preferred haulage route found in Attachment 8. Prior to any haulage operations a haulage and traffic management plan will be provided to the Local Government Authority and communicated to stakeholders.

Forest Products	Destination
Environmental Credits:	ACCU Scheme, voluntary markets
Fence Posts:	Timber Treaters Bridgetown
Pulplogs:	Laminex Dardanup, Bunbury Port
Sawlogs:	Wespine Dardanup, Local Sawmillers
Power Poles:	Koppers Dardanup

Attachments:

1. District Context Map
2. Plantation Map
3. Native Veg Map
4. Waterways Map
5. Landuse Map
6. Contour Maps
    a. With photo
    b. No photo
7. Haulage Route Map
8. Cultural Heritage Extract

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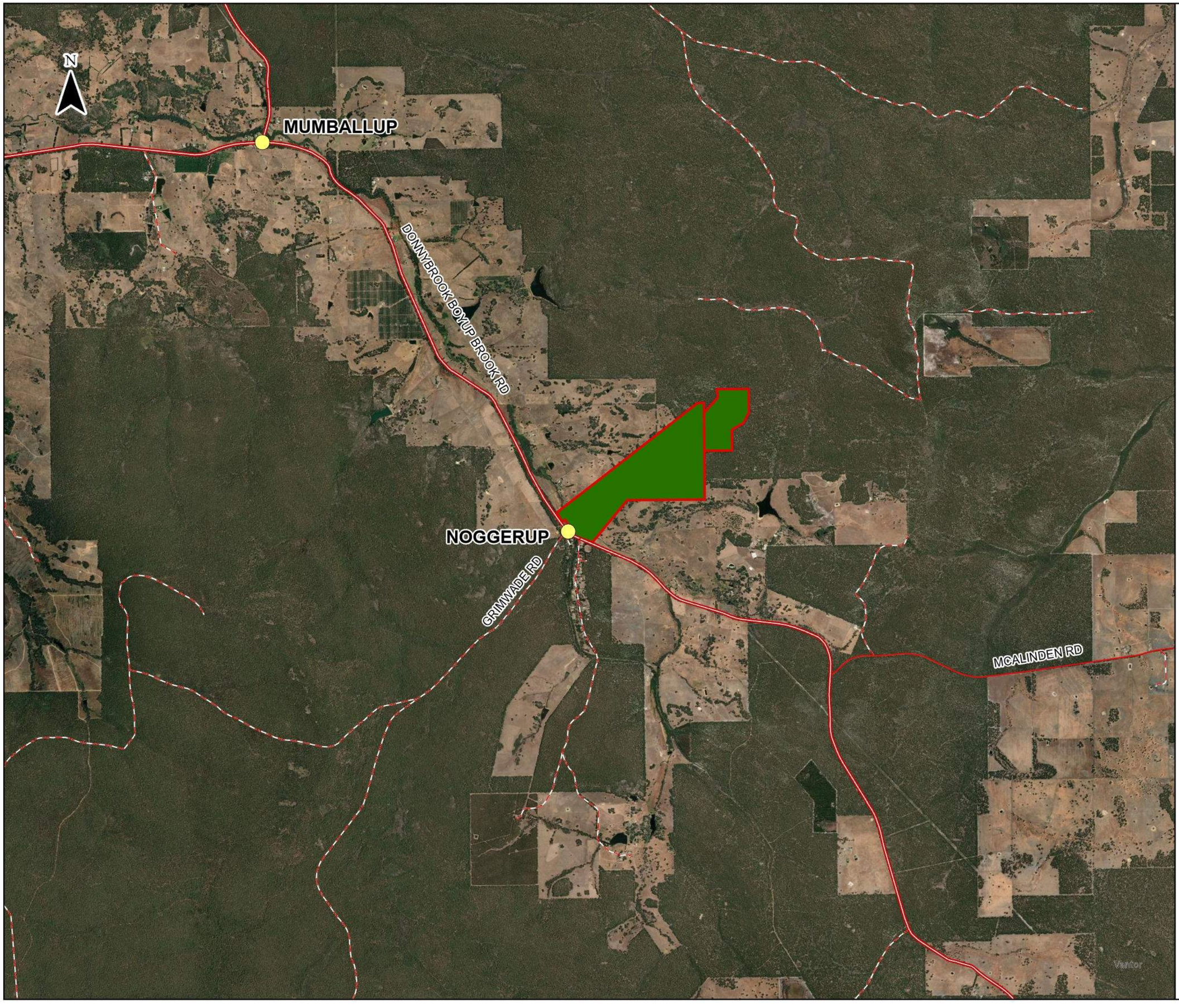
11. Native Veg Map
12. Waterways Map
13. Landuse Map
14. Contour Maps
    a. With photo
    b. No photo
15. Haulage Route Map
16. Cultural Heritage Extract



FORESTRY

NOGGERUP PLANTATION

District Context Plan

Details

Lot 3711 on P201646 and Lot 3134 on P140738

SHIRE: Donnybrook-Balingup

LAND OWNER: Cultura Australia Pty Ltd

ACCESS: Donnybrook-Boyup Brook Rd

Legend

- Town
- Highway/Main Road - Sealed
- Minor Road - Sealed
- Minor Road - Unsealed
- Noggerup Plantation

0 0.5 1 2 3

Kilometers

1:50 000 @ A3

DATE: November 2025

Search Criteria

Aboriginal Cultural Heritage (ACH) Register ID 19795

Disclaimer

Aboriginal heritage holds significant value to Aboriginal people for their social, spiritual, historical, scientific, or aesthetic importance within Aboriginal traditions, and provides an essential link for Aboriginal people to their past, present and future. In Western Australia Aboriginal heritage is protected under the Aboriginal Heritage Act 1972.

All Aboriginal cultural heritage in Western Australia is protected, whether or not the ACH has been reported or exists on the Register.

The information provided is made available in good faith and is predominately based on the information provided to the Department of Planning, Lands and Heritage by third parties. The information is provided solely on the basis that readers will be responsible for making their own assessment as to the accuracy of the information. If you find any errors or omissions in our records, including our maps, it would be appreciated if you provide the details to the Department via https://achknowledge.dplh.wa.gov.au/ach-enquiry-form and we will make every effort to rectify it as soon as possible.

South West Settlement ILUA Disclaimer

Your heritage enquiry is on land within or adjacent to the following Indigenous Land Use Agreement(s): Gnaala Karla Booja Indigenous Land Use Agreement.

On 8 June 2015, six identical Indigenous Land Use Agreements (ILUAs) were executed across the South West by the Western Australian Government and, respectively, the Yued, Whadjuk People, Gnaala Karla Booja, Ballardong People, South West Boojarah #2 and Wagyl Kaip & Southern Noongar groups, and the South West Aboriginal Land and Sea Council (SWALSC).

The ILUAs bind the parties (including 'the State', which encompasses all State Government Departments and certain State Government agencies) to enter into a Noongar Standard Heritage Agreement (NSHA) when conducting Aboriginal Heritage Surveys in the ILUA areas, unless they have an existing heritage agreement. It is also intended that other State agencies and instrumentalities enter into the NSHA when conducting Aboriginal Heritage Surveys in the ILUA areas. It is recommended a NSHA is entered into, and an 'Activity Notice' issued under the NSHA, if there is a risk that an activity will ‘impact’ (i.e. by excavating, damaging, destroying or altering in any way) an Aboriginal heritage site. The Aboriginal Heritage Due Diligence Guidelines, which are referenced by the NSHA, provide guidance on how to assess the potential risk to Aboriginal heritage.

Likewise, from 8 June 2015 the Department of Energy, Mines, Industry Regulation and Safety (DEMIRS) in granting Mineral, Petroleum and related Access Authority tenures within the South West Settlement ILUA areas, will place a condition on these tenures requiring a heritage agreement or a NSHA before any rights can be exercised.

If you are a State Government Department, Agency or Instrumentality, or have a heritage condition placed on your mineral or petroleum title by DEMIRS, you should seek advice as to the requirement to use the NSHA for your proposed activity. The full ILUA documents, maps of the ILUA areas and the NSHA template can be found at https://www.wa.gov.au/organisation/department-of-the-premier-and-cabinet/south-west-native-title-settlement.

Further advice can also be sought from the Department of Planning, Lands and Heritage via https://achknowledge.dplh.wa.gov.au/ach-enquiry-form.

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For further important information on using this information please see the WA.gov.au website's Terms of Use at https://www.wa.gov.au/terms-of-use

Terminology

ID: ACH on the Register is assigned a unique ID by the Department of Planning, Lands and Heritage using the format: ACH-00000001. For ACH on the former Register the ID numbers remain unchanged and use the new format. For example the ACH ID of the place Swan River was previously '3536' and is now 'ACH-00003536'.

Access and Restrictions:

- Boundary Reliable (Yes/No): Indicates whether to the best knowledge of the Department, the location and extent of the ACH boundary is considered reliable.
- Boundary Restricted = No: Represents the actual location of the ACH as understood by the Department..
- Boundary Restricted = Yes: To preserve confidentiality the exact location and extent of the place is not displayed on the map. However, the shaded region (generally with an area of at least 4km²) provides a general indication of where the ACH is located. If you are a landowner and wish to find out more about the exact location of the place, please contact the Department of Planning, Lands and Heritage.
- Culturally Sensitive = No: Availability of information that the Department of Planning, Lands and Heritage holds in relation to the ACH is not restricted in any way.
- Culturally Sensitive = Yes: Some of the information that the Department of Planning, Lands and Heritage holds in relation to the ACH is restricted if it is considered culturally sensitive information. This information will only be made available if the Department of Planning, Lands and Heritage receives written approval from the people who provided the information. To request access please contact via https://achknowledge.dplh.wa.gov.au/ach-enquiry-form.
- Culturally Sensitive Nature:
  - No Gender / Initiation Restrictions: Anyone can view the information.
  - Men only: Only males can view restricted information.
  - Women only: Only females can view restricted information.

Status:

- Register: Aboriginal cultural heritage places that are assessed as meeting Section 5 of the Aboriginal Heritage Act 1972.
- Lodged: Information which has been received in relation to an Aboriginal cultural heritage place, but is yet to be assessed under Section 5 of the Aboriginal Heritage Act 1972.
- Historic: Aboriginal heritage places assessed as not meeting the criteria of Section 5 of the Aboriginal Heritage Act 1972. Includes places that no longer exist as a result of land use activities with existing approvals.

Place Type: The type of Aboriginal cultural heritage place. For example an artefact scatter place or engravings place.

Legacy ID: This is the former unique number that the former Department of Aboriginal Sites assigned to the place.

Coordinates

Map coordinates are based on the GDA 2020 Datum.

Basemap Copyright

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Satellite, Hybrid, Road basemap sources: Esri, DigitalGlobe, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, HERE, DeLorme, Intermap, INCREMENT P, NRCan, Esri Japan, METI, Esri China (Hong Kong), Esri Korea, Esri (Thailand), MapmyIndia, NGCC, © OpenStreetMap contributors, and the GIS User Community.

Topographic basemap sources: Esri, HERE, DeLorme, Intermap, increment P Corp., GEBCO, USGS, FAO, NPS, NRCAN, GeoBase, IGN, Kadaster NL, Ordnance Survey, Esri Japan, METI, Esri China (Hong Kong), swisstopo, MapmyIndia, © OpenStreetMap contributors, and the GIS User Community.

Aboriginal Cultural Heritage Inquiry System

List of Aboriginal Cultural Heritage (ACH) Register

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ID	Name	Boundary Restricted	Boundary Reliable	Culturally Sensitive	Culturally Sensitive Nature	Status	Place Type	Knowledge Holders	Legacy ID
19795	Preston River	No	Yes	No	No Gender / Initiation Restrictions	Register	Creation / Dreaming Narrative	*Registered Knowledge Holder names available from DPLH	

Department of Planning, Lands and Heritage

GOVERNMENT OF WESTERN AUSTRALIA

Aboriginal Cultural Heritage Inquiry System

Map of Aboriginal Cultural Heritage (ACH) Register

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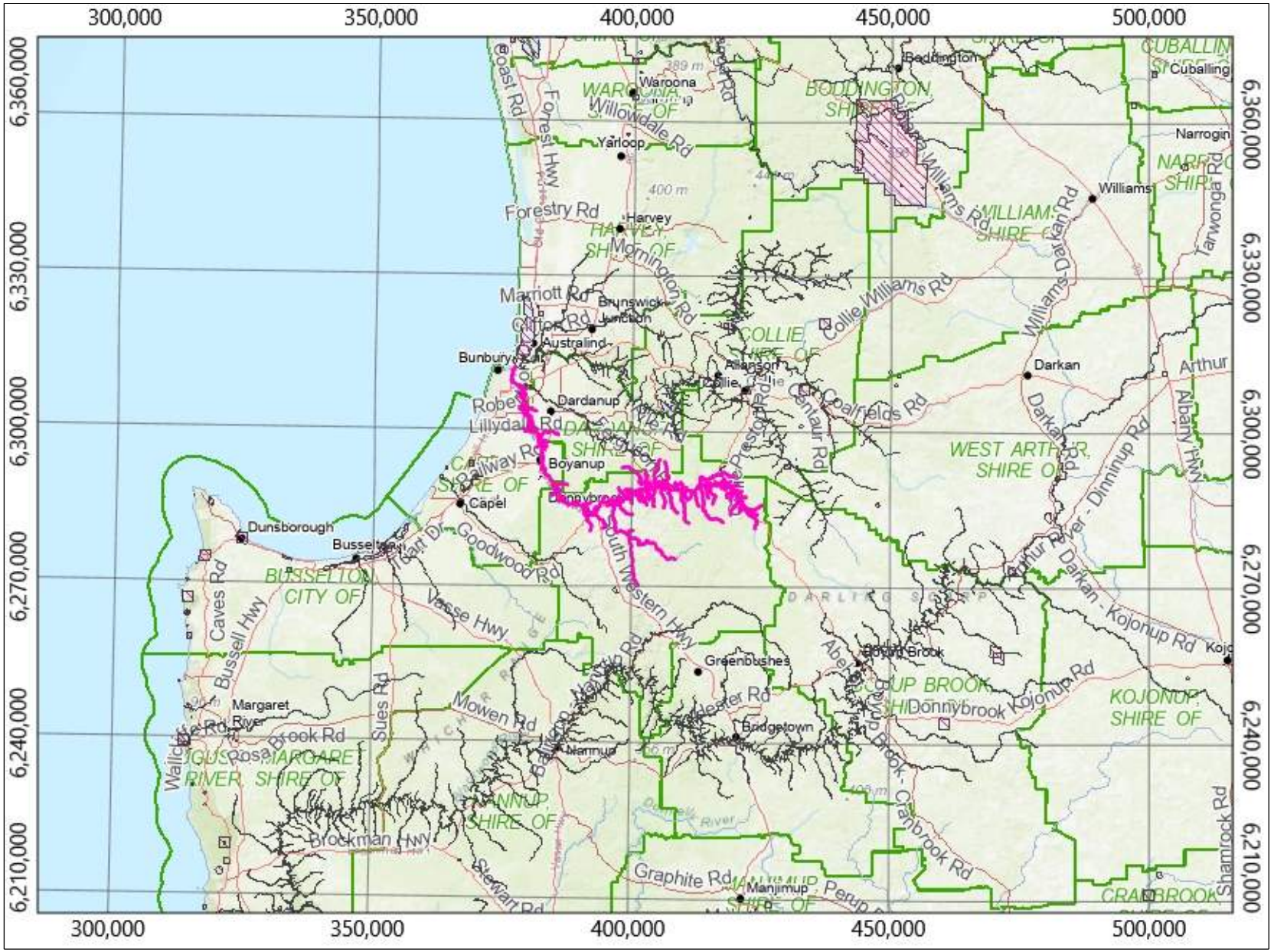

Legend

- Aboriginal Cultural Heritage (ACH) Register
- Aboriginal Community
  - *Permanent*
  - *Seasonal*
  - *Town Based*
- Town
- Road
- River
- Local Government Authority

44.31 kilometres

Map Scale 1 : 1,340,000

MGA Zone 50 (GDA2020)

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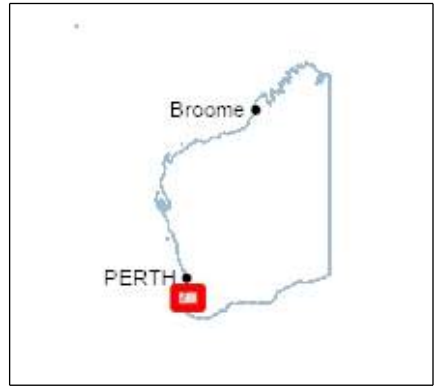


© Government of Western Australia

Map created: 14/11/2025 7:43:40 AM by: GIS_NET_USER

Identifier: 1063983

422000 422500 423000 423500 424000 424500 425000

286000 285500 285000 284500 284000

N

Site ID: 19795
Site Name: Preston River
Status: Registered

12
P2026
8.3 ha

14
P2026
14.3 ha
(13.7)

11
P2026
13.2 ha
(11.9)

13
P2026
13.5 ha
(8.4)

(1.3)

(5.1)

10
P2026
8.9 ha
(8.6)

(0.6)

(0.1)

(0.1)

(0.3)

9
P2026
10.0 ha

5
P2026
15.5 ha
(15.3)

(0.2)

6
P2026
16.3 ha
(16.1)

7
P2026
3.7 ha
(3.1)

(0.3)

8
P2026
11.8 ha

(0.3)

3
P2026
19.2 ha
(14.2)

2
P2026
7.5 ha
(3.0)

(5.0)

(1.1)

(2.2)

4
P2026
3.1 ha

(1.2)

P2026
1.3 ha

DONNYBROOK BOYUP BROOK RD

FORESTRY

NOGGERUP PLANTATION

Development Application

Details

Lot 3711 on P201646 and Lot 3134 on P140738
SHIRE: Donnybrook-Balingup
LAND OWNER: Cultura Australia Pty Ltd
FIREBREAKS: External 15m
Internal 6m
ACCESS: Donnybrook-Boyup Brook Rd

Area Report

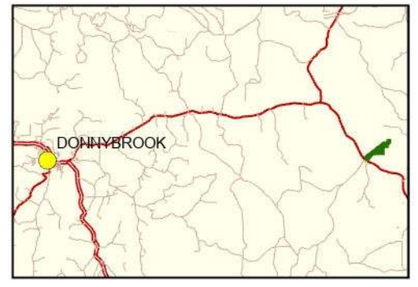
P. radiata P2026.....146.7 ha

TOTAL AREA.....146.7 ha

Legend

- Main Access (EMP)
- Access Gate
- Fire Map Tube
- House
- Shed
- No Access
- Crossing
- Tank
- Waterpoint - Reliable
- Powerline
- Track
- Drain
- Stream
- P. radiata (proposed planting)
- Buffer/ Non Plantable
- Firebreak
- Retained Veg
- Dam/Soak
- Wet/Non Plantable
- Indigenous Heritage Site

Location



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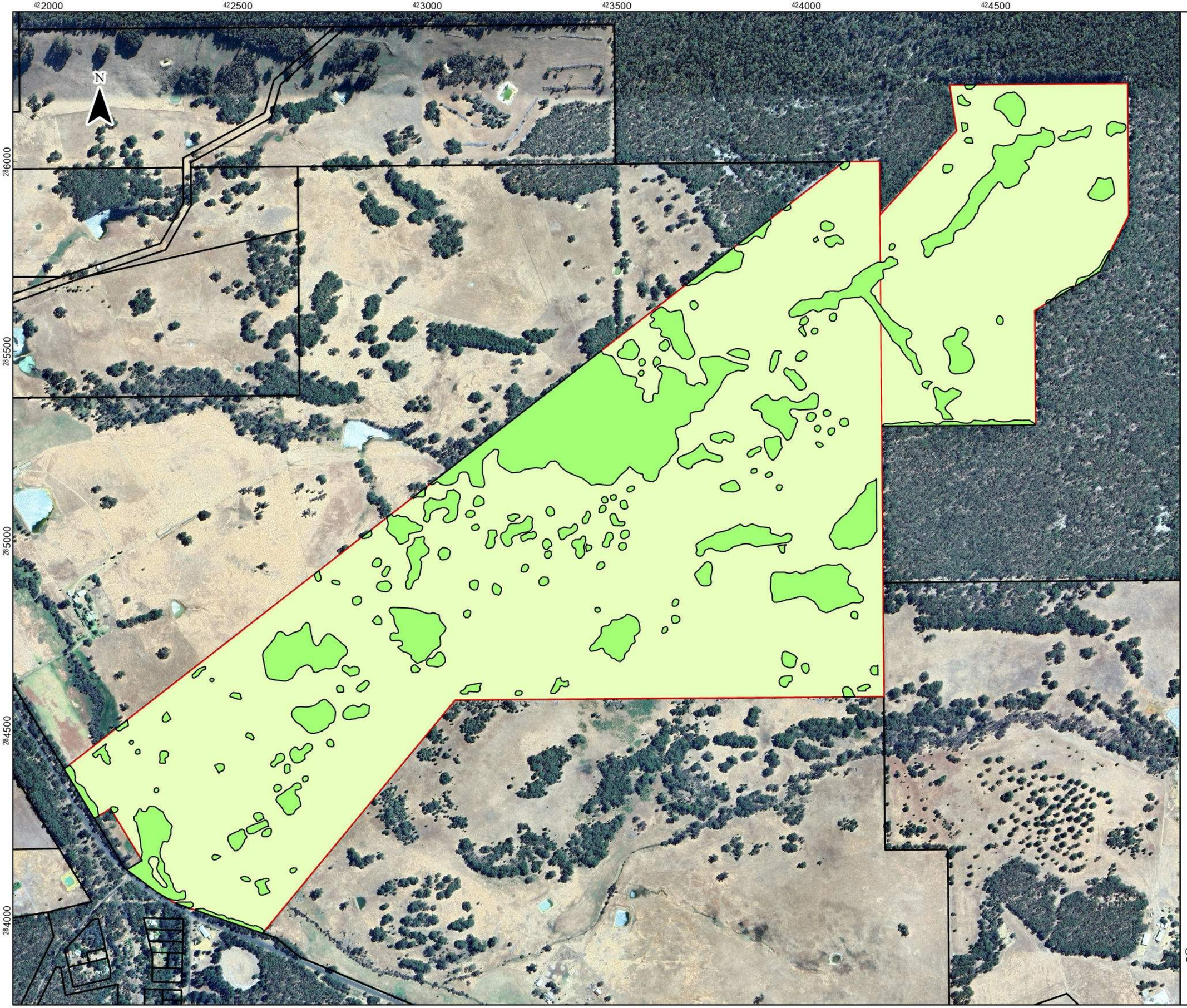
DATE: November 2025



FORESTRY

NOGGERUP PLANTATION

Native Vegetation

Details

Lot 3711 on P201646 and Lot 3134 on P140738

SHIRE: Donnybrook-Balingup

LAND OWNER: Cultura Australia Pty Ltd

Area Statement

Remnant Vegetation.....42.9 ha

Legend

- Declared Rare Flora
- Remnant Vegetation
- Noggerup Property

Sources

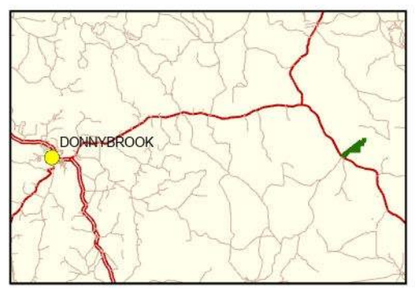
Declared Rare Flora

https://dandjoo.bio.wa.gov.au/

Remnant Vegetation

Digitised from Google Earth imagery dated Apr 2024

Location



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DATE: November 2025

422000 422500 423000 423500 424000 424500

286000 285500 285000 284500 284000

FORESTRY

NOGGERUP PLANTATION

Waterways

Details

Lot 3711 on P201646 and Lot 3134 on P140738

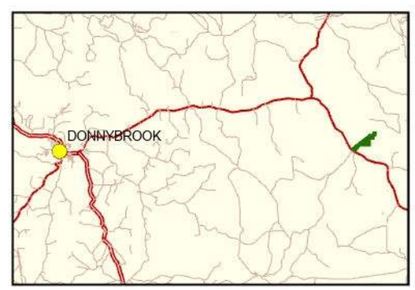
SHIRE: Donnybrook-Balingup

LAND OWNER: Cultura Australia Pty Ltd

Legend

- Drain
- Waterway
- Dams/Soaks
- Wet Area
- Cadastre

Location



0 100 200 300 400 500 600

Meters

1:9 000 @ A3

DATE: November 2025

421500 422000 422500 423000 423500 424000 424500 425000 425500 426000

287000 286500 286000 285500 285000 284500 284000 283500 283000

N

FORESTRY

NOGGERUP PLANTATION

Land Use

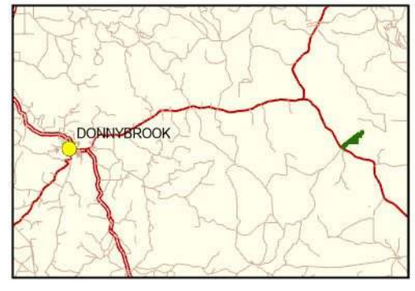
Details

Lot 3711 on P201646 and Lot 3134 on P140738
SHIRE: Donnybrook-Balingup
LAND OWNER: Cultura Australia Pty Ltd

Legend

- D Dwelling
- S Shed
- Noggerup
- General Grazing
- Town Site
- Forested
- Softwood Plantation
- Softwood Plantation
- Cadastre
- Indigenous Heritage Site

Location



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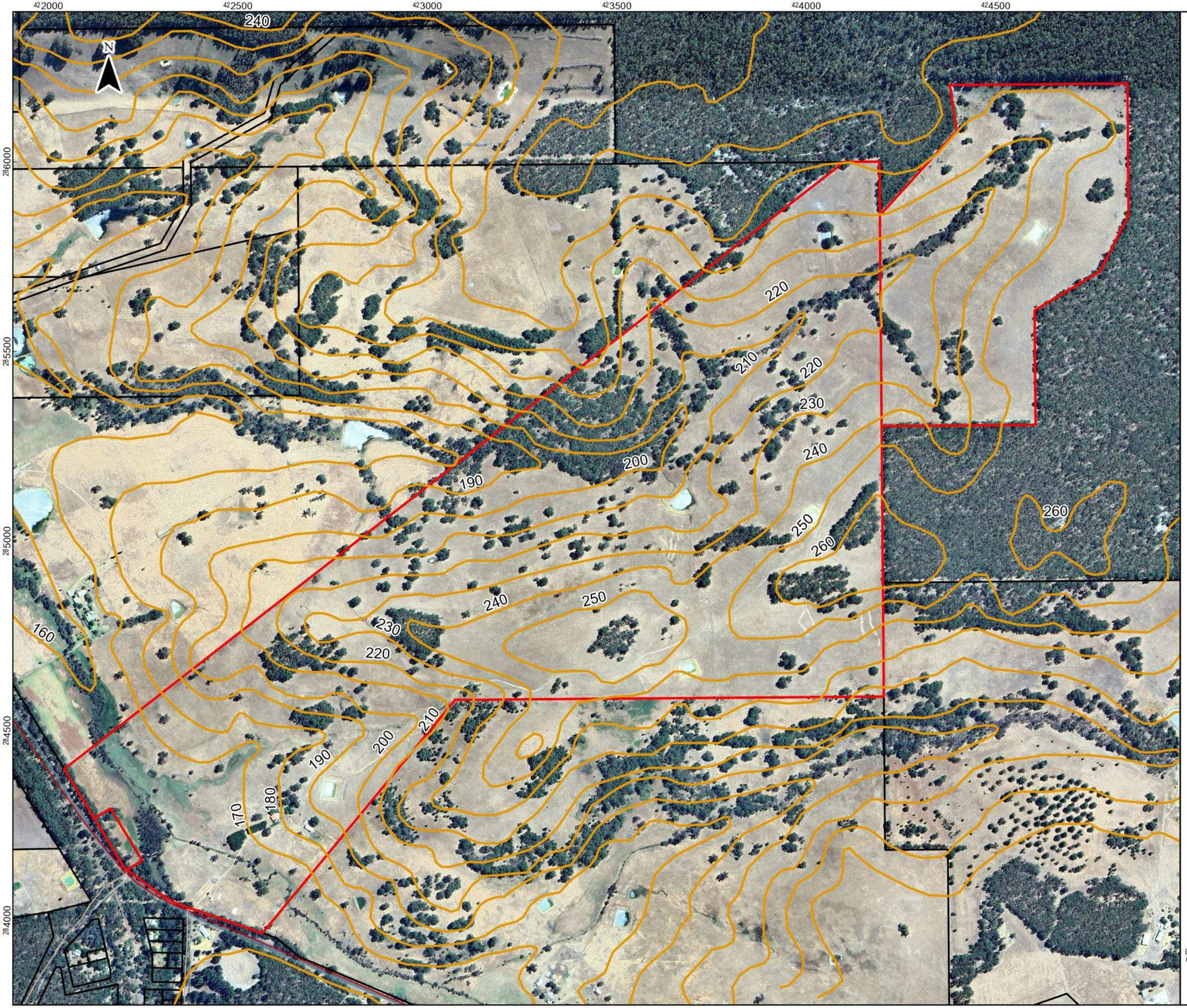
DATE: November 2025

Source: Esri, Maxar, Earthstar Geographics, and the GIS User Community



FORESTRY

NOGGERUP PLANTATION

Contour Map

Details

Lot 3711 on P201646 and Lot 3134 on P140738
SHIRE: Donnybrook Balingup
LAND OWNER: Cultura Australia Pty Ltd
ACCESS: Donnybrook-Boyup Brook Rd

Legend

- Contour Line (10m interval)
- Noggerup Boundary
- Surrounding Cadastre

Location

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Meters

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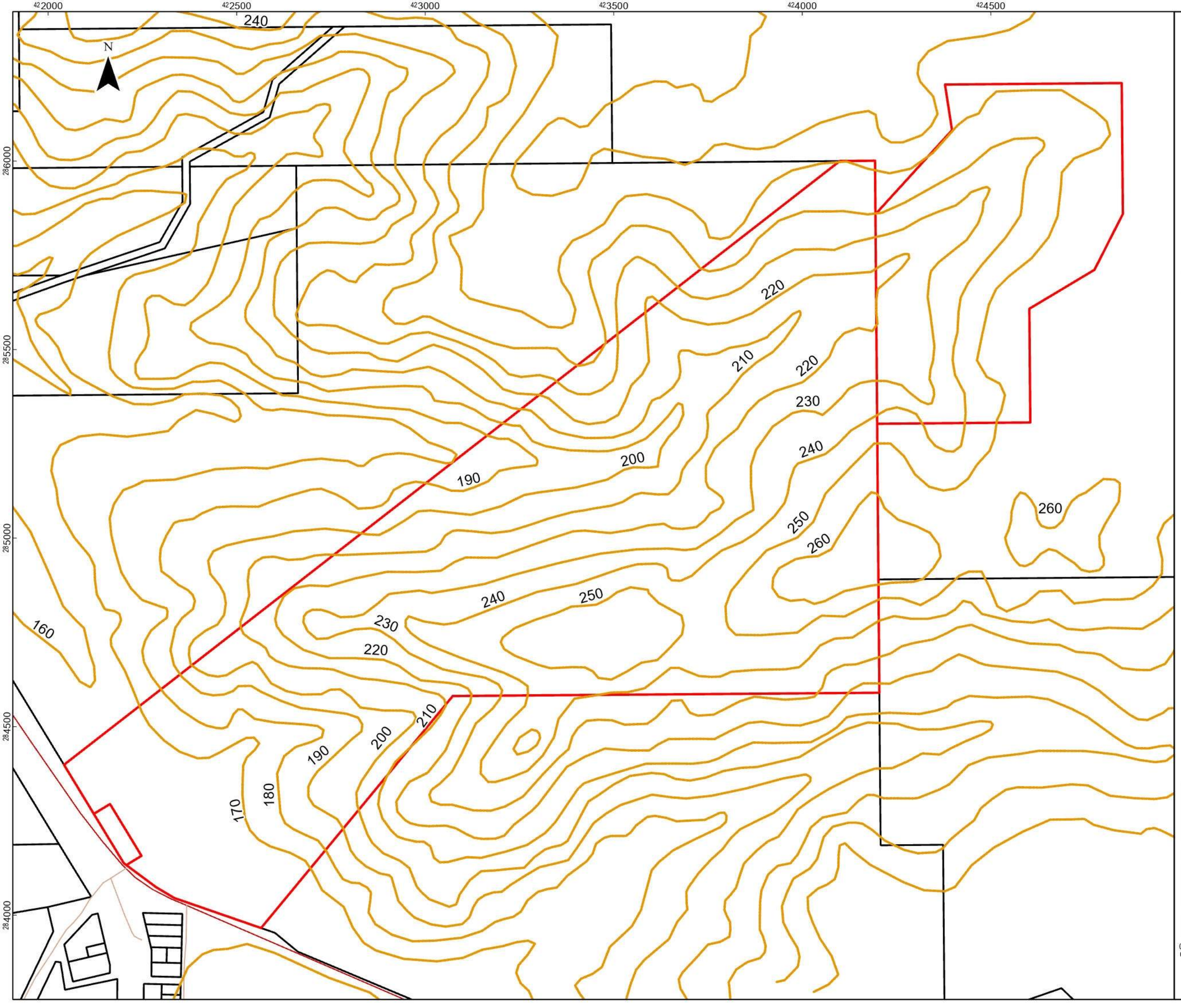
DATE: November 2025



FORESTRY

NOGGERUP PLANTATION

Contour Map

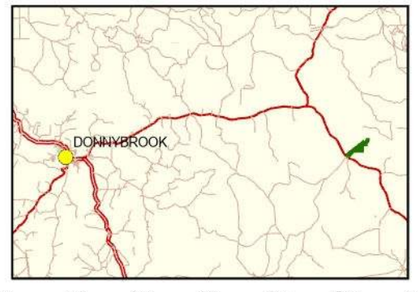
Details

Lot 3711 on P201646 and Lot 3134 on P140738
SHIRE: Donnybrook Balingup
LAND OWNER: Cultura Australia Pty Ltd
ACCESS: Donnybrook-Boyup Brook Rd

Legend

- Contour Line (10m interval)
- Noggerup Boundary
- Surrounding Cadastre

Location



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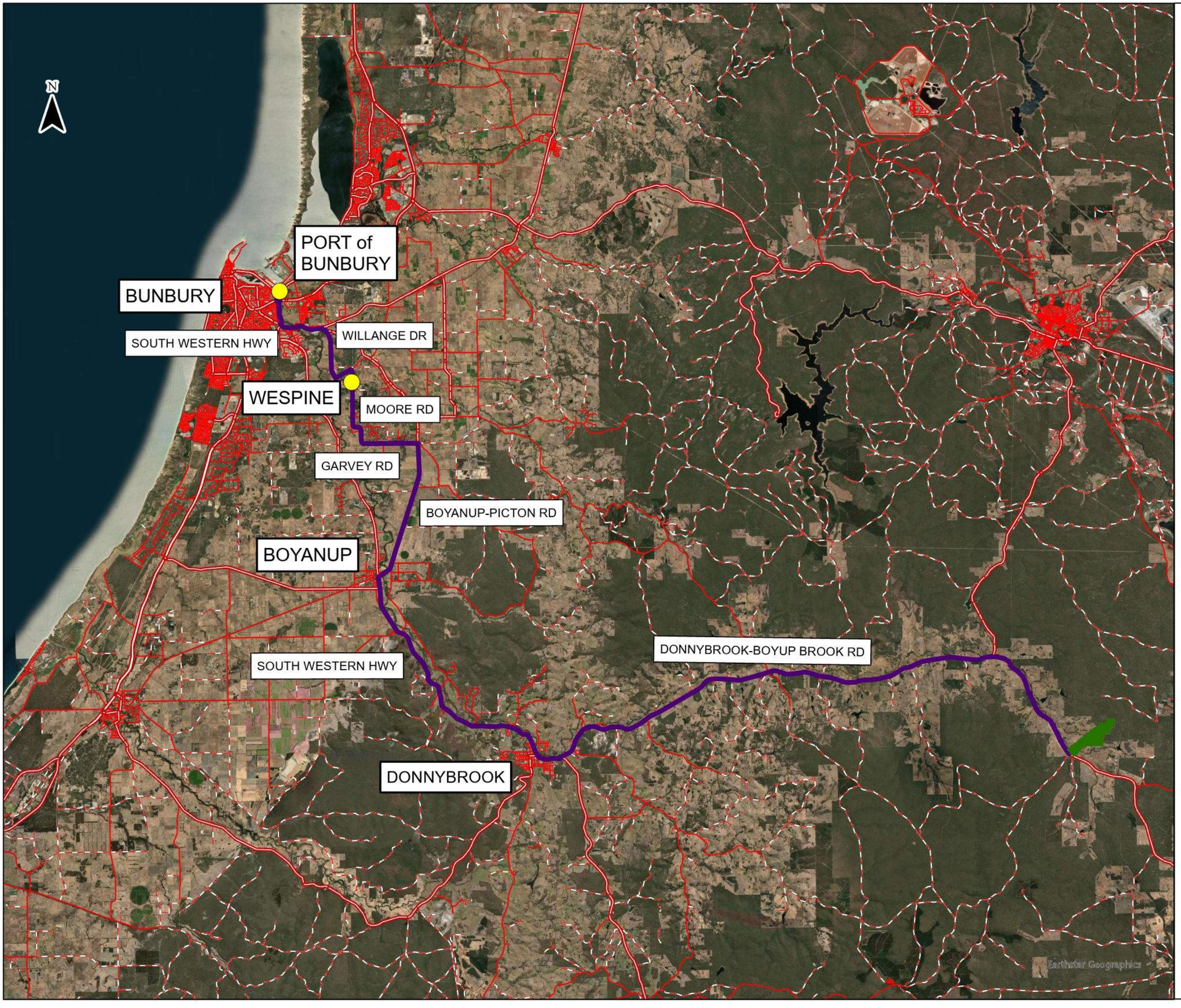


FORESTRY

NOGGERUP PLANTATION

Proposed Haulage Route

Details

Lot 3711 on P201646 and Lot 3134 on P140738
SHIRE: Donnybrook-Balingup
LAND OWNER: Cultura Australia Pty Ltd
ACCESS: Donnybrook-Boyup Brook Rd

Destination

1. WESPINE INDUSTRIES
   241 Moore Rd, Dardanup

2. PORT OF BUNBURY
   54 Casuarina Dr, Bunbury

Legend

- Destination
- Haulage Route
- Highway/Main Road - Sealed
- Minor Road - Sealed
- Minor Road - Unsealed
- Noggerup Plantation

0 2 4 6 8 10
Kilometers

DATE: November 2025

FORESTRY

FIRE MANAGEMENT PLAN

1. DETAILS

Fire Management Plan Details			
Plantation:	Noggerup		
Address	3543 Donnybrook-Boyup Brook Road, Noggerup		
Locality:	Noggerup	Nearest town (distance):	Noggerup (<1km)
Species:	*Pinus radiata*	Area:	147 ha
Fire Weather District		Blackwood	
Local Government Authority:		Shire of Donnybrook-Balingup	
Local Fire Brigade:		Mumballup	

Owner's Details			
Name:	Cultura Australia Pty Ltd		
Primary Contact Number:		0493 166 159	
Email:	b.donaldson@greshamhouse.com		
Address:	East 13, Federal Mills Park, 33 Mackey Street, North Geelong		
Postcode:	3215	Country:	Australia

Forest Manager's Details			
Organisation:	Delta Forestry Pty Ltd		
24 Hour Contact Number:		08 9778 9995	
Email:	admin@deltaforestry.com.au		
Address:	33 Headstay Cove, Geographe		
Postcode:	6280	Country:	Australia

Author's Details	
Name:	Glen Samsa
Title	Managing Director
Mobile Number:	0427 126 164
Email:	gsamsa@deltaforestry.com.au

2. PREAMBLE

The Noggerup property, is subject to a conditional purchase agreement between the current proprietor and Cultura Australia Pty Ltd, to be managed by Delta Forestry. The Purchase Agreement is conditional upon obtaining development

approval for the establishment of a *Pinus radiata* plantation on the property. This fire management plan (**Plan**) is provided in support of this, as part of the separate Forest Management Plan.

The farm has been planned by experienced foresters and with specific regard to the Code of Practice for Timber Plantations in WA (Code) which sets out goals and guidelines for good plantation management, and particularly the Department of Fire and Emergency Services Guidelines for Plantation Fire Protection (DFES Guidelines). The DFES Guidelines establish industry best practice fire risk management protocol for Tree Farms in WA.

3. GUIDELINES FOR PLANTATION FIRE PROTECTION COMPLIANCE[1]

Criteria	Check
Landowner and/or occupier information such as identification of the plantation company and all relevant contact details, including 24 hour fire contact phone number:	Complies.
A firefighting equipment register and details of any cooperative arrangements:	Complies.
Plantation species, area, layout including compartment size:	Complies.
Fire protection measures such as: • Fire detection and reporting mechanisms. • Initial response and attack of fires, including resource dispatch and communication with relevant authorities. • Identification of potential ignition sources. • Access in and around the plantation. • Access roads in and around the plantation. • Access roads must be clearly signed. • Methods of firebreak maintenance. • Measures to protect services (e.g., power lines and gas pipelines. • Water supplies and approximate capacities of these supplies. • Surrounding vegetation type, age since last burn and the site is being effectively managed, if available. • Sites fire history, where available. • Harvesting procedures and other measures used to reduce hazards (e.g., slashing and thinning programs).	Complies.

[1] Department of Fire and Emergency Services Guidelines for Plantation Fire Protection 2011.

• Fuel reduction program, if applicable, including herbicide weed control and controlled grazing.	
Surrounding local features including: • Existing plantations. • Proximity to towns/settlements. • Remnant vegetation. • Significant values relevant to site.	Complies.
Provision of a map at a suitable scale: • Plantation maps must be provided to local government and to DFES, and provide additional maps if requested by DFES or the local government. • These maps are to held in suitable containers and sign posted at the main property entrances or other local government approved locations for use by personnel attending a fire. • Plantations managers must check and update these maps annually to ensure their quality and accuracy, dates on the maps may assist with this.	Complies.
Fire management maps will include: • Compartment boundaries and size. • Water supplies including irrigation channels and dams. • Emergency access/egress (fire breaks). • Structures houses, sheds etc. • Significant features e.g., creek crossings, dead end access tracks, areas of remnant vegetation.	Complies.
Standardised map legends are to be applied across the plantation industry:	Does not comply. Standard has not been developed.

4. PURPOSE

The purpose of this fire management plan is to outline the response and protection measures to be implemented at the property to respond to fire and minimise the fire risk to the plantation whilst protecting human life and local community assets.

5. SCOPE

The Owner and Forest Manager are obligated under the *Bush Fires Act 1954* to, upon becoming aware of a bushfire, to take all possible measures to extinguish the fire. The Plan has been developed in accordance with the Code of Practice for

Timber Plantations in Western Australia (**Code**) and the Department of Fire and Emergency services (DFES) Guidelines for Plantation Fire Protection ("Guidelines"). The Plan is specific for the property and any surrounding areas detailed within. The scope of use shall include but not limited to fire risk management, plantation design and access, fuel and firebreak management, fire identification and response, water resources and availability, firefighting resources and availability, stakeholder communication, emergency contacts, and cooperative fire management measures.

6. PROPERTY DESCRIPTION

Particulars	
Title Information:	P201646 3711, P140738 3734
Planning Scheme:	Shire of Donnybrook-Balingup Scheme no. 7
Planning Zone:	General Agriculture
Planning Overlays:	Bushfire Prone, SCA7
Existing Land Use:	Grazing livestock
Land Units:	Balingup moderate slopes, Hester subsystem, Yarragil subsystem, Wilga subsystem
Topography:	Gentle to moderate slopes (5-20%) (See Appendix 1 – Topographical Information)
Soil Types:	Loams to loamy or sandy gravels

7. ACCESS DECRIPTION

The Noggerup property is situated adjacent to the north of the Noggerup townsite and is accessed via the Donnybrook-Boyup Brook Road. (See Appendix 2).

Main Access

The main access point is located on the Donnybrook-Boyup Brook Road directly across from Macquarie Street.

Secondary Access

The secondary access point is via the Donnybrook-Boyup Brook Road to the property access gates. Travel distance along Donnybrook-Boyup Brook Road from the Macquarie street junction is 150 m in an east-south-east direction.

Internal Access

The plantation is well serviced by an internal road network and firebreak systems that has been strategically incorporated into the landscape to reduce navigation uncertainty, provide ease of access for light vehicles and heavy fire equipment. All firebreaks can exceed a 15 tonne load limit during the restricted and prohibited burning periods.

Where a firebreak crosses a gully or stream, piping and/or hard surfacing material will be applied to the crossover point to ensure these areas are trafficable during the restricted and prohibited burning periods and shall be compliant with minimum 15 tonne load limits (See Attachment 3 - Roads and Firebreaks).

Emergency access and egress roads and tracks are shown on the Fire Management Plan and direct internal plantation traffic to designated Access Gateways on the Donnybrook-Boyup Brook Road (See Attachment 4 - Emergency Access and Egress Roads and Tracks).

All internal fencing will be removed as part of the plantation development to allow for unimpeded fire access. External boundary fencing will be maintained for security purposes.

8. PLANTATION SPECIES AND DESIGN

The plantation will be established to *P. radiata* (softwood pine) at 1,100 stems per hectare. The site will be prepared using two different establishment methods. These being:

- Rip and mounding
- Ripping only

Both establishment methods will be at 4 metre intervals and the spacing of tree seedlings will be at approximately 2.0 metres along the rows to achieve an 1,100 stems per hectare standing stocking level. (See Appendix 5 – Plantation Design Plan)

Access within the confines of the planted compartment area will be limited by the

establishment method. The very nature of rip/mounding creates barriers for fire appliance vehicles traversing internally through the compartment. In a fire event, Fire Controllers should be made aware of the rip/mounding impediments and use nominated firebreak accessways as primary traffic ways through and around the plantation area.

Plantation setbacks are designed to minimise the risk of any adverse bushfire impact to surrounding land uses and conversely protect the plantation from external risk factors. In determining the setbacks in this Plan, we have considered the risk of bushfire from internal and external sources of ignition including the DBCA managed crown land and state forest.

Plantation Design Setbacks	
Public Roads:	15 m
Title Boundary:	15 m
Compartment Boundary:	6 m
Remnant Vegetation:	6 m minimum
Watercourses:	6 m minimum
Dwellings	100 m
Buildings	50 m
Powerlines	20 m minimum

Biodiversity and Conservation Values

There are several degraded watercourses running through the property, isolated stands of medium marri, and jarrah forest in various states of condition. These areas can be managed for their conservation and biodiversity values with the exclusion of grazing animals and potential of reintroduction of controlled burning to stimulate recruitment and germination of native species. Appropriate plantation design and fire management will enhance the biodiversity and conservation values of the property.

Biodiversity and Conservation Features	
Vegetation Types:	Medium jarrah and marri
Threatened Species[2] (CR[3],VU[4],EN[5]):	Western Ring-tail Possum, Forest Red-tailed Black Cockatoo, Carnaby's Cockatoo, Baudin's Cockatoo
TEC[6]:	Nil
Vegetation Condition:	Good to poor

9. STAKEHOLDERS, LAND USE AND FIRE HISTORY

Neighbouring stakeholders are listed below. Delta Forestry maintains a database of neighbours which will be used for the communication and management of sensitive operations (e.g., fire, spraying, vermin control, harvesting). For privacy reasons, names and contact details of private residences have been omitted. There is no recent fire history for the property and a prescribed burn was undertaken in the reserve surrounding the townsite in 2009.

[2] May or may not be found on or near the property (5km radius from property).
[3] Critical
[4] Vulnerable
[5] Endangered
[6] Threatened ecological community.

Stakeholders			
Property identification	Contact	Land use	Last Fire
3637 Donnybrook-Boyup Brook Road		Grazing	Unknown
Lot 1 Donnybrook-Boyup Brook Road		Grazing	2018
Townsite		Rural residential	2009
3472 Donnybrook-Boyup Brook Road		Grazing	Unknown
3851 Donnybrook-Boyup Brook Road		Grazing	Unknown
Reserve 47661	DBCA Wellington District (08) 9735 1988	Forest	2009
Reserve 18567	Shire of Donnybrook-Balingup (08) 9780 4200	Recreation	Unknown

10. FOREST DESCRIPTION

Forest Area Statement (ha)	
Plantation:	147
Native Vegetation:	43
Buffers and Water Courses:	9
Firebreaks and Tracks:	24
Dams:	1
Total:	**224**

11. SURROUNDING FEATURES

Direction	Feature
South	Adjoining – Townsite and native vegetation types Beyond – Native forest vegetation types
West	Adjoining – Pastures and grazed native forest vegetation types. Beyond – Native forest vegetation types
South West	Adjoining - Pasture Beyond - Native forest vegetation types
North	Adjoining- Native forest vegetation types Beyond – Native forest vegetation types
East	Adjoining - Pasture and grazed native forest vegetation types Beyond – Pasture and grazed native forest vegetation types
South East	Adjoining – Pasture and grazed native forest vegetation types Beyond – Native forest vegetation types

12. RISK TO WIDER COMMUNITY

The landscape in the Noggerup area is generally pastured valleys including plantations, surrounded by forested National Parks managed by the Department of Biosecurity, Conservation and Attractions (DBCA). The risk levels associated with the rural landscape in the Noggerup locality are recognised by the local community and land management agencies.

The establishment of the plantation will create a fuel bridge from National Park areas to the north to National Parks areas south of the townsite (Greater Preston National Park). To minimise the spread of fire through the plantation to the townsite and beyond, this Plan includes the implementation of Fuel Reduced Buffers (FRBs), and strategic firebreaks strategically located within the plantation confines to manage a potential fire spread, and act as defensible positions or potential back burn positions with reduced fuel loads.

In the immediate surrounds adjoining the plantation, the risk is managed by identification, compliance and regulation. There are significant areas of defensible space between the plantation boundary and surrounding townsite. In addition to the 15 metre external firebreak network around the plantation edge there is a powerline setback (40 m in total) running west-north-west to east-south-east with a take-off in a south west direction and the Donnybrook-Boyup Brook Road which provides a strategic firebreak. Furthermore, a 20 m wide strategic firebreak will be installed between compartments 3, 5 and 6.

13. FIRE CONTACT INFORMATION

Key Contact Information	
Fire Emergency:	000
Delta Forestry (24 hr):	08 9778 9995

Entity	Name	Contact number
DFES	Lower South West	(08) 9771 6800
DFES Duty Officer		1800 512 111
CBFCO	Max Walker	0428 641 021
DCBFCO	Ian Ralph	0407 959 325
DCBFCO	Bevan Dix	0429 579 571
Mumballup	Brad Kettle	0414 533 355
DBCA Wellington		08 9735 1988
DBCA Blackwood		08 9752 5555
Shire of Donnybrook-Balingup		08 9780 4200
WAPOL		000

14. FIRE DETECTION AND INITIAL RESPONSE

Protecting the plantation from fire is critical given *P. radiata* is not tolerant of severe fire. An overarching annual fire management plan will be prepared for the fire control activities within plantations and activities undertaken will comply with:

- The Guidelines;
- Shire of Donnybrook-Balingup Firebreak and Fuel Hazard Reduction Notice; and
- The Code.

Fire events within the plantation area are likely to be detected by Department of Biodiversity, Conservation and Attraction's (DBCA) aerial fire surveillance, neighbouring landowners, Delta Forestry surveillance patrols, and members of the public passing by the property. Delta Forestry also monitors the Bureau of Meteorology, Digital Earth Australia Hotspots and Emergency WA Warnings and

Incidents for fire weather, lightning, and fire activity.

Plantation GIS data sets will be supplied to DFES and DBCA for inclusion in emergency service directories and for fire co-ordination centres. Maps and our overarching annual fire management plan will be provided to local government when requested. In addition, plantation signposting will have relevant fire contact information and location details for efficient fire notifications.

In the event of a wildfire within the plantation area, the following suppression methods will be considered by the Forest Manager along with fire suppression priority values.

Fire Response Matrix		
Fire danger index	Suppression type	Management unit
No Rating:	Direct attack on head fire and flank fire – earthmoving	Small fire area confined within a compartment cell
Moderate:	Flank fire attack – earthmoving machine and aerial water bombing assisted	Fire area confined to a single compartment cell
High:	Tail fire suppression – earthmoving machine and, aerial water bombing assisted	Fire area confined to multiple compartment cells or perimeter breaks
Extreme or Catastrophic:	Aerial water bombing and machine assisted suppression	Fire area confined to low fuel areas within or outside the plantation area

Should a plantation fire occur, the Forest Manager will respond to suppress the fire on behalf of the Owner and will be responsible for mop up and ongoing monitoring within the property boundaries once the wildfire has been brought under control and running fire is contained with mineral earth firebreaks.

15. FIRE FIGHTING RESOURCES AND REGISTER

The Forest Manager will have the following resources available to respond to fire.

Resource	Location
500 litre slip on	Manjimup
400 litre slip on	Dardanup
2,300 litre heavy tanker	Glenoran
2,300 litre heavy tanker	Manjimup
2,300 litre heavy tanker	Collie
Quickfill pump with stand pipe trailer	Mumballup[7]

The Forest Manager will review its resourcing requirements from time to time and will include the services of third-party providers to increase the number and availability of resources during the fire season. Future resourcing will be detailed in our annual fire management plan.

16. FIRE REPONSE

There will be a 30-minute response time from the closest available Forest Manager deployed resource from the property.

17. FIREBREAK AND FUEL MANAGEMENT

Firebreaks will be inspected annually and maintained in a trafficable condition cleared of all flammable material in line with the annual the Shire's annual compliance notice. Firebreaks at a minimum shall have a clearance of 15 metres in width for external breaks and 6 metres in width internal breaks and 6 metres in vertical height, allowing the safe passing of fire-fighting appliances. Firebreaks will be maintained by either herbicide application preceding the onset of the fire season and/or firebreak grading to remove flammable material. A 20 m strategic firebreak will be installed between compartment 3, 5 and 6.

Annual grass inspections will be carried out prior to the commencement of the Restricted Fire Season to ascertain whether controls are needed to reduce potential fire spread risk. As the plantation achieves tree canopy closure, grasses will be shaded out of the plantation area. Grasses will therefore predominately frequent areas outside of the tree crop area along firebreaks and within non plant areas where they are able to be managed effectively using herbicides and/or

[7] To be provided to Mumballup Volunteer Brigade for community use.

mechanical treatments.

Building setbacks will be observed for outbuildings. There is no habitable dwelling on the Noggerup property. A derelict dwelling situated close to the Donnybrook – Boyup Brook Road will be demolished as part of the plantation development under a BA5 Application for Demolition Permit.

A powerline runs in a west-north-west to east-south-east direction with a take-off in a south west direction towards the Townsite, on the front of Lot 3711. A setback of 20 metres either side (40 m in total) of the powerline and take-off will be installed as part of the plantation establishment plan. The powerline easements will be treated with herbicides or mechanical means to remove fuel loads and will serve as a strategic firebreak. Building setbacks will be implemented where neighbouring infrastructure is within proximity to cadastral boundaries.

No flammable hydrocarbons are to be stored on the property.

18. FUEL REDUCTION CONSIDERATIONS

As detailed in the development application, the property been recently grazed which has led to the decline in understorey native vegetation species and a structure change to predominately grasslands with mixed upper canopy forest types. By removing grazing animals, it is likely that there will be a return to of some native understorey species within remnant native vegetation islands within the confines of the plantation. Remnant vegetation areas will be closely monitored and measured and should fuel levels exceed 8 tonnes/hectare, some means of fuel reduction will be contemplated. This could be in the form of prescribed burning however, where prescribed burning is a "fire risk" (potential destruction or damage that would deem the plantation to be unmerchantable) to the plantation then herbicide treatments or mechanical fuel mitigation will be used as an alternative. Furthermore, the Owner and Forest Manager, under the directions of the local FCO, commit to providing resources to the Mumballup Volunteer Fire Brigade and Noggerup community for prescribed burning surrounding the townsite and adjacent reserves.

19. OTHER MEASURES TO REDUCE FUEL LOADS

Plantation firebreak edge trees will be assessed annually to determine whether there is limb intrusion into the firebreak accessway. Tree limbs encroaching into the firebreak will be pruned to maintain vertical height specifications as detailed in the Local Authority's Firebreak Orders.

To minimise the risk of fire to the Noggerup townsite and create defensible positions, the following Fuel Reduced Buffers (FRBs) will be installed:

- Compartments 1 and 2 will have high pruned pine trees established between 5 years to 10 years of age to 6 metres in height to a depth of 20 metres from the plantation edge.
- Compartment 3 along the strategic firebreak separating compartments 3,5 and 6 will have low pruned pine trees established at 5 years to 10 years of age to 2.1 metres in height to a depth of 20 metres.

Furthermore, harvest debris will be treated by mulching or removal from compartments 1 and 2 following thinning and clearfell harvest operations prior to the proceeding fire season.

20. POTENTIAL IGNITION SOURCES

Ignition Point	Likelihood	Controls
1. Within Plantation – normal operations	Unlikely	Access via firebreaks and roads only.
2. Within Plantation – harvest - powerline	Unlikely Possible	Implement harvest bans on high fire danger index. Harvest equipment fitted with suppression systems. One fire unit for each harvester onsite during operational hours. Powerline easements to be treated with herbicides or by mechanical means to limit fire spread in the event of a downed powerline or pole fire.
2. Roadside fire	Possible	Firebreaks well managed.
3. Neighbouring property activity or fire escape	Possible	Firebreaks well managed. Consider fuel loads along connected forest corridors. Participate in interagency prescribed burning activities in high fuel loads outside the plantation area on DBCA, local government or local government land tenures
4. Fire escape DBCA managed land (Forest, Reserves or National Park)	Possible	Be aware of fuel reduction burning in the general vicinity. Assist with prescribed burning where land unit adjoins property boundary.
6. Lightning Strike	Unlikely	Monitor weather. Strategic positioning of Plantation Management staff and contractors for fire monitoring.
7. Arson and illegal activities	Possible	Firebreaks well managed. Security, surveillance and monitoring. Liaison with government agencies, neighbours and local police.

Likelihood
Very Unlikely - Rare / not expected but remotely possible
Unlikely - Improbable but could happen / not expected
Possible - Could happen or plausible
Likely - Will probably happen / is likely to happen
Certain - 100% likely / almost 100% likely

21. WATER SUPPLIES

Water point location information is shown on the FMP and identified by a "W" symbol contained within fine blue line work. The property has 5 reliable water points strategically located across the land for the purpose of watering grazing animals. These water points have a combined estimated capacity of 3,000 kilolitres. Two water tanks situated at the rear of the shed with a combined capacity of 25,000 litres fitted with 50 mm camlock fittings will also supplement existing water sources.

Accessways from firebreaks or compartment boundaries will be installed to access these reliable water points for fire control purposes. The water point volume, access and egress will be monitored prior to and during each fire season. Reliable water points are marked on maps and by signage on the property. In the event water points become unreliable they will be removed from maps and not signed. In the event all water points become un-reliable, a 50,000L tank with a 50 mm and 80 mm camlock fittings will be installed for fire-fighting purposes at either the property entrance point or the Noggerup Fire Shed.

22. FIRE DANGER PERIODS

Alertness will be increased as required during bushfire season, particularly on extreme and catastrophic fire danger rating days. Our response to increased risk may include standby of additional fire suppression resources (Asset Land Management Pty Ltd – Collie based), fire detection patrols and stand down of contractors operating within the plantation area. The landowner, Plantation Manager and Contractors will comply with Total Fire Bans or Movement Bans. (See Appendix 7 – Fire Danger Rating Operation Restrictions).

23. FIRE MAPS

Fire management maps will be prepared and reviewed annually to reflect the current forest condition and the latest contact information. Fire maps will be made available to DFES, DBCA, Forest Industries Federation of Western Australia (FIFWA) Fire Co- operative Group through map revisions and GIS sharing and local volunteer fire brigades. Fire maps will also be held at the property's main entrance point in red coloured waterproof fire tubes at the property access points.

24. SIGNPOSTING

Plantation management signage will be placed at plantation entry points and will provide relevant plantation details and contact numbers for fire control purposes. Reliable water points will also be signposted from major access routes.

25. FIRE FIGHTING TRAINING

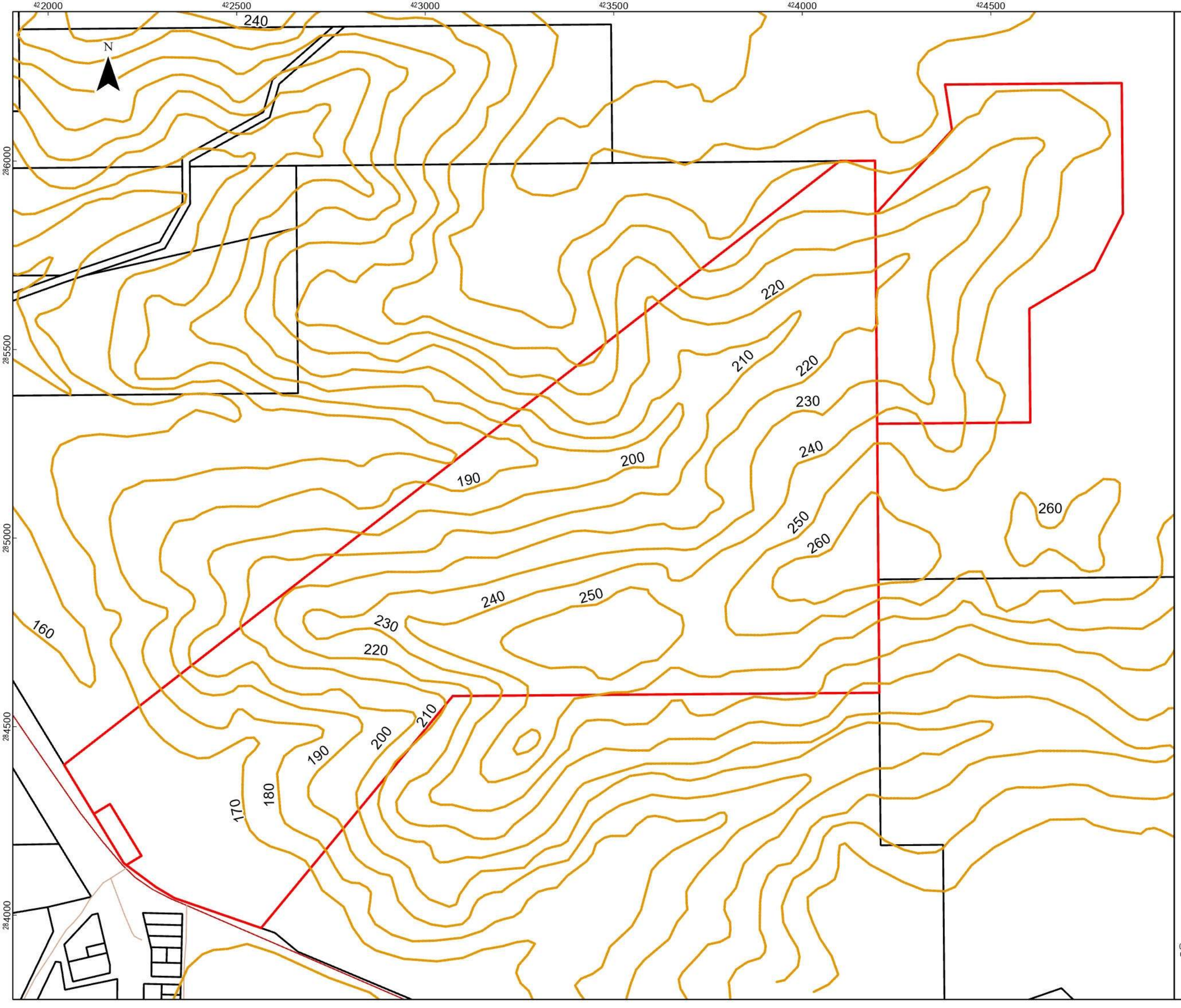
Plantation operational field staff and contractors used for fire control activities will have attained a Basic Fire Fighter training level or better.

26. HARVEST

The intent is to deploy a cut-to-length harvest system to produce logs for delivery to local and export markets. Prior to any harvest operations a harvest management plan will be developed for endorsement by the local government authority and communication to stakeholders. The harvest management plan shall include a section on harvest residue management to adequately manage fire risk (including the removal of harvest debris from compartments 1 and 2 prior to the proceeding fire season), include additional resources to managed heighted risk of fire from machinery, and all operations will comply with harvest and vehicle movement bans. A decision to continue with the plantation use or otherwise will be made after the clearfell harvest noting the management of stump residues will need to be incorporated into any plans if an alternative land use is contemplated.

Attachments:

1. Topographical Information
2. District Context Plan.
3. Roads and Firebreaks – FMP
4. Emergency Access and Egress Roads and Tracks
5. Plantation Design Plan
6. Surrounding Land Use
7. Fire Danger Rating Operation Restrictions



FORESTRY

NOGGERUP PLANTATION

Contour Map

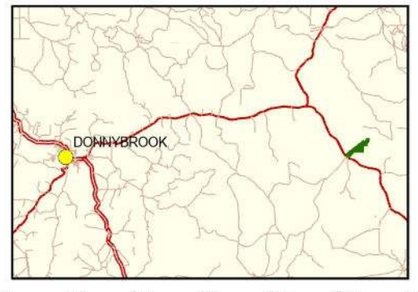
Details

Lot 3711 on P201646 and Lot 3134 on P140738
SHIRE: Donnybrook Balingup
LAND OWNER: Cultura Australia Pty Ltd
ACCESS: Donnybrook-Boyup Brook Rd

Legend

- Contour Line (10m interval)
- Noggerup Boundary
- Surrounding Cadastre

Location



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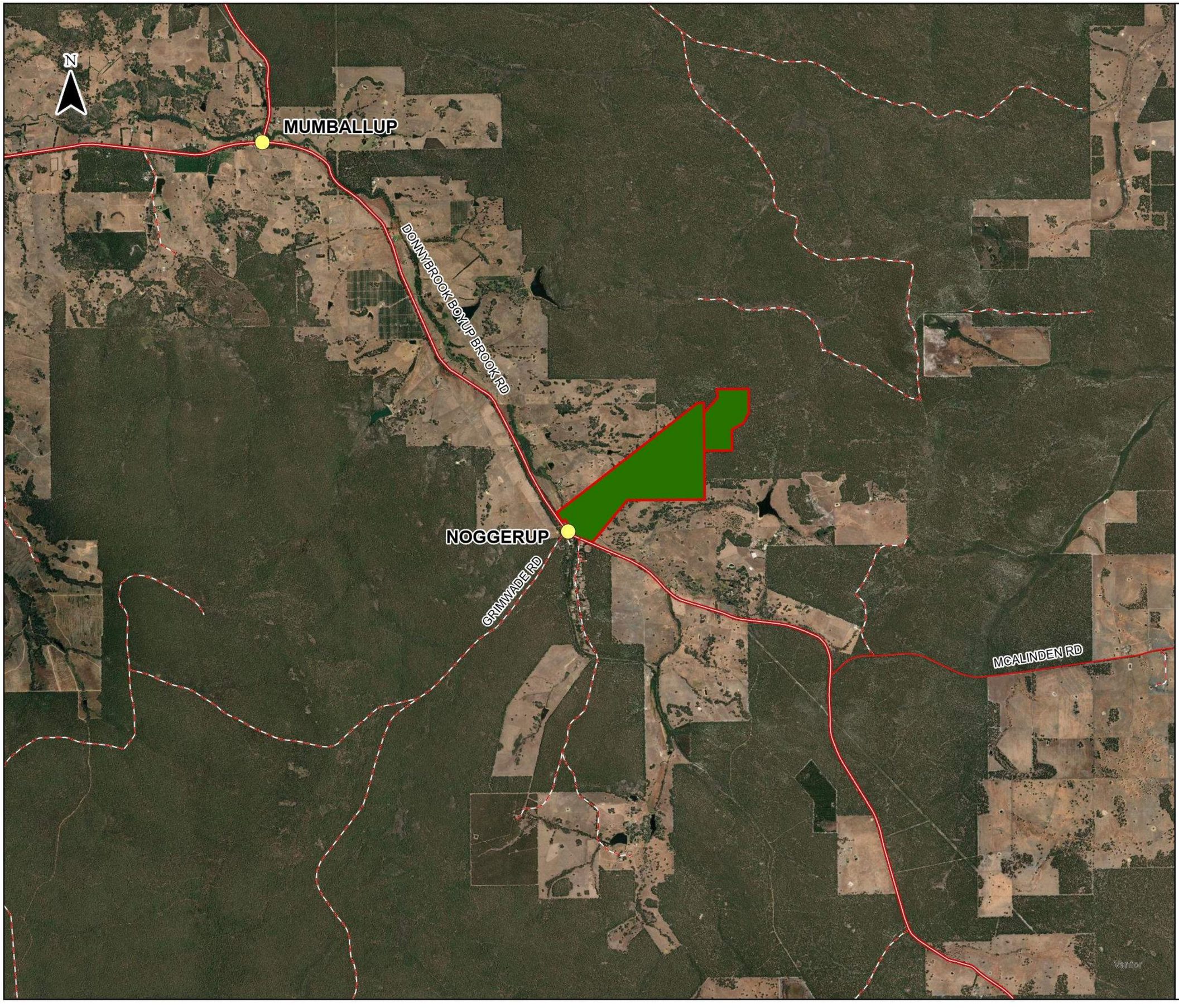
DATE: November 2025



FORESTRY

NOGGERUP PLANTATION

District Context Plan

Details

Lot 3711 on P201646 and Lot 3134 on P140738

SHIRE: Donnybrook-Balingup

LAND OWNER: Cultura Australia Pty Ltd

ACCESS: Donnybrook-Boyup Brook Rd

Legend

- Town
- Highway/Main Road - Sealed
- Minor Road - Sealed
- Minor Road - Unsealed
- Noggerup Plantation

0 0.5 1 2 3

Kilometers

1:50 000 @ A3

DATE: November 2025

422000 422500 423000 423500 424000 424500 425000

286000 285500 285000 284500 284000

N

Site ID: 19795
Site Name: Preston River
Status: Registered

12
P2026
8.3 ha

14
P2026
14.3 ha
(13.7)

11
P2026
13.2 ha
(11.9)

13
P2026
13.5 ha
(8.4)

(1.3)

(5.1)

10
P2026
8.9 ha
(8.6)

(0.6)

(0.1)

(0.1)

(0.3)

9
P2026
10.0 ha

5
P2026
15.5 ha
(15.3)

(0.2)

6
P2026
16.3 ha
(16.1)

7
P2026
3.7 ha
(3.1)

(0.3)

8
P2026
11.8 ha

(0.3)

3
P2026
19.2 ha
(14.2)

2
P2026
7.5 ha
(3.0)

(5.0)

(1.1)

(2.2)

4
P2026
3.1 ha

(1.2)

P2026
1.3 ha

DONNYBROOK BOYUP BROOK RD

FORESTRY

NOGGERUP PLANTATION

Development Application

Details

Lot 3711 on P201646 and Lot 3134 on P140738
SHIRE: Donnybrook-Balingup
LAND OWNER: Cultura Australia Pty Ltd
FIREBREAKS: External 15m
Internal 6m
ACCESS: Donnybrook-Boyup Brook Rd

Area Report

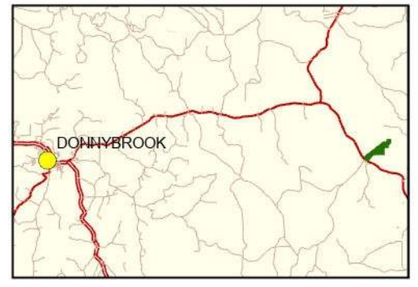
P. radiata P2026.....146.7 ha

TOTAL AREA.....146.7 ha

Legend

- Main Access (EMP)
- Access Gate
- Fire Map Tube
- House
- Shed
- No Access
- Crossing
- Tank
- Waterpoint - Reliable
- Powerline
- Track
- Drain
- Stream
- P. radiata (proposed planting)
- Buffer/ Non Plantable
- Firebreak
- Retained Veg
- Dam/Soak
- Wet/Non Plantable
- Indigenous Heritage Site

Location



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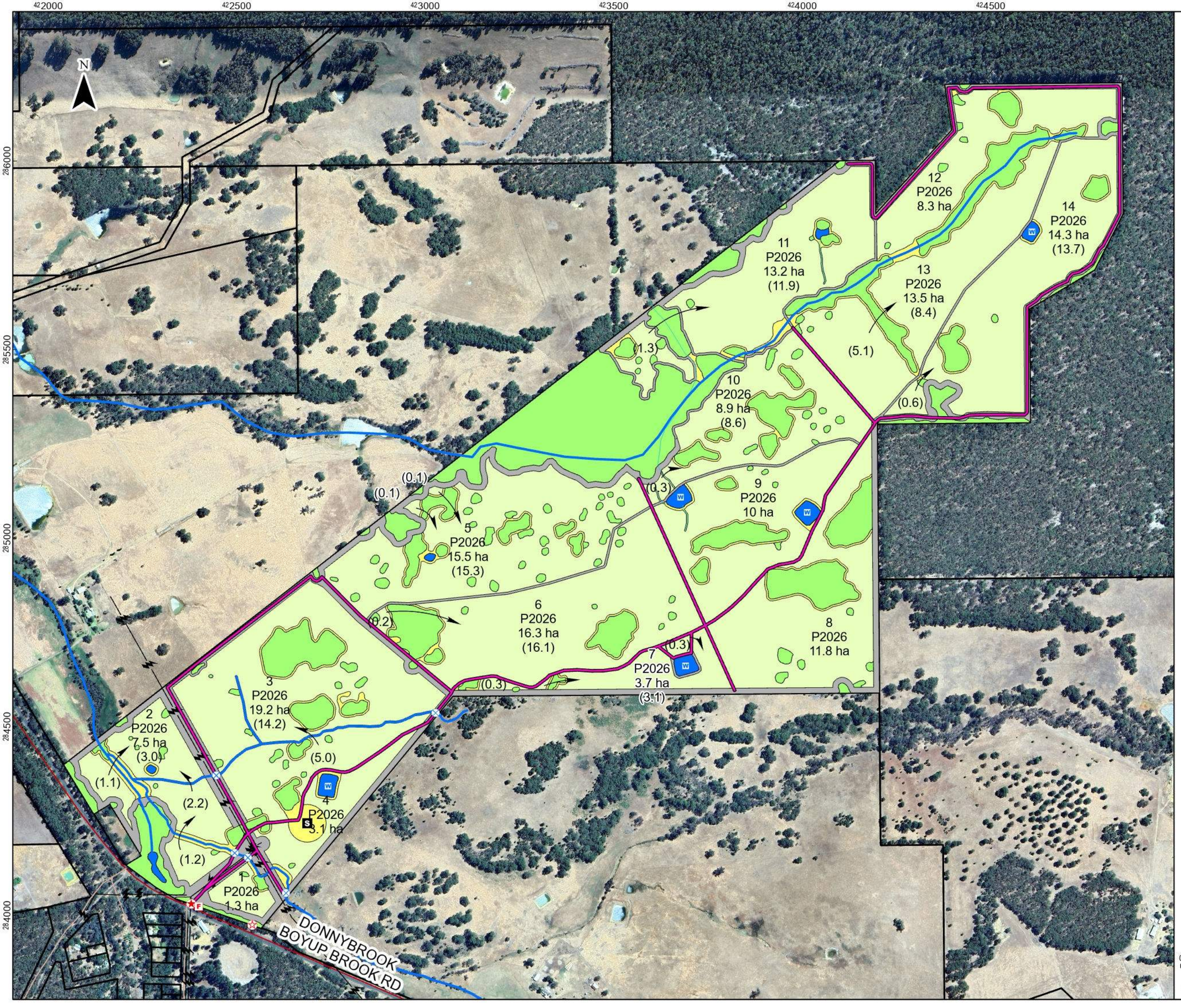
DATE: November 2025



FORESTRY

NOGGERUP PLANTATION Emergency Access and Egress Roads

Details

Lot 3711 on P201646 and Lot 3134 on P140738

SHIRE: Donnybrook-Balingup

LAND OWNER: Cultura Australia Pty Ltd

FIREBREAKS: External 15m
Internal 6m

ACCESS: Donnybrook- Boyup Brook Rd

Area Report

P. radiata P2026.....146.7 ha

TOTAL AREA.....146.7 ha

Legend

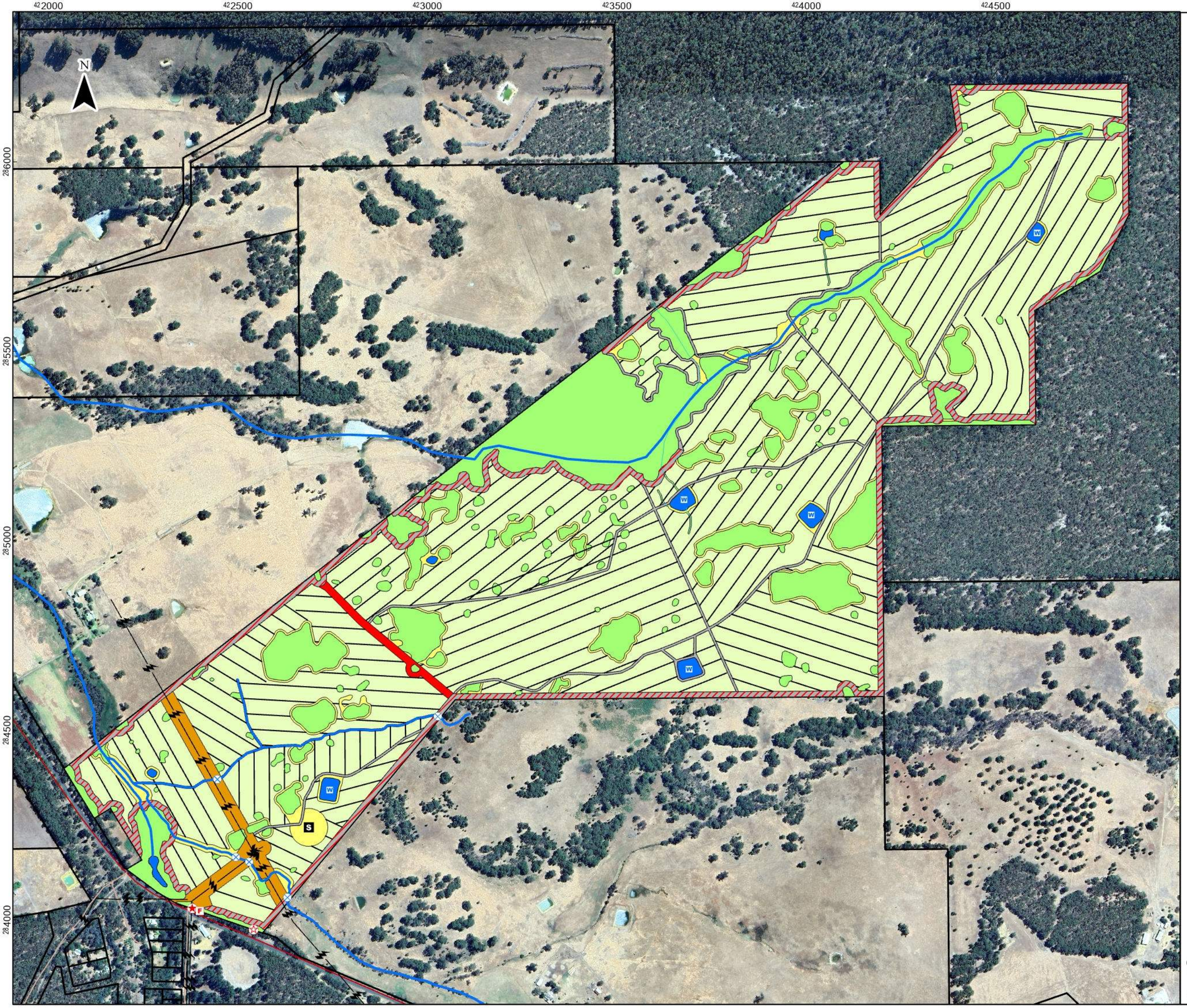
- Main Access (EMP)
- Access Gate
- Fire Map Tube
- House
- Shed
- No Access
- Crossing
- Waterpoint - Reliable
- Emergency Access/Egress
- Powerline
- Track
- Drain
- Stream
- P. radiata (proposed planting)
- Buffer/ Non Plantable
- Firebreak
- Retained Veg
- Dam/Soak
- Wet/Non Plantable

Location

0 100 200 300 400 500 600
Meters

1:9 000 @ A3

DATE: November 2025



FORESTRY

NOGGERUP PLANTATION
Plantation Design Plan

Details

Lot 3711 on P201646 and Lot 3134 on P140738
SHIRE: Donnybrook-Balingup
LAND OWNER: Cultura Australia Pty Ltd
FIREBREAKS: External 15m
Internal 6m
ACCESS: Donnybrook-Boyup Brook Rd

Area Report

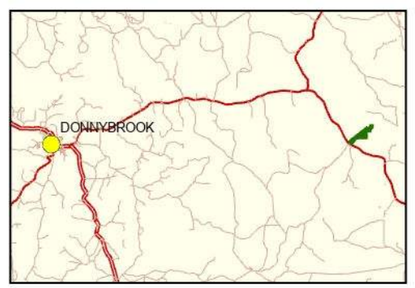
P. radiata P2026.....146.7 ha

TOTAL AREA.....146.7 ha

Legend

- Main Access (EMP)
- Access Gate
- Fire Map Tube
- House
- Shed
- No Access
- Crossing
- Waterpoint - Reliable
- Row Direction (4.0m spacing)
- Powerline
- Track
- Drain
- Stream
- P. radiata (proposed planting)
- Buffer/ Non Plantable
- Firebreak 6m Internal
- Firebreak 15m External
- Firebreak 20m Internal
- Firebreak Powerline 20m offset
- Retained Veg
- Dam/Soak
- Wet/Non Plantable

Location



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DATE: November 2025

421500 422000 422500 423000 423500 424000 424500 425000 425500 426000

287000 286500 286000 285500 285000 284500 284000 283500 283000

N

FORESTRY

NOGGERUP PLANTATION

Land Use

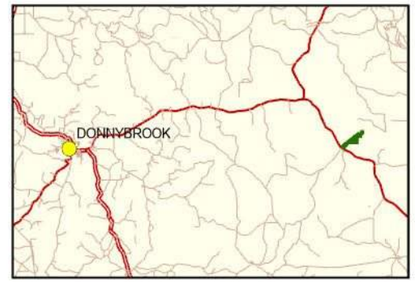
Details

Lot 3711 on P201646 and Lot 3134 on P140738
SHIRE: Donnybrook-Balingup
LAND OWNER: Cultura Australia Pty Ltd

Legend

- D Dwelling
- S Shed
- Noggerup
- General Grazing
- Town Site
- Forested
- Softwood Plantation
- Softwood Plantation
- Cadastre
- Indigenous Heritage Site

Location



0 200 400 600 800
Meters

1:15 000 @ A3

DATE: November 2025

Source: Esri, Maxar, Earthstar Geographics, and the GIS User Community

Delta Forestry Operation Restrictions during Fire Danger Period

Region	Operation	Forecast Fire Danger Ratings (Fire Behaviour Index)				
		<12 No rating	12-23 Moderate	24-49 High	50-99 Extreme	>=100 Catastrophic
Blackwood Capes Southern Forests Stirling West	All operations within the managed estate.	No restrictions required.		The fire risk of all operations should be considered in the regions. Managers should consider ceasing operations by 1500 hours or ealier if the Fire Behaviour Index is expected to be >=40. **Operations can continue beyond 1200 hrs where local weather conditions are recorded and considered satisfactory.**	No Total Fire Ban in place, operations cease 1200 hours. Operations suspended for all 24hrs of the Total Fire Ban. No approval will be given to return to work until after the Total Fire Ban is over. **Operations can continue beyond 1200 hrs where local weather conditions are recorded and considered satisfactory by the Forest Manager in consultation with the Duty Officer.**	**No operations will be authorised the day of the Total Fire Ban without the direct approval of the Forest Manager in consultation with the Duty Officer.** This includes patrolling activities. The location of fire crews and control equipment to be given careful consideration.

All operations subject to declared harvest and vehicle movement bans.

Department of **Planning, Lands and Heritage**

GOVERNMENT OF WESTERN AUSTRALIA

Addressee's ref:	CAS-112784-R9K9B0
Our ref:	ADV-10010831
file no:	A00009-26
Enquiries:	Isabella Tanti, 6551 9013

Ms Gabriella Hayward
Shire of Donnybrook-Balingup
Via email to: gabriella.hayward@donnybrook.wa.gov.au

Dear Ms Hayward,

ABORIGINAL HERITAGE COMMENT – DEVELOPMENT APPROVAL P25071 - NOGGERUP

Thank you for your enquiry dated 12 January 2026 regarding the proposed development of a pine plantation located Lot 3711 and Lot 3734 (3543) Donnybrook-Boyup Brook Road, Noggerup.

A review of the Register of Places and Objects (Register) concludes that the proposed activity area intersects with the boundary of Registered Aboriginal site Preston River (ID 19795).

Therefore, based on the current information held by the Department, approval under the *Aboriginal Heritage Act 1972* (AHA) is required for any works within the boundary of the above site that may impact or harm Aboriginal heritage. More information about approvals can be found at Aboriginal Heritage Approvals.

Please note, because this development application facilitates future development of the land, future works proponents must seek advice from DPLH before commencing any physical work on the land.

The proposed activity area may not have been comprehensively surveyed, so there may be unrecorded Aboriginal heritage in the area. The AHA protects all Aboriginal sites in Western Australia, regardless of their presence on the Register or not. Should a person become aware of unreported Aboriginal heritage while undertaking an activity or project, they are required to report it to the Department.

The public Aboriginal Cultural Heritage Inquiry System (ACHIS) is updated as new information about Aboriginal heritage is recorded. The Department recommends regularly checking ACHIS in case any new information is reported within the proposed activity area. Search tips and user guides can be accessed at Find Aboriginal cultural heritage in WA. Further information can be found at Aboriginal Heritage Act in Western Australia.

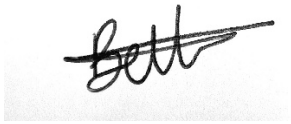
140 William Street Perth WA 6000 | Locked Bag 2506 Perth WA 6001 | (08) 6551 8002
info@dplh.wa.gov.au | www.dplh.wa.gov.au
ABN 68 565 723 484

Department of **Planning, Lands and Heritage**

GOVERNMENT OF WESTERN AUSTRALIA

Should you have any queries regarding this advice please contact Isabella Tanti, Project Support Officer, at Isabella.Tanti@dplh.wa.gov.au or on 6551 9013. For all other enquiries, please lodge an advice request through the ACHknowledge Portal.

Yours sincerely,



Isabella Tanti
Project Support Officer
Heritage and Property Services

27 February 2026

Department of
Primary Industries and Regional Development
GOVERNMENT OF WESTERN AUSTRALIA

Your reference: P25071
Our reference: LUP 2350
Enquiries: Leon van Wyk

Gabriella Hayward
Planning Officer
Shire of Donnybrook-Balingup
PO Box 94
DONNYBROOK WA 6239
gabriella.hayward@donnybrook.wa.gov.au

12 February 2026

Dear Gabriella

COMMENT: Notice of application for development approval P25071 - Lot 3711 and Lot 3734 (3543) Donnybrook-Boyup Brook Road, Noggerup

Thank you for the opportunity to comment on the proposed development of a Plantation at Lot 3711 and Lot 3734 Donnybrook-Boyup Brook Road, Noggerup.

The Department of Primary Industries and Regional Development (DPIRD) does not object to the proposed Pine Plantation at the abovementioned lots.

If you have any queries regarding the comments, please contact Leon van Wyk at (08) 9780 6171 or leon.vanwyk@dpird.wa.gov.au.

Yours sincerely

Anya Lam
Director Agriculture Resource Management and Assessment
Fisheries and Sustainability

1 Nash St, East Perth WA 6000
Telephone 08 9368 3383 landuse.planning@dpird.wa.gov.au
dpird.wa.gov.au
ABN: 18 951 343 745

GOVERNMENT OF WESTERN AUSTRALIA

Department of **Biodiversity, Conservation and Attractions**

PARKS AND WILDLIFE SERVICE

Your ref: P25071
Our ref: PRS 55251 2023/003114
Enquiries: Tracy Teede
Phone: 9725 4300
Email: swlanduseplanning@dbca.wa.gov.au

Chief Executive Officer
Shire of Donnybrook-Balingup
PO Box 94
DONNYBROOK WA 6239

ATTENTION: Gabriella Hayward

PROPOSED PINE PLANTATION –
LOTS 3711 & 3734 DONNYBROOK-BOYUP BROOK ROAD NOGGERUP

I refer to your email dated 9 January 2026 forwarding a development application for the Department of Biodiversity, Conservation and Attractions' (DBCA) Parks and Wildlife Service comment.

Parks and Wildlife Service's South-West Region provide the following advice in relation to the Department's responsibilities under the *Conservation and Land Management Act 1984* and the *Biodiversity and Conservation Act 2016* (BC Act).

Advice to Shire
Lot 3734, and a portion of the Lot 3711 boundaries, ajoin the Preston National Park, which is managed by DBCA. There should be no direct or indirect impacts, including surface water run-off, drainage, erosion, pollution and/or weed spread from the proposed pine plantation to the adjacent national park.

Vegetation clearing
Lots 3734 and 3711 contain vegetation considered suitable habitat for black cockatoos and western ringtail possums (WRP) which are listed as a threatened species under the BC Act. Other species of conservation significance likely to be within the area include the quenda, south-western brush-tailed phascogale and quoll.

If clearing of native vegetation is required, the proponent should be aware of their obligations and approval requirements under section 40 of the BC Act, which requires Ministerial authorisation to take or disturb threatened species. DBCA recommends that when vegetation clearing or pruning is required, the proponent should seek advice from DBCA's Species and Communities branch at speciesandcommunities@dbca.wa.gov.au prior to clearing works, in relation of section 40 authorisation requirements.

If vegetation clearing is required, the proponent should seek advice from the Department of Water and Environmental Regulation (DWER) in relation to clearing permit requirements.

Forest Management Plan
The Forestry *Forest Management Plan* (undated) (FOMP) Section 8 – Standard Prescriptions table – refers to the maintenance of external fencing. The proponent should liaise with the DBCA Wellington District Manager (wellington@dbca.wa.gov.au) prior to any fencing construction works being undertaken to check whether there are any DBCA requirements.

FOMP Section 10 Silviculture and Management Regime – Management Schedule table - Monitoring refers to monitoring weekly and at least quarterly thereafter for weeds, pests and other activities. The FOMP Monitoring table also refers to wildling control being undertaken as required. DCBA recommends that wildling monitoring and management be undertaken adjacent to the national park boundary as often as the proposed weed and pest monitoring, to minimise the spread of pine-wildlings spreading into the national park.

Fire Management Plan

The Forestry *Fire Management Plan* (undated) (FMP) Section 7 – Internal Access - refers to piping and/or hard surfacing material being applied to watercourse crossover points. DBCA recommends the proponent seek advice from DWER regarding permits to *Interfere with the Bed or Banks of a Watercourse* **,** prior to any development near watercourses.

FMP Section 8 – Plantation Species and Design – includes a table indicating plantation design setbacks with a 15-metre setback to lot boundaries being proposed. DBCA's preference is for a 20-metre lot boundary setback between planted areas and the adjacent national park to minimise pine wilding and weed spread into the national park and an increased fire management buffer between the plantation and DBCA-managed land.

FMP Section 8 Plantation Species and Design table refers to a 6-metre minimum setback to retained remnant vegetation. The FMP *Noggerup Plantation Development Application* map (Plantation map) depicts the location of buffers between native vegetation and planted areas. DBCA recommends that the buffer to retained native vegetation be outside the tree crown drip zone, consisting of suitable demarcation materials to protect the retained native vegetation and tree roots, from accidental vehicle damage and soil compaction..

FMP Section 13 Fire Contact Information – the key contact information includes both DBCA Wellington and Blackwood district contact numbers. Lots 3711 and 3734 are located entirely within the DBCA Wellington district and it is recommended that the Blackwood district contact details are removed.

FMP Section 18 Fuel Reduction Considerations – refers to fuel reduction in the form of prescribed burning. DBCA recommends the proponent liaise with the DBCA Wellington district prior to any proposed prescribed burning program being undertaken to minimise potential fire spread to the adjacent national park.

FMP Section 19 refers to harvest debris being treated or removed. Harvest debris heaping or burning of vegetated debris should be located a sufficient distance from the National Park to protect the DBCA-managed bushland from the spread of weeds, scorch or initiation of bushfire. The proponent should liaise with the DBCA Wellington District regarding the location of heaps and fire protection measures in areas adjacent to the national park.

Phythophthora Dieback Disease

The adjacent national park is a gazetted Disease Risk Area (DRA). A DRA is managed to ensure that there is minimal risk from activities that may introduce or spread *Phytophthora* dieback. It is important that any development works within Lots 3711 and 3734 do not significantly increase the potential for the spread of dieback to the adjacent national park. DBCA recommends the proposal be subject to dieback management measures to minimise the threat of disease spread to the adjacent national park.

Thank you for the opportunity to comment on this application. Please contact Tracy Teede at the Parks and Wildlife Service South-West Region office on 9725 4300 if you have any queries regarding this advice.

Yours sincerely

Aminya Ennis
Regional Manager

20 February 2026

From: South West Region Planning Services <swrplanning@mainroads.wa.gov.au>
Sent: Wednesday, 25 February 2026 7:02 AM
To: Gabriella Hayward
Subject: Reply [PLR#0226-0007] Development Application - P25071 - Pine Plantation - Lot 3711 & 3734 (3543) Donnybrook-Boyup Brook Road, Noggerup

OFFICIAL

Hi Gabriella,

I refer to your email of 9 January 2026 and advise that Main Roads does not support the proposed plantation, given that vehicle sight lines are substandard at the existing access location, as discussed below.

Existing sight distances from the crossover to the west are approx. 150m, which is well below the recommended RAV Guideline of 250 metres.

It is recommended that an alternative crossover be investigated which meets the above sight line requirement and that a revised access proposal be submitted for consideration.

If you have any queries, please contact Kerry Jones on 9724 5661

Regards,

South West Region Planning Services
Tel: +97245600

Main Roads acknowledges the traditional custodians throughout Western Australia and their continuing connection to the land, waters and community. We pay our respects to all members of the Aboriginal communities and their cultures; and to Elders both past and present.

From: Cathy Hunter <cathy.hunter@mainroads.wa.gov.au>
Sent: Friday, 9 January 2026 12:57 PM
To: Craig Browne <craig.browne@mainroads.wa.gov.au>; Maricarmen Perez Rivas <maricarmen.perezrivas@mainroads.wa.gov.au>; Kerry Jones <kerry.jones@mainroads.wa.gov.au>
Subject: CM: [PLR#0226-0007] Development Application - P25071 - Pine Plantation - Lot 3711 & 3734 (3543) Donnybrook-Boyup Brook Road, Noggerup - Due 20.02.2026

OFFICIAL

For your action

From: Pinfold, Daniel <Daniel.Pinfold@pta.wa.gov.au>
Sent: Tuesday, 3 February 2026 2:15 PM
To: SM planning
Cc: Gabriella Hayward
Subject: PTA Response - Request for agency comment - Development Application - P25071 - Lot 3711 and Lot 3734 (3543) Donnybrook-Boyup Brook Road, Noggerup

Some people who received this message don't often get email from daniel.pinfold@pta.wa.gov.au. Learn why this is important

OFFICIAL

Hi Gabriella,

Re: Request for agency comment - Development Application - P25071 - Lot 3711 and Lot 3734 (3543) Donnybrook-Boyup Brook Road, Noggerup

Thank you for your email dated 09/01/2026, the Public Transport Authority (PTA) appreciates the opportunity to respond to this application and have the following conditions and advice.

Conditions

1. Six months prior to harvesting activities, a Timber Harvesting Plan is to be submitted and reviewed by the Public Transport Authority.

Advice

a. The Timber Harvesting Plan should include information regarding traffic management measures in the event of the re-opening of the Donnybrook-Boyup Brook Railway.

The PTA requests a final copy of determination, to be sent to WAPCreferrals@pta.wa.gov.au

Kind regards,

Daniel Pinfold

Assistant Planner | Infrastructure Planning & Land Services

Public Transport Authority of Western Australia
Public Transport Centre, West Parade, Perth, 6000
PO Box 8125, Perth Business Centre, WA, 6849
Tel: (08) 9326 2943 Fax: (08) 9326 2000
Email: daniel.pinfold@pta.wa.gov.au | Web: www.pta.wa.gov.au

The Public Transport Authority of Western Australia cannot accept any liability for any loss or damage sustained as a result of software viruses. You must carry out such virus checking as is necessary before opening any attachment to this message. The information in this email and any files transmitted with it may be of a privileged and/or confidential nature and is intended solely for the addressee(s). If you are not an intended addressee please notify the sender immediately, and note that any disclosure, copying or distribution by you is prohibited and may be unlawful. The views expressed in this email are not necessarily the views of the Public Transport Authority.

From: Daniel Wong <daniel.wong@dwer.wa.gov.au>
Sent: Wednesday, 21 January 2026 4:30 PM
To: Gabriella Hayward
Cc: SM Shire
Subject: REQ-0002399 - P25071 - Plantation at Lot 3711 & Lot 3734 (3543) Donnybrook-Boyup Brook Road, Noggerup

Follow Up Flag: Follow up
Flag Status: Flagged

OFFICIAL

21st January 2026
Our Reference: REQ-0002399
Your Reference: P25071
To: Shire of Donnybrook-Balingup
From: Department of Water and Environmental Regulation
Attention: Gabriella Hayward

Dear Gabriella,

RE: Proposed Pine Plantation at Lot 3711 & Lot 3734 (3543) Donnybrook-Boyup Brook Road, Noggerup

Thank you for providing the above proposal for the Department of Water and Environmental Regulation (Department) to consider.

This proposal is to establish 147 hectares of pine (*Pinus radiata*) at the above property (see Screenshots 1 & 2 below).

As provided in the referral documentation, to support this proposal, the '*Forest Management Plan'* and '*Fire Management Plan'* have been prepared.

The Department has identified that the proposal has the potential for impact on the environment and water resource values management. Key issues and recommendations are provided below, and these matters should be addressed:

- **Issue 1**: Native vegetation
- **Advice 1**: An advice note be included that the clearing of native vegetation is subject to the *Environmental Protection Act 1986* (EP Act), and in the event any clearing of native vegetation is proposed, to contact the Department's Native Vegetation Regulation section by email admin.nvp@dwer.wa.gov.au or by telephone 6364 7098 to determine if a clearing permit is required under the EP Act
- **Discussion 1:** The Department notes that based on the information provided, this proposal avoids the clearing of native vegetation by locating the planation outside of

the remnant stands (Screenshot 2). In the unlikely event there is to be any clearing of native vegetation, the following is advised:

- Under section 51C of the Environmental Protection Act 1986 (EP Act), clearing of native vegetation is an offence unless:
  - it is undertaken under the authority of a clearing permit,
  - it is done after the person has received notice under Section 51DA(5) that a clearing permit is not required,
  - the clearing is subject to an exemption.
- Exemptions for clearing that are a requirement of written law, or authorised under certain statutory processes, are contained in Schedule 6 of the EP Act. Exemptions for low impact routine land management practices **outside** of environmentally sensitive areas (ESAs) are contained in the 'Environmental Protection (Clearing of Native Vegetation) Regulations 2004' (the Clearing Regulations).

- **Issue 2:** Waterway protection
- **Advice 2**: The proponent is advised to:
  - abide by the *Code of Practice for Timber Plantations in Western Australia* (FIFWA 2014) to the satisfaction of the Shire with the following commitments:
    - Machinery should not enter the waterways or their foreshore areas
    - To maintain a minimum 6 meter non-planted buffer to the edge of the waterway, as measured separately for **each** bank of the waterway[1]:
      - outwards from **either** the outer edge of wetland vegetation,
      - the two- to three- year average recurrence interval floodway **or**
      - the high water mark/bankfull level (**if** there is no riparian vegetation)
    - Risk mitigation measures to protect the waterway be detailed for the operations/harvesting, and design and construction of the creek crossings as per Sections 4.3 and 4.5.1.7 of the Code of Practice (Screenshot 3 & 4)
    - Pine wildlings are controlled within remnant vegetation areas over the life of the plantation
    - Use of chemicals, such as herbicides and pesticides, and other pest control methods in plantation operations will be in accordance with State policies, procedures and approved usage
  - contact DWER's Bunbury water licensing branch on 9726411 for a 'band and banks' permit under the RIWI Act in the event there is any interference with the bed and banks of the watercourse – such as for the creek crossings
- **Discussion 2:** The proponent has stated that "the buffers and setbacks set out in in our Plan are designed to minimise the risk of any potential offsite movement, especially to

the local waterways" , but the *Forest Management Plan* lacks detail on how the waterways are to be protected from the site operations. The use of herbicides and pesticides can adversely affect water quality, as rainfall can carry chemical residues into the waterway via sheet flow in large storm events. Heavy machinery can negatively impact waterways and their riparian zones resulting in ground disturbance, erosion, and sediment mobilisation. There is little detail provided regarding waterway crossings (Screenshot 2). As such, the above is advised, consistent with the *Code of Practices* for *Timber Plantations in Western Australia*. The Department also notes that the watercourses on the subject lots are shown on our GIS to be proclaimed under the *Rights in Water and Irrigation Act 1914* (RIWI Act) – Preston River and Tributaries

- [1] as per *'Operational policy 4.3: Identifying and establishing waterways foreshore areas'* (by the then DoW, now DWER, Sept 2012)

- **Issue 3**: Aboriginal heritage site
- **Advice 3**: The proponent is advised to consult the Department of Planning, Lands and Heritage (DPLH) in regards to the Aboriginal heritage site (Blackwood River)
- **Discussion 3**: DWER notes there is an aboriginal heritage site over the waterway as shown in Screenshot 2

The Department has no objection to this proposal.

In the event there are modifications to the proposal that may have implications on aspects of environment and/or water management, the Department should be notified to enable the implications to be assessed.

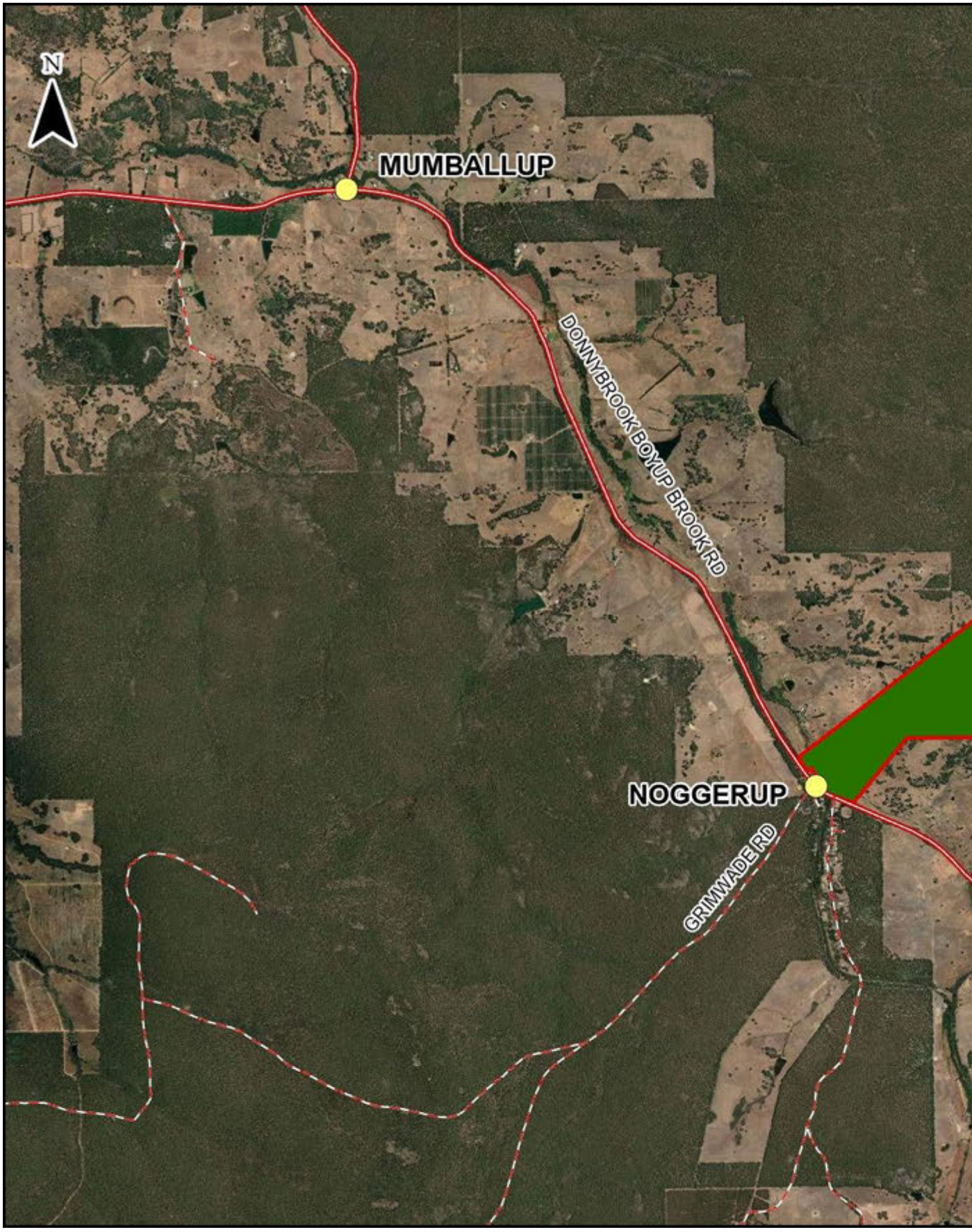
Should you require any further information on the comments please contact the undersigned.

Thank you.

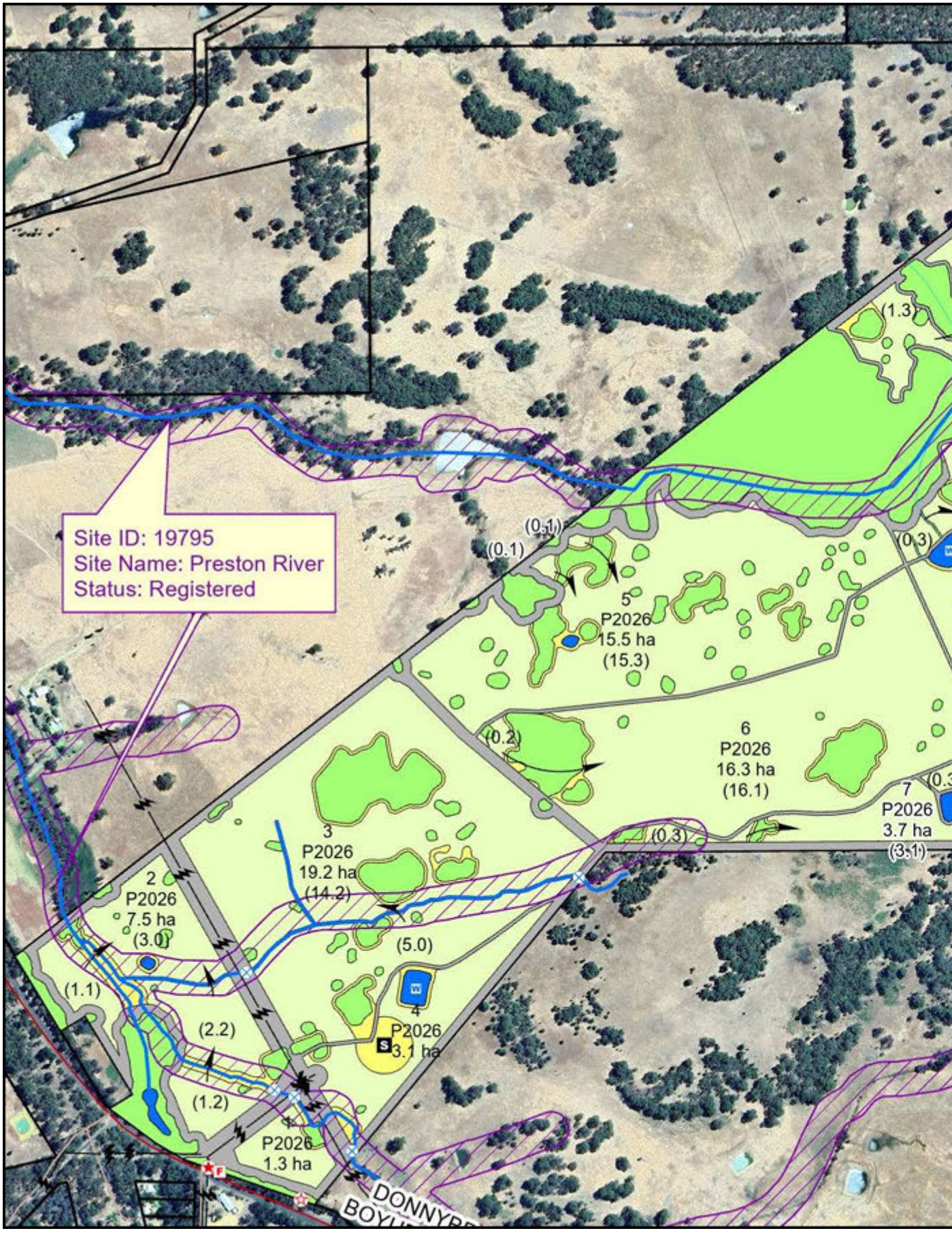
Yours sincerely,

Daniel Wong
Environmental Officer
Department of Water and Environmental Regulation
Planning Advice South West Region

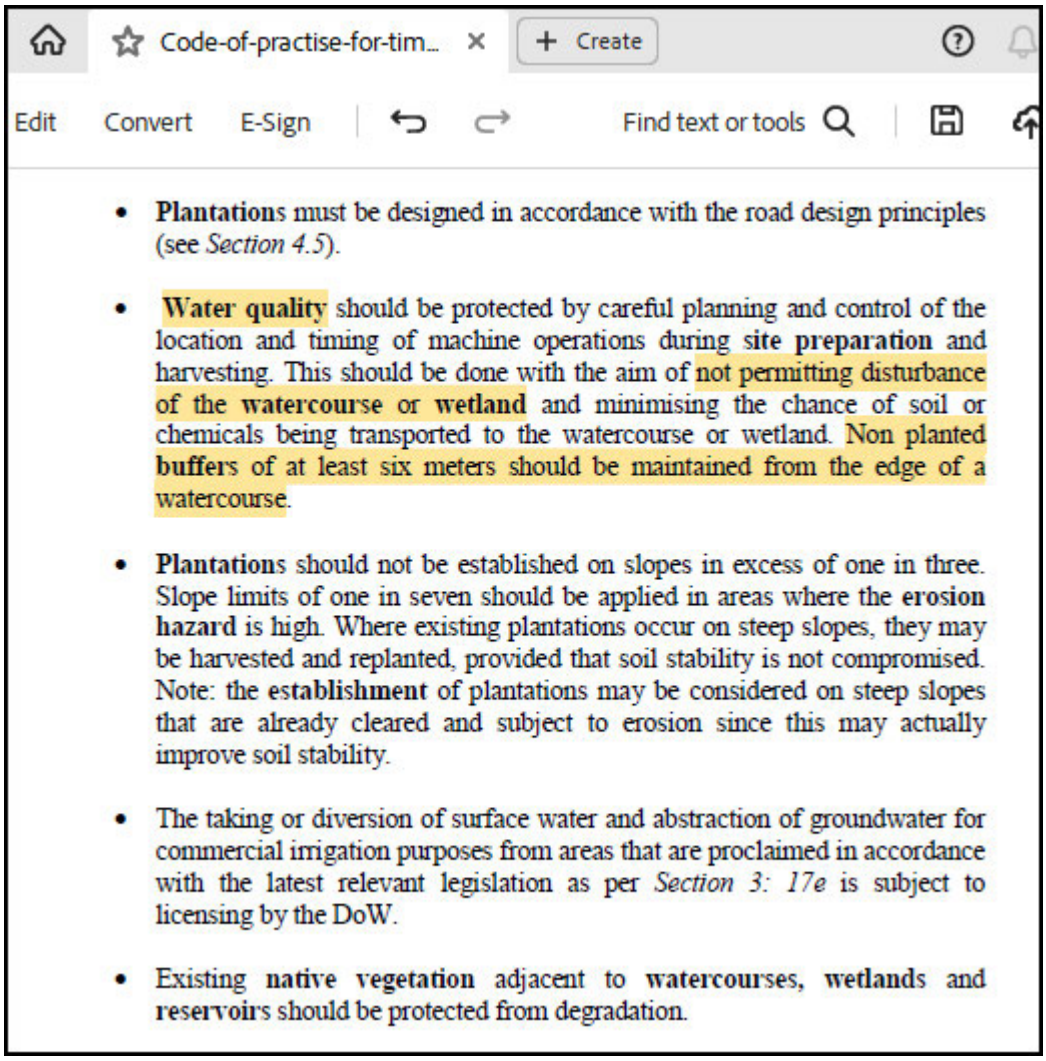
Email: daniel.wong@dwer.wa.gov.au
Phone: 08 9726 4113
Fax: 08 9726 4100
Postal: PO Box 261, Bunbury, WA 6231
Location: 35-39 McCombe Road, Bunbury, WA 6230



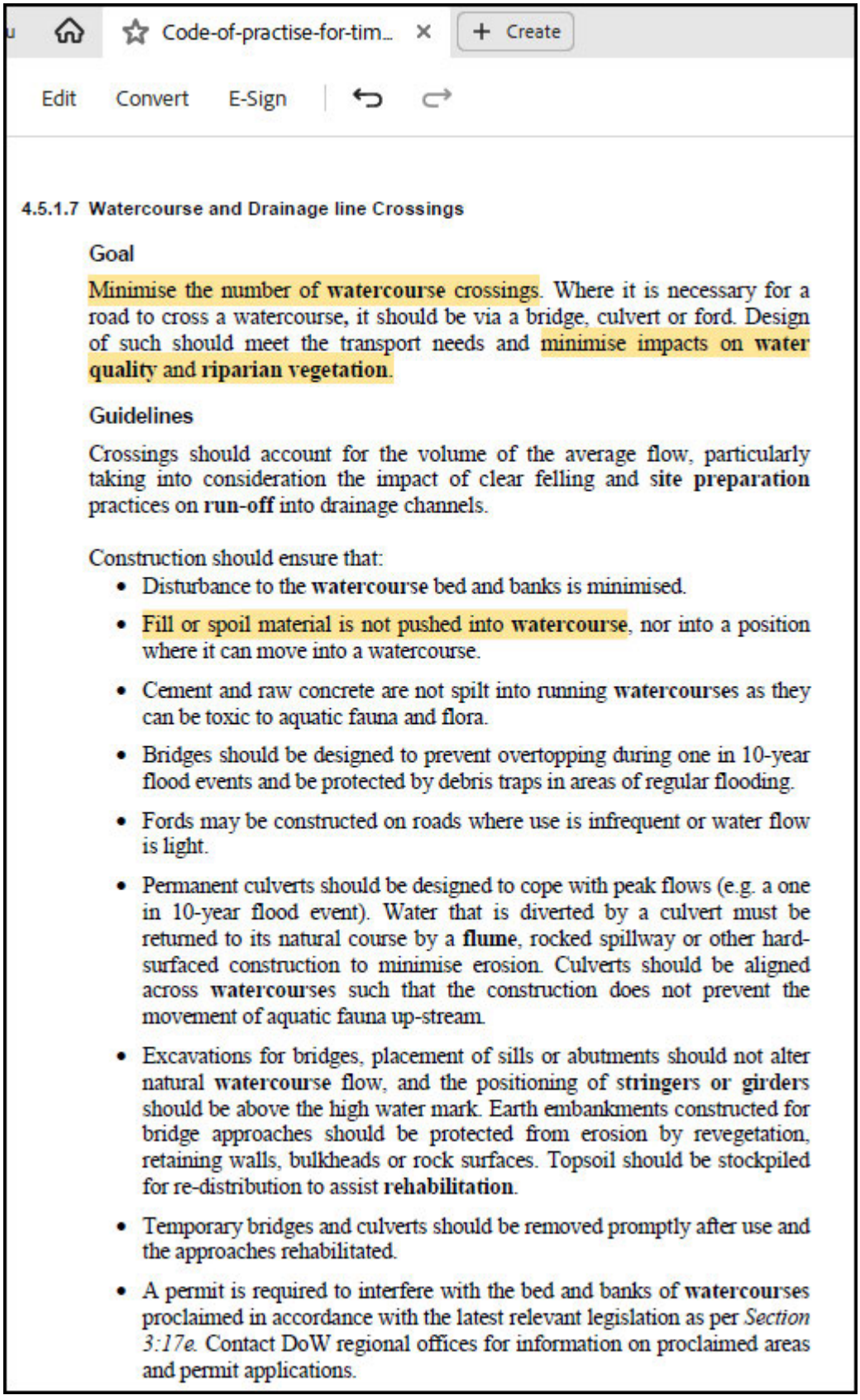
Screenshot 1: Location map



Screenshot 2: Plantation details and waterway crossings



Screenshot 3



Screenshot 4

The Department of Water and Environmental Regulation acknowledges the Traditional Owners of the lands on which we live and work throughout Western Australia and we pay our respects to Elders past and present. The Department recognises the practice of intergenerational care for Country and its relevance to our work and working with the

community. The Department continues to move forward with a shared commitment to protect and conserve Country for our future generations.

Disclaimer: This e-mail is confidential to the addressee and is the view of the writer, not necessarily that of the Department of Water and Environmental Regulation, which accepts no responsibility for the contents. If you are not the addressee, please notify the Department by return e-mail and delete the message from your system; you must not disclose or use the information contained in this email in any way. No warranty is made that this material is free from computer viruses.

Government of Western Australia
Department of Fire & Emergency Services

DFES
Department of Fire & Emergency Services

Our Ref: 2026/0538
Your Ref: P25071

Gabriella Hayward
Shire of Donnybrook Balingup
gabriella.hayward@donnybrook.wa.gov.au

Dear Ms Hayward

LOT 3711 AND LOT 3734 DONNYBROOK-BOYUP BROOK ROAD, NOGGERUP – PROPOSED PINE PLANTATION - DEVELOPMENT APPLICATION

I refer to your email dated 9 January 2026 regarding the submission of a Forest Management Plan and a Fire Management Plan (FMP), prepared by Cultura Australia Pty Ltd, for the above proposed development.

This advice relates only to the *FESA Guidelines for Plantation Fire Protection 2011* (Plantation Guidelines), as well as DFES' role and responsibilities as Hazard Management Agency for Fire in Western Australia.

It is the responsibility of the proponent to ensure the proposal complies with relevant planning and building requirements. This advice does not exempt the applicant/proponent from obtaining approvals that apply to the proposal including planning, building, environmental health or any other approvals required by a relevant authority under written laws.

Assessment

- DFES acknowledge that the development application seeks approval for the establishment of a *P. radiata* softwood plantation and the Shire is seeking comments of the technical details relating to bushfire.
- The plantation is partially located within an area designated as bushfire prone.
- The plantation is considered to involve an intensification of land use due to the change in use, presence of onsite workers and maturity of vegetation over long timeframes.
- Further clarification is required within the FMP as outlined in our assessment below.

Assessment against the *Guidelines for Plantation Fire Protection 2011*

A FMP should adequately address all management responsibilities for the plantation and elements raised in section 3 of the Plantation Guidelines.

Element	Assessment
Fire Management Plans	**3(b) - Local Fire Agency contact** It is recommended that this section be placed at the beginning of the FMP to ensure quick and easy access in the event of an emergency.
Fire Management Plans	**3(g), (h), (i) – Maps** Where feasible, a georeferenced map of the site should be included in the FMP to enable emergency services to readily identify the precise location of the property, access points, water supply points, assembly areas and other critical infrastructure. The inclusion of a QR code linking to the map is also recommended.
Plantation Fire Protection Specifications	**4.2 - Fire Breaks and Access** There appears to be an opportunity to provide more than one access and egress point to a public road. As the development site is located partially within a bushfire prone area, DFES recommends that an additional access and egress point to the public road be provided to support bushfire management and emergency evacuation and response.
Plantation Fire Protection Specifications	**4.3 - Water Supplies** The FMP states that the property has five reliable water points with a combined estimated capacity of 3,000 kilolitres, which are labelled with 'W' on the plantation map. In addition, there are two water tanks at the rear of the existing shed with a combined capacity of 25,000 litres. The FMP further states that in the event the water point becomes unreliable, a 50,000 litre tank with 50 millimetre and 80 millimetre camlock fittings will be installed for firefighting purpose. It is noted that the definition of 'reliable' has not been provided. The use of a dam as a water source would not be supported as 'reliable' unless the proposal is accompanied by a hydrology report which demonstrates that the water level would be maintained above the highest fire brigade suction points in perpetuity. In the absence of such a hydrology report, DFES recommends that the proposed 50,000 litre firefighting water tank be required to provide a permanently available water supply for initial use during fire response.

Recommendation

In light of the above assessment of the proposed plantation in context of the submitted FMP, it is recommended that the FMP be modified to demonstrate compliance with the Plantation Guidelines, namely the requirements relating to the following elements:

- Fire Management Plans; and
- Plantation Fire Protection Specifications.

As per section 9.2 of the *Planning for Bushfire Guidelines*, could the Shire please advise DFES' Office of Bushfire Risk Assessment (OBRM) at obrm@dfes.wa.gov.au if it approves the plantation as it will be considered in the next revision of the Map of Bush Fire Prone Areas.

I hope the above assessment and comments assist the Shire in its determination of the proposal. If you have any queries or require further information, please do not hesitate to contact Senior Land Use Planning Officer – Sean He on telephone number 9395 9702.

Yours sincerely

[redacted]

DESMOND ABEL
DIRECTOR LAND USE PLANNING

27 February 2026

cc: cecilia.muller@donnybrook.wa.gov.au

Cecilia Muller

From: DFES Land Use Planning <advice@dfes.wa.gov.au>
Sent: Wednesday, 4 March 2026 11:02 AM
To: Cecilia Muller
Cc: Gabriella Hayward; Michelle Dennis
Subject: RE: RE: P25071 - Lot 3711 and Lot 3734 (3543) Donnybrook-Boyup Brook Road, Noggerup - Proposal Pine Plantation - Noggerup - DFES Response

DFES Ref: 2026/0538

Dear Ms Muller

Thank you for your email dated 3 March 2026 seeking DFES' further comments on the abovementioned development application.

DFES' advice in letter dated 27 February 2026 has considered both *State Planning Policy 3.7 Bushfire* (SPP 3.7) and the *FESA Guidelines for Plantation Fire Protection 2011* (Plantation Guidelines).

As the development application does not involve habitable buildings, it appears that the application of SPP 3.7 is not triggered, in accordance with section 4 of and the Figure in SPP3.7. If the Shire believes that SPP 3.7 should apply, then a Bushfire Management Plan should be provided to address SPP 3.7, in accordance with policy measure 7.1 ii.

DFES' assessment comments on the proposal against the Plantation Guidelines have been included in our response letter. An additional public road access and greater certainty on permanent firefighting water supply have been recommended for the Shire's consideration.

On the basis of the above, DFES has no further comments to add in this instance.

Please feel free to call me on 9395 9702 if you have further queries.

Kind Regards

Sean He
Senior Land Use Planning Officer | Land Use Planning

Department of Fire and Emergency Services
Cockburn Emergency Services Complex | 20 Stockton Bend, Cockburn Central WA 6164
T: 08 9395 9702 / **E:** **advice@dfes.wa.gov.au** / **W:** **dfes.wa.gov.au**

GOVERNMENT OF WESTERN AUSTRALIA | DFES Department of Fire & Emergency Services | FOR A SAFER STATE

From: Cecilia Muller <cecilia.muller@donnybrook.wa.gov.au>
Sent: Tuesday, 3 March 2026 16:41 PM
To: DFES Land Use Planning <advice@dfes.wa.gov.au>
Cc: Gabriella Hayward <gabriella.hayward@donnybrook.wa.gov.au>; Michelle Dennis <michelle.dennis@donnybrook.wa.gov.au>

From: [redacted]
Sent: Tuesday, 3 February 2026 7:18 AM
To: SM planning
Subject: Regarding development approval for P25071

To whom it concerns!!!
Firstly we did not receive any notification from the shire, a pamphlet was dropped in our letter box from a concerned resident.
And when we rang the shire on 30/1/2026 just got the run around and told out to lunch and someone will ring you back, which we are still waiting on. Pretty poor management regarding that we only have until the 4/2/2026 to dispute the above.
We strongly dispute the proposal.

#water management
We all rely on boar water, we are lucky to get 3 months of winter rain and rely on the boar for the other 9.
“Pine trees rely on deep soil moisture “ thus impacting human life sustained by our ground water.

#fire management
We have one - one lane bitumen street(Macquarie) that services most of Noggerup townsite. If a fire got into the town it would all go up, we already have native bush on 3 sides of the town, the main road is the only escape route
A fire can and does jump , the breaks and main road will not stop spot fires from spreading.

3 years ago their was a fire in the national park- 9kms from us, we had large chunks of burnt bark falling in our yard for 3 days and numerous emergency alerts.
Look back at what happened to Dwellingup and Yarloop.

#erosion
The winds whip through the valley here, it would cause havoc blowing topsoil , dust and sand everywhere and potentially causing breathing issues, while trying to establish themselves, which can take years.

Again we strongly object to this plantation going ahead
[redacted]

From: [redacted]
Sent: Thursday, 5 February 2026 5:37 PM
To: SM planning
Subject: Concerns over aplication #P25071

You don't often get email from [redacted] why this is important

As a long time resident of Noggerup townsite and active member of the Mumbalup/Noggerup volunteer bush fire brigade I have very serious concerns of the increased risk of catastrophic bushfire impacting the town should the proposed pine plantation be allowed. This proposal represents a high fuel corridor linking Mumbalup state forest with the town centre. I have seen how much heat can be generated in a pine plantation fire and it is truly terrifying. Noggerup may be zoned general agriculture but the townsite has grown significantly over the last 30 years. For the many families that live here the risk of fire is very real and our volunteer fire brigade has worked hard to reduce hazards around the town. Macquarie Street/ Hundley Road is a dead end so a fire impacting the town from this direction would be particularly dangerous as it would cut off any escape route. I urge the shire to consider these points and block this proposal. There are much better sites.

Yours Sincerely

[redacted]

Sent from my Galaxy

From: [redacted]
Sent: Saturday, 7 February 2026 9:45 PM
To: SM planning
Subject: Objection to Proposed Pine Plantation – Noggerup Forest Management Plan

You don't often get email from [redacted]. Learn why this is important

Dear Shire of Donnybrook–Balingup Councillors,

I am writing to formally object to the proposed Pinus radiata plantation development at 3543 Donnybrook–Boyup Brook Road, Noggerup, based on concerns arising from the submitted Forest and Fire Management planning documentation.

My concerns relate primarily to community fire risk, environmental protection, and the adequacy of risk mitigation measures outlined in the management plan.

1. Increased regional fire risk and creation of a fuel corridor
The Fire Management Plan acknowledges that the plantation would create a fuel bridge between northern and southern national park areas surrounding the townsite. This is a significant regional bushfire risk, particularly given the location adjacent to a rural residential community. While fuel reduction buffers and firebreaks are proposed, these measures do not eliminate the fundamental landscape-scale risk created by connecting large fuel loads across the district.

2. Limited emergency response timeframe and access constraints
The plan states that response resources may take up to 30 minutes to reach the property. In high fire danger conditions, fire behaviour can escalate rapidly, and this response timeframe may be insufficient to prevent spread toward the townsite or surrounding native vegetation. Additionally, the plantation design itself acknowledges that rip and mound establishment methods create internal access barriers for firefighting vehicles, meaning responders may be forced to rely solely on perimeter access rather than rapid internal attack.

3. Inadequate environmental protection buffers for waterways
The proposed minimum setback from watercourses is only 6 metres. Given the presence of degraded watercourses and the known sensitivity of waterways to sediment, chemical runoff, and disturbance, this buffer appears insufficient for long-term protection. This is particularly concerning given the plan's reliance on herbicide use for firebreak and fuel load maintenance.

4. Reliance on herbicides for fuel and firebreak management
The plan states that firebreaks and fuel loads will be maintained through herbicide application and mechanical treatment. Large-scale, repeated herbicide use presents potential risks to soil health, waterways, biodiversity, and nearby agricultural operations, particularly in a landscape with multiple water points and drainage lines.

5. Proximity to townsite and community assets

The plantation is located immediately adjacent to the Noggerup townsite. While the plan references defensible space and setbacks, the proximity of a high fuel softwood plantation to residential areas raises long-term safety concerns, especially under extreme or catastrophic fire weather conditions.

6. Biodiversity impacts despite stated conservation intentions
While the plan suggests biodiversity outcomes may improve, it also confirms the presence of threatened species within the broader landscape. Converting grazing land and remnant vegetation mosaic into a dense pine monoculture risks habitat simplification and increased fire severity risk to native fauna.

Given these concerns, I respectfully request that Council:

- Require independent review of regional fire behaviour modelling for this proposal
- Reassess environmental buffer distances, particularly around waterways
- Require full disclosure and assessment of chemical use and runoff risk
- Consider cumulative landscape fire risk rather than site-only mitigation measures
- Undertake deeper community consultation given the proximity to Noggerup townsite

I urge Council to apply the precautionary principle when considering this proposal, given the potential long-term risks to community safety, environmental health, and regional fire behaviour.

Thank you for considering this submission.

Kind regards,
[redacted]

From: [redacted]
Sent: Thursday, 19 February 2026 4:10 PM
To: Gabriella Hayward
Subject: Proposed pine plantation-application No. P25071

Follow Up Flag: Follow up
Flag Status: Flagged

You don't often get email from [redacted] Learn why this is important

CONCERNS FROM A VOLUNTEER FIRE FIGHT[redacted]

Hi Gabriella, Can I preface my concerns regarding the proposed pine plantation at Noggerup with the following background information:-
I have lived in the area at my property at Mumballup since 1995, [redacted] and are [redacted]
The comments in this submission are my own personal views as an experienced Volunteer Fire fighter. They do not represent nor seek to represent a Brigade position on this plantation proposal.

CONCERNS

1. **Increased fire risk and increased difficulty in bringing a fire under control.**

When a property is converted from open grazing pastures to dense plantation (1100 trees per hectare) the fire risk increases due to greater fuel load.

2. **Safety ..Property Access/Exit Congestion** The plantation access point opens onto a busy high- speed highway. In the event of a fire in the plantation or in farmland at either side, there is significant risk for fire fighting appliances coming into or out of the access due to the 110 kph speed limit, reduced visibility for on-coming traffic and exiting vehicles due to pines being planted up to 15 m from the road verge. In the event of a fire in this area- you would anticipate traffic congestion as residents from Macquarie Street seek to evacuate, fire appliances arriving, all mixing with general road traffic.
3. **Smoke Hazard** In the event of a major fire in the plantation there is high probability that the highway may have to be closed to traffic. This was the case several years ago when a hazard reduction burn got slightly out of control forcing the highway closure for 30 mins. Closure of the highway would significantly impact particularly the heavy haulage trucks using this highway around the clock carting grain, timber, woodchips, stock etc.
4. **Increased demands of the local volunteer bush fire Brigade** Whilst it should be acknowledged that volunteer brigades are not generally tasked with fighting plantation fires, we know from experience that wildfires have no respect for boundaries, roads, firebreaks. I have no doubt that should a fire start within the plantation our Brigade would be activated as there would be an expectation the fire would not remain within the plantation boundaries.

5. **Refill Points** It is noted that there a 5 dams withing the plantation boundary but these are all well inside the plantation boundary making access to these dams during a wildfire extremely dangerous. As a Captain I would refuse to direct my crews to any of the 5 on site dams during a plantation fire. The next nearest water source is the tank at the Noggerup Hall, however, this tank doesn't fully fill during Winter due to the gutters being rusted out.
6. **Creation Of A "Fire Bridge"** The proponent's own submission document describes a fire bridge being created from the National Park areas to the north and to the Preston National Park south of the townsite.
7. **Loss Of Safe Zone / Evacuation Point** During the early phase of the Jan 23 fire in the Preston National Park, when smoke and embers began to impact the Noggerup residents, many evacuated to the Noggerup Oval beside the hall. This is a large, mowed area easily accessible from Macquarie Street and around which the Shire regularly conducts hazard reduction burns. Having a plantation directly across the road would make this area unsuitable as a safe zone for residents to retreat to.
8. **Fire Fighting Resources / Response Times** The local B.F.B. Appliances consist of 2 light tankers which have a combined water carrying capacity of approx 1200 litres. When in wildfire suppression mode, crews are capable of pumping water for about 15 minutes before needing to be refilled. It has been identified and acknowledged at a B.F.A.C. Meeting several years ago, that there is a glaringly obvious lack of large fire fighting appliance capacity at this end of the Shire. The nearest tanker is Lowden's 3.4, with the next being Beelerup's 1.4.

When I reviewed the resources available to the plantation Manager (as per pg 12 of the proponent's 'Fire Management Plan'), this does little to ease my concerns regarding initial fire suppression due to the location of these appliances. Two of the 2300L tankers are located 1.5 - 2.0 hours from site, at Glenoran and Manjimup. Even Collie's 2300 L tanker is a minimum 30 minutes from site.
NOTE: The proponents have stated they intend to provide the local BFB with a piece of equipment - a quick fill pump with standpipe trailer.
Whilst this is a generous offer, no contact has been made with the Brigade to seek an opinion on whether this is a piece of equipment we need. As a matter of courtesy, the Brigade should have been approached on this matter.
I am also concerned that by donating a piece of rapid refill equipment to the local BFB, there would be an expectation that in the event of a plantation fire, the local brigade would be tasked with bringing this donated equipment to the fireground to establish a water point for appliances attending a plantation fire.

In Summary, my recommendations to the proponents and the Shire is that the following measures are given serious consideration and possibly made mandatory.

1. No pines to be planted in the 1.1 and 1.2 ha areas in 2P2026 and in the 1.3 ha area in 1P2026. This, coupled with the 15 metre boundary firebreak would reduce the risk of a fire front crossing the Boyup Brook Rd and impacting the Hall Evacuation Area and Macquarie St residents. This measure would also

increase visibility for all road users in the area,and in particular, vehicles entering and exiting the plantation.

2. A large capacity tank be supplied and located outside the plantation area so water can be accessed without risk of burnover for crews refilling.
3. The proponents consult with the Shire and the local BFB on ways to improve the fire fighting capabilities/resources of the local B.F.B.
4. The proponents commit to having a fire fighting appliance on site at all times.

Yours sincerely,

[redacted]

[redacted]

Comment Submission Form

Shire of Donnybrook Balingup

Notice of Application for Development Approval P25071

Application for the establishment of a Pine Plantation at Lot 3711 and Lot 3734 (3543) Donnybrook-Boyup Brook Road, Noggerup.

Your Name: [redacted]

Your Address: [redacted]

Suburb: [redacted] Postcode: [redacted]

Email: [redacted]

Phone: [redacted]

Please choose from the following your response to the application:

☐ SUPPORT ☑ OBJECT ☐ COMMENT ONLY (no other response)

Please leave your comments in the space provided below. If your require additional space, please attach separate pages and ensure you submit them together.

I strongly object, to the above proposal for a pine plantation at Lot 3711 and 3734 on Donnybrook Boyup Brook Road, Noggerup. It poses an extremely high fire risk to the town site (including my Studio workshop at Lot 55, Bligh Street), the Noggerup Hall, the Preston National Park and the surrounding farms in the area. There are many local people who have not been informed about the proposal and would like more time to express their objections. The bushfire that swept through the Mumballup area 3 years ago is very much fresh in my mind and many of the locals. The change in wind direction was our only saving grace.

Signature: [redacted] Date: 09/02/2026

Please complete and return this submission via post, email, or in person to the Shire Administration Office.

6/02/2026

[redacted]

[redacted]

[redacted]

Dear Sir/Madam,

We are writing to you as concerned residents regarding the proposed planting of a pine plantation within the Noggerup townsite. This was recently brought to our attention by means of a flyer by another concerned resident, not by mail from the Shire.

While we understand the economic value that commercial forestry plantations can bring in some contexts, we have serious concerns about the suitability of a pine plantation so close to our community.

One of our foremost concerns is the very real risk of bushfire. As you will be aware we have experienced significant fire events within the past few years, coming so close and forcing residents to evacuate and highlighting the intensity with which fires can spread through dry landscapes. Pine plantations are known to burn intensely due to their dense growth and highly flammable needles and resins. Locating such a plantation near homes could potentially place residents at unnecessary risk, particularly given the increasing frequency of extreme weather.

Additionally, to this, looking at the proposed site, it is very close to the Hall at Noggerup, which is our evacuation point and the main exit route from the townsite should a bushfire occur.
At this stage we are opposed to the proposal in its current form. Our main concern is the minimal setbacks. We feel that the setback is by far inadequate bearing in mind that our only evacuation point is the Donnybrook -Boyup Brook road. In the event of a bushfire, this is the only safe and designated evacuation point for community residents. Therefore it is essential that this area is not impacted by the close proximity of the pine plantation, should the fire be coming from that direction. Whether the setback is 50m from the Hall or 15m from the road, we are firmly convinced that this distance is not safe enough for the residents of Noggerup.
A significantly greater setback is essential to properly protect the community.

I respectfully request that alternative options be considered. I also urge the decision makers to engage meaningfully with the community and consider the long-term environmental and social impacts before proceeding.

Thank you for taking the time to consider our concerns. I trust that the wellbeing and safety of the residents, will be given careful consideration.

Yours sincerely

[redacted]

From: [redacted]
Sent: Monday, 9 February 2026 9:59 AM
To: SM planning
Cc: SM ITsupport; Cr Vivienne MacCarthy; Cr Alex Purich; Michelle Dennis; Gabriella Hayward
Subject: Application/Proposal #P25071 - OBJECTION : Pinus Radiata Softwood Plantation in Noggerup

You don't often get email from [redacted]. Learn why this is important

To whom it may concern,

I am writing to formally object to the proposed Noggerup pine plantation (application P25071). The applicant's Fire Management and Forest Management Plans reveal critical risks that threaten the safety, water security, and protected scenic character of the Noggerup community and the wider Preston River catchment.

1. Public Safety Hazard - Fire "fuel bridge"

The application itself highlights a key issue with using this location to establish a pine plantation:

"*The establishment of the plantation will create a fuel bridge from National Park areas to the north to National Parks areas south of the townsite (Greater Preston National Park).*"

Linking two areas of National Park to each other with highly flammable pines, with a townsite in the middle, is in direct violation of the State Planning Policy 3.7, and the Shire's duty of care. The State Planning Policy 3.7, Objective 6.1 states that any development should: *"Avoid broader landscapes that present an unacceptable bushfire risk to people, property and infrastructure."* Due to the creation of a continuous fuel path, the proposed location introduces an "*unacceptable bushfire risk*", compromising the safety of property and lives.

The State Planning Policy also states that applicants must *"Avoid the bushfire risk in the first instance, but where unavoidable, manage and/or mitigate the risk to people, property and infrastructure, to* ***ensure the risks are acceptable and appropriate to the land use and the location.****"* The establishment of a pine plantation at this site presents a risk that is neither acceptable nor appropriate for the location, as the threat far exceeds the capability of the proposed firebreaks to mitigate.

The Shire is required to prioritise the protection of human life over the commercial interests of the plantation developer. Because the only tenable egress route for Macquarie Street residents leads directly toward the proposed fuel bridge, the proposal fails to meet the safety standards required to protect life and emergency personnel.

2. Public Safety Hazard - Noggerup Hall Evacuation Point

The proposed Fire Management Plan is flawed as it fails to acknowledge Noggerup Hall as a designated Emergency Assmbly Point. Under State Planning Policy, the intensification of fuel loads adjacent to an Emergency Assembly Point is unacceptable. The proximity of the planned pine plantation renders the Hall neither defensible nor safe for the community during a fire.

3. Threat to Water Security -"Biological pumps"

Noggerup residents are dependent on groundwater bores. Planting 147 hectares of high water uptake Pinus radiata at the headwaters of the local catchment acts as a biological pump, intercepting rainfall and depleting aquifers. The applicant has not provided a Hydrological Impact Assessment to prove that this will not dry up the bores essential for our community's survival and ability to fight fires. The proposal fails to account for Hydrological Impact on fire safety. The potential lowering of the water table paired with the plantation's high fuel density greatly diminishes our capacity to fight fires. This outcome is an unacceptable risk that does not align with the Shire's duty of care.

4. Failure to Protect Scenic Views

According to the Shire's Local Planning Policy 9.3, The Shire **"**will not approve" plantations that adversely affect scenic views from the Donnybrook-Boyup Brook Road. The proposal will create a wall of pine along a designated tourist drive, blocking the rolling hills and rural character of the area by masking elevation and replacing bucolic pasture with uniform rows of non native trees. This is also in direct conflict with the Shire's Strategic Community Plan, which relies on the rural vistas of the Preston Valley to drive the local tourism economy. Also according to the plan, *"Community aspirations include… …that pine plantations are reclaimed and repurposed for agriculture."* The proposed plantation will do the opposite – destroy agriculture and rural character and replace it with bland monoculture.

If approved, the proposed plantation will create a major threat to community safety: it maximizes fire risk by creating a fire corridor aimed directly at the town while diminishing our capacity to respond due to the impact on local water resources. The placement of such a hazard adjacent to the Noggerup Hall, our primary Emergency Assembly Point, is also an unacceptable risk. We expect the Shire to fulfill its Duty of Care to its residents and refuse this proposal.

Can you please inform me when the shire will be meeting to decide on this matter, as I would like to attend.

Kind regards,

From: [redacted]
Sent: Sunday, 8 February 2026 7:55 PM
To: SM planning
Subject: Formal Objection to Proposed Pine Plantation – Lots 3711 & 3734, Donnybrook–Boyup Brook Road, Noggerup

You don't often get email from [redacted]. Learn why this is important

[redacted]

Chief Executive Officer
Shire of Donnybrook-Balingup
49 Collins Street
Donnybrook WA 6239

Dear Sir/Madam,
Re: Formal Objection to Proposed Pine Plantation – Lots 3711 and 3734 (3543) Donnybrook–Boyup Brook Road, Noggerup
I am writing as a resident and landowner in the Noggerup area to formally object to the proposed pine plantation on **Lot 3711 and Lot 3734 (3543) Donnybrook–Boyup Brook Road, Noggerup**. The subject land is located on the **Preston River**, directly opposite the Noggerup town centre, and within approximately **1 kilometre of my home and farming operation**.
While I acknowledge that plantation forestry can be an appropriate rural land use in suitable locations, I submit that this **specific site is unsuitable** for a pine plantation and that the proposal is inconsistent with the planning objectives and policies of the Shire of Donnybrook-Balingup. In particular, the proposal raises serious concerns in relation to **environmental protection, bushfire risk, public safety, visual and rural amenity, and sustainable land use**.

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1. Inconsistency with Local Planning Policy LPP 9.3 – Private Tree Plantations / Agroforestry
Local Planning Policy **LPP 9.3 – Private Tree Plantations / Agroforestry** provides guidance for the assessment of plantation proposals and allows Council to refuse applications where plantations would detrimentally affect **visual landscape values, environmental assets, or surrounding land uses**.
The policy also promotes the protection of **watercourses and riparian environments**, including appropriate setbacks and the retention or enhancement of native vegetation. Given that the proposed plantation is located immediately adjacent to the **Preston River**, I am concerned that the establishment of a large-scale pine plantation at this location would

compromise water quality, riparian health, and the environmental values the policy seeks to protect.

---

2. Local Planning Strategy – Townsite Protection, Visual Amenity and Fire Risk

The Shire of Donnybrook-Balingup **Local Planning Strategy** identifies plantation exclusion principles around townsites to address **visual impact and bushfire risk**, recognising that intensive tree plantations near settled areas can adversely affect community safety and amenity.

Although Noggerup is a smaller settlement, the intent of this strategy is clearly applicable. The proposed plantation would be located **directly opposite the Noggerup town centre**, on a main approach road into the town, and in close proximity to existing homes and farms. Establishing a dense pine plantation in this location would undermine the Strategy's objectives to protect townsite edges, rural living amenity, and community safety.

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3. Amenity and Rural Living Impacts

The proposal would have ongoing adverse impacts on nearby residents and landowners, including:

- **Loss of rural and scenic amenity**, with a visually dominant plantation altering the open landscape character of the Noggerup area.
- **Noise, dust, and disturbance** associated with plantation establishment, management, and harvesting operations.
- **Incompatibility with surrounding farming and rural living uses**, particularly given the proximity of the plantation to existing homes.

---

4. Bushfire Risk and Emergency Management

Pine plantations are a recognised **high-fuel land use** and pose elevated bushfire risks. The proposed location raises particular concern due to:

- Proximity to homes, farms, and the Noggerup town centre
- Location along **Donnybrook–Boyup Brook Road**, which serves as an important access and evacuation route
- Increased risk of **radiant heat, ember attack, smoke impact, and falling trees** during bushfire events

These factors elevate bushfire risk beyond an individual landowner issue and into a matter of **public safety and emergency response**.

---

5. Steep Topography, Erosion and Preston River Impacts

A critical issue is that the subject land is located on a **steep downhill slope that descends directly toward the Preston River**. Plantation establishment on steep slopes significantly increases the risk of:

- **Soil disturbance and erosion** during site preparation and harvesting
- **Sediment-laden and nutrient-rich runoff** during rainfall events
- Degradation of **river water quality, riparian ecosystems, and downstream environments**

Given the slope and direct drainage pathway to the river, the risk of off-site environmental harm is substantial and, in my view, unacceptable for this location.

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6. Road Safety and Main Roads Considerations

The subject lots front **Donnybrook–Boyup Brook Road**, a major regional transport route. The combination of steep topography and plantation development raises serious **road safety concerns**, including:

- Runoff, sediment, or debris entering the roadway
- Reduced driver visibility due to smoke, dust, or vegetation
- Tree fall or damage during storms or fire events
- Increased heavy vehicle movements during plantation operations

Given these risks, the proposal warrants referral to **Main Roads Western Australia** and careful consideration of public safety impacts. These matters further demonstrate that the site is unsuitable for a pine plantation.

Conclusion and Request

For the reasons outlined above, I submit that the proposed pine plantation on **Lots 3711 and 3734, Donnybrook–Boyup Brook Road, Noggerup** is inappropriate and inconsistent with the Shire's planning framework, including Local Planning Policy LPP 9.3 and the Local Planning Strategy.

I respectfully request that the Shire:

1. **Refuse approval for the proposed plantation in its current form**.
2. Ensure that **environmental protection, bushfire risk, public safety, road safety, and community amenity** are given significant weight in the assessment of this proposal.
3. Refer the proposal to **relevant authorities**, including Main Roads WA, where required.

I request written confirmation of receipt of this objection and notification of any future decisions or consultation relating to this matter.

Thank you for your consideration.

Yours sincerely,

[redacted]

This message and any attached files may contain information that is confidential and/or subject of legal privilege intended only for use by the intended recipient. If you are not the intended recipient or the person responsible for delivering the message to the intended recipient, be advised that you have received this message in error and that any dissemination, copying or use of this message or attachment is strictly forbidden, as is the disclosure of the information therein. If you have received this message in error please notify the sender immediately and delete the message.

From: Yahoo Desk [redacted]>
Sent: Tuesday, 17 February 2026 7:49 AM
To: SM planning <planning@donnybrook.wa.gov.au>
Subject: Re application #P25071

> You don't often get email from [redacted]

To Whom it may Concern,
I am a resident of Noggerup townsite and object to the above application on the grounds of the increased fire risk the project would expose the town to.
Another concern is the proposed use of Atrazine and Hexazinone which are both well documented risks to aquatic life and groundwater contamination.
Im happy to elaborate further on these issues if required.
Regards
[redacted]

Yahoo Mail: Search, organise, conquer

From: [redacted]
Sent: Monday, 9 February 2026 3:40 PM
To: SM planning
Cc: SM ITsupport; Cr Vivienne MacCarthy; Cr Alex Purich; Michelle Dennis; Gabriella Hayward
Subject: Objection to Proposal #P25071

Some people who received this message don't often get email from [redacted]
this is important

TO WHOM IT MAY CONCERN.

I am writing to object to Application/Proposal #P25071: “Establishment and harvesting of a Pinus radiata softwood plantation”.

Beyond the fire and water risks, this project doesn't actually help Noggerup. It replaces active farming that supports local jobs with a "set it and forget it" monoculture that only benefits a distant developer. Once those trees go in, the land is essentially locked away for decades, providing zero value to the people who actually live here.

The location of the proposed plantation is at the head of the Preston River. Seeds of the Pinus Radiata are known to be carried by wind and water. There is nothing stopping seeds from this invasive species of tree, floating down the river and establishing along the riparian zone of the river.

This proposal creates a massive fire corridor, threatens our water, risks an invasive species establishing down-river, and ruins the scenic character of our home. It’s just not the right fit for this location. As someone who only bought a house in Noggerup two months ago, I’m asking the Shire to do the right thing and knock this proposal back to protect the safety and future of Noggerup.

Yours faithfully

[redacted]

Comment Submission Form

Shire of Donnybrook Balingup

Notice of Application for Development Approval P25071

Application for the establishment of a Pine Plantation at Lot 3711 and Lot 3734 (3543) Donnybrook-Boyup Brook Road, Noggerup.

Your Name: [redacted]

Your Address: [redacted]

Email: [redacted]

Phone: [redacted]

Please choose from the following your response to the application:

☐ SUPPORT ☒ OBJECT ☐ COMMENT ONLY (no other response)

Please leave your comments in the space provided below. If your require additional space, please attach separate pages and ensure you submit them together.

IN ITS PRESENT FORM I OBJECT TO THE PROPOSAL. A PINE PLANTATION PLANTED THIS CLOSE TO A TOWNSHIP WOULD BE DANGEROUS. THE PROPERTY COULD EASILY CHANNEL FIRES FROM THE NATIVE BUSHLAND TO THE NORTH AND NORTHEAST AND PUT THE TOWNSHIP OF NOGGERUP IN DANGER. I ALSO WORRY THAT IT COULD BLOCK LOCAL TRAFFIC AND PREVENT LOCALS FROM LEAVING THE AREA. SHOULD THERE BE AN EMERGENCY THE TANK NEXT TO THE HALL AND OUR FIRE BRIGADE VEHICLE NEED TO BE ACCESSABLE (PLUS THE HALL ITSELF!) !!! I PERSONALLY WOULD HAVE FAVOURED A COMPROMISE AND LOBD FOR A MUCH LARGER THAN USUAL SETBACK THAT WOULD LEAVE GRASING LAND OR A MUCH LESS FLAMABLE SPECIES GROWING ALONG THE HIGHWAY. IN THE USA PINUS RADIATA ARE CALLED GASOLINE TREES. THEY SHOULDN'T BE THIS CLOSE!

Signature: [redacted]

Date: 9TH Feb 2026

Please complete and return this submission via post, email, or in person to the Shire Administration Office.

Google Maps

Map data ©2026 Google 200 m

From: T[redacted]
Sent: Saturday, 7 February 2026 9:19 PM
To: SM planning
Subject: Application number p25071: objection

You don't often get email from [redacted]. Learn why this is important

To Planning Department,

I am writing to formally express my concern and objection to the proposed Pine Plantation development in Noggerup.

I outline my concerns below.

1. Chemical Management

The Forest Management Plan lists the use of 160 mL/ha alpha-cypermethrin (Dominex) as a standard prescription under pest control. This is of significant concern given that the Preston River runs through the property and chemical runoff has the potential to reach surrounding waterways. Alpha-cypermethrin is widely recognised as highly toxic to bees and aquatic species.

In addition, the standard prescription for post-plant spraying includes the application of 11–15 L/ha hexazinone (Velpar). Hexazinone presents environmental risks due to its ability to leach into groundwater and contaminate water sources. It is also known to be toxic to aquatic life.

The standard prescription for pre-plant strip spraying includes an application rate of 5 kg/ha atrazine. Atrazine at this application rate poses significant environmental risks, primarily through runoff and spray drift. It has the potential to contaminate both surface and groundwater and cause harm to aquatic ecosystems. Scientific evidence indicates that fish can experience reproductive effects at very low concentrations, while aquatic plant communities can be damaged over time.
Non-target terrestrial and aquatic plants, amphibians, fish, small mammals, and certain bird species may also be affected through habitat disruption, impacts to food supply, or direct chemical exposure. Atrazine and its breakdown products are known to be persistent in soil and water and may remain in the environment for extended periods, potentially decades.

In summary, I object to the proposed Pine Plantation in Noggerup on the basis of chemical management risks. The Forest Management Plan presents multiple unacceptable risks to a sensitive local environment, particularly given the proximity of the Preston River to the proposed plantation area.

2. Increased Fire Risk

The establishment of a Pine Plantation directly opposite the Noggerup town hall and fire station presents an increased fire risk to residents of the Noggerup townsite. This represents an unnecessary increase in fire hazard.
In the event of a plantation fire, there is also potential to significantly impact established fire evacuation routes, particularly for residents located on Grimwade Street and Macquarie Street.

Thank you for considering this objection.

Yours sincerely,
[redacted]

From: [redacted]
Sent: Sunday, 8 February 2026 8:42 PM
To: SM planning
Subject: Formal Objection to Proposed Pine Plantation at 3543 Donnybrook–Boyup Brook Road, Noggerup

You don't often get email from [redacted]. Learn why this is important

To
Shire of Donnybrook–Balingup,

I am writing to formally object to the proposed pine plantation development at 3543 Donnybrook–Boyup Brook Road, Noggerup.

This objection is based on serious concerns regarding bushfire risk, environmental impacts, and the limited capacity for emergency response within this locality. I believe the proposal is inconsistent with community safety objectives and responsible land-use planning within the Shire of Donnybrook–Balingup.

Bushfire Risk
Pine plantations are widely recognised as posing an increased bushfire hazard due to high fuel loads, resinous vegetation, and the rapid rate at which fire can spread through dense monoculture plantings. The subject land is located within a rural area already subject to elevated bushfire risk, particularly during periods of extreme heat and high winds. Establishing a pine plantation in this location has the potential to significantly increase fire intensity and spread, placing nearby residents, properties, livestock, and road users at risk.

Environmental Impacts
Pine plantations are not native to the Noggerup area and can negatively affect local ecosystems. Potential impacts include reduced biodiversity, displacement of native flora and fauna, soil acidification, and altered surface and groundwater regimes. Large-scale monoculture plantations may also undermine the long-term environmental values of the area when compared with native vegetation retention or mixed agricultural land uses.

Emergency Access and Response Limitations
The site is accessed by rural roads that are narrow and limited in capacity. In the event of a bushfire or other emergency, access for firefighting appliances and evacuation may be constrained by road width, distance from emergency services, and limited alternative access routes. Increasing fire risk in an area with known emergency response limitations presents an unacceptable risk to public safety.

For these reasons, I respectfully request that the Shire of Donnybrook–Balingup give careful consideration to this objection and reconsider approval of the proposed development. I urge the Shire to prioritise community safety, environmental protection, and realistic emergency management outcomes in its assessment of this proposal.

Thank you for the opportunity to make this submission. I request that this objection be formally recorded and considered as part of the decision-making process.

From: [redacted]
Sent: Sunday, 8 February 2026 3:57 PM
To: SM planning
Subject: Objection to Pine Plantation Development in Noggerup

You don't often get email from [redacted] Learn why this is important

Notice of Application for Development Approval P25071

Application for the establishment of a Pine Plantation at Lot 3711 and Lot 3734 (3543) Donnybrook – Boyup Brook Road, Noggerup.

[redacted]

[redacted]

[redacted]

[redacted]

8th February 2026

Please accept this form as a substitution for the form mailed to me on 20th Jan – Ref; P25071/A2205

OBJECTION To The Development

On behalf of my family and business I would like to object to the pine plantation development as noted above for the following reasons;-

1. Significant increase in Fire Risk to the Noggerup settlement

The Noggerup town site is surrounded by state forest that has little or no fuel management system. We also have a retired rail reserve running through the townsite that we only managed to have that cleared by AIM last year after many years of lobbying for them to do.

We live in constant fear of a repeat of the fire a few years ago that came close to over running Noggerup. Only an overnight wind shift saved the village. Even as I write this we are monitoring a fire on just started near Grimwade. Please note I am a member of the local bush fire brigade and we are working hard to reduce the bush fire danger in our area, this development will make it worse and potentially overwhelm the work we have done to date.

Hence, if this plantation goes ahead the increased fire risk would be unacceptable, the additional fuel load, particularly of a species that burns explosively as Pine does, is even more

unacceptable. I live only 100m from the DB-BB road, the plantation will be within 120m of my house. If there is a fire with even the lightest wind, we will be open to ember attack in no time.

2. Chemical Application in the plantation

I understand a range of highly toxic chemicals are used in pine plantation establishment and management. These chemicals will very likely poison the Preston River by run off, and leach into the ground hence poisoning our ground water. Both of which will seriously affect the farming in the area as well as the health and wellbeing of the residents and wildlife.

3. Reduction in water table

Pine trees originate from Scandinavian countries where their daily rainfall often surpasses the annual rainfall in the Preston Valley area. The amount of water required to establish and mature a pine plantation in the proposed location will almost certainly alter the local water table.

I have spent the past 5 years developing tourist accommodation and a small vineyard on my property, as well as veggies for the family and habitat for local fauna. This started as a hobby, but I hope the vineyard may provide some income in my retirement. Any reduction in the water table, or any compromise of the quality of the ground water will kill my vines, and worse, affect our health as we rely on a combination of rainwater and ground water for existence. There is no scheme water in Noggerup.

In summary, I respectfully request our Shire of Donnybrook and Balingup terminates this development to protect the Noggerup settlement, it's inhabitants and the fauna and flora of the area.

Kind Regards,

[redacted]

Petition to the Shire of Donnybrook-Balingup:
Request to reject pine plantation proposal at Noggerup townsite

Action petitioned for	We, the undersigned, are owners and/or residents of Noggerup townsite, concerned about the inevitable impacts the proposed pine plantation (P25071) will have on our town's safety, water security and rural aesthetic. We request the Shire reject this proposal as it is fundamentally incompatible with the location.

Printed Name	Signature	Address	Comment	Date
Keir Arney	[redacted]	[redacted]		19/2
Kelly Arney				19/2
RICHARD FRY				19/2
Jacob Arney				19/2
PAUL ARNEY				19/2
JEAN CURTIN				19/2
Rhys Jones				19/2
Jo Cowgill				19/2.
Toby Snazell				19/2
DAVID RAYNER				19/2
Julie Rayner				19/2/26
DI GARCIA				19-2-26

Petition to the Shire of Donnybrook-Balingup:
Request to reject pine plantation proposal at Noggerup townsite

Action petitioned for	We, the undersigned, are owners and/or residents of Noggerup townsite, concerned about the inevitable impacts the proposed pine plantation (P25071) will have on our town's safety, water security and rural aesthetic. We request the Shire reject this proposal as it is fundamentally incompatible with the location.

Printed Name	Signature	Address	Comment	Date
BRYAN WEBSTER	[redacted]			19/2/26
JEREMY Albertse				19/2/26
Denham McMu				19/2/26
MARIE KHAN				19/2/26
Jeff Green				19/2/26

P&D (LPS) REGULATIONS 2015 MATTERS FOR CONSIDERATION - (Schedule 2, Part 9, Clause 67) Development Application P25071 – Plantation Lot 3711 and Lot 3734 (3543) Donnybrook-Boyup Brook Road, Noggerup	
(2) In considering a DA application the below must be considered if applicable.	
(a) the aims and provisions of the Scheme/any other local planning scheme operating within the Scheme area	The proposed plantation is a permitted 'P' use within the General Agriculture zone under the Local Planning Scheme and is generally consistent with the intent of the zone, which supports agricultural production and associated rural land uses. During the assessment of the application, a number of submissions from the community raised concerns regarding the compatibility of the proposed plantation with the nearby rural townsite. In particular, concerns related to the potential intensification of land use and perceived risks to human health and safety associated with bushfire. These matters were referred to the applicant for consideration. In response, the proposal was amended to increase the setback of the plantation from the relevant lot boundary to 100 m, providing an increased separation distance between the plantation and nearby sensitive land uses. The applicant also provided responses to the other matters raised through the consultation process. Having considered the amended plans, the agency advice received, and the matters raised in submissions, officers consider that the proposal, in its amended form, is compatible with the objectives of the zone and consistent with the aims and provisions of the Scheme.
(b) requirements of orderly and proper planning taking into account any proposed changes to the scheme.	While the land use class *Plantation* is a permitted use within the General Agriculture zone, all aspects of the development must be considered as part of the assessment process, including any site works, traffic generation, access arrangements associated with establishing the plantation.
(c) any approved State planning policy	*State Planning Policy 2.5 – Rural Planning* provides relevant considerations under Clause 5.6 'Tree Farming' for tree plantation developments. The policy recognises that tree plantations are an appropriate land use within rural areas and may be permitted within the General Agriculture zone where they contribute to the diversification of rural economies and provide economic and environmental benefits. SPP 2.5 also acknowledges that tree plantations can create additional bushfire risks and therefore emphasises that such developments should be planned and managed to ensure they do not create an extreme or unacceptable level of bushfire risk. To address this matter, the applicant has prepared a Fire Management Plan and Forest Management Plan to support the application and demonstrate how bushfire risk associated with the plantation will be managed. The Department of Fire and Emergency Services (DFES) and Department of Biodiversity, Conservation and Attractions (DBCA) have reviewed the submitted plans and provided comments recommending several modifications. These comments are noted, and it is recommended that a condition of approval be imposed requiring the Fire Management Plan to be amended.
(d) any environmental protection policy approved under the *Environmental Protection Act 1986* section 31(d)	Any clearing of native vegetation requires a clearing permit unless the works are exempt under the *Environmental Protection Act 1986* or the associated regulations administered by the Department of Water and Environmental Regulation. Advice is provided accordingly.

P&D (LPS) REGULATIONS 2015 MATTERS FOR CONSIDERATION - (Schedule 2, Part 9, Clause 67) Development Application P25071 – Plantation Lot 3711 and Lot 3734 (3543) Donnybrook-Boyup Brook Road, Noggerup	
(2) In considering a DA application the below must be considered if applicable.	
(e) any policy of the Commission;	Not applicable.
(f) any policy of the State	Not applicable.
(fa) any local planning strategy for this Scheme endorsed by the Commission	<u>Approved 2014 Local Planning Strategy</u> The subject lot is identified as General Agriculture under the *Shire of Donnybrook–Balingup Local Planning Strategy (2014)*. Clause 5.4.1 of the Strategy outlines that, when considering development proposals within General Agriculture areas, the Shire will take into account the following matters: • Discourage land uses unrelated to agriculture from locating on agricultural land unless exceptional circumstances are demonstrated and the use can be shown to be compatible with agricultural activities to the satisfaction of the local government; • Provide adequate separation distances between potentially conflicting land uses; • Introduce management requirements that protect existing agricultural land uses; • Discourage development that may result in land or environmental degradation; and • Ensure appropriate land management and consideration of sequential land use change. The establishment of a plantation is considered an agricultural land use and is therefore consistent with the intent of the General Agriculture designation. The proposal incorporates a 100 m setback from the relevant lot boundary adjoining the rural townsite of Noggerup, located to the south of Donnybrook–Boyup Brook Road, and includes management measures to address matters such as bushfire risk and visual amenity. While the development would change the current use of the land from grazing to plantation forestry, the proposal remains consistent with the Strategy's broader objective of supporting a range of agricultural activities within rural areas. Accordingly, the plantation is considered to align with the strategic intent for rural land, which seeks to accommodate a variety of agricultural activities, including tree farming, outside of identified plantation exclusion areas. <u>Draft Local Planning Strategy</u> Under the draft Shire of Donnybrook Local Planning Strategy, the subject lot is identified as Rural. The draft Strategy includes Planning Direction 21.1, which states: "Facilitate opportunities for agroforestry, tree farming and plantations in suitable locations where bushfire risk and land use conflict can be appropriately managed."

P&D (LPS) REGULATIONS 2015 MATTERS FOR CONSIDERATION - (Schedule 2, Part 9, Clause 67) Development Application P25071 – Plantation Lot 3711 and Lot 3734 (3543) Donnybrook-Boyup Brook Road, Noggerup	
(2) In considering a DA application the below must be considered if applicable.	
	The proposal is considered broadly consistent with this direction, subject to the implementation of appropriate management measures to address access arrangements and environmental considerations.
(g) any local planning policy for the Scheme area	TPP 9.3 Private Tree Plantations/Agroforestry The Policy includes: 1. Objective: To assist Council in determining applications for private tree plantations/agroforestry within the Scheme Area. 2. Aims: • To reduce potential adverse impacts from inappropriate siting and development of private tree plantations. • To encourage the integration of private tree plantations in conjunction with traditional (e.g. grazing, cropping) rural uses. • Actively encourage agroforestry as an alternative to tree plantations in the 'Intensive Farming' and 'General Farming Scenic' zones. • To actively encourage private tree plantations/agroforestry in areas subject to land degradation, including remediating areas subject to salinity, waterlogging and high levels of chemical contamination, where there is a clear natural resource management benefit. • To encourage the establishment of permanent tree, cover on steep slopes and along watercourses. • To encourage the preparation of management plans for harvesting of private tree plantations/agroforestry. <u>*Planning Officer response*</u> *The amended plantation proposal incorporates a 100 m setback from the southern boundary of the application site and is therefore considered to appropriately satisfy Policy Provision 4.3, which states that no plantation shall be established within 100 m of any existing dwelling on an adjoining property, also allowing a sufficient setback from the nearest dwelling in Noggerup. The site is not located within a designated Plantation Exclusion Area. While the property is situated along an identified tourist route, it is not located within the Road Protection Special Control Area (SCA7). In addition, the plantation will be visually buffered by existing vegetation along the river corridor. Planting is proposed only on the opposite side of the river, which will provide a natural visual screen and assist in minimising potential visual impacts on surrounding properties and road users.* 4. Policy Measures: 4.1 General a Council will not approve plantations that will, in Council's opinion, adversely affect existing scenic views from the following major tourist routes: • South Western Highway

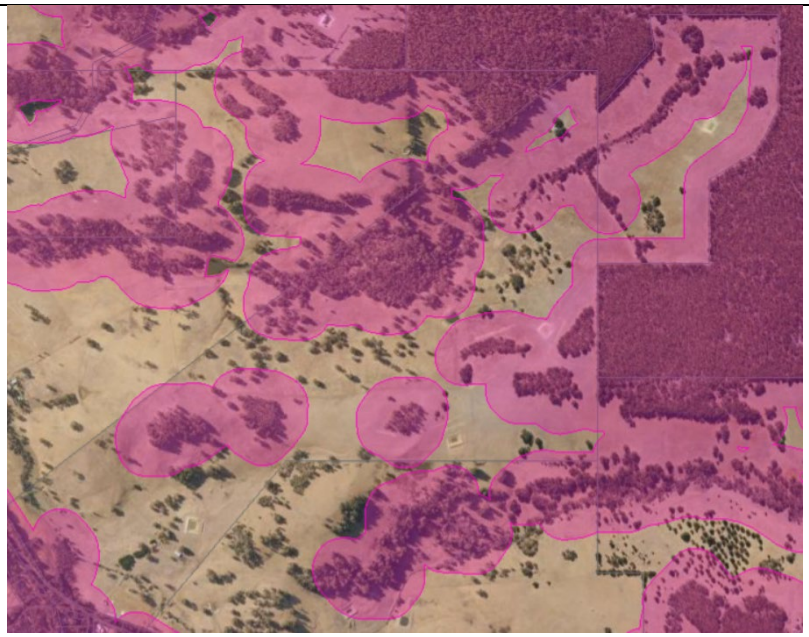
P&D (LPS) REGULATIONS 2015 MATTERS FOR CONSIDERATION - (Schedule 2, Part 9, Clause 67) Development Application P25071 – Plantation Lot 3711 and Lot 3734 (3543) Donnybrook-Boyup Brook Road, Noggerup	
(2) In considering a DA application the below must be considered if applicable.	
	• Donnybrook-Boyup Brook Road • Balingup-Nannup Road b Existing plantations on State Forest and private property, within the delineated areas around Donnybrook and Balingup will have a continuing use right but if they are established strict fire control and prevention measures must be taken. <u>*Planning Officer response*</u> *Visual amenity has already been addressed as noted above.* 4.2 Road Infrastructure and Impacts a as part of an application seeking approval for a plantation/agroforestry, the applicant will be required to outline the preferred route/s for future harvesting. b Should an application for a plantation/agroforestry be conditionally approved, Council will require the submission of detailed Timber Harvesting Plan at least 6 months prior to proposed harvesting. c The Council, in conjunction with relevant agencies will consider whether the proposed access to/from the application site and the proposed haulage route/s are suitable and safe. d Where the Council considers the existing road infrastructure is not adequate to service the future harvest, the applicant operator will be required to make suitable and safe access arrangements. e Prior to harvesting the applicant shall provide a road maintenance bond at a rate of $0.50/tonne. Such a bond shall be retained by the Shire for the purpose of road maintenance. The Shire will recover the bond, or part of the bond, as appropriate, including administrative costs, of completing or rectifying the road. <u>*Planning Officer response*</u> *Prior to any harvesting of the timber resource, a Timber and Silviculture Harvesting Plan must be prepared and submitted to the Shire for separate assessment and approval. Donnybrook–Boyup Brook Road, being under the control of Main Roads WA, has been identified as having safety concerns due to limited sight distances, and Main Roads WA has requested that the site access be relocated further west. Approval will be conditioned to require the access relocation prior to planting. The Timber and Silviculture Harvesting Plan will form a condition of approval and will be subject to detailed assessment by the Shire. It will also be referred to relevant internal departments and external agencies, including Main Roads WA and the Public Transport Authority (PTA). Advice from these agencies will guide any further road upgrades or traffic management measures required at the time of harvesting and silviculture works.* 4.3 Fire Risk and Management a as part of the planning application, Council will require the applicant to submit an appropriate Fire Management Plan in accordance with

P&D (LPS) REGULATIONS 2015 MATTERS FOR CONSIDERATION - (Schedule 2, Part 9, Clause 67) Development Application P25071 – Plantation Lot 3711 and Lot 3734 (3543) Donnybrook-Boyup Brook Road, Noggerup	
(2) In considering a DA application the below must be considered if applicable.	
	Council and Fire & Emergency Services Authority requirements for plantations. b Firebreaks not less than 10 metres in width immediately around the perimeter of the tree plantation area. c Not less than 6 metres in width in such positions that no part or compartment of a plantation shall exceed 28 ha in area. d Where 10 metre breaks are required in accordance with this section of Council's Fire Break Order, pruning of overhang shall be carried out up to a height of five (5) metres above the firebreak (ground level). e in addition to breaks specified, plantations traversed by Western Power transmission lines have additional obligations under the Electricity Act. f No plantation shall be allowed within 100m of any existing dwelling on any adjoining property, or within a 50m radius from any dwelling on the plantation site. <u>*Planning Officer response*</u> *The applicant has submitted a Fire Management Plan and Forest Management Plan, which outline measures including proposed compartment sizes and firebreaks intended to manage bushfire risk and ensure compliance with relevant policy requirements. These plans were referred to the Department of Fire and Emergency Services (DFES) for review, and DFES provided comments requiring certain amendments. The applicant will be required to update the plans to address the DFES comments to the satisfaction of the Shire prior to implementation. The applicant has also confirmed that the existing dwelling located on the front lot will be demolished. As a result, a 100 m setback around this structure is not required, as it will not remain as a habitable building.* 4.4 Water Quantity and Quality a Where it is proposed to develop a plantation on a property that contains a perennial or non-perennial watercourse the Council may seek advice from the Department of Water and Environment Regulation to assist in determining the application. <u>*Planning Officer response*</u> *The Forest Management Plan includes 6m setbacks to the waterways on the property. The proposal was referred to the Department of Water and Environmental Regulation and their recommendations are incorporated into the approval as conditions and advice.* 4.5 Visual Impact a The Council seeks to carefully consider planning applications for agroforestry/tree plantations on properties which adjoin or are near major tourist routes identified in clause 4.1 of this policy. b The Council's assessment of visual impact is primarily concerned when viewed from the designated major tourist routes.

P&D (LPS) REGULATIONS 2015 MATTERS FOR CONSIDERATION - (Schedule 2, Part 9, Clause 67) Development Application P25071 – Plantation Lot 3711 and Lot 3734 (3543) Donnybrook-Boyup Brook Road, Noggerup	
(2) In considering a DA application the below must be considered if applicable.	
	c The Council may refuse applications where they detrimentally impact on the visual landscape values of the locality. <u>*Planning Officer response*</u> *Visual impact has already been addressed.* 4.6 Natural Resource Management a In establishing a tree plantation, no native vegetation shall be removed from any land for the purpose of being replaced by plantation species. Native vegetation includes individual trees which have been retained on rural land. b For the purposes of tree preservation, the protection of remnant vegetation and to maintain water quality, ecological values of waterways and to prevent erosion, Council will require that plantations be setback a distance of 6 metres from watercourses and 6 metres from stands of remnant vegetation greater than 1 hectare in area in addition to the firebreak. c The Council encourages the retention and regeneration of riparian vegetation where appropriate, replanting areas adjacent to watercourses with local indigenous vegetation. This is in order to promote better overall natural resource management practices that will maintain and improve ecosystem function and water quality. <u>*Planning Officer response*</u> *The Forest Management Plan includes 6m setbacks to protect existing native vegetation areas and 6m setbacks around existing dams on the property.* 5. Implementation Council will assess all applications based on all relevant information and advice in accordance with this policy and LPS7. It is expected that all agroforestry and tree plantation applications, when approved, will be implemented under the principle of sustainable land management based on endorsed Best Management Practice/Code of Practice documents and natural resource management targets for key land, water and biodiversity areas. Additionally, any approved application, if implemented, shall be carried out in full compliance with any conditions imposed with that planning approval. <u>*Planning Officer response*</u> *The proposal has been assessed against LPS7 requirements and is required to be developed in accordance with the conditions of approval. The proposed plantation is considered to generally comply with the Policy Measures.*
(h) any structure plan or local development plan that relates to the development	Not applicable.

P&D (LPS) REGULATIONS 2015 MATTERS FOR CONSIDERATION - (Schedule 2, Part 9, Clause 67) Development Application P25071 – Plantation Lot 3711 and Lot 3734 (3543) Donnybrook-Boyup Brook Road, Noggerup	
(2) In considering a DA application the below must be considered if applicable.	
(i) any report of the review of the local planning scheme that has been published	Not applicable.
(j) in the case of land reserved under this Scheme, the objectives for the reserve and the additional and permitted uses identified in this Scheme for the reserve	Not applicable.
(k) the built heritage conservation of any place that is of cultural significance;	Not applicable.
(l) the effect of the proposal on the cultural heritage significance of the area in which the development is located	Portions of the lot along the river and creek lines have been identified as areas of Aboriginal Cultural Heritage significance (refer to the pink hatching in the image below). The construction of firebreaks, access tracks, or other site works within these areas may impact heritage values and would require separate approval under the relevant legislation. It is recommended that works within these areas be avoided wherever possible. Where avoidance is not feasible, the applicant must ensure that all necessary approvals are obtained prior to the commencement of any works. The applicant has been provided with relevant advice regarding these requirements.
(m) the compatibility of the development with its setting, including:	
(i) the compatibility of the development with the desired future character of its setting	The proposal, in its amended form, is considered compatible with the character and range of rural activities anticipated within the General Agriculture zone of the Shire. The establishment of the plantation, subject to the recommended conditions, is not expected to have an adverse impact on the surrounding rural landscape.

P&D (LPS) REGULATIONS 2015 MATTERS FOR CONSIDERATION - (Schedule 2, Part 9, Clause 67) Development Application P25071 – Plantation Lot 3711 and Lot 3734 (3543) Donnybrook-Boyup Brook Road, Noggerup	
(2) In considering a DA application the below must be considered if applicable.	
(ii) the relationship of the development to development on adjoining land or on other land in the locality including, but not limited to, the likely effect of the height, bulk, scale, orientation and appearance of the development	The proposal will alter the appearance of the property from open pasture area to a pine plantation.
(n) the amenity of the locality including	
(i) environmental impacts of the development	The plantation is not expected to result in any adverse environmental impacts, as conditions and advice are recommended to address the concerns raised by the Department of Water and Environmental Regulation (DWER) and the Department of Biodiversity, Conservation and Attractions (DBCA), refer to the Consultation section of the Council report.
(ii) the character of the locality	The proposal is considered compatible with the existing rural character of the locality within the Shire.
(iii) social impacts of the development	The proposal is not expected to generate any adverse social impacts on the surrounding community.
(o) likely effect of the development on the natural environment or water resources and any means that are proposed to protect or to mitigate their impact	Planting works will maintain a minimum 6 m setback from any watercourse or drain, thereby reducing the risk of adverse effects. A condition has been included to ensure compliance with this requirement.
(p) whether adequate provision has been made for the landscaping of the land to which the application relates and whether any trees or other vegetation on the land should be preserved	Based on the information provided by the applicant, existing native vegetation on the site will be retained. No additional landscaping is considered necessary.
(q) the suitability of the land for the development taking into account the possible risk of flooding, tidal inundation, subsidence, landslip, bush fire, soil erosion, land degradation or any other risk	Parts of the property have been designated as bushfire prone, as mapped by the Department of Fire and Emergency Services (DFES) (see image below). These areas primarily occur along the lot boundaries adjoining State Forest and areas of existing native vegetation on the site and surrounding properties. As the plantation vegetation matures, it is anticipated that the entire property may be reclassified as bushfire prone. The applicant has submitted a Fire Management Plan and Forest Management Plan, which outline measures to manage and mitigate these fire risks. These plans have been reviewed by DFES and will be updated as necessary to ensure compliance with DFES recommendations.

P&D (LPS) REGULATIONS 2015 MATTERS FOR CONSIDERATION - (Schedule 2, Part 9, Clause 67) Development Application P25071 – Plantation Lot 3711 and Lot 3734 (3543) Donnybrook-Boyup Brook Road, Noggerup	
(2) In considering a DA application the below must be considered if applicable.	
	
(r) the suitability of the land for the development taking into account the possible risk to human health or safety	No other risks have been identified in relation to the proposal, aside from the bushfire risk, which has already been addressed through the submitted Fire Management Plan and Forest Management Plan and associated mitigation measures.
(s) the adequacy of:	
(i) the proposed means of access to and egress from the site	Donnybrook–Boyup Brook Road, under the control of Main Roads WA, has been identified as having safety concerns due to limited sight distances. Main Roads WA has requested that the site access be relocated further west. Approval will be conditioned to require this access relocation prior to planting.
(ii) arrangements for the loading, unloading, manoeuvring and parking of vehicles	All loading, manoeuvring and parking of vehicles will occur within the property.
(t) amount of traffic likely to be generated by the development, particularly in relation to the capacity of the road system in the locality and the probable effect on traffic flow and safety	Vehicle movements during the plantation's initial planting and establishment phases are typical of standard agricultural operations, including tractors, trucks, and utility vehicles. However, due to the current access limitations, Main Roads WA has required that the access be relocated further west. During the harvesting phase, truck traffic will increase. Operators are required to submit a Timber and Silviculture Harvesting Plan at least 18 months prior to harvesting for Shire approval. This plan will enable the Shire, in consultation with Main Roads WA and the Public Transport Authority (PTA), to ensure that the local road network can safely accommodate the additional traffic and implement any required traffic management measures. A condition of approval has been included to ensure compliance with these requirements.
(u) the availability and adequacy for the development of the following:	
(i) public transport services	Not required.

P&D (LPS) REGULATIONS 2015 MATTERS FOR CONSIDERATION - (Schedule 2, Part 9, Clause 67) Development Application P25071 – Plantation Lot 3711 and Lot 3734 (3543) Donnybrook-Boyup Brook Road, Noggerup	
(2) In considering a DA application the below must be considered if applicable.	
(ii) public utility services	Not required.
(iii) storage, management and collection of waste;	Not applicable.
(iv) access for pedestrians and cyclists (including end of trip storage, toilet and shower facilities)	Not applicable.
(v) access by older people and people with disability;	Not applicable.
(v) potential loss of any community service or benefit resulting from the development other than potential loss that may result from economic competition between new and existing businesses	No loss identified.
(w) history of the site where the development is to be located	It appears that the property has been used in recent years for grazing activities.
(x) the impact of the development on the community as a whole notwithstanding the impact of the development on particular individuals	No impact identified.
(y) any submissions received on the application;	See Consultation section of the Council report.
(za) the comments or submissions received from any authority consulted	See Consultation section of the Council report.
(zb) any other planning consideration the local government considers appropriate	Not applicable.

Schedule of Submissions

P25071- A2205 – Lot 3711 & Lot 3734 Donnybrook Boyup Brook Rd, Noggerup – Pine Plantation

<table>
<tr><th colspan="2">Agency Submissions</th><th>Applicant Comments</th></tr>
<tr><td>DFES</td><td>This advice relates only to the FESA Guidelines for Plantation Fire Protection 2011 (Plantation Guidelines), as well as DFES' role and responsibilities as Hazard Management Agency for Fire in Western Australia. It is the responsibility of the proponent to ensure the proposal complies with relevant planning and building requirements. This advice does not exempt the applicant/proponent from obtaining approvals that apply to the proposal including planning, building, environmental health or any other approvals required by a relevant authority under written laws.
Assessment
• DFES acknowledge that the development application seeks approval for the establishment of a P. radiata softwood plantation and the Shire is seeking comments of the technical details relating to bushfire.
• The plantation is partially located within an area designated as bushfire prone.
• The plantation is considered to involve an intensification of land use due to the change in use, presence of onsite workers and maturity of vegetation over long timeframes.
• Further clarification is required within the FMP as outlined in our assessment below.

Assessment against the Guidelines for Plantation Fire Protection 2011
A FMP Plan should adequately address all management responsibilities for the plantation and elements raised in section 3 of the Plantation Guidelines.

<table><tr><td>Fire Management Plans</td><td>3(b) - Local Fire Agency contact
It is recommended that this section be placed at the beginning of the FMP to ensure quick and easy access in the event of an emergency.</td></tr><tr><td>Fire Management Plans</td><td>3(g), (h), (i) – Maps</td></tr></table></td><td>As a P-permitted use, and when there are no works proposed, just usual broadacre cropping techniques, it is unclear why a DA is required, including relative to the SCA7 which is concerned with signs and buildings.

Regardless, this application has been prepared with regards to the DFES Guidelines for Plantation Fire Protection 2011 (the Guidelines), as well as the Code of Practice for Timber Plantations in Western Australia (the Code).

The layout of the Management Plans follows the Guidelines, which are DFES Guidelines. In the event of an emergency, it is the single page Fire Management Plan which includes contact details, not the more cumbersome and multiple page Management Plan report, that will be provided accessible on site in the red tubes for quick action.

Given this, it is not purposeful to emergency response to move fire contact details to the front of the Fire Management Plan that sits in the Shire Offices. The suggestion of</td></tr>
</table>

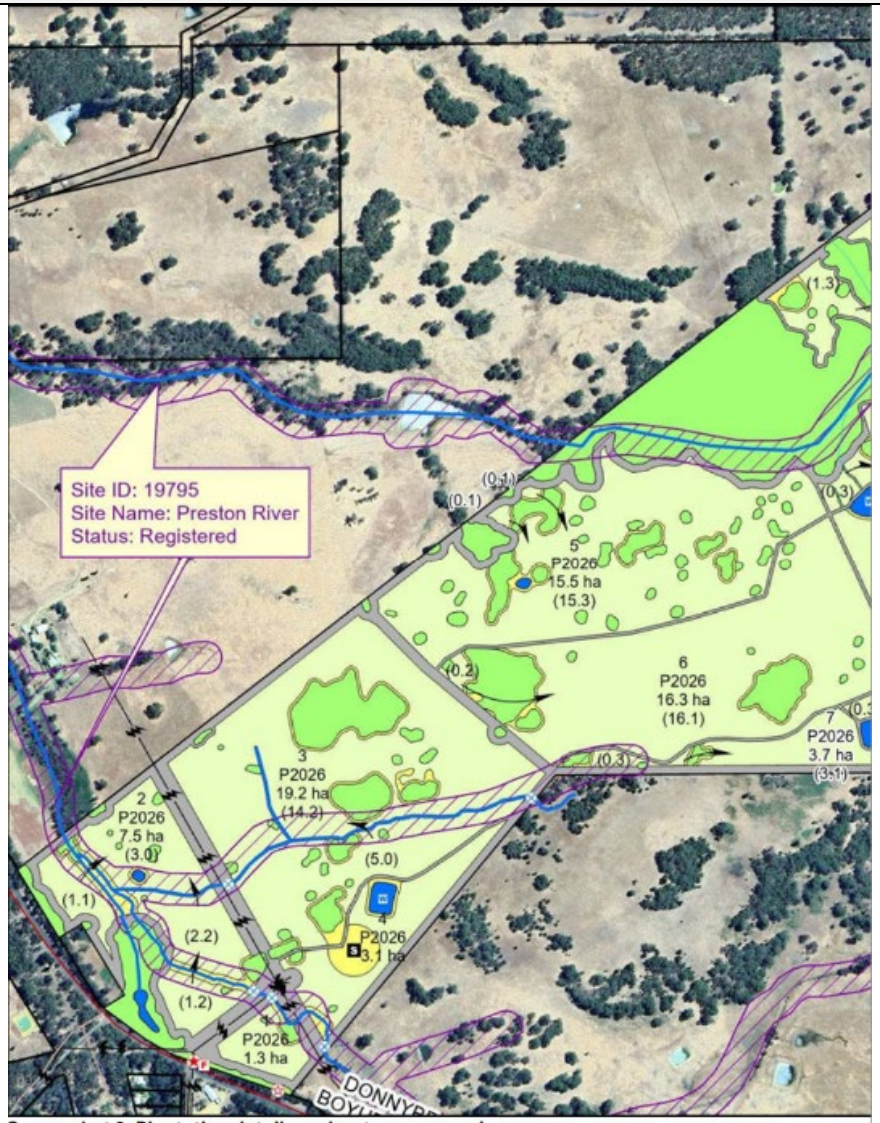
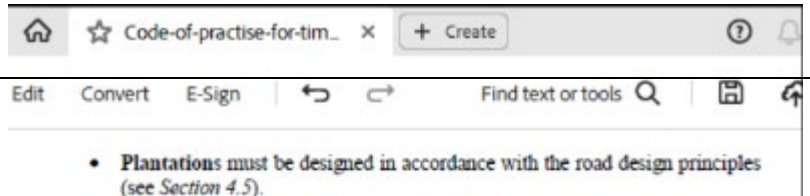
Agency Submissions			Applicant Comments
		Where feasible, a georeferenced map of the site should be included in the FMP to enable emergency services to readily identify the precise location of the property, access points, water supply points, assembly areas and other critical infrastructure. The inclusion of a QR code linking to the map is also recommended.	georeferencing and a QR code is noted, but this is not presently emergency response best practice. It is not what emergency responders look for and during an emergency, mobile phone coverage could become limited. Maps are also included in the South-West Plantation Industry Atlas. The suggestion of a second access is not required by the DFES Guidelines; a Plantation is not habitable development. Suggestion of a firefighting tank in addition to the supply provided on site is not required by the DFES Guidelines. Adequate water supply is a critical element in the pre-purchase process because pine does not regenerate after fire. A plantation is a valuable crop which requires careful management by qualified foresters to mitigate risks. Water points denoted on the Fire Management Plan are deemed reliable given their size and capacity. It is unrealistic to expect that water levels will be maintained the same in perpetuity even with a
	Plantation Fire Protection Specifications	4.2 - Fire Breaks and Access There appears to be an opportunity to provide more than one access and egress point to a public road. As the development site is located partially within a bushfire prone area, DFES recommends that an additional access and egress point to the public road be provided to support bushfire management and emergency evacuation and response.	
	Plantation Fire Protection Specifications	The FMP states that the property has five reliable water points with a combined estimated capacity of 3,000 kilolitres, which are labelled with 'W' on the plantation map. In addition, there are two water tanks at the rear of the existing shed with a combined capacity of 25,000 litres. The FMP further states that in the event the water point becomes unreliable, a 50,000 litre tank with 50 millimetre and 80 millimetre camlock fittings will be installed for firefighting purpose. It is noted that the definition of 'reliable' has not been provided. The use of a dam as a water source would not be supported as 'reliable' unless the proposal is accompanied by a hydrology report which demonstrates that the water level would be maintained above the highest fire brigade suction points in perpetuity. In the absence of such a hydrology report, DFES recommends that the proposed 50,000 litre firefighting water tank be required to provide a permanently available water supply for initial use during fire response	

Agency Submissions		Applicant Comments
		hydrology report. This is a clear lack of understanding about water and climate. The Plantation Manager has the responsibility of checking ALL water points prior to the onset of every fire season. Where water points are either shallow or a distance to water beyond the capability of suction hoses, the Plantation Manager will signpost and amend mapping information to RELIABLE water sources. Worst case is a tank would be installed but this is not a necessity from the outset. Fire risk and hence likely emergency response also change as the trees grow over time. Water theft and vandalism is a known issue with tanks. The land is also abutting the Noggerup township where there is a water tank, plus Delta offer of a new standpipe. As the tank is not in great condition, Delta, together with the Shire, is also willing to assist to upgrade this. See more comments below at submissions.
DPIRD	The Department of Primary Industries and Regional Development (DPIRD) does not object to the proposed Pine Plantation at the abovementioned lots.	Noted

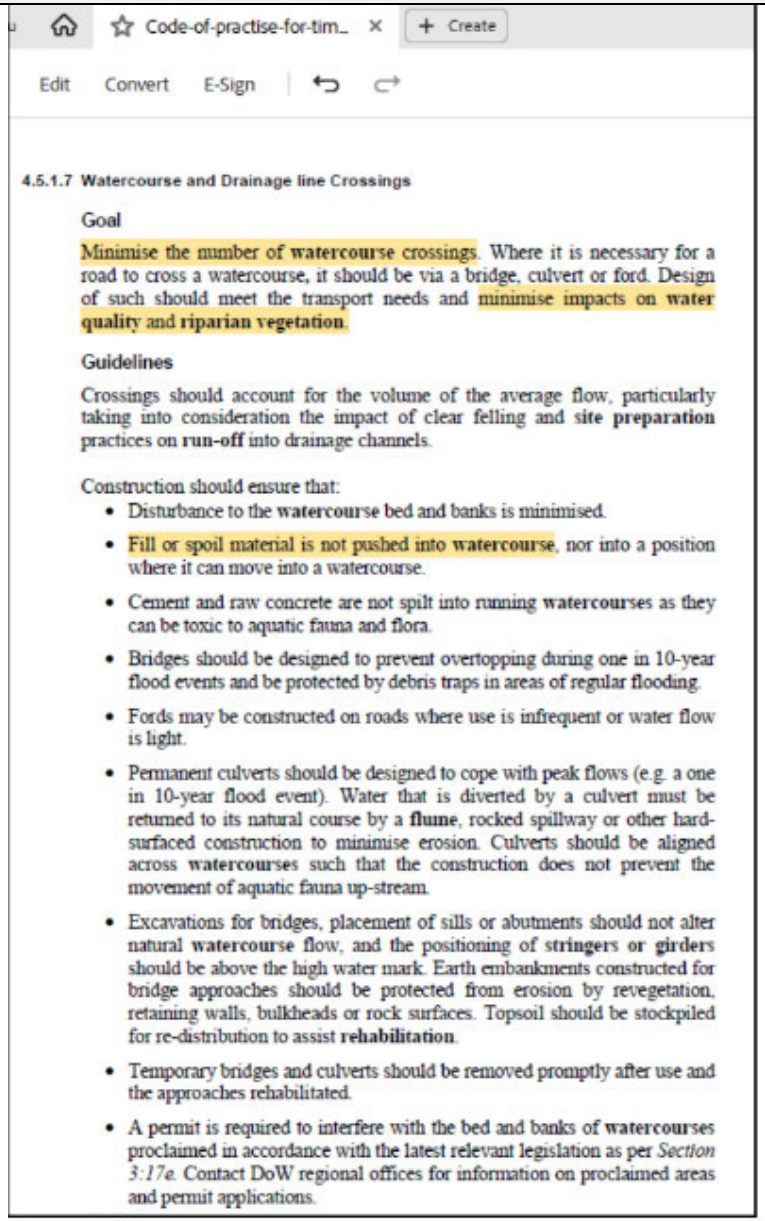
Agency Submissions		Applicant Comments
DWER	The Department has identified that the proposal has the potential for impact on the environment and water resource values management. Key issues and recommendations are provided below, and these matters should be addressed: Issue 1: Native vegetation Advice 1: An advice note be included that the clearing of native vegetation is subject to the Environmental Protection Act 1986 (EP Act), and in the event any clearing of native vegetation is proposed, to contact the Department's Native Vegetation Regulation section by email admin.nvp@dwer.wa.gov.au or by telephone 6364 7098 to determine if a clearing permit is required under the EP Act. Discussion 1: The Department notes that based on the information provided, this proposal avoids the clearing of native vegetation by locating the planation outside of the remnant stands (Screenshot 2). In the unlikely event there is to be any clearing of native vegetation, the following is advised: o Under section 51C of the Environmental Protection Act 1986 (EP Act), clearing of native vegetation is an offence unless: ▪ it is undertaken under the authority of a clearing permit, ▪ it is done after the person has received notice under Section 51DA (5) that a clearing permit is not required, ▪ the clearing is subject to an exemption. o Exemptions for clearing that are a requirement of written law, or authorised under certain statutory processes, are contained in Schedule 6 of the EP Act. Exemptions for low impact routine land management practices outside of environmentally sensitive areas (ESAs) are contained in the 'Environmental Protection (Clearing of Native Vegetation) Regulations 2004' (the Clearing Regulations).	No vegetation is being cleared. The setbacks and operational management proposed accord with the DFES Guidelines as well as the Code of Practice. These require planting in compartments surrounded by firebreaks, setback from waterways, boundaries, powerlines, existing vegetation protected etc. These setbacks cater to fire risk, as well as other separation considerations. These in combination are comprehensive, designed to capture all key considerations. The 6m setback for example to waterways and existing vegetation provides separation for more reasons than just to protect the vegetation, they also ensure separation for any (minimal and infrequent) chemical application and it protects banks etc. Chemical use in Plantation is limited, far less than other types of traditional cropping practices. This is potentially two applications in the life of the Plantation. Bed and Banks approvals are third party legislation, separate to DA considerations. Arguably, using and maintaining existing waterway crossings does not require approval. An Advice Note is accepted which

Agency Submissions		Applicant Comments
	Issue 2: Waterway protection Advice 2: The proponent is advised to: o abides by the Code of Practice for Timber Plantations in Western Australia (FIFWA 2014) to the satisfaction of the Shire with the following commitments: ▪ Machinery should not enter the waterways or their foreshore areas ▪ To maintain a minimum 6-metre non-planted buffer to the edge of the waterway, as measured separately for each bank of the waterway[1]: ➢ outwards from either the outer edge of wetland vegetation, ➢ the two- to three- year average recurrence interval floodway or ➢ the high-water mark/bankfull level (if there is no riparian vegetation) ▪ Risk mitigation measures to protect the waterway be detailed for the operations/harvesting, and design and construction of the creek crossings as per Sections 4.3 and 4.5.1.7 of the Code of Practice (Screenshot 3 & 4) ▪ Pine wildlings are controlled within remnant vegetation areas over the life of the plantation ▪ Use of chemicals, such as herbicides and pesticides, and other pest control methods in plantation operations will be in accordance with State policies, procedures and approved usage o contact DWER's Bunbury water licensing branch on 9726411 for a 'band and banks' permit under the RIWI Act in the event there is any interference with the bed and banks of the watercourse – such as for the creek crossings	refers to obligations under other third-party legislation. This includes with regards to Aboriginal Heritage, which the applicant has investigated and sought its own advice about. Although it is a separate third-party consideration, the setbacks, protections, management regime and planting proposed is understood not to offend Aboriginal Heritage obligations.

Agency Submissions		Applicant Comments
	Discussion 2: The proponent has stated that “the buffers and setbacks set out in in our Plan are designed to minimise the risk of any potential offsite movement, especially to the local waterways”, but the Forest Management Plan lacks detail on how the waterways are to be protected from the site operations. The use of herbicides and pesticides can adversely affect water quality, as rainfall can carry chemical residues into the waterway via sheet flow in large storm events. Heavy machinery can negatively impact waterways and their riparian zones resulting in ground disturbance, erosion, and sediment mobilisation. There is little detail provided regarding waterway crossings (Screenshot 2). As such, the above is advised, consistent with the Code of Practices for Timber Plantations in Western Australia. The Department also notes that the watercourses on the subject lots are shown on our GIS to be proclaimed under the Rights in Water and Irrigation Act 1914 (RIWI Act) – Preston River and Tributaries. [1] as per 'Operational policy 4.3: Identifying and establishing waterways foreshore areas' (by the then DoW, now DWER), Sept 2012. Issue 3: Aboriginal heritage site Advice 3: The proponent is advised to consult the Department of Planning, Lands and Heritage (DPLH) in regard to the Aboriginal heritage site (Blackwood River). Discussion 3: DWER notes there is an aboriginal heritage site over the waterway as shown in Screenshot 2	

Agency Submissions	Applicant Comments
 **Screenshot 2: Plantation details and waterway crossings** 	

Agency Submissions		Applicant Comments

Agency Submissions	Applicant Comments
	

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Edit Convert E-Sign

4.5.1.7 Watercourse and Drainage line Crossings

Goal

Minimise the number of **watercourse** crossings. Where it is necessary for a road to cross a watercourse, it should be via a bridge, culvert or ford. Design of such should meet the transport needs and minimise impacts on **water quality** and **riparian vegetation**.

Guidelines

Crossings should account for the volume of the average flow, particularly taking into consideration the impact of clear felling and **site preparation** practices on **run-off** into drainage channels.

Construction should ensure that:

- Disturbance to the **watercourse** bed and banks is minimised.
- Fill or spoil material is not pushed into **watercourse**, nor into a position where it can move into a watercourse.
- Cement and raw concrete are not spilt into running **watercourses** as they can be toxic to aquatic fauna and flora.
- Bridges should be designed to prevent overtopping during one in 10-year flood events and be protected by debris traps in areas of regular flooding.
- Fords may be constructed on roads where use is infrequent or water flow is light.
- Permanent culverts should be designed to cope with peak flows (e.g. a one in 10-year flood event). Water that is diverted by a culvert must be returned to its natural course by a **flume**, rocked spillway or other hard-surfaced construction to minimise erosion. Culverts should be aligned across **watercourses** such that the construction does not prevent the movement of aquatic fauna up-stream.
- Excavations for bridges, placement of sills or abutments should not alter natural **watercourse** flow, and the positioning of **stringers** or **girders** should be above the high water mark. Earth embankments constructed for bridge approaches should be protected from erosion by revegetation, retaining walls, bulkheads or rock surfaces. Topsoil should be stockpiled for re-distribution to assist **rehabilitation**.
- Temporary bridges and culverts should be removed promptly after use and the approaches rehabilitated.
- A permit is required to interfere with the bed and banks of **watercourses** proclaimed in accordance with the latest relevant legislation as per *Section 3:17e.* Contact DoW regional offices for information on proclaimed areas and permit applications.

Screenshot 4

Agency Submissions		Applicant Comments
PTA	Conditions 1. Six months prior to harvesting activities, a Timber Harvesting Plan is to be submitted and reviewed by the Public Transport Authority. Advice a. The Timber Harvesting Plan should include information regarding traffic management measures in the event of the re-opening of the Donnybrook-Boyup Brook Railway.	As in all other Plantation DAs, the applicant accepts a standard condition for a Harvest Management Plan to be lodged prior to harvesting occurring. If the circumstances of the Donnybrook-Boyup Brook Railway change compared to now, this will be a relevant traffic management consideration in the Harvest Management Plan in 25-30 years' time.
DBCA	Lot 3734, and a portion of the Lot 3711 boundaries, adjoin the Preston National Park, which is managed by DBCA. There should be no direct or indirect impacts, including surface water run-off, drainage, erosion, pollution and/or weed spread from the proposed pine plantation to the adjacent national park. <u>Vegetation clearing</u> Lots 3734 and 3711 contain vegetation considered suitable habitat for black cockatoos and western ringtail possums (WRP) which are listed as a threatened species under the BC Act. Other species of conservation significance likely to be within the area include the quenda, south-western brushtailed phascogale and quoll. If clearing of native vegetation is required, the proponent should be aware of their obligations and approval requirements under section 40 of the BC Act, which requires Ministerial authorisation to take or disturb threatened species. DBCA recommends that when vegetation clearing or pruning is required, the proponent should seek advice from DBCA's Species and Communities branch at speciesandcommunities@dbca.wa.gov.au prior to clearing works, in relation of section 40 authorisation requirements.	No vegetation is proposed to be cleared. Comments noted about separate ongoing management of shared fencing with DBCA. Suggestion of increased setback to the National Park have no basis, the layout complies with the DFES Guidelines and the Code, including with regards to setbacks and firebreaks. An increased setback will have no discernible benefit to the adjoining land. Agree with other DBCA comments which effectively just note and recognise the Code / Guideline requirements of the Forest and Fire Management Plans already adhere to, such as wilding management and maintaining 6m setback to existing

Agency Submissions		Applicant Comments
	If vegetation clearing is required, the proponent should seek advice from the Department of Water and Environmental Regulation (DWER) in relation to clearing permit requirements. <u>Forest Management Plan</u> The Forestry Forest Management Plan (undated) (FOMP) Section 8 – Standard Prescriptions table – refers to the maintenance of external fencing. The proponent should liaise with the DBCA Wellington District Manager (wellington@dbca.wa.gov.au) prior to any fencing construction works being undertaken to check whether there are any DBCA requirements. FOMP Section 10 Silviculture and Management Regime – Management Schedule table -Monitoring refers to monitoring weekly and at least quarterly thereafter for weeds, pests and other activities. The FOMP Monitoring table also refers to wildling control being undertaken as required. DCBA recommends that wildling monitoring and management be undertaken adjacent to the national park boundary as often as the proposed weed and pest monitoring, to minimise the spread of pine-wildlings spreading into the national park. <u>Fire Management Plan</u> The Forestry Fire Management Plan (undated) (FMP) Section 7 – Internal Access - refers to piping and/or hard surfacing material being applied to watercourse crossover points. DBCA recommends the proponent seek advice from DWER regarding permits to Interfere with the Bed or Banks of a Watercourse, prior to any development near watercourses. FMP Section 8 – Plantation Species and Design – includes a table indicating plantation design setbacks with a 15-metre setback to lot boundaries being proposed. DBCA's preference is for a 20-metre lot boundary setback between planted areas and the adjacent national park to minimise pine wilding and weed spread into the national park and an increased fire management buffer between the plantation and DBCA-managed land.	vegetation and waterways, liaising with DBCA prior to any prescribed burns etc. Agree, minor issue, can remove Blackwood DBCA contact details from FMP. Dieback, hygiene, and other biosecurity issues are separately managed in operational plans. It is noted the Plantation is downslope of the National Park.

Agency Submissions		Applicant Comments
	FMP Section 8 Plantation Species and Design table refers to a 6-metre minimum setback to retained remnant vegetation. The FMP Noggerup Plantation Development Application map (Plantation map) depicts the location of buffers between native vegetation and planted areas. DBCA recommends that the buffer to retained native vegetation be outside the tree crown drip zone, consisting of suitable demarcation materials to protect the retained native vegetation and tree roots, from accidental vehicle damage and soil compaction. FMP Section 13 Fire Contact Information – the key contact information includes both DBCA Wellington and Blackwood district contact numbers. Lots 3711 and 3734 are located entirely within the DBCA Wellington district and it is recommended that the Blackwood district contact details are removed. FMP Section 18 Fuel Reduction Considerations – refers to fuel reduction in the form of prescribed burning. DBCA recommends the proponent liaise with the DBCA Wellington district prior to any proposed prescribed burning program being undertaken to minimise potential fire spread to the adjacent national park. FMP Section 19 refers to harvest debris being treated or removed. Harvest debris heaping or burning of vegetated debris should be located a sufficient distance from the National Park to protect the DBCA-managed bushland from the spread of weeds, scorch or initiation of bushfire. The proponent should liaise with the DBCA Wellington District regarding the location of heaps and fire protection measures in areas adjacent to the national park. <u>Phytophthora Dieback Disease</u> The adjacent national park is a gazetted Disease Risk Area (DRA). A DRA is managed to ensure that there is minimal risk from activities that may introduce or spread Phytophthora dieback. It is important that any development works within Lots 3711 and 3734 do not significantly increase the potential for the spread of dieback to the adjacent national park. DBCA recommends the proposal	

Agency Submissions		Applicant Comments
	be subject to dieback management measures to minimise the threat of disease spread to the adjacent national park.	
Main Roads	Main Roads does not support the proposed plantation, given that vehicle sight lines are substandard at the existing access location, as discussed below. Existing sight distances from the crossover to the west are approx. 150m, which is well below the recommended RAV Guideline of 250 metres. It is recommended that an alternative crossover be investigated which meets the above sight line requirement and that a revised access proposal be submitted for consideration.	The proposal uses an existing access and outside of future harvest periods, the Plantation does not result in an increase in traffic activity compared to the existing use. There are no options available to move this entrance. Harvest is a temporary activity. As above, a standard condition requiring a Harvest Management Plan prior to Harvest is accepted. A second access point can be investigated in the future and this will require third-party approvals. A suitable throughfare is already in situ and would comply with the 250 metre RAV Guidelines in the event of B Double trailers being used, noting single trailers are also used. However, this other potential access point enters a Main Roads lay down area for blue metal storage during times of resurfacing. The area also acts as a pseudo parking bay but is not sign posted as such. Delta will

Agency Submissions		Applicant Comments
		have to seek approvals to use this secondary access prior to harvest if the need arises to achieve compliance for RAV Network use.

Public Submissions	Applicant Comments

Applicant comments about submissions received

The applicant acknowledges the comments from the Noggerup community, and understands, when there is already fire risk apparent, why this change of land use is of interest and concern to them. Delta seeks to work with the community because fire risk is everyone's shared responsibility. This commentary is response to all submissions rather than responding individually. Delta is available to meet separately with the community outside of the DA process.

Delta takes its operational management and fire risk obligations seriously. Plantation is a slow growing crop, and Pine does not regenerate following fire. It would be a nonsensical business and risk management decision not to manage this Plantation well, and to quickly respond to any fire risk or fire emergency, both within and nearby.

Plantation is a P permissible land use in the General Agriculture zone that applies, and the Plantation has been designed to accord with the DFES Guidelines for Plantation Fire Protection 2011 (the Guidelines), as well as the Code of Practice for Timber Plantations in Western Australia (the Code). Both the Code and Guidelines are comprehensive, industry best practice. These require planting in compartments surrounded by firebreaks, setback from waterways, boundaries, powerlines, existing vegetation protected etc. These setbacks cater to fire risk management, fire containment, as well as other separation considerations.

With or without this Plantation there are fire risks associated with living in Noggerup. This comes from other land uses, including State Forest and other vegetated areas as well as the tracts of open farming paddocks. These existing circumstances do create risk. The current water tank at the Noggerup Hall is not in the best condition, and Delta, along with the Shire and the community, can assist with improving this. By comparison, and it is appreciated others may not agree, Plantation is managed fire risk; a risk response is inherent in how Plantations operate and remain compliant, quality assured.

Public Submissions	Applicant Comments

As per the DFES Guidelines, the advertised Plantation is setback 100m from habitable development in Noggerup. The powerlines through the front part of the subject land also provide strategic firebreak separation, 20m wide each side of the powerlines at the front of the Plantation. In the submitted Management plans, there is also a commitment to maintain a low fuel zone through pruning periods and to remove fuel.

Amendments proposed to the Plantation Layout

Considering submissions, Delta have revisited the proposed compartment layout. Delta agrees to amend the planting at the Highway frontage so this is setback further, with planting commencing from the northern side of the waterway / Preston River as per the provided amended Plantation Map.

This creates an additional exclusion zone and strategic firebreak to the town from the Plantation, on top of the firebreaks and management practices already included. Planting will be more than 100m from the Highway, further again with the wide road reserve also intersecting and the meandering of the waterway. At its nearest point to the Noggerup Hall, planting will be in order of 180m away, beyond the SCA7.

FIFWA

Delta Forestry are members of FIFWA (Forestry Industry Federation WA) and FIFWA has active management agreements in place with DFES, DBCA and a range of Local Governments – but not with the Shire of Donnybrook-Balingup – concerning fire risk management. It is open to the Shire to also become signatory. These agreements and Memorandums of Understanding include Annual Fire season equipment and standards, as well as shared resources in the event of a fire in or near Plantations. Regardless of the lack of this agreement, FIFWA members are active in this Shire. Forestry is an established, historical land use here and Plantation is a valuable, renewable slow growing broad acre crop.

There are many examples but the recent Queenwood fire, this involved an immediate joint response by forestry with DFES and DBCA which prevented this fire from spreading, and it was not within a Plantation. It is invalid to imply the private forestry industry or Delta are irresponsible or do not lift their own weight when it comes to fire. The offer of a fast fill device and even willingness to help improve or replace the tank and guttering is to benefit all, including Delta.

Public Submissions	Applicant Comments

DA requirements

As a P – permitted use, and when there are no works outside of typical broadacre practices proposed, Delta has requested and the Shire Officers have not been forthcoming in explaining why a Development Approval is required and what the scope of assessment is. At worst, this is due to the SCA7 across the small area at the front of the site however SCA7 relates to signage and new buildings, it does not relate to Plantation. As above, the additional setback of trees removes this area of Plantation planting from within SCA7, further reinforcing no DA requirement. Despite this, it has been appropriate to inform the community and hear their feedback.

Other comments:

- Some of the public commentary received make assertions, without source of technical data.
- A simple google search shows other data readily available which recommends Plantation as positive for many reasons, including preventing erosion, improving water quality, managing salinity, protecting and regenerating waterways, excluding areas of existing vegetation from traditional agricultural grazing and chemical applications, improving soil qualities etc.
- Commercial timber is an essential, renewable product required to build new homes and for other common uses. Commercial timber is increasingly important as we attempt to offset climate change impacts and reduce carbon.
- There is data available (for example see ABARES data) that demonstrates the rate of new planting has for years now fallen short of the rate of harvest. Planting peaked across the broader South West land division around 25 years ago, and replacement planting has not kept up, it has been in decline since. We are headed for a shortfall in future supply of commercial timber. There is redistribution of Plantation estate occurring at a time of harvesting and not replanting all older Plantations, but this is not rapid increase or flooding of Plantation taking over agricultural land, it is still short of replacement noting Plantation is a critical form of agriculture too.
- The subject land is not on the Swan Coastal Plain or sandy soils, and neither is the groundwater high here, which may be some of the factors elsewhere in WA that are less desirable for Plantation use.

Public Submissions	Applicant Comments

- In terms of fire, SPP3.7 does not apply. This only applies to the construction of new habitable development. It is unrealistic to say Plantation increases risk of fire.

- In a wildfire situation the lead combat agency would look to fall back to strategic firebreaks and perimeter roads which the Plantation caters for. DFES and DBCA follow "Risk Adverse" principles and volunteers are trained in these principles. Noggerup is already at risk of fire; places of refuge and emergency response are already important considerations. Arguably, the Plantation manages risk that is presently unmanaged from this part of the northern flank of the town.

- As in any fire, every landowner has responsibility for fire identification, response and suppression. If a fire is detected, to avoid escalation everyone responds, as Delta would were there a fire anywhere surrounding Noggerup.

- Delta, as part of the FIFWA agreement, is aware of other fire response capability in Collie as well as nearby in the Shire of Boyup Brook where there are other forestry interests – both private and public (FPC) – that are mobilised in the event of a fire as well. This is the existing arrangement without this Plantation, and despite this Shire not being party to the FIFWA agreement. The standpipe, if not water tank improvements add to this capability.

- Whilst the Management plans describe the fire bridge, what has not been identified or understood by submitters is that measures have been included to address this risk. On top of usual practices this includes for example additional pruning practice, fuel modification/mulching, additional width strategic breaks etc.

- The Forest and Fire Management Plans commit to ongoing management of the Plantation. A Development Approval is enforceable.

- The Shire's LPP Private Tree Plantations was adopted in 1999, 27 years ago. It has been superseded by SCA6, whereby the Shire has excluded certain areas from Plantation use. Since 1999 when this policy was adopted (which was when planting was peaking across the broader South West), both the Code of Practice and DFES Guidelines for Plantation have been developed, and these have guided preparation of this application and how this Plantation will operate. The current Shire Scheme is also a lot more recent, including Clause 4.11 which cross references to the DFES Guidelines. This is a suitable regulatory arrangement under the Scheme. Plantation should remain a P permitted use.

- Plantation and vistas of trees growing are an historical, existing land use across the Shire of Donnybrook-Balingup. Plantation is part of agriculture and character in this Shire.

Public Submissions		Applicant Comments
1	Objection #water management We all rely on bore water, we are lucky to get 3 months of winter rain and rely on the bore for the other 9. “Pine trees rely on deep soil moisture “thus impacting human life sustained by our ground water. #fire management We have one- one lane bitumen street (Macquarie) that services most of Noggerup townsite. If a fire got into the town, it would all go up, we already have native bush on 3 sides of the town, the main road is the only escape route. A fire can and does jump, the breaks and main road will not stop spot fires from spreading. Three years ago, there was a fire in the national park- 9kms from us, we had large chunks of burnt bark falling in our yard for 3 days and numerous emergency alerts. Look back at what happened to Dwellingup and Yarloop. #erosion The winds whip through the valley here, it would cause havoc blowing topsoil, dust and sand everywhere and potentially causing breathing issues, while trying to establish themselves, which can take years.	For all submission responses from the applicant, refer above.
2	As a long-time resident of Noggerup townsite and active member of the Mumballup/Noggerup volunteer bush fire brigade I have very serious concerns of the increased risk of catastrophic bushfire impacting the town should the proposed pine plantation be allowed. This proposal represents a high fuel corridor linking Mumballup state forest with the town centre. I have seen how much heat can be generated in a pine plantation fire and it is truly terrifying. Noggerup may be zoned general agriculture but the townsite has grown significantly over the last 30 years. For the many families that live here the risk of fire is very real and our volunteer fire brigade has worked hard to reduce hazards around the town. Macquarie Street/ Hundley Road is a dead end so a fire impacting the town from this direction would be particularly dangerous as it would cut off any	

Public Submissions		Applicant Comments
	escape route. I urge the shire to consider these points and block this proposal. There are much better sites.	
	Objection: My concerns relate primarily to community fire risk, environmental protection, and the adequacy of risk mitigation measures outlined in the management plan. 1. Increased regional fire risk and creation of a fuel corridor The Fire Management Plan acknowledges that the plantation would create a fuel bridge between northern and southern national park areas surrounding the townsite. This is a significant regional bushfire risk, particularly given the location adjacent to a rural residential community. While fuel reduction buffers and firebreaks are proposed, these measures do not eliminate the fundamental landscape-scale risk created by connecting large fuel loads across the district. 2. Limited emergency response timeframe and access constraints The plan states that response resources may take up to 30 minutes to reach the property. In high fire danger conditions, fire behaviour can escalate rapidly, and this response timeframe may be insufficient to prevent spread toward the townsite or surrounding native vegetation. Additionally, the plantation design itself acknowledges that rip and mound establishment methods create internal access barriers for firefighting vehicles, meaning responders may be forced to rely solely on perimeter access rather than rapid internal attack. 3. Inadequate environmental protection buffers for waterways The proposed minimum setback from watercourses is only 6 metres. Given the presence of degraded watercourses and the known sensitivity of waterways to sediment, chemical runoff, and disturbance, this buffer appears insufficient for long term protection. This is particularly concerning given the plan's reliance on herbicide use for firebreak and fuel load maintenance 4. Reliance on herbicides for fuel and firebreak management	

Public Submissions		Applicant Comments
	The plan states that firebreaks and fuel loads will be maintained through herbicide application and mechanical treatment. Large-scale, repeated herbicide use presents potential risks to soil health, waterways, biodiversity, and nearby agricultural operations, particularly in a landscape with multiple water points and drainage lines. 5. Proximity to townsite and community assets The plantation is located immediately adjacent to the Noggerup townsite. While the plan references defensible space and setbacks, the proximity of a high fuel softwood plantation to residential areas raises long-term safety concerns, especially under extreme or catastrophic fire weather conditions. 6. Biodiversity impacts despite stated conservation intentions While the plan suggests biodiversity outcomes may improve, it also confirms the presence of threatened species within the broader landscape. Converting grazing land and remnant vegetation mosaic into a dense pine monoculture risks habitat simplification and increased fire severity risk to native fauna. Given these concerns, I respectfully request that Council: • Require independent review of regional fire behaviour modelling for this proposal • Reassess environmental buffer distances, particularly around waterways • Require full disclosure and assessment of chemical use and runoff risk • Consider cumulative landscape fire risk rather than site-only mitigation measures • Undertake deeper community consultation given the proximity to Noggerup townsite Council to apply the precautionary principle when considering this proposal, given the potential long-term risks to community safety, environmental health, and regional fire behaviour.	
3	1. Increased fire risk and increased difficulty in bringing a fire under control. When a property is converted from open grazing pastures to dense plantation (1100 trees per hectare) the fire risk increases due to greater fuel load.	

Public Submissions		Applicant Comments
	2. Safety- Property Access/Exit Congestion The plantation access point opens onto a busy high- speed highway. In the event of a fire in the plantation or in farmland at either side, there is significant risk for firefighting appliances coming into or out of the access due to the 110 kph speed limit, reduced visibility for oncoming traffic and exiting vehicles due to pines being planted up to 15 m from the road verge. In the event of a fire in this area- you would anticipate traffic congestion as residents from Macquarie Street seek to evacuate, fire appliances arriving, all mixing with general road traffic 3. Smoke Hazard In the event of a major fire in the plantation there is high probability that the highway may have to be closed to traffic. This was the case several years ago, when a hazard reduction burn got slightly out of control forcing the highway closure for 30 mins. Closure of the highway would significantly impact particularly the heavy haulage trucks using this highway around the clock carting grain, timber, woodchips, stock etc. 4. Increased demands of the local volunteer bush fire Brigade Whilst it should be acknowledged that volunteer brigades are not generally tasked with fighting plantation fires, we know from experience that wildfires have no respect for boundaries, roads, firebreaks. I have no doubt that should a fire start within the plantation our Brigade would be activated as there would be an expectation the fire would not remain within the plantation boundaries. 5. Refill Points It is noted that there are 5 dams withing the plantation boundary but these are all well inside the plantation boundary making access to these dams during a wildfire extremely dangerous. The next nearest water source is the tank at the Noggerup Hall, however, this tank doesn't fully fill during Winter due to the gutters being rusted out	

Public Submissions		Applicant Comments
	6. Creation Of A "Fire Bridge" The proponent's own submission document describes a fire bridge being created from the National Park areas to the north and to the Preston National Park south of the townsite 7. Loss Of Safe Zone / Evacuation Point During the early phase of the Jan 23 fire in the Preston National Park, when smoke and embers began to impact the Noggerup residents, many evacuated to the Noggerup Oval beside the hall. This is a large, mowed area easily accessible from Macquarie Street and around which the Shire regularly conducts hazard reduction burns. Having a plantation directly across the road would make this area unsuitable as a safe zone for residents to retreat to. 8. Fire Fighting Resources / Response Times The local B.F.B. Appliances consist of 2 light tankers which have a combined water carrying capacity of approx 1200 litres. When in wildfire suppression mode, crews are capable of pumping water for about 15 minutes before needing to be refilled. It has been identified and acknowledged at a B.F.A.C. Meeting several years ago, that there is a glaringly obvious lack of large firefighting appliance capacity at this end of the Shire. The nearest tanker is Lowden's 3.4, with the next being Beelerup's 1.4. When I reviewed the resources available to the plantation Manager (as per pg 12 of the proponent's 'Fire Management Plan'), this does little to ease my concerns regarding initial fire suppression due to the location of these appliances. Two of the 2300L tankers are located 1.5- 2.0 hours from site, at Glenoran and Manjimup. Even Collie's 2300 L tanker is a minimum 30 minutes from site. NOTE: The proponents have stated they intend to provide the local BFB with a piece of equipment - a quick fill pump with standpipe trailer. Whilst this is a generous offer, no contact has been made with the Brigade to seek an opinion on whether this is a piece of equipment we need. As a matter of courtesy, the Brigade should have been approached on this matter.	

Public Submissions		Applicant Comments
	I am also concerned that by donating a piece of rapid refill equipment to the local BFB, there would be an expectation that in the event of a plantation fire, the local brigade would be tasked with bringing this donated equipment to the fireground to establish a water point for appliances attending a plantation fire. In Summary, my recommendations to the proponents and the Shire are that the following measures are given serious consideration and possibly made mandatory. 1. No pines to be planted in the 1.1 and 1.2 ha areas in 2P2026 and in the 1.3 ha area in 1P2026. This, coupled with the 15-metre boundary firebreak would reduce the risk of a fire front crossing the Boyup Brook Rd and impacting the Hall Evacuation Area and Macquarie St residents. This measure would also increase visibility for all road users in the area, and in particular, vehicles entering and exiting the plantation. 2. A large capacity tank be supplied and located outside the plantation area so water can be accessed without risk of burnover for crews refilling. 3. The proponents consult with the Shire and the local BFB on ways to improve the firefighting capabilities/resources of the local B.F.B. 4. The proponents commit to having a fire fighting appliance on site at all times.	
4	Objection: It poses an extremely high fire risk to the town site (including my studio workshop at Lot 55, Bligh St), the Noggerup Hall, the Preston National Park and the surrounding farms in the area. There are many local people who have not been informed about the proposal and would like more time to express their objections. The bushfire that swept through the Mumballup area 3 years ago is very mush fresh in my mind and many of the locals. The change in wind direction was our only saving grace.	
5	Objection:	

Public Submissions		Applicant Comments
	We are writing to you as concerned residents regarding the proposed planting of a pine plantation within the Noggerup townsite. This was recently brought to our attention by means of a flyer by another concerned resident, not by mail from the Shire. While we understand the economic value that commercial forestry plantations can bring in some contexts, we have serious concerns about the suitability of a pine plantation so close to our community. One of our foremost concerns is the very real risk of bushfire. As you will be aware we have experienced significant fire events within the past few years, coming so close and forcing residents to evacuate and highlighting the intensity with which fires can spread through dry landscapes. Pine plantations are known to burn intensely due to their dense growth and highly flammable needles and resins. Locating such a plantation near homes could potentially place residents at unnecessary risk, particularly given the increasing frequency of extreme weather. Additionally, to this, looking at the proposed site, it is very close to the Hall at Noggerup, which is our evacuation point and the main exit route from the townsite should a bushfire occur. At this stage we are opposed to the proposal in its current form. Our main concern is the minimal setbacks. We feel that the setback is by far inadequate bearing in mind that our only evacuation point is the Donnybrook-Boyup Brook road. In the event of a bushfire, this is the only safe and designated evacuation point for community residents. Therefore, it is essential that this area is not impacted by the close proximity of the pine plantation, should the fire be coming from that direction. Whether the setback is 50m from the Hall or 15m from the road, we are firmly convinced that this distance is not safe enough for the residents of Noggerup. A significantly greater setback is essential to properly protect the community. I respectfully request that alternative options be considered. I also urge the decision makers to engage meaningfully with the community and consider the long-term environmental and social impacts before proceeding.	
6	Objection:	

Public Submissions		Applicant Comments
	The applicant's Fire Management and Forest Management Plans reveal critical risks that threaten the safety, water security, and protected scenic character of the Noggerup community and the wider Preston River catchment. 1. Public Safety Hazard- Fire "fuel bridge" The application itself highlights a key issue with using this location to establish a pine plantation: *"The establishment of the plantation will create a fuel bridge from National Park areas to the north to National Parks areas south of the townsite (Greater Preston National Park)."* Linking two areas of National Park to each other with highly flammable pines, with a townsite in the middle, is in direct violation of the State Planning Policy 3.7, and the Shire's duty of care. The State Planning Policy 3.7, Objective 6.1 states that any development should: "*Avoid broader landscapes that present an unacceptable bushfire risk to people, property and infrastructure*." Due to the creation of a continuous fuel path, the proposed location introduces an "*unacceptable bushfire risk*", compromising the safety of property and lives. The State Planning Policy also states that applicants must "*Avoid the bushfire risk in the first instance, but where unavoidable, manage and/or mitigate the risk to people, property and infrastructure, to ensure the risks are acceptable and appropriate to the land use and the location*." The establishment of a pine plantation at this site presents a risk that is neither acceptable nor appropriate for the location, as the threat far exceeds the capability of the proposed firebreaks to mitigate. The Shire is required to prioritise the protection of human life over the commercial interests of the plantation developer. Because the only tenable egress route for Macquarie Street residents leads directly toward the proposed fuel bridge, the proposal fails to meet the safety standards required to protect life and emergency personnel.	

Public Submissions		Applicant Comments
	2. Public Safety Hazard- Noggerup Hall Evacuation Point The proposed Fire Management Plan is flawed as it fails to acknowledge Noggerup Hall as a designated Emergency Assembly Point. Under State Planning Policy, the intensification of fuel loads adjacent to an Emergency Assembly Point is unacceptable. The proximity of the planned pine plantation renders the Hall neither defensible nor safe for the community during a fire. 3. Threat to Water Security-"Biological pumps" Noggerup residents are dependent on groundwater bores. Planting 147 hectares of high water uptake Pinus radiata at the headwaters of the local catchment acts as a biological pump, intercepting rainfall and depleting aquifers. The applicant has not provided a Hydrological Impact Assessment to prove that this will not dry up the bores essential for our community's survival and ability to fight fires. The proposal fails to account for Hydrological Impact on fire safety. The potential lowering of the water table paired with the plantation's high fuel density greatly diminishes our capacity to fight fires. This outcome is an unacceptable risk that does not align with the Shire's duty of care. 4. Failure to Protect Scenic Views According to the Shire's Local Planning Policy 9.3, The Shire "*will not approve*" plantations that adversely affect scenic views from the DonnybrookBoyup Brook Road. The proposal will create a wall of pine along a designated tourist drive, blocking the rolling hills and rural character of the area by masking elevation and replacing bucolic pasture with uniform rows of non native trees. This is also in direct conflict with the Shire's Strategic Community Plan, which relies on the rural vistas of the Preston Valley to drive the local tourism economy. Also, according to the plan, "*Community aspirations include… …that pine plantations are reclaimed and repurposed for agriculture.*" The proposed plantation will do the opposite – destroy agriculture and rural character and replace it with bland monoculture. If approved, the proposed plantation will create a major threat to community safety: it maximizes fire risk by creating a fire corridor aimed directly at the town while diminishing our capacity to	

Public Submissions		Applicant Comments
	respond due to the impact on local water resources. The placement of such a hazard adjacent to the Noggerup Hall, our primary Emergency Assembly Point, is also an unacceptable risk.	
7	Objection: The subject land is located on the Preston River, directly opposite the Noggerup town centre, and within approximately 1 kilometre of my home and farming operation. While I acknowledge that plantation forestry can be an appropriate rural land use in suitable locations, I submit that this specific site is unsuitable for a pine plantation and that the proposal is inconsistent with the planning objectives and policies of the Shire of Donnybrook-Balingup. In particular, the proposal raises serious concerns in relation to environmental protection, bushfire risk, public safety, visual and rural amenity, and sustainable land use. 1. Inconsistency with Local Planning Policy LPP 9.3 – Private Tree Plantations / Agroforestry Local Planning Policy LPP 9.3 – Private Tree Plantations / Agroforestry provides guidance for the assessment of plantation proposals and allows Council to refuse applications where plantations would detrimentally affect visual landscape values, environmental assets, or surrounding land uses. The policy also promotes the protection of watercourses and riparian environments, including appropriate setbacks and the retention or enhancement of native vegetation. Given that the proposed plantation is located immediately adjacent to the Preston River, I am concerned that the establishment of a large-scale pine plantation at this location would compromise water quality, riparian health, and the environmental values the policy seeks to protect. 2. Local Planning Strategy – Townsite Protection, Visual Amenity and Fire Risk The Shire of Donnybrook-Balingup Local Planning Strategy identifies plantation exclusion principles around townsites to address visual impact and bushfire risk, recognising that intensive tree plantations near settled areas can adversely affect community safety and amenity.	

Public Submissions		Applicant Comments
	Although Noggerup is a smaller settlement, the intent of this strategy is clearly applicable. The proposed plantation would be located directly opposite the Noggerup town centre, on a main approach road into the town, and in close proximity to existing homes and farms. Establishing a dense pine plantation in this location would undermine the Strategy's objectives to protect townsite edges, rural living amenity, and community safety. 3. Amenity and Rural Living Impacts The proposal would have ongoing adverse impacts on nearby residents and landowners, including: • Loss of rural and scenic amenity, with a visually dominant plantation altering the open landscape character of the Noggerup area. • Noise, dust, and disturbance associated with plantation establishment, management, and harvesting operations. • Incompatibility with surrounding farming and rural living uses, particularly given the proximity of the plantation to existing homes. 4. Bushfire Risk and Emergency Management Pine plantations are a recognised high-fuel land use and pose elevated bushfire risks. The proposed location raises particular concern due to: • Proximity to homes, farms, and the Noggerup town centre • Location along Donnybrook–Boyup Brook Road, which serves as an important access and evacuation route • Increased risk of radiant heat, ember attack, smoke impact, and falling trees during bushfire events These factors elevate bushfire risk beyond an individual landowner issue and into a matter of public safety and emergency response. 5. Steep Topography, Erosion and Preston River Impacts	

Public Submissions		Applicant Comments
	A critical issue is that the subject land is located on a steep downhill slope that descends directly toward the Preston River. Plantation establishment on steep slopes significantly increases the risk of: • Soil disturbance and erosion during site preparation and harvesting • Sediment-laden and nutrient-rich runoff during rainfall events • Degradation of river water quality, riparian ecosystems, and downstream environments. Given the slope and direct drainage pathway to the river, the risk of off-site environmental harm is substantial and, in my view, unacceptable for this location. 6. Road Safety and Main Roads Considerations The subject lots front Donnybrook–Boyup Brook Road, a major regional transport route. The combination of steep topography and plantation development raises serious road safety concerns, including: • Runoff, sediment, or debris entering the roadway • Reduced driver visibility due to smoke, dust, or vegetation • Tree fall or damage during storms or fire events • Increased heavy vehicle movements during plantation operations Given these risks, the proposal warrants referral to Main Roads Western Australia and careful consideration of public safety impacts. These matters further demonstrate that the site is unsuitable for a pine plantation. Conclusion and Request For the reasons outlined above, I submit that the proposed pine plantation on Lots 3711 and 3734, Donnybrook–Boyup Brook Road, Noggerup is inappropriate and inconsistent with the Shire's planning framework, including Local Planning Policy LPP 9.3 and the Local Planning Strategy.	

Public Submissions		Applicant Comments
	I respectfully request that the Shire: 1. Refuse approval for the proposed plantation in its current form. 2. Ensure that environmental protection, bushfire risk, public safety, road safety, and community amenity are given significant weight in the assessment of this proposal. 3. Refer the proposal to relevant authorities, including Main Roads WA, where required.	
8	Objection: I am a resident of Noggerup townsite and object to the above application on the grounds of the increased fire risk the project would expose the town to. Another concern is the proposed use of Atrazine and Hexazinone which are both well documented risks to aquatic life and groundwater contamination.	
9	Objection: Beyond the fire and water risks, this project doesn't actually help Noggerup. It replaces active farming that supports local jobs with a "set it and forget it" monoculture that only benefits a distant developer. Once those trees go in, the land is essentially locked away for decades, providing zero value to the people who actually live here. The location of the proposed plantation is at the head of the Preston River. Seeds of the Pinus Radiata are known to be carried by wind and water. There is nothing stopping seeds from this invasive species of tree, floating down the river and establishing along the riparian zone of the river. This proposal creates a massive fire corridor, threatens our water, risks an invasive species establishing down-river, and ruins the scenic character of our home. It’s just not the right fit for this location. As someone who only bought a house in Noggerup two months ago, I’m asking the Shire to do the right thing and knock this proposal back to protect the safety and future of Noggerup.	
10	Objection: 1. Chemical Management The Forest Management Plan lists the use of 160 mL/ha alpha-cypermethrin (Dominex) as a standard prescription under pest control. This is of significant concern given that the Preston River	

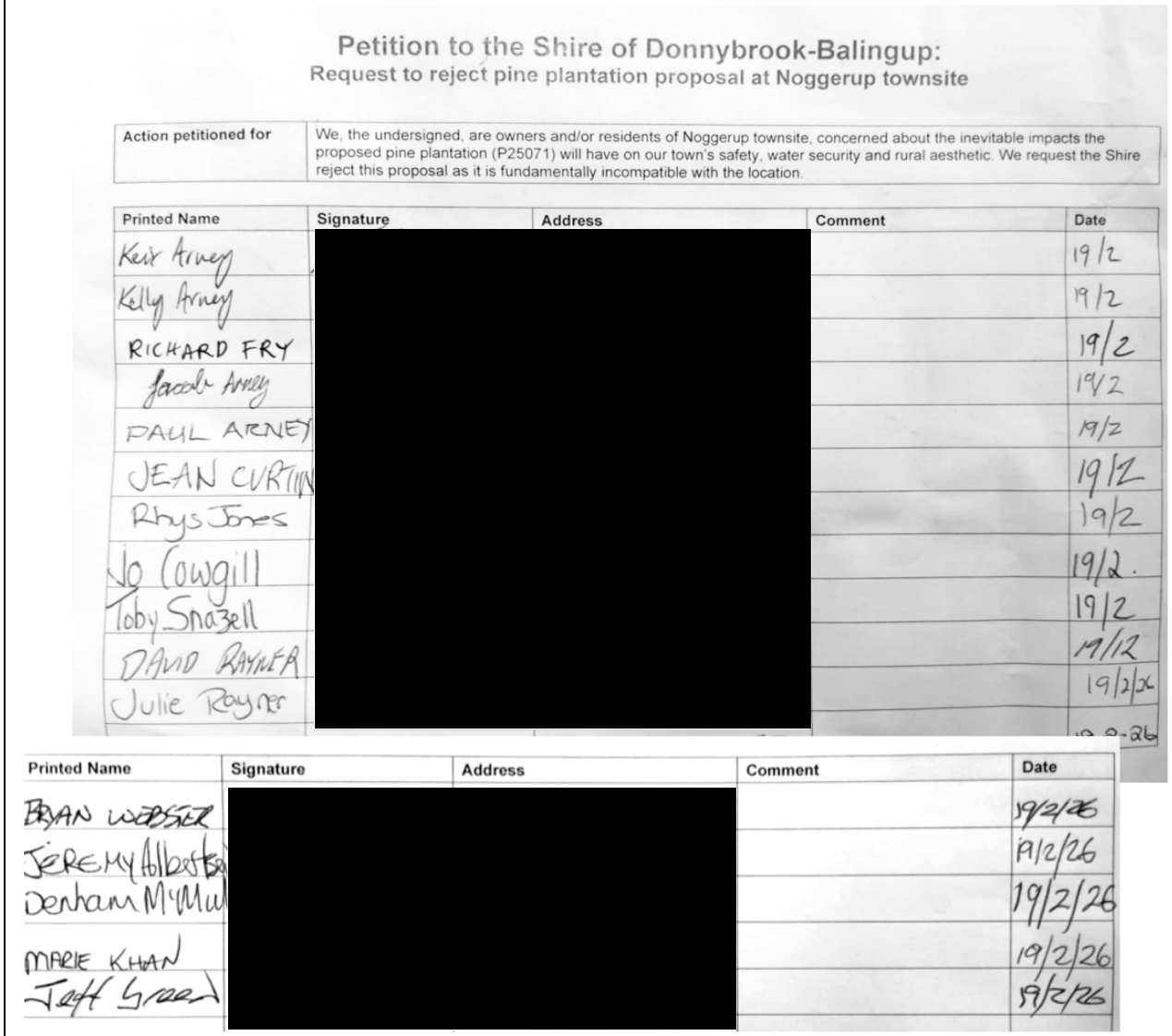
Public Submissions		Applicant Comments
	runs through the property and chemical runoff has the potential to reach surrounding waterways. Alpha-cypermethrin is widely recognised as highly toxic to bees and aquatic species. In addition, the standard prescription for post-plant spraying includes the application of 11–15 L/ha hexazinone (Velpar). Hexazinone presents environmental risks due to its ability to leach into groundwater and contaminate water sources. It is also known to be toxic to aquatic life. The standard prescription for pre-plant strip spraying includes an application rate of 5 kg/ha atrazine. Atrazine at this application rate poses significant environmental risks, primarily through runoff and spray drift. It has the potential to contaminate both surface and groundwater and cause harm to aquatic ecosystems. Scientific evidence indicates that fish can experience reproductive effects at very low concentrations, while aquatic plant communities can be damaged over time. Non-target terrestrial and aquatic plants, amphibians, fish, small mammals, and certain bird species may also be affected through habitat disruption, impacts to food supply, or direct chemical exposure. Atrazine and its breakdown products are known to be persistent in soil and water and may remain in the environment for extended periods, potentially decades. In summary, I object to the proposed Pine Plantation in Noggerup on the basis of chemical management risks. The Forest Management Plan presents multiple unacceptable risks to a sensitive local environment, particularly given the proximity of the Preston River to the proposed plantation area. 2. Increased Fire Risk The establishment of a Pine Plantation directly opposite the Noggerup town hall and fire station presents an increased fire risk to residents of the Noggerup townsite. This represents an unnecessary increase in fire hazard. In the event of a plantation fire, there is also potential to significantly impact established fire evacuation routes, particularly located on Grimwade Street and Macquarie Street.	

Public Submissions		Applicant Comments
11	Objection: This objection is based on serious concerns regarding bushfire risk, environmental impacts, and the limited capacity for emergency response within this locality. I believe the proposal is inconsistent with community safety objectives and responsible land-use planning within the Shire of Donnybrook–Balingup. Bushfire Risk Pine plantations are widely recognised as posing an increased bushfire hazard due to high fuel loads, resinous vegetation, and the rapid rate at which fire can spread through dense monoculture plantings. The subject land is located within a rural area already subject to elevated bushfire risk, particularly during periods of extreme heat and high winds. Establishing a pine plantation in this location has the potential to significantly increase fire intensity and spread, placing nearby residents, properties, livestock, and road users at risk. Environmental Impacts Pine plantations are not native to the Noggerup area and can negatively affect local ecosystems. Potential impacts include reduced biodiversity, displacement of native flora and fauna, soil acidification, and altered surface and groundwater regimes. Large-scale monoculture plantations may also undermine the long-term environmental values of the area when compared with native vegetation retention or mixed agricultural land uses. Emergency Access and Response Limitations The site is accessed by rural roads that are narrow and limited in capacity. In the event of a bushfire or other emergency, access for firefighting appliances and evacuation may be constrained by road width, distance from emergency services, and limited alternative access routes. Increasing fire risk in an area with known emergency response limitations presents an unacceptable risk to public safety.	

Public Submissions		Applicant Comments
12	Objection: 1. Significant increase in Fire Risk to the Noggerup settlement The Noggerup town site is surrounded by state forest that has little or no fuel management system. We also have a retired rail reserve running through the townsite that we only managed to have that cleared by AIM last year after many years of lobbying for them to do. We live in constant fear of a repeat of the fire a few years ago that came close to over running Noggerup. Only an overnight wind shift saved the village. Even as I write this, we are monitoring a fire on just started near Grimwade. Please note I am a member of the local bush fire brigade, and we are working hard to reduce the bush fire danger in our area, this development will make it worse and potentially overwhelm the work we have done to date. Hence, if this plantation goes ahead the increased fire risk would be unacceptable, the additional fuel load, particularly of a species that burns explosively as Pine does, is even more unacceptable. I live only 100m from the DB-BB road, the plantation will be within 120m of my house. If there is a fire with even the lightest wind, we will be open to ember attack in no time. 2. Chemical Application in the plantation I understand a range of highly toxic chemicals are used in pine plantation establishment and management. These chemicals will very likely poison the Preston River by run off, and leach into the ground hence poisoning our ground water. Both of which will seriously affect the farming in the area as well as the health and wellbeing of the residents and wildlife. 3. Reduction in water table Pine trees originate from Scandinavian countries where their daily rainfall often surpasses the annual rainfall in the Preston Valley area. The amount of water required to establish and mature a pine plantation in the proposed location will almost certainly alter the local water table. I have spent the past 5 years developing tourist accommodation and a small vineyard on my property, as well as veggies for the family and habitat for local fauna. This started as a hobby, but I	

Public Submissions		Applicant Comments
	hope the vineyard may provide some income in my retirement. Any reduction in the water table, or any compromise of the quality of the ground water will kill my vines, and worse, affect our health as we rely on a combination of rainwater and ground water for existence. There is no scheme water in Noggerup.	
13	In its present form I object to the proposal. A pine plantation planted this close to a township would be dangerous. The property could easily channel fires from the native bushland to the north and northeast and put the township of Noggerup in danger. I worry that it could block local traffic and prevent locals from leaving the area should there be an emergency. The tank next to the hall and our fire brigade vehicle need to be accessible (plus the hall itself) I personally would have favoured a compromise and lobbied for a much larger than usual setback that would leave grazing land or much less flammable species growing along the highway. In the USA Pinus Radiata are called Gasoline trees. They shouldn't be this close!	

Public Submissions		Applicant Comments
14 Petition – 17 Signatures	My wife and daughter and I live in the main Noggerup townsite. My brother and I went around to other residents and owners yesterday afternoon to grab some signatures in support of rejecting the proposal before the cut off for objections today. Most of them have already submitted an official objection directly to the planning department but those that haven't are happy for this to be considered their objection on the grounds of negatively impacting rural aesthetic, fire safety and water security. I have attached the petition to this email. We are likely to be able to get more signatures, these are just the people that were home, none of whom declined to sign- it seems that Noggerup owners and residents are unanimously against the proposal.	

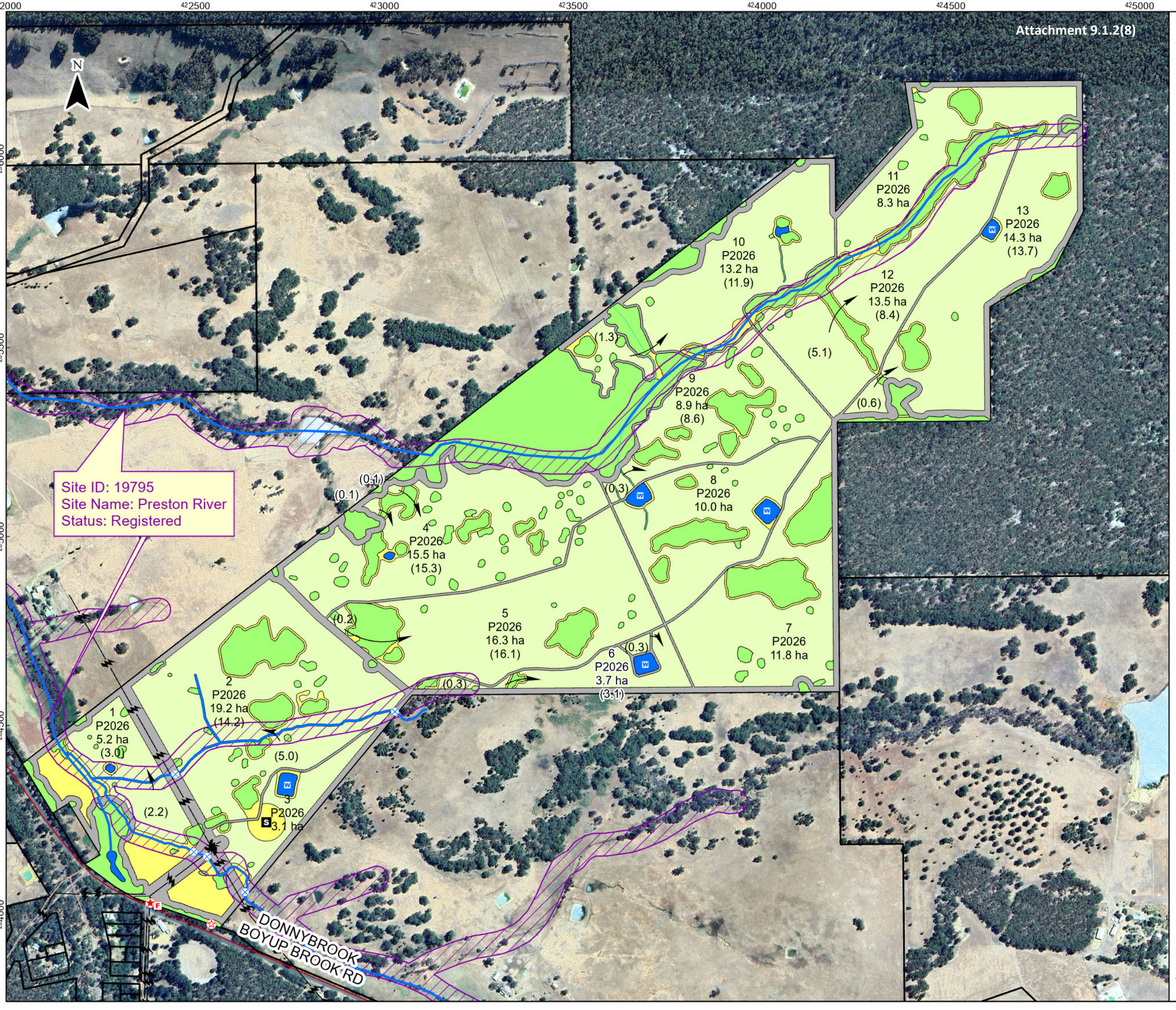
Public Submissions		Applicant Comments
		

Petition to the Shire of Donnybrook-Balingup:
Request to reject pine plantation proposal at Noggerup townsite

Action petitioned for	We, the undersigned, are owners and/or residents of Noggerup townsite, concerned about the inevitable impacts the proposed pine plantation (P25071) will have on our town's safety, water security and rural aesthetic. We request the Shire reject this proposal as it is fundamentally incompatible with the location.

Printed Name	Signature	Address	Comment	Date
Keir Arney	[redacted]			19/2
Kelly Arney				19/2
RICHARD FRY				19/2
Jacob Arney				19/2
PAUL ARNEY				19/2
JEAN CURTIN				19/2
Rhys Jones				19/2
Jo Cowgill				19/2.
Toby Snazell				19/2
DAVID RAYNER				19/2
Julie Rayner				19/2/26

Printed Name	Signature	Address	Comment	Date
BRYAN WEBSTER	[redacted]			19/2/26
JEREMY Tolbert				19/2/26
Denham McMu				19/2/26
MARIE KHAN				19/2/26
Jeff Green				19/2/26



FORESTRY

NOGGERUP PLANTATION

Alternative Option

Details

Lot 3711 on P201646 and Lot 3134 on P140738
SHIRE: Donnybrook-Balingup
LAND OWNER: Cultura Australia Pty Ltd
FIREBREAKS: External 15m
Internal 6m
ACCESS: Donnybrook-Boyup Brook Rd

Area Report

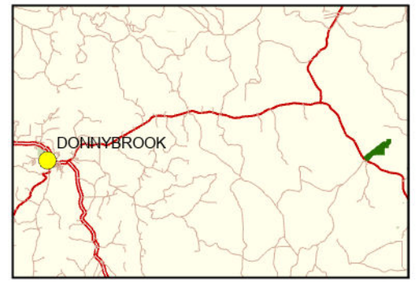
P. radiata P2026.....143.1 ha

TOTAL AREA.....143.1 ha

Legend

- Main Access (EMP)
- Access Gate
- Fire Map Tube
- House
- Shed
- No Access
- Crossing
- Tank
- Waterpoint - Reliable
- Powerline
- Track
- Drain
- Stream
- P. radiata (proposed planting)
- Buffer/ Non Plantable
- Firebreak
- Retained Veg
- Dam/Soak
- Wet/Non Plantable
- Indigenous Heritage Site

Location



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DATE: March 2026

Petition to the Shire of Donnybrook-Balingup:
Request to reject pine plantation proposal at Noggerup townsite

Action petitioned for	We, the undersigned, are owners and/or residents of Noggerup townsite, concerned about the inevitable impacts the proposed pine plantation (P25071) will have on our town's safety, water security and rural aesthetic. We request the Shire reject this proposal as it is fundamentally incompatible with the location.

Printed Name	Signature	Address	Comment	Date
Keir Arney	[redacted]	NOGGERUP		19/2
Kelly Arney		NOGGERUP		19/2
RICHARD FRY				19/2
Jacob Arney		Noggerup		19/2
PAUL ARNEY				19/2
JEAN CURTIN				19/2
Rhys Jones				19/2
Jo Cowgill				19/2.
Toby Snazell				19/2
DAVID RAYNER				19/2
Julie Rayner				19/2/26
DI GARCIA				19-2-26

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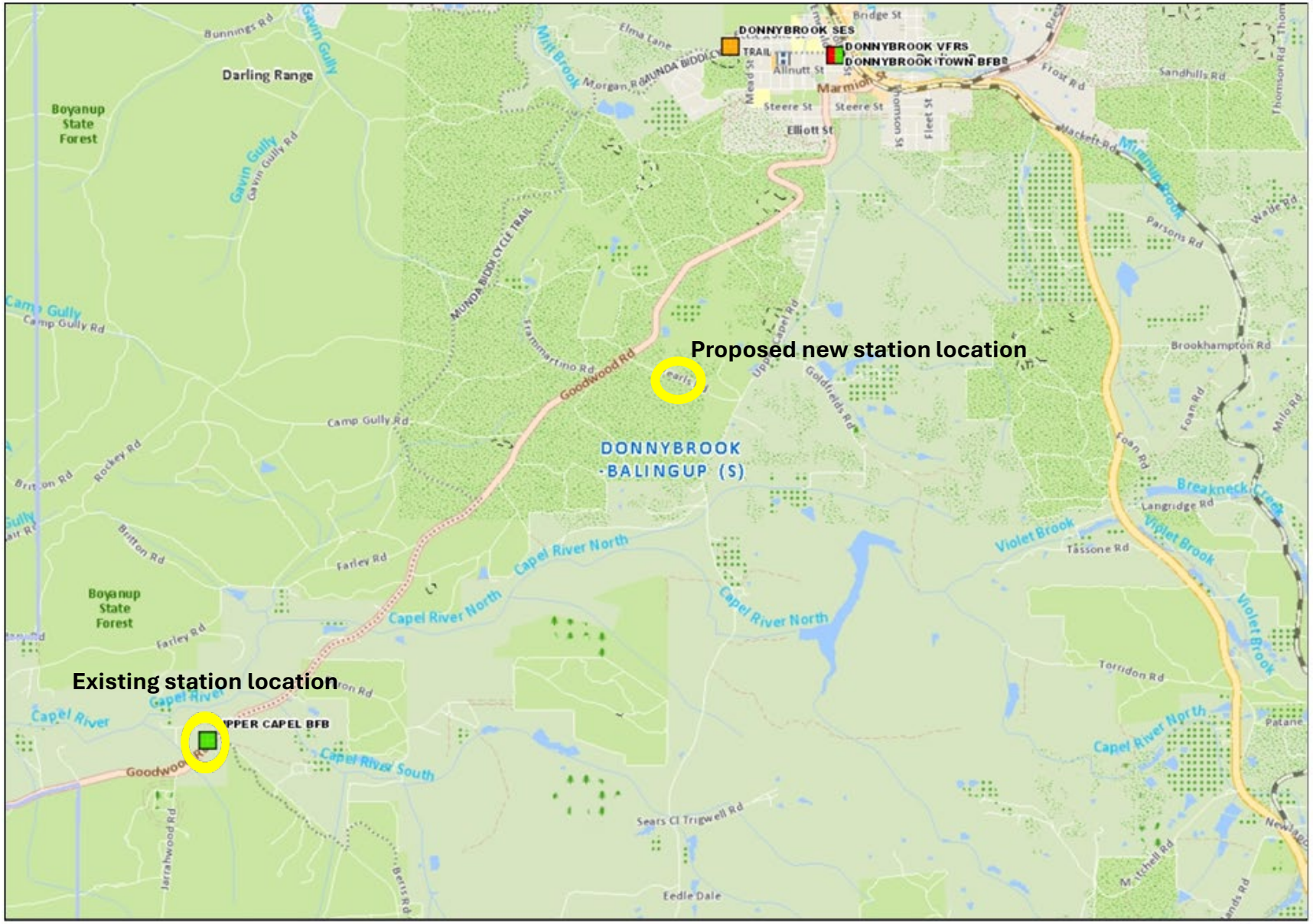
Printed Name	Signature	Address	Comment	Date
BRYAN WEBSTER	[redacted]			19/2/26
JEREMY Albertson				19/2/26
Denham McMul				19/2/26
MARIE KHAN				19/2/26
Jeff Green				19/2/26

Upper Capel BFB Location

Map created: 04-Mar-2026 10:25



Legend

DFES Locations
- DFES Offices
- Career Fire & Rescue Service
- Volunteer Fire & Rescue Service
- Private Fire & Rescue Service
- Volunteer Fire & Emergency Service
- State Emergency Service Unit
- Bush Fire Brigade
- Volunteer Marine Rescue Service
- Other Fire or Emergency Service

Reticulation
- Hydrants (mm): Unknown, <75, 75-100, 101-150, 151-200, >200
- Water Valve
- Fire Service Connection
- Watermains (mm): Unknown, <75, 75-100, 101-150, 151-200, >200

Hazards
- UXO Potential: Other, Slight, Substantial
- Dangerous Goods Site
- FES ERG Site

Administration Boundaries
- Homestead
- Pastoral Lease
- Gazetted Fire Districts
- ESL - Emergency Service Levy
- DFES Regions
- CFRS Work Areas
- UCL - Unallocated Crown Land
- UMR - Unmanaged Reserve
- DBCA Managed Lands
- Townsites
- LGA - Local Government Authority
- Suburb

Environment
- River Catchments
- Drainage Basins
- Bushfire Prone Areas

1: 57,301 (A4)

2.9 0 1.43 2.9 Kilometers

GCS_GDA_1994

This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.

THIS MAP IS NOT TO BE USED FOR NAVIGATION

Notes

Location in relation to DBCA Tenure

ELECTRICAL LEGEND

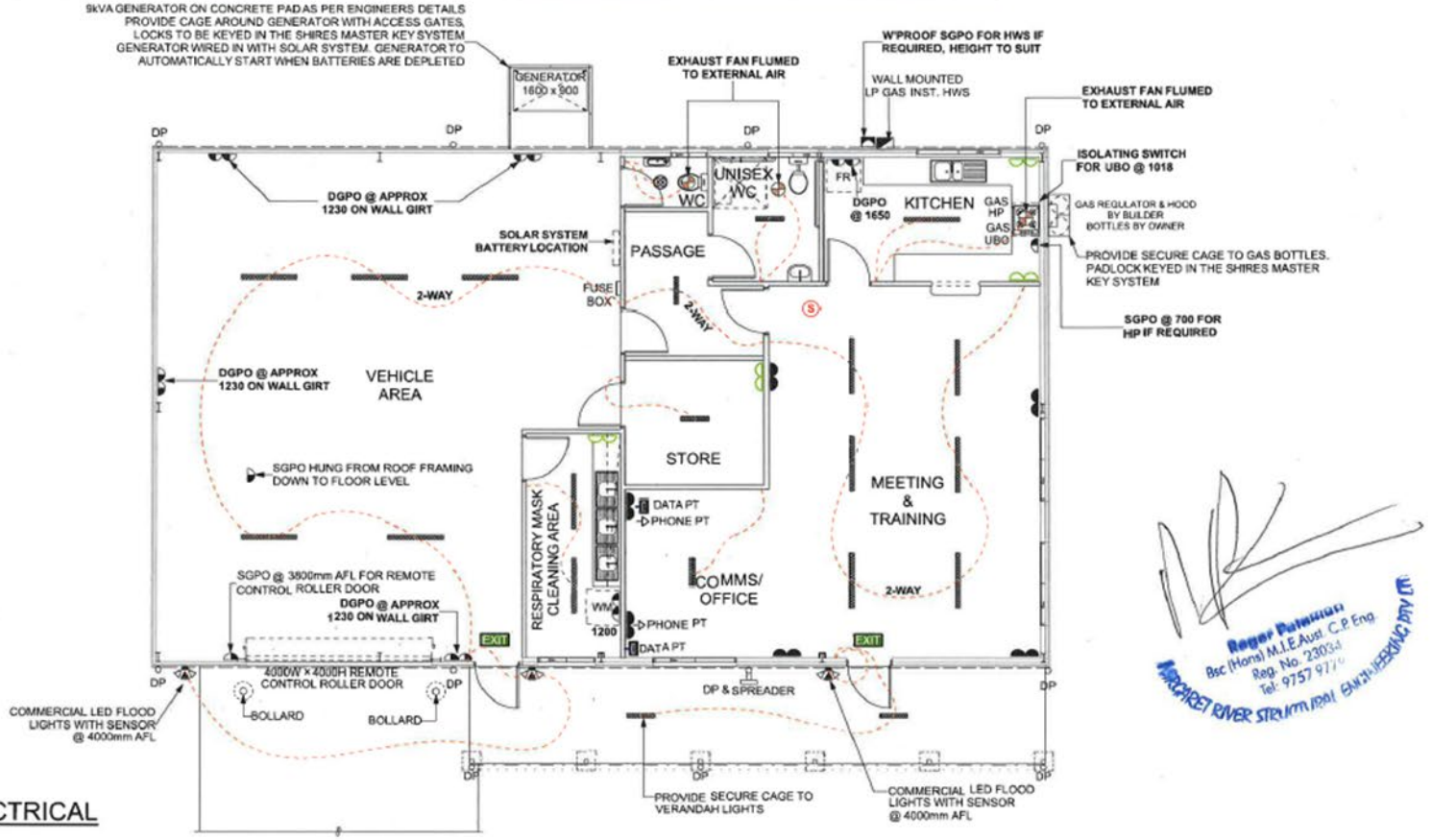
X	SWITCH
	CEILING LIGHT
	WALL LIGHT @ 1800 OR AS NOMINATED
	LED LIGHT
	LED WALL LIGHT @ 1800 OR AS NOMINATED
	LED STRIP LIGHT - LENGTH AS NOMINATED
	600mm LED BATTEN LIGHT
	1200mm LED BATTEN LIGHT
	DOWN LIGHT
	DOWN LIGHT - LOW VOLTAGE
	FLUORESCENT LIGHT - ROUND
	STARLIGHT - LOW VOLTAGE
	LIGHT / HEATER COMBINATION
	FLUORESCENT LIGHT - SINGLE
	FLUORESCENT LIGHT - DOUBLE
	FLUORESCENT LIGHT - SINGLE WITH DIFFUSER
	FLUORESCENT LIGHT - DOUBLE WITH DIFFUSER
	SENSOR
	SINGLE SPOT LIGHT
	SINGLE SPOT LIGHT WITH SENSOR
	DOUBLE SPOT LIGHT
	DOUBLE SPOT LIGHT WITH SENSOR
	EXHAUST FAN CEILING MOUNTED
	EXHAUST FAN WALL MOUNTED
	EXHAUST FAN / LIGHT COMBINATION
	EXHAUST FAN / LIGHT / HEATER COMBINATION
S	SMOKE DETECTOR
	GPO @ 200 A.F.L. - SINGLE
	GPO @ 200 A.F.L. - DOUBLE
	GPO @ 200 A.F.L. - MULTIPLE
	GPO @ 950 A.F.L. OR AS NOMINATED - SINGLE
	GPO @ 950 A.F.L. OR AS NOMINATED - DOUBLE
	GPO @ 950 A.F.L. OR AS NOMINATED - MULTIPLE
	GPO @ 1020 A.F.L. - SINGLE
	GPO @ 1020 A.F.L. - DOUBLE
	GPO @ 1020 A.F.L. - MULTIPLE
	GPO W'PROOF @ 1200 A.F.L. OR AS NOMINATED - SINGLE
	GPO W'PROOF @ 1200 A.F.L. OR AS NOMINATED - DOUBLE
	GPO W'PROOF @ 1200 A.F.L. OR AS NOMINATED - MULTIPLE
	GPO IN FLOOR
	15 AMP SINGLE GPO
	15 AMP / STANDARD COMBINED
	GAS NEGUS POINT & CEILING VENT
	TELEPHONE POINT
	T.V. POINT
	DATA POINT
	CEILING FAN / CEILING FAN WITH LIGHT / CEILING FAN WITH LED LIGHT
2-WAY	TWO WAY SWITCHING
15 AMP	15 AMP CIRCUIT TO GPO
	DIMMER SWITCH
	CONDUIT
HD	HAND DRYER
EXIT	EXIT SIGN AS PER AS2293.1

ELECTRICAL NOTES:

- FLUME EXHAUST FANS TO EXTERNAL
- COMMERCIAL LED FLOOD LIGHTS TO BE ABLE TO LIGHT UP HARDSTAND AREA
- LED BATTEN LIGHTS AS SPECIFIED
- PROVIDE REVERSE CYCLE AIR-CONDITIONING SYSTEM IN MEETING/TRAINING ROOM

SOLAR POWER NOTE:

- PROVIDE STAND ALONE SOLAR POWER SYSTEM SUITABLE TO RUN THE AIR-CONDITIONING AND OTHER ELECTRICAL APPLIANCES. BRAND AND MODEL TO BE ADVISED. INSTALLATION AS PER MANUFACTURERS SPECIFICATIONS.
- PROVISION TO BE MADE FOR CONNECTING A BACK UP GENERATOR.
- LOCATION OF BATTERY AS NOTED ON PLAN.



BeSafe Building Inspections

Peter Butcher – Level 2
Reg No's: Contractor BSC2018
Practitioner BSP149

Roger Putnam
Bsc (Hons) M.I.E.Aust. C.P.Eng.
Reg. No. 230[illegible]
Tel: 9757 97[illegible]
MARGARET RIVER STRUCTURAL ENGINEERING PTY LTD

ELECTRICAL
1:100

EcoAngle Design And Drafting
Stuart Atkinson
A.B.N. 60 646 133 563 HIA GreenSmart PROFESSIONAL
Mob: 0412 638 405
email: ecoangledesign@gmail.com

Job: Wandillup Volunteer Bushfire Brigade Facility
Purchase Order #: PO 25435
Client: Shire of Bridgetown-Greenbushes

SITE: Lot 500 Cnr Brockman Highway & Mokerdillup Road, Wandillup, WA, 6256.

All contractors to verify all dimensions on site prior to commencing any works or producing shop drawings. Do not scale from drawings.
All drawings to be read in conjunction with engineers details

SHEET 10 OF 10
A3 SHEET: 420mm x 297mm
DATE ISSUED: 15/10/2020

This drawing is copyright and remains the property of EcoAngle Design & Drafting. It may not be used without authorisation.

Jess Cooper **Attachment 9.1.3(3)**

From: [redacted]
Sent: Monday, 20 January 2025 1:00 PM
To: Ross (Rosco) Marshall; Jess Cooper
Cc: [redacted]
Subject: Proposal for Consideration - New location/premises for Upper Capel BFB

To whom it may concern

Over recent years it has become quite evident that the amenities at the Upper Capel fire shed are quite lacking, and the sheds location in general is not conducive to timely response to fire in the Upper Capel area, or the greater Donnybrook Balingup shire. The shed is located to the southwest of the intersection of Goodwood Rd and Vernon Rd, approximately 2km from the shire boundary with Capel. There is no mains power or running water at the facility, and the brigade has relied on fund raising and grants to provide itself a basic gravity feed water supply system (not potable) to fill its light tanker. The brigade has installed basic solar lighting which they make do with but is hardly at a safe standard for night time operations. There are no toilets on site. The shed itself is 6m x 6m and accommodates one light tanker and some uniform lockers.
To date the brigade has 48 members, 25 of which are active firefighters. The Upper Capel district has been earmarked by the shire as an area of relatively significant population growth over the coming years. This will also mean a greater number of people and assets that need protection and assistance in the event of a fire. Hopefully this population growth will also lead to an expansion in the number of brigade members. Given that, I believe it's time to seriously look at a new facility for the Upper Capel brigade, in a more accessible location.
It has been proposed that Upper Capel will receive a 1.4 fire appliance to replace its light tanker when it's due for retirement. The current shed on Goodwood Road is not big enough to accommodate a 1.4. Spending money on the current shed to expand its size, or add power and water will still leave the problem of location.
I'd like to see a Level One basic DFES design shed built at the dog pound grounds. This area is more central to the Upper Capel district and its active members, and better located for service inputs such as power and water. There has been mention of a new facility for Donnybrook VFRS near the new standpipe on Marmion Street. Perhaps a combined facility with Upper Capel could save in building costs and would still satisfy the Upper Capel Brigades desire to be more centrally located.
This proposal, if acted upon will bring the Upper Capel brigades facilities in line with the standard set in most other districts in the Donnybrook/Balingup shire.
Regards
[redacted]
Upper Capel FCO
Deputy Chief BFCO

L. Wunnenberg

[redacted]

Donnybrook 5239

The CEO Donnybrook/Balingup Shire Council

Mr N. O'Connor

Dear Sir,

I applaud the steps you have initiated to relax certain restrictions regarding living arrangements for people in need, such as caravans on private property and little houses/granny "flats" type of accommodation. There is, however, more that can be done with the help of the community.

1) Dongas which are set up for toilet/bathroom facilities could be placed strategically for use by itinerants or those still sleeping rough. There are those who, if approached, would probably be in favour of a piece of their land being used for this purpose {as in Denmark}. The Shire could be involved in the placement of a temporary septic situation, or ....

2) A "long drop"toilet installation could be modified to include restricted water usage/time sensitive shower, alleviating the need for septics.

3) A specified camping area with said donga or modified long drop/shower system.

4) Community groups would be keen to be involved in fundraising to help with costs. Some members of this community are already providing clothing and food to those in need. Others have offered a voucher system for haircuts for those who are job-seeking and need a tidy up prior to interviews, all of which could tie in with the above or modification of the above.

5) In one Southwest town, caravans were put on land provided by a community member, but I believe this was not supported [rightly so] by Shire Council because of the lack of toilet/water facilities,

most of which could have been overcome by initiative and ingenuity. [As of Monday's Zoom meeting with members/participants of the South West Catholic Diocesan Social Justice Committee, this has been addressed.

I am not ignorant of the potential problems which can arise from these initiatives: those who might be drug/alcohol addicted, those with mental problems, those who prey on other members of society, but... it doesn't mean we can continue to leave unexplored the vast and growing needs of the homeless.

Local law enforcement may be encouraged to have a greater presence around these areas if/when they proceed.

I'm prepared to put up to $ 3000 to make some of this happen. There may be others who will do the same.

Yours most sincerely

Lesley Wunnenberg

We, the undersigned, encourage with full confidence, the President, C.E.O and Council of the Donnybrook/Balingup Shire, to lease, acquire or make available with appropriate {temporary ?} ablution facilities, any current empty spaces in our Shire suitable for those unfortunate people living rough to have a safe, sheltered place in which to sleep.

Name	Signature	Location
L. WUNNENBERG	[redacted]	DONNYBROOK
R. CAVANAGH		Donnybrook
R. CLOUGH		"
K. PERSAK		"
FR. WAYNE BENDOTTI		Donnybrook.
EI JENDRZEJAK		Argyle
Josphine Bendotti		Pemberton
Ann		Donnybrook
Patricia Still		Donnybrook
Sally Hunt		Kirup.
Ann Hunt		Kirup
Rory Beeson		DBK
Wendy Jinsley		YABBERUP.
F. Gorman		Irishtown.
Lindsay Colace		Donnybrook.
LOU COLACE		" "
D. Robertson		Bunbury
Shenelle Millard		Donnybrook
Jean		Donnybrook.
ANN PUG		DONNYBROOK
GRACE PUG		DONNYBROOK

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Name	Signature	Location
DIANNE DA RE	[redacted]	DONNYBROOK
ALICE START		Donnybrook
Monika Bredow		Donnybrook
Angela Murphy		Donnybrook
Chris Knott		Donnybrook.
Rosemary Smith		Donnybrook
Colleen Bandy		Donnybrook
Sandra Goddard		~~Donnybrook~~ Lowden
Donna Lalor		Donnybrook.
V. Skippings		Donnybrook
LOIS MAYNARD		Donnybrook
DIETER BREDOW		DONNYBROOK
David Broome		Donnybrook Perth.
TERRY CURTIS		Donnybrook
Rennie Shepherd		Donny Brook.
SUE MERRITT		Donnybrook
Emmellyn Wojtyra		Donnybrook.
DANIEL WOJTYRA		DONNYBROOK
Lily Wojtyra		Donnybrook
CAROL NICHOLAS		DBK
Jem Cook		Dbk.

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Name	Signature	Location
Bith Rowe	[redacted]	
Donna Kaio		Preston Village
Sandra Cristaldi		Donnybrook
Angelo Cristaldo		Donnybrook
PAM LICCIARDELLO		Donnybrook
RITA SAPIENZA		Donnybrook.
Kate Jendrzejak		Donnybrook
Claire Jendrzejak		Donnybrook
Helen Tuia.		"
Anita Chantrell		"
JAN AUSTIN		"
Adriana Wickins		Donnybrook.
Judy Fitzgerald		Kirup
[illegible]		DONNYBROOK
Jasmine Porter		Donnybrook
GRAEME CAMPBELL		DONNYBROOK.
Tahnee Elfefsen		Donnybrook
Andrew Clifford		Donnybrook
Melisa Watterston		Donnybrook
Smiley Deans		Kirup
Barbara Carroll		DONNYBROOK.

" THE POOR ARE NOT A DISTRACTION FOR THE CHURCH, BUT OUR BELOVED BROTHERS & SISTERS ..." AND SHOULD BE "... AT THE HEART OF ALL OUR PASTORAL ACTIVITY" POPE LEO XIV

SHIRE OF DONNYBROOK BALINGUP

MONTHLY FINANCIAL REPORT

(Containing the required statement of financial activity and statement of financial position)

FOR THE PERIOD ENDED 28 FEBRUARY 2026

LOCAL GOVERNMENT ACT 1995
LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

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Note 3	Explanation of variances	6

SHIRE OF DONNYBROOK BALINGUP
STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 28 FEBRUARY 2026

	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							
General rates		8,479,018	8,475,018	**8,473,496**	(1,522)	(0.02%)	
Grants, subsidies and contributions		2,543,109	1,629,571	**1,782,679**	153,108	9.40%	
Fees and charges		2,736,572	2,200,949	**2,260,809**	59,860	2.72%	
Interest revenue		461,500	309,820	**305,951**	(3,869)	(1.25%)	
Other revenue		500	500	**0**	(500)	(100.00%)	
Profit on asset disposals		44,849	44,849	**44,849**	0	0.00%	
		14,265,549	**12,660,707**	**12,867,784**	**207,077**	1.64%	
Expenditure from operating activities							
Employee costs		(6,785,485)	(4,586,220)	**(4,641,604)**	(55,384)	(1.21%)	
Materials and contracts		(4,838,949)	(3,307,162)	**(3,071,815)**	235,347	7.12%	
Utility charges		(476,948)	(317,704)	**(299,910)**	17,794	5.60%	
Depreciation		(7,519,179)	(5,012,722)	**(5,162,486)**	(149,764)	(2.99%)	
Finance costs		(149,948)	(53,170)	**(37,215)**	15,955	30.01%	
Insurance		(554,641)	(512,235)	**(511,452)**	783	0.15%	
Other expenditure		(129,625)	(86,556)	**(76,346)**	10,210	11.80%	
Loss on asset disposals		(170,541)	(170,541)	**(212,637)**	(42,096)	(24.68%)	▼
		(20,625,316)	**(14,046,310)**	**(14,013,465)**	**32,845**	0.23%	
Non cash amounts excluded from operating activities	2(c)	7,747,830	5,138,414	**5,330,274**	191,860	3.73%	
Amount attributable to operating activities		**1,388,063**	**3,752,811**	**4,184,593**	**431,782**	11.51%	
INVESTING ACTIVITIES							
Inflows from investing activities							
Proceeds from capital grants, subsidies and contributions		6,249,796	2,125,721	**1,891,401**	(234,320)	(11.02%)	▼
Proceeds from disposal of assets		1,126,208	40,545	**75,545**	35,000	86.32%	▲
Proceeds from financial assets at amortised cost - self supporting loans		10,477	5,203	**5,203**	0	0.00%	
Proceeds from financial assets at amortised cost - commercial loans		56,000	9,987	**9,987**	0	0.00%	
Proceeds from financial assets at amortised cost - other		5,200	3,600	**3,600**	0	0.00%	
		7,447,681	**2,185,056**	**1,985,736**	**(199,320)**	(9.12%)	
Outflows from investing activities							
Acquisition of property, plant and equipment		(5,888,701)	(1,573,926)	**(1,043,757)**	530,169	33.68%	▲
Acquisition of infrastructure		(4,900,105)	(2,342,508)	**(2,870,128)**	(527,620)	(22.52%)	▼
		(10,788,806)	**(3,916,434)**	**(3,913,885)**	**2,549**	0.07%	
Amount attributable to investing activities		**(3,341,125)**	**(1,731,378)**	**(1,928,149)**	**(196,771)**	(11.36%)	
FINANCING ACTIVITIES							
Inflows from financing activities							
Leases liabilities recognised		100,000	100,000	**95,666**	(4,334)	(4.33%)	
Transfer from reserves		3,102,828	439,748	**439,748**	(0)	(0.00%)	
		3,202,828	**539,748**	**535,414**	**(4,334)**	(0.80%)	
Outflows from financing activities							
Payments for principal portion of lease liabilities		(51,538)	(25,525)	**(25,525)**	0	0.00%	
Repayment of borrowings		(131,459)	(65,072)	**(65,072)**	0	0.00%	
Transfer to reserves		(2,857,046)	(239,868)	**(239,868)**	(0)	(0.00%)	
		(3,040,043)	**(330,465)**	**(330,465)**	**(0)**	(0.00%)	
Non-cash amounts excluded from financing activities	2(d)	(100,000)	(100,000)	**(95,666)**	4,334	4.33%	
Amount attributable to financing activities		**62,785**	**109,283**	**109,283**	**(0)**	(0.00%)	
MOVEMENT IN SURPLUS OR DEFICIT							
Surplus or deficit at the start of the financial year	2(a)	1,890,277	1,890,277	**1,890,277**	0	0.00%	
Amount attributable to operating activities		1,388,063	3,752,811	**4,184,593**	431,782	11.51%	▲
Amount attributable to investing activities		(3,341,125)	(1,731,378)	**(1,928,149)**	(196,771)	(11.36%)	▼
Amount attributable to financing activities		62,785	109,283	**109,283**	(0)	(0.00%)	
Surplus or deficit after imposition of general rates		**0**	**4,020,994**	**4,256,004**	**235,011**	5.84%	

KEY INFORMATION

▲▼ Indicates a variance between Year to Date (YTD) Budget and YTD Actual data outside the adopted materiality threshold.
▲ Indicates a variance with a positive impact on the financial position.
▼ Indicates a variance with a negative impact on the financial position.
Refer to Note 3 for an explanation of the reasons for the variance.

This statement is to be read in conjunction with the accompanying notes.

SHIRE OF DONNYBROOK BALINGUP
STATEMENT OF FINANCIAL POSITION
FOR THE PERIOD ENDED 28 FEBRUARY 2026

	Actual 30 June 2025	Actual as at 28 February 2026
	$	$
CURRENT ASSETS		
Cash and cash equivalents	9,388,371	11,074,212
Trade and other receivables	541,190	1,572,899
Other financial assets	23,810	8,620
Inventories	239,964	165,263
Contract assets	539,458	328,398
Other assets	642,323	0
TOTAL CURRENT ASSETS	11,375,116	13,149,392
NON-CURRENT ASSETS		
Trade and other receivables	226,467	226,467
Other financial assets	863,224	863,224
Inventories	1,950,644	1,950,644
Property, plant and equipment	57,479,636	57,496,810
Infrastructure	151,500,830	150,136,219
Intangible assets	423,797	374,964
TOTAL NON-CURRENT ASSETS	212,444,598	211,048,328
TOTAL ASSETS	223,819,714	224,197,720
CURRENT LIABILITIES		
Trade and other payables	1,756,526	1,343,914
Contract liabilities	15,656	2,036
Capital grant/contributions liabilities	1,176,220	1,207,706
Other liabilities	180,797	199,161
Lease liabilities	20,281	12,490
Borrowings	131,459	66,387
Employee related provisions	755,177	755,177
TOTAL CURRENT LIABILITIES	4,036,116	3,586,871
NON-CURRENT LIABILITIES		
Other liabilities	3,932,500	3,932,500
Lease liabilities	19,872	97,804
Borrowings	2,848,308	2,848,308
Employee related provisions	244,524	244,524
Other provisions	2,149,239	2,149,239
TOTAL NON-CURRENT LIABILITIES	9,194,443	9,272,375
TOTAL LIABILITIES	13,230,559	12,859,246
NET ASSETS	**210,589,155**	**211,338,474**
EQUITY		
Retained surplus	32,088,611	33,037,809
Reserve accounts	5,576,653	5,376,773
Revaluation surplus	172,923,891	172,923,892
TOTAL EQUITY	**210,589,155**	**211,338,474**

This statement is to be read in conjunction with the accompanying notes.

1 BASIS OF PREPARATION AND MATERIAL ACCOUNTING POLICIES

BASIS OF PREPARATION

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. Supplementary 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.

PREPARATION TIMING AND REVIEW

Date prepared: All known transactions up to 28 February 2026

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.

MATERIAL ACCOUNTING POLICES
Material accounting policies utilised in the preparation of these statements are as described within the 2025-26 Annual Budget. Please refer to the adopted budget document for details of these policies.

Critical accounting estimates and judgements
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.

As with all estimates, the use of different assumptions could lead to material changes in the amounts reported in the financial report.

The following are estimates and assumptions that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year and further information on their nature and impact can be found in the relevant note:

- Fair value measurement of assets carried at reportable value including:
  - Property, plant and equipment
  - Infrastructure
- Impairment losses of non-financial assets
- Expected credit losses on financial assets
- Estimated useful life of intangible assets
- Measurement of employee benefits
- Measurement of provisions
- Estimation uncertainties and judgements made in relation to lease accounting

2 NET CURRENT ASSETS INFORMATION

(a) Net current assets used in the Statement of Financial Activity

	Note	Adopted Budget Opening 1 July 2025	Actual as at 30 June 2025	Actual as at 28 February 2026
Current assets		$	$	$
Cash and cash equivalents		4,877,217	9,388,371	11,074,212
Trade and other receivables		2,424,798	541,190	1,572,899
Other financial assets		10,546	23,810	8,620
Inventories		250,000	239,964	165,263
Contract assets		0	539,458	328,398
Other assets		0	642,323	0
		7,562,561	11,375,116	13,149,392
Less: current liabilities				
Trade and other payables		(2,082,386)	(1,756,526)	(1,343,914)
Other liabilities		0	(1,372,673)	(1,408,903)
Lease liabilities		(30,000)	(20,281)	(12,490)
Borrowings		(131,419)	(131,459)	(66,387)
Employee related provisions		(500,000)	(755,177)	(755,177)
		(2,743,805)	(4,036,116)	(3,586,871)
Net current assets		4,818,756	7,339,000	9,562,521
Less: Total adjustments to net current assets	2(b)	(4,818,756)	(5,448,723)	(5,306,516)
Closing funding surplus / (deficit)		**0**	**1,890,277**	**4,256,004**

(b) Current assets and liabilities excluded from budgeted deficiency

Adjustments to net current assets				
Less: Reserve accounts		(4,877,217)	(5,576,653)	(5,376,773)
Less: Financial assets at amortised cost - self supporting loans		0	(23,810)	(8,620)
Less: Current assets not expected to be received at end of year				
- Current financial assets at amortised cost - self supporting loans				
- Employee benefit provision		(102,958)	0	0
Add: Current liabilities not expected to be cleared at the end of the year				
- Current portion of lease liabilities		30,000	20,281	12,490
- Current portion of borrowings		131,419	131,459	66,387
Total adjustments to net current assets	2(a)	**(4,818,756)**	**(5,448,723)**	**(5,306,516)**

(c) Non-cash amounts excluded from operating activities

	Adopted Budget Estimates 30 June 2026	YTD Budget Estimates 28 February 2026	YTD Actual 28 February 2026
	$	$	$
Adjustments to operating activities			
Less: Profit on asset disposals	(44,849)	(44,849)	(44,849)
Add: Loss on asset disposals	170,541	170,541	212,637
Add: Depreciation	7,519,180	5,012,722	5,162,486
Total non-cash amounts excluded from operating activities	**7,644,872**	**5,138,414**	**5,330,274**

(d) Non-cash amounts excluded from financing activities

Adjustments to financing activities			
Non cash proceeds from new leases	(100,000)	(100,000)	(95,666)
Total non-cash amounts excluded from financing activities	**(100,000)**	**(100,000)**	**(95,666)**

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 local governments' operational cycle.

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 2025-26 year is $25,000 and 10.00% whichever is the greater.

Description	Var. $	Var. %	
	$	%	
Expenditure from operating activities			
Loss on asset disposals	**(42,096)**	**(24.68%)**	▼
Disposal of assets due to vehicle accident - $42,097		Permanent	
Inflows from investing activities			
Proceeds from capital grants, subsidies and contributions	**(234,320)**	**(11.02%)**	▼
Income in the following areas are less than estimated:			
VC Mitchell Park $100,621		Timing	
LGGC Special Projects $96,501		Timing	
LRCI $43,601		Timing	
WA Bicycle Network Program $72,626		Timing	
Roads to recovery grant $108,373		Timing	
Income in the following areas is greater than estimated:			
Regional Roads group grant $192,914		Timing	
Proceeds from disposal of assets	**35,000**	**86.32%**	▲
Income in the following areas is greater than estimated:			
Fair value of replacement of Argyle Irishtown BFB Vehicle $35,000		Permanent	
Outflows from investing activities			
Acquisition of property, plant and equipment	**530,169**	**33.68%**	▲
Expenditure in the following areas is lower than estimated:			
Vehicles - Transport $163,540		Timing	
Buildings $351,950 - for further detail see note 4 capital acquisitions		Timing	
Furniture and equipment $14,270 - for further detail see note 4 capital acquisitions		Timing	
Acquisition of infrastructure	**(527,620)**	**(22.52%)**	▼
Expenditure in the following areas is greater than estimated:			
Other infrastructure $65,666 - for further detail see note 4 capital acquisitions		Timing	
Road infrastructure $423,451 - for further detail see note 4 capital acquisitions		Timing	
Bridge infrastructure $38,503 - for further detail see note 4 capital acquisitions		Timing	

SHIRE OF DONNYBROOK BALINGUP

SUPPLEMENTARY INFORMATION

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BASIS OF PREPARATION - SUPPLEMENTARY INFORMATION

SHIRE OF DONNYBROOK BALINGUP
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 28 FEBRUARY 2026

1 KEY INFORMATION

Funding Surplus or Deficit Components

Funding surplus / (deficit)

	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. $ (b)-(a)
Opening	$1.89 M	$1.89 M	$1.89 M	$0.00 M
Closing	$0.00 M	$4.02 M	$4.26 M	$0.24 M

Refer to Statement of Financial Activity

Cash and cash equivalents

	$11.07 M	% of total
Unrestricted Cash	$5.70 M	51.4%
Restricted Cash	$5.38 M	48.6%

Refer to 2 - Cash and Financial Assets

Payables

	$1.34 M	% Outstanding
Trade Payables	$0.72 M	
0 to 30 Days		99.0%
Over 30 Days		0.9%
Over 90 Days		0.0%

Refer to 8 - Payables

Receivables

	$0.14 M	% Collected
Rates Receivable	$1.44 M	83.9%
Trade Receivable	$0.14 M	% Outstanding
Over 30 Days		34.9%
Over 90 Days		5.4%

Refer to 6 - Receivables

Key Operating Activities

Amount attributable to operating activities

Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. $ (b)-(a)
$1.39 M	$3.75 M	$4.18 M	$0.43 M

Refer to Statement of Financial Activity

Rates Revenue

YTD Actual	$8.47 M	% Variance
YTD Budget	$8.48 M	(0.0%)

Grants and Contributions

YTD Actual	$1.78 M	% Variance
YTD Budget	$1.63 M	9.4%

Refer to 12 - Grants and Contributions

Fees and Charges

YTD Actual	$2.26 M	% Variance
YTD Budget	$2.20 M	2.7%

Refer to Statement of Financial Activity

Key Investing Activities

Amount attributable to investing activities

Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. $ (b)-(a)
($3.34 M)	($1.73 M)	($1.93 M)	($0.20 M)

Refer to Statement of Financial Activity

Proceeds on sale

YTD Actual	$0.08 M	%
Adopted Budget	$1.13 M	(93.3%)

Refer to 5 - Disposal of Assets

Asset Acquisition

YTD Actual	$2.87 M	% Spent
Adopted Budget	$4.88 M	(41.2%)

Refer to 4 - Capital Acquisitions

Capital Grants

YTD Actual	$1.89 M	% Received
Adopted Budget	$6.25 M	(69.7%)

Refer to 4 - Capital Acquisitions

Key Financing Activities

Amount attributable to financing activities

Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. $ (b)-(a)
$0.06 M	$0.11 M	$0.11 M	($0.00 M)

Refer to Statement of Financial Activity

Borrowings

Principal repayments	($0.07 M)
Interest expense	($0.03 M)
Principal due	$2.91 M

Refer to 9 - Borrowings

Reserves

Reserves balance	$5.38 M
Net Movement	($0.20 M)

Refer to 3 - Cash Reserves

Lease Liability

Principal repayments	($0.03 M)
Interest expense	($0.00 M)
Principal due	$0.11 M

Refer to Note 10 - Lease Liabilites

This information is to be read in conjunction with the accompanying Financial Statements and notes.

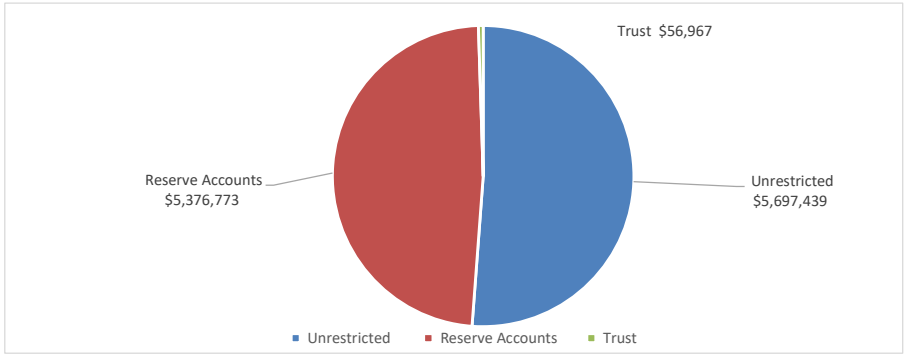
2 CASH AND FINANCIAL ASSETS AT AMORTISED COST

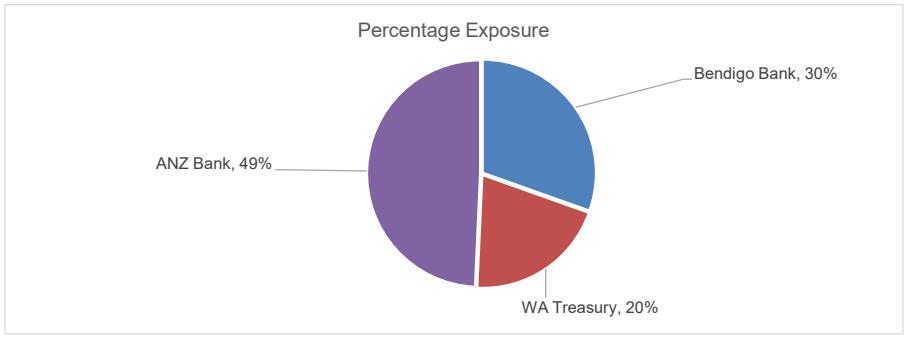
Description	Classification	Unrestricted	Reserve Accounts	Total	Trust	Institution	Interest Rate	Maturity Date
		$	$	$	$			
Floats/Petty Cash on Hand	Cash and cash equivalents	1,010	0	1,010	0		NIL	On hand
Municipal Bank Account	Cash and cash equivalents	409,990	0	409,990	0	Bank	Variable	Cheque Acc
WA Treasury	Cash and cash equivalents	2,248,832	0	2,248,832	0	Bank	3.80%	At Call
ANZ Bank Term Deposit	Cash and cash equivalents	2,037,607	0	2,037,607	0	Bank	3.96%	04/2026
ANZ Bank Term Deposit	Cash and cash equivalents	1,000,000	0	1,000,000	0	Bank	3.96%	03/2026
Bendigo Cash at Bank	Cash and cash equivalents	0	0	0	0	Bank	Variable	Cheque Acc
ANZ Bank Term Deposit	Cash and cash equivalents	0	2,418,132	2,418,132	0	Bank	4.10%	05/2026
Bendigo Bank Term Deposit	Cash and cash equivalents	0	2,958,642	2,958,642	0	Bank	3.95%	04/2026
Trust Fund Cash at Bank	Cash and cash equivalents	0	0	0	56,967	Bank	Variable	Cheque Acc
Total		**5,697,439**	**5,376,773**	**11,074,212**	**56,967**			
Comprising								
Cash and cash equivalents		5,697,439	5,376,773	11,074,212	56,967			
		5,697,439	**5,376,773**	**11,074,212**	**56,967**			

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.
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.

Financial assets at amortised cost held with registered financial institutions are listed in this note other financial assets at amortised cost are provided in Note 7 - Other assets.





3 RESERVE ACCOUNTS

	Budget				Actual			
Reserve account name	Opening Balance	Transfers In (+)	Transfers Out (-)	Closing Balance	Opening Balance	Transfers In (+)	Transfers Out (-)	Closing Balance
	$	$	$	$	$	$	$	$
Reserve accounts restricted by Council								
Employee Entitlement Reserve	42,500	92,000	0	134,500	42,500	87,281	0	129,781
Waste Management Reserve	1,248,309	199,300	(241,500)	1,206,109	1,248,309	18,422	0	1,266,731
Arbuthnott Memorial Scholarship Reserve	2,685	0	(300)	2,385	2,685	0	0	2,685
Strategic Planning Studies Reserve	31,012	17,000	0	48,012	31,012	12,281	0	43,293
Land Development Reserve	21,259	0	0	21,259	21,259	0	0	21,259
Vehicle Reserve	439,525	556,000	(737,892)	257,633	439,525	12,281	0	451,806
Roadworks Reserve	243,161	146,846	0	390,007	243,161	12,281	0	255,442
Revaluation Reserve	60,000	40,000	0	100,000	60,000	0	0	60,000
Buildings Reserve	377,082	425,000	(405,047)	397,035	377,082	18,422	0	395,504
Council Elections Reserve	20,000	28,500	(45,000)	3,500	20,000	26,141	0	46,141
Information Technology Reserve	38,061	28,500	0	66,561	38,061	6,141	0	44,201
Parks and Reserves Reserve	367,921	300,000	(53,068)	614,853	367,921	18,422	0	386,343
Bridges Reserve	0	208,500	(134,228)	74,272	0	6,141	0	6,141
Carried Forward Projects Reserve	1,454,216	0	(1,427,884)	26,332	1,454,216	0	(439,748)	1,014,468
Minninup Cottages 1-4 Surplus Reserve	82,722	0	(17,695)	65,027	82,722	0	0	82,722
Minninup Cottages 9-12 Surplus Reserve	179,776	0	(20,265)	159,511	179,776	0	0	179,776
Langley Villas 1-6 Surplus Reserve	243,439	0	(19,949)	223,490	243,439	0	0	243,439
Langley Villas 7-9 Surplus Reserve	146,755	0	0	146,755	146,755	0	0	146,755
Minninup Cottages 5-8 Lt Maintenance Reserve	11,669	0	0	11,669	11,669	0	0	11,669
Minninup Cottages 9-12 Lt Maintenance Reserve	10,628	0	0	10,628	10,628	0	0	10,628
Langley Villas 1-6 Lt Maintenance Reserve	21,023	0	0	21,023	21,023	0	0	21,023
Langley Villas 7-9 Lt Maintenance Reserve	7,200	0	0	7,200	7,200	0	0	7,200
Preston Village Exit Deferred Management Reserve	417,463	0	0	417,463	417,463	9,501	0	426,964
Preston Village Reserve Fund Contribution Reserve	64,921	0	0	64,921	64,921	3,154	0	68,074
Langley Villas 1-9 Surplus Reserve	15,032	0	0	15,032	15,032	0	0	15,032
Langley Villas 1-9 Long Term Maintenance Reserve	6,781	5,400	0	12,181	6,781	5,400	0	12,181
Minninup Cottages 5 12 Long Term Maintenance Reserve	4,000	4,000	0	8,000	4,000	4,000	0	8,000
Minninup Cottages 5-12 Surplus Reserve	19,514	0	0	19,514	19,514	0	0	19,514
Strategic Project Reserve	0	806,000	0	806,000	0	0	0	0
	5,576,653	**2,857,046**	**(3,102,828)**	**5,330,871**	**5,576,653**	**239,868**	**(439,748)**	**5,376,773**

4 CAPITAL ACQUISITIONS

Capital acquisitions	Adopted Budget	YTD Budget	YTD Actual	YTD Variance
	$	$	$	$
Buildings	3,818,640	602,999	251,049	(351,950)
Furniture and equipment	25,226	25,226	10,956	(14,270)
Plant and equipment	2,044,835	945,701	781,751	(163,950)
Acquisition of property, plant and equipment	**5,888,701**	**1,573,926**	**1,043,757**	**(530,169)**
Infrastructure - roads	3,303,471	1,806,594	**2,230,045**	423,451
Infrastructure - other	513,624	425,914	**491,580**	65,666
Infrastructure - footpaths	140,252	0	**0**	0
Infrastructure - bridges	922,758	110,000	**148,503**	38,503
Acquisition of infrastructure	**4,880,105**	**2,342,508**	**2,870,128**	**527,620**
Total capital acquisitions	**10,768,806**	**3,916,434**	**3,913,885**	**(2,549)**
Capital Acquisitions Funded By:				
Capital grants and contributions	6,249,796	2,125,721	1,891,401	(234,320)
Lease liabilities	100,000	100,000	95,666	(4,334)
Other (disposals & C/Fwd)	1,126,208	40,545	75,545	35,000
Reserve accounts				
Waste Management Reserve	241,500	0	0	0
Arbuthnott Memorial Scholarship Reserve	300	0	0	0
Vehicle Reserve	737,892	0	0	0
Buildings Reserve	405,047	0	0	0
Council Elections Reserve	45,000	0	0	0
Parks and Reserves Reserve	53,068	0	0	0
Bridges Reserve	134,228	0	0	0
Carried Forward Projects Reserve	1,427,884	439,748	439,748	0
Minninup Cottages 1-4 Surplus Reserve	17,695	0	0	0
Minninup Cottages 9-12 Surplus Reserve	20,265	0	0	0
Langley Villas 1-6 Surplus Reserve	19,949	0	0	0
Contribution - operations	189,974	1,210,420	1,411,525	201,105
Capital funding total	**10,768,806**	**3,916,434**	**3,913,885**	**(2,549)**

KEY INFORMATION

Initial recognition

An item of property, plant and equipment or infrastructure that qualifies for recognition as an asset is measured at its cost.

Upon initial recognition, cost is determined as the amount paid (or other consideration given) to acquire the assets, plus costs incidental to the acquisition. The cost of non-current assets constructed by the Shire includes the cost of all materials used in construction, direct labour on the project and an appropriate proportion of variable and fixed overheads. For assets acquired at zero cost or otherwise significantly less than fair value, cost is determined as fair value at the date of acquisition.

Assets for which the fair value as at the date of acquisition is under $5,000 are not recognised as an asset in accordance with *Local Government (Financial Management) Regulation 17A(5).* These assets are expensed immediately.

Where multiple individual low value assets are purchased together as part of a larger asset or collectively forming a larger asset exceeding the threshold, the individual assets are recognised as one asset and capitalised.

Individual assets that are land, buildings and infrastructure acquired between scheduled revaluation dates of the asset class in accordance with the Shire's revaluation policy, are recognised at cost and disclosed as being at reportable value.

Measurement after recognition

Plant and equipment including furniture and equipment and right-of-use assets (other than vested improvements) are measured using the cost model as required under *Local Government (Financial Management) Regulation 17A(2).* Assets held under the cost model are carried at cost less accumulated depreciation and any impairment losses being their reportable value.

Reportable Value

In accordance with *Local Government (Financial Management) Regulation 17A(2),* the carrying amount of non-financial assets that are land and buildings classified as property, plant and equipment, investment properties, infrastructure or vested improvements that the local government controls.

Reportable value is for the purpose of *Local Government (Financial Management) Regulation 17A(4)* is the fair value of the asset at its last valuation date minus (to the extent applicable) the accumulated depreciation and any accumulated impairment losses in respect of the non-financial asset subsequent to its last valuation date.

4 CAPITAL ACQUISITIONS (CONTINUED) - DETAILED

Capital expenditure total
Level of completion indicators

- 0%
- 20%
- 40%
- 60%
- 80%
- 100%
- Over 100%

Percentage Year to Date Actual to Annual Budget expenditure where the expenditure over budget highlighted in red.

	Account Description		Adopted Budget	YTD Budget	YTD Actual	Variance (Under)/Over
	Capital Expenditure		$	$	$	$
	Buildings					
	B108	Administration Centre - Donnybrook	37,567	37,567	11,616	25,951
	B123	Council Chambers	14,149	14,149	1,259	12,890
	B161	Donnybrook Transit Park	35,000	0	0	0
	B162	Public Hall - Donnybrook	13,172	13,172	9,039	4,133
	B163	Public Hall - Balingup (and Library)	18,500	18,500	7,863	10,637
	B164	Public Hall - Kirup	137,409	137,409	33,250	104,159
	B165	Public Hall - Newlands	55,639	55,639	0	55,639
	B369	Public Hall - Yabberup (and tennis shed)	32,445	32,445	0	32,445
	B374	Scout Hall - Donnybrook	35,481	0	35,805	(35,805)
	B376	Mens Shed workshop and ablutions - Egan Park	51,500	0	0	0
	B300	Public Toilets - Ayres Gardens Precinct	25,000	0	0	0
	B106	VBFB Station - Argyle / Irishtown	1,600,000	0	9,078	(9,078)
	B397	Balingup Recreation Centre	109,310	0	0	0
	B078	Donnybrook Recreation Centre	467,564	0	3,415	(3,415)
	B379	Ablutions - Balingup Transit Park	27,548	27,548	6,902	20,646
	B372	Public Hall - Brookhampton	48,101	48,101	47,316	785
	B373	Community Resource Centre - Donnybrook	13,658	0	10,018	(10,018)
	B385	Minninup Cottages (Units 1-4)	16,480	0	0	0
	B386	Minninup Cottages (Units 5-12)	32,960	0	0	0
	B392	Depot - Donnybrook	14,228	14,228	2,127	12,101
	B396	Transfer Station - Balingup	70,503	70,503	54,937	15,566
	B398	VC Mitchell - Park Pavillion	962,426	133,738	18,423	115,315
			3,818,640	**602,999**	**251,049**	351,950
	Plant and Equipment					
	2746	Plant & Equipment - Parks & Reserves	11,000	11,000	10,590	410
	0884	Vehicles - Ranger	69,010	0	0	0
	0434	Vehicles - Parks & Reserves	434,945	74,445	74,445	0
	3554	Vehicles - Transport	1,057,934	482,040	318,500	163,540
	4214	Vehicles - Public Works	93,730	0	0	0
	0354	Vehicles - ESL Funded	322,651	322,651	322,651	0
	0554	Vehicles - Administration	55,565	55,565	55,565	(0)
			2,044,835	**945,701**	**781,751**	163,950
	Furniture and Equipment					
	8904	Dolphin Wave Pool Cleaner	6,700	6,700	5,406	1,294
	8974	Christmas Decorations	18,526	18,526	0	18,526
	R178	VC Mitchell - Kitchen & Bar Equipment	0	0	3,853	(3,853)
	R180	VC Mitchell - Other Loose Furniture & Fittings	0	0	1,697	(1,697)
			25,226	**25,226**	**10,956**	14,270

4 CAPITAL ACQUISITIONS (CONTINUED) - DETAILED

Capital expenditure total
Level of completion indicators

0%
20%
40%
60%
80%
100%
Over 100%

Percentage Year to Date Actual to Annual Budget expenditure where the expenditure over budget highlighted in red.

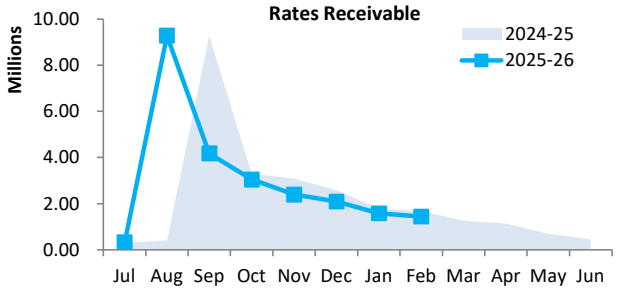
Account	Account Description	Adopted Budget	YTD Budget	YTD Actual	Variance (Under)/Over
Capital Expenditure		$	$	$	$
Infrastructure - Other					
R144	VC Mitchell - Design & Development	0	0	41,820	(41,820)
R169	VC Mitchell - Tennis Lighting	126,829	68,499	153,306	(84,807)
R170	VC Mitchell - Storage Shed / Shelter	0	0	79,628	(79,628)
R177	VC Mitchell - Communication	0	0	5,356	(5,356)
R188	Egan Park	16,153	16,153	19,137	(2,984)
R191	Apple Fun Park	5,305	5,305	0	5,305
R194	Donnybrook Arboretum	21,911	21,911	1,932	19,979
R189	Donnybrook Townsite (General)	10,927	7,280	0	7,280
R198	South West Hwy Donnybrook	74,813	74,813	0	74,813
R199	Ayers Gardens	16,391	10,920	0	10,920
R200	Donnybrook Waste Management Facility	35,000	23,328	9,855	13,473
R201	Yabberup Townsite	25,750	17,160	0	17,160
R202	Balingup Bowling Green	180,545	180,545	180,545	(0)
		513,624	**425,914**	**491,580**	(65,666)
Infrastructure - Bridges					
B5224	Bridge 5224 - Renewal Works	256,708	0	7,000	(7,000)
B5185	Bridge 5185 - Merrifield View	417,000	0	0	0
B3617	Bridge 3617 - Bridge St	110,000	110,000	104,500	5,500
3625	Bridge 3625 - Charlie Creek Road	10,300	0	5,775	(5,775)
B0875	Bridge 0875 - Balingup Nannup Road	25,750	0	12,194	(12,194)
B3639	Bridge 3639- Bendall Road	15,450	0	0	0
0876	Bridge 0876 - Balingup Nannup Road	36,050	0	19,034	(19,034)
B9315	Bridge 9315- Donnybrook Pedestrian Suspension Bridge	51,500	0	0	0
		922,758	**110,000**	**148,503**	(38,503)
Infrastructure - Footpaths					
C2409	Preston River Path Loop	140,252	0	0	0
		160,252	**0**	**0**	0
Infrastructure - Roads					
C2404	Forrest Road	0	0	359	(359)
C2304	Montgomery Road	44,000	44,000	43,625	375
C2314	Balingup Nannup Road	37,278	37,278	37,278	(0)
C2401	Cundinup Kirup Road	30,084	30,084	30,084	0
C2405	Smith & Timms Road	0	0	875	(875)
C2410	Freemasons Drainage Easement Upgrade and Extension - Lots 9 & 10 SW Hwy, Donnybrook.	100,000	100,000	74,848	25,152
C2501	Cundinup Kirup Road	661,746	661,746	486,478	175,268
C2502	Southampton Road	783,075	0	192,669	(192,669)
C2503	Jayes Road - Balingup	236,500	11,421	239,310	(227,889)
C2504	Prowse Road - Balingup	120,000	0	120,547	(120,547)
C2505	Greenbushes Grimwade Rd	55,000	0	55,003	(55,003)
C2506	Smith Street Donnybrook (Inc rear laneway)	376,000	376,000	376,667	(667)
C2507	Smith (Nth end up to Timms) & Timms Street Dbk	377,000	377,000	377,334	(334)
C2508	Ravenscliffe Road - Kirup	120,065	120,065	126,594	(6,529)
C2509	Wellington Road - Balingup	33,723	0	35,931	(35,931)
C2510	Brockman Road - Balingup	205,000	0	7,072	(7,072)
C2511	Upper Capel Road Gravel Pit Rehabilitation	35,000	0	462	(462)
C2512	Steet Lighting Renewal	30,000	30,000	18,409	11,591
C2513	Brookhampton Road	19,000	19,000	6,500	12,500
C2514	Palmer Street Donnybrook	10,000	0	0	0
C2515	Bailey Heights Balingup	10,000	0	0	0
C2516	Sandhills Road Donnybrook	10,000	0	0	0
C2517	Allnut Street Donnybrook	10,000	0	0	0
		3,303,471	**1,806,594**	**2,230,045**	(423,451)
	Total Capital Acquisitions	**10,788,806**	**3,916,434**	**3,913,885**	**2,549**

5 DISPOSAL OF ASSETS

Asset Ref.	Asset description	Budget Net Book Value	Budget Proceeds	Budget Profit	Budget (Loss)	YTD Actual Net Book Value	YTD Actual Proceeds	YTD Actual Profit	YTD Actual (Loss)
		$	$	$	$	$	$	$	$
	Buildings								
20728	Donnybrook Tennis Club - Shed	11,475	0	0	(11,476)	11,475	0	0	(11,475)
	Plant and equipment								
61323	Ranger - DB92	23,690	23,690	0	0	0	0	0	0
61307	Subaru Forrester - DB463	16,000	16,545	545	0	16,000	16,545	545	0
61144	Pig Trailer - DB6248	5,150	5,150	0	0	0	0	0	0
61290	Tractor - DB4806	46,350	46,350	0	0	0	0	0	0
61312	Ute - DB102	19,570	19,570	0	0	0	0	0	0
61334	Ride on Mower 60" - DB606	15,450	15,450	0	0	0	0	0	0
61281	Ride on Sweeper - DB271	5,768	5,768	0	0	0	0	0	0
61253	Grader - DB4517	77,250	77,250	0	0	0	0	0	0
61310	Ute - DB117	19,570	19,570	0	0	0	0	0	0
61313	Mitsubishi Triton - DB8250	20,600	20,600	0	0	0	0	0	0
61317	Mitsubishi Triton - DB346	23,690	23,690	0	0	0	0	0	0
P6292	Tandem Wheel Trailer - DB6292	2,575	2,575	0	0	0	0	0	0
61325	Ride on Mower - DB193	14,696	24,000	9,304	0	14,696	24,000	9,304	0
61217	Toyota Landcruiser - Argyle BFB DB377	0	0	35,000	0	0	35,000	35,000	0
61296	Hino 700 Series Tip Truck - DB4170	109,313	0	0	(109,313)	109,313	0	0	(109,313)
50495	Floodrite Water Tank on DB4170	0	0	0	0	42,097	0	0	(42,097)
L00080	Fuji Xerox Photocopier	0	0	0	0	0	0	0	0
	Land								
20219	Lot 21 Reserve St	201,000	201,000	0	0	0	0	0	0
10132	Lot 58 (70) South Western Highway	625,000	625,000	0	0	0	0	0	0
	Infrastructure - Other								
754	Sporting Pitch - Egan Park	9,168	0	0	(9,168)	9,168	0	0	(9,168)
20270	Scoreboard (Football) - VC Mitchell Park	6,892	0	0	(6,892)	6,892	0	0	(6,892)
20276	Courts (Bitumen) - VC Mitchell Park	23,808	0	0	(23,808)	23,808	0	0	(23,808)
20734	Wall (Tennis Hit Up) - VC Mitchell Park	9,884	0	0	(9,884)	9,884	0	0	(9,884)
		1,286,899	**1,126,208**	**44,849**	**(170,541)**	**243,333**	**75,545**	**44,849**	**(212,637)**

6 RECEIVABLES

Rates receivable	30 June 2025	28 Feb 2026
	$	$
Opening arrears previous year	370,380	440,310
Levied this year	9,258,817	8,473,496
Less - collections to date	(9,188,887)	(7,477,609)
Net rates collectable	**440,310**	**1,436,197**
% Collected	95.4%	83.9%



Receivables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	$	$	$	$	$	$
Receivables - general	(5,848)	52,285	20,866	151	3,856	71,312
Percentage	(8.2%)	73.3%	29.3%	0.2%	5.4%	
Balance per trial balance						
Trade receivables						71,312
Other receivables						1,600
GST receivable						63,790
Total receivables general outstanding						**136,702**

Amounts shown above include GST (where applicable)

KEY INFORMATION

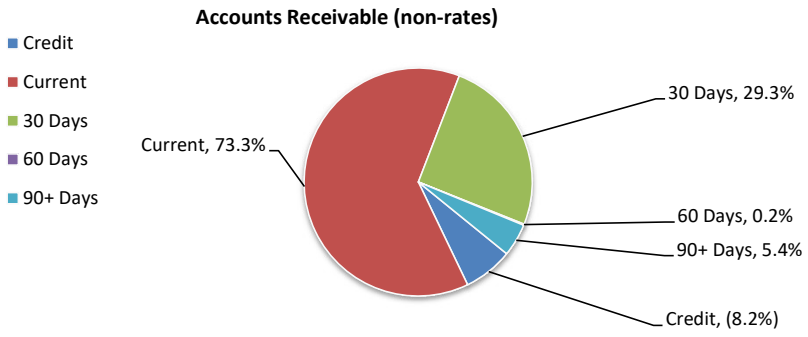
Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.

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 are 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.



7 OTHER CURRENT ASSETS

Other current assets	Opening Balance 1 July 2025	Asset Increase	Asset Reduction	Closing Balance 28 February 2026
	$	$	$	$
Other financial assets at amortised cost				
Financial assets at amortised cost - self supporting loans	10,477	0	(5,203)	5,274
Financial assets at amortised cost - commerical loans	13,333	0	(9,987)	3,346
Inventory				
Fuel and materials	24,615	0	(4,439)	20,176
Gravel stock	215,349	0	(70,262)	145,087
Other assets				
Prepayments	64,772	0	(64,772)	0
Accrued income	535,388	0	(535,388)	0
Contract assets	539,458	0	(211,060)	328,398
Accrued interest	42,163	0	(42,163)	0
Total other current assets	**1,445,555**	**0**	**(943,274)**	**502,281**

Amounts shown above include GST (where applicable)

KEY INFORMATION

Other financial assets at amortised cost

The Shire 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.

Inventory

Inventories are measured at the lower of cost and net realisable value.

Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

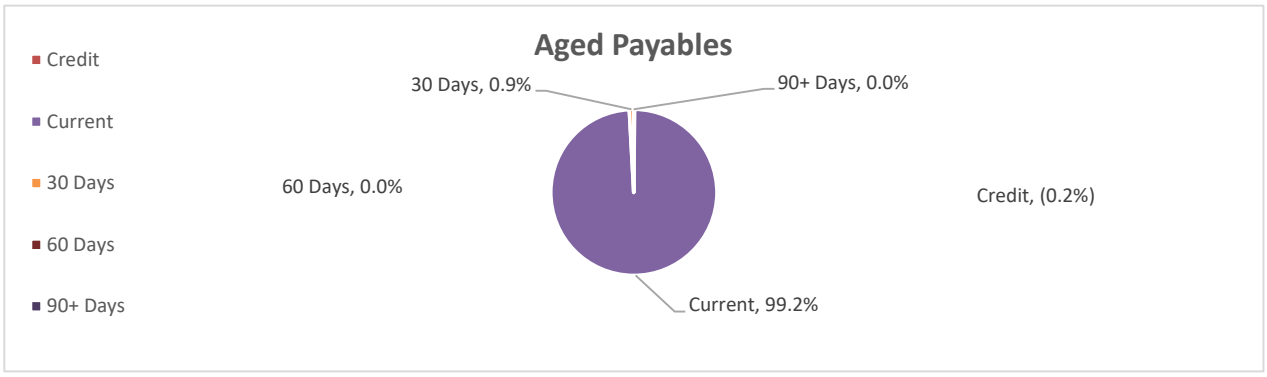
8 PAYABLES

Payables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	$	$	$	$	$	$
Payables - general	(1,133)	714,874	6,618	0	0	720,359
Percentage	(0.2%)	99.2%	0.9%	0.0%	0.0%	
Balance per trial balance						
Sundry creditors						720,359
Other payables						22
Prepaid rates						178,958
Bonds and deposits held						444,575
Total payables general outstanding						**1,343,914**

Amounts shown above include GST (where applicable)

KEY INFORMATION

Trade and other payables represent liabilities for goods and services provided to the Shire prior to the end of the period 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. The carrying amounts of trade and other payables are considered to be the same as their fair values, due to their short-term nature.



9 BORROWINGS

Repayments - borrowings

Information on borrowings			New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
Particulars	**Loan No.**	**1 July 2025**	**Actual**	**Budget**	**Actual**	**Budget**	**Actual**	**Budget**	**Actual**	**Budget**
		$	$	$	$	$	$	$	$	$
Tuia Lodge Fire Supression System	93	151,222	0	0	(14,592)	(29,300)	136,630	121,922	(751)	(2,274)
VC Mitchell Park	94	2,812,722	0	0	(45,277)	(91,682)	2,767,445	2,721,040	(34,099)	(139,055)
		2,963,944	0	0	(59,869)	(120,982)	2,904,075	2,842,962	(34,849)	(141,329)
Self supporting loans										
Donnybrook Country Club	90	15,823	0	0	(5,203)	(10,477)	10,620	5,346	(136)	(362)
		15,823	0	0	(5,203)	(10,477)	10,620	5,346	(136)	(362)
Total		**2,979,767**	**0**	**0**	**(65,072)**	**(131,459)**	**2,914,695**	**2,848,308**	**(34,985)**	**(141,691)**
Current borrowings		131,459					66,387			
Non-current borrowings		2,848,308					2,848,308			
		2,979,767					**2,914,695**			

All debenture repayments were financed by general purpose revenue.
Self supporting loans are financed by repayments from third parties.

KEY INFORMATION
The Shire has elected to recognise borrowing costs as an expense when incurred regardless of how the borrowings are applied.

Fair values of borrowings are not materially different to their carrying amounts, since the interest payable on those borrowings is either close to current market rates or the borrowings are of a short term nature.

10 LEASE LIABILITIES

Movement in carrying amounts

Information on leases			New Leases		Principal Repayments		Principal Outstanding		Interest Repayments	
Particulars	Lease No.	1 July 2025	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
		$	$	$	$	$	$	$	$	$
Network Switches	214-0439437001	1,210	0	0	(1,208)	(1,218)	3	(8)	(10)	(8)
Matrix Fitness Equipment	A6ZBG64105	38,943	0	0	(14,228)	(20,320)	24,714	18,623	(1,012)	(1,249)
IT Equipment - Desktops / Laptops	009-0147653-004	0	95,666	100,000	(10,089)	(30,000)	85,577	70,000	(1,208)	(7,000)
Total		**40,153**	**95,666**	**100,000**	**(25,525)**	**(51,538)**	**110,295**	**88,615**	**(2,230)**	**(8,257)**
Current lease liabilities		20,281					12,490			
Non-current lease liabilities		19,872					97,804			
		40,153					**110,294**			

All lease repayments were financed by general purpose revenue.

KEY INFORMATION

At inception of a contract, the Shire assesses if the contract contains or is a lease. A contract is or contains a lease, if the contract conveys the right to control the use of an identified asset for a period of time in exchange for consideration. At the commencement date, a right of use asset is recognised at cost and lease liability at the present value of the lease payments that are not paid at that date. The lease payments are discounted using that date. The lease payments are discounted using the interest rate implicit in the lease, if that rate can be readily determined. If that rate cannot be readily determined, the Shire uses its incremental borrowing rate.

All contracts classified as short-term leases (i.e. a lease with a remaining term of 12 months or less) and leases of low value assets are recognised as an operating expense on a straight-line basis over the term of the lease.

11 OTHER CURRENT LIABILITIES

Other current liabilities	Note	Opening Balance 1 July 2025	Liability transferred from/(to) non current	Liability Increase	Liability Reduction	Closing Balance 28 February 2026
		$	$	$	$	$
Other liabilities						
Contract liabilities		15,656	0	0	(13,620)	2,036
Capital grant/contributions liabilities		1,176,220	0	1,192,536	(1,161,050)	1,207,706
Contract liability - contribution to works		180,797	0	74,064	(55,700)	199,161
Total other liabilities		1,372,673	0	1,266,600	(1,230,370)	1,408,903
Employee Related Provisions						
Provision for annual leave		378,807	0	0	0	378,807
Provision for long service leave		376,370	0	0	0	376,370
Total Provisions		755,177	0	0	0	755,177
Total other current liabilities		**2,127,850**	**0**	**1,266,600**	**(1,230,370)**	**2,164,080**

Amounts shown above include GST (where applicable)

A breakdown of contract liabilities and associated movements is provided on the following pages at Note 12 and 13

KEY INFORMATION

Provisions

Provisions are recognised when the Shire has a present legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured.
Provisions are measured using the best estimate of the amounts required to settle the obligation at the end of the reporting period.

Employee Related Provisions

Short-term employee benefits

Provision is made for the Shire's obligations for short-term employee benefits. Short-term employee benefits are benefits (other than termination benefits) that are expected to be settled wholly before 12 months after the end of the annual reporting period in which the employees render the related service, including wages, salaries and sick leave. Short-term employee benefits are measured at the (undiscounted) amounts expected to be paid when the obligation is settled.
The Shire's obligations for short-term employee benefits such as wages, salaries and sick leave are recognised as a part of current trade and other payables in the calculation of net current assets.

Other long-term employee benefits

The Shire's obligations for employees' annual leave and long service leave entitlements are recognised as employee related provisions in the statement of financial position.

Long-term employee benefits are measured at the present value of the expected future payments to be made to employees. Expected future payments incorporate anticipated future wage and salary levels, durations of service and employee departures and are discounted at rates determined by reference to market yields at the end of the reporting period on government bonds that have maturity dates that approximate the terms of the obligations. Any remeasurements for changes in assumptions of obligations for other long-term employee benefits are recognised in profit or loss in the periods in which the changes occur. The Shire's obligations for long-term employee benefits are presented as non-current provisions in its statement of financial position, except where the Shire does not have an unconditional right to defer settlement for at least 12 months after the end of the reporting period, in which case the obligations are presented as current provisions.

Contract liabilities

An entity's obligation to transfer goods or services to a customer for which the entity has received consideration (or the amount is due) from the customer.

Capital grant/contribution liabilities

Grants to acquire or construct recognisable non-financial assets to identified specifications be constructed to be controlled by the Shire are recognised as a liability until such time as the Shire satisfies its obligations under the agreement.

12 GRANTS, SUBSIDIES AND CONTRIBUTIONS

Provider	Unspent grant, subsidies and contributions liability				Grants, subsidies and contributions revenue		
	Liability 1 July 2025	Increase in Liability	Decrease in Liability (As revenue)	Current Liability 28 Feb 2026	Adopted Budget Revenue	YTD Budget	YTD Revenue Actual
	$	$	$	$	$	$	$
Grants and subsidies							
Grants - LGGC Financial Assistance Grants	0	0	0	0	650,040	433,318	487,529
Grants - LGGC Local Road	0	0	0	0	436,140	327,105	327,105
ESL Operating Grant - SES	4,479	14,325	(9,550)	9,254	19,100	12,728	9,550
ESL Operating Grant - VBFB	0	194,220	(129,480)	64,740	243,980	162,648	129,480
Attraction & Retention of Child Care Workers Grant	15,084	0	(11,521)	3,563	15,084	10,056	11,521
Bushfire Mitigation Grant	0	135,420	(126,215)	9,205	270,840	100,000	126,215
Kidsport Grant	0	0	0	0	500	328	909
Youth Week Grant	0	0	0	0	3,000	0	0
Australia Day	0	8,000	(8,000)	0	10,000	2,000	8,000
Thank a Volunteer Grant	89	0	0	89	0	0	0
Main Roads Direct Grant	0	0	0	0	240,000	240,000	239,611
Natural Resource Recovery Program	65,000	0	(20,234)	44,766	13,983	13,983	20,234
Reimbursements & Recoveries	0	0	0	0	640,442	327,405	417,281
Donnybrook Library Resources	0	4,962	(4,092)	870	0	0	4,092
Community Lifeguard Training	0	4,390	0	4,390	0	0	0
Library Community Cohesion Program	0	5,000	0	5,000	0	0	0
Other contributions	0	0	0	0	0	0	1,152
	84,652	**366,317**	**(309,092)**	**141,877**	**2,543,109**	**1,629,571**	**1,782,679**

13 CAPITAL GRANTS, SUBSIDIES AND CONTRIBUTIONS

	Capital grant/contribution liabilities				Capital grants, subsidies and contributions revenue		
Provider	Liability 1 July 2025	Increase in Liability	Decrease in Liability (As revenue)	Liability 28 Feb 2026	Adopted Budget Revenue	YTD Budget	YTD Revenue Actual
	$	$	$	$	$	$	$
Capital grants and subsidies							
Bridgeworks - Special Projects Grant	17,007	0	0	17,007	0	0	0
Social Housing Economic Recovery Package Grant	228	0	(228)	0	0	0	0
LGGC Special Projects Bridges	19,998	0	(19,998)	0	373,000	116,500	19,998
MRWA Special Project Bridges	0	0	0	0	350,025	85,500	103,950
Regional Road Group	67,050	544,000	(450,893)	160,157	919,223	295,857	488,771
Roads to Recovery	0	0	0	0	1,253,000	672,000	563,627
MRWA - Regional Road Safety Program	0	0	0	0	40,000	20,000	0
VC Mitchell - Talison	802,426	0	(179,810)	622,616	802,426	280,431	179,811
LRCI Grant Income - Public Halls	0	0	0	0	57,259	43,601	0
LRCI Grant Income - Kirup Hall	0	0	0	0	31,000	20,664	0
Department of Water & Environment - E-Waste storage shed	14,513	42,219	(56,732)	0	64,003	42,672	47,597
Department of Transport - Preston Loop Pathway	35,126	0	0	35,126	72,626	72,626	0
DFES - Capital Grant	0	240,000	(9,078)	230,922	1,922,651	322,651	296,729
VC Mitchell - lighting grant	126,829	0	(126,829)	0	126,829	126,829	126,828
NAB Community Grant - Yabberup Hall	8,390	0	(8,390)	0	8,390	8,390	8,390
Donnybrook Recreation Centre - Solar Battery Project - 2025 Election commitment	0	0	0	0	120,000	0	0
Balingup Recreation Centre - Aircon Replacement - 2025 Election commitment	0	0	0	0	30,000	0	0
Men's Shed Workshop & Ablutions - Egan Park	0	0	0	0	25,000	0	0
	1,091,568	**826,219**	**(851,958)**	**1,065,829**	**6,195,432**	**2,107,721**	**1,835,701**
Capital contributions							
CTW0001 Contribution to works - Palmer St	1,500	0	0	1,500	0	0	0
CTW0007 Contribution to works - Palmer St	1,500	0	0	1,500	0	0	0
CTW0011 Contribution to works - Palmer St	1,500	0	0	1,500	0	0	0
CTW0025 Contribution to works - Donnybrook CBD Upgrades	13,175	0	0	13,175	0	0	0
CTW0026 Contribution to works - Drainage - Ecclestone St Fairway	37,286	0	0	37,286	0	0	0
CTW0027 Contribution to works - Palmer St (09/10)	3,000	0	0	3,000	0	0	0
CTW0031 Contribution to works - Mitchell & Grimwade Rd	24,444	0	0	24,444	0	0	0
CTW0032 Contribution to works - Palmer/Smith St	3,051	0	0	3,051	0	0	0
CTW0034 Contribution to works - Carey St	3,014	0	0	3,014	0	0	0
CTW0036 Contribution to works - Drainage - Bentley St	49,716	0	0	49,716	0	0	0
CTW0041 Contribution to works - Bridge & Palmer St	3,050	0	0	3,050	0	0	0
CTW0047 Contribution to works - Chapman St	3,477	0	0	3,477	0	0	0
CTW0049 Contribution to works - Mead St	18,084	0	0	18,084	0	0	0
Contribution to works - Montgomery Road	18,000	0	(18,000)	0	18,000	18,000	18,000
Contribution - Bridge 5224	0	36,364	0	36,364	36,364	0	0
Contribution to Balingup Bowling Club	0	37,700	(37,700)	0	0	0	37,700
	180,797	**74,064**	**(55,700)**	**199,161**	**54,364**	**18,000**	**55,700**
TOTALS	**1,272,365**	**900,283**	**(907,658)**	**1,264,990**	**6,249,796**	**2,125,721**	**1,891,401**

14 TRUST FUND

Funds held at balance date which are required by legislation to be credited to the trust fund and which are not included in the financial statements are as follows:

Description	Opening Balance 1 July 2025	Amount Received	Amount Paid	Closing Balance 28 February 2026
	$	$	$	$
Cash in Lieu of Public Open Space Funds	56,967	0	0	**56,967**
	56,967	**0**	**0**	**56,967**

15 BUDGET AMENDMENTS

Amendments to original budget since budget adoption. Surplus/(Deficit)

Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
			$	$	$	$
Budget adoption						0
Smith St (North End) & Timms St C2506	171/08-25	Capital expenses			(245,000)	(245,000)
Smith St (North End) & Timms St C2506	171/08-25	Capital revenue		245,000		0
Brookhampton Road C2513	195/10-25	Capital expenses			(40,000)	(40,000)
Brookhampton Road C2513	195/10-25	Capital revenue		40,000		0
Vehicle Acquisition - Town Planning	211/11-25	Capital revenue		35,020		35,020
Transfer from Vehicle Reserve	211/11-25	Capital expenses			(17,510)	17,510
Vehicle Acquisition Administration	211/11-25	Capital expenses			(55,565)	(38,055)
Proceeds from Sale - Town Planning	211/11-25	Capital revenue			(17,510)	(55,565)
Proceeds from Sale - Town Planning	211/11-25	Capital revenue		16,545		(39,020)
Council Election / Poll Expenses	209/11-25	Operating expenses			(32,000)	(71,020)
Palmer Street Donnybrook C2514	223/12-25	Capital expenses			(10,000)	(81,020)
Bailey Heights Balingup C2515	223/12-25	Capital expenses			(10,000)	(91,020)
Sandhills Road Donnybrook C2516	223/12-25	Capital expenses			(10,000)	(101,020)
Allnut Street Donnybrook C2517	223/12-25	Capital expenses			(10,000)	(111,020)
Donnybrook Transit Park B161	224/12-25	Capital expenses			(35,000)	(146,020)
Reserve Street footpath C2518	231/12-25	Capital expenses			(20,000)	(166,020)
Proceeds on sale of Lot 21 Reserve Street	231/12-25	Capital revenue		201,000		34,980
Transfer to Strategic Projects Reserve	231/12-25	Reserve			(201,000)	(166,020)
Council Election / Poll Expenses	232/12-25	Operating expenses			(13,000)	(179,020)
Bridge 5224 emergency repair work update	234/12-25	Capital expenses			(36,553)	(215,573)
Bridge 5224 grant funding	234/12-25	Capital revenue		24,368		(191,205)
Transfer from Bridge Reserve	234/12-25	Reserve		12,185		(179,020)
Donnybrook Recreation Centre B078	235/12-25	Capital expenses			(72,982)	(252,002)
Various budget review amendments for operating grants,subsidies and contributions	15/02-26	Operating revenue		104,719		(147,283)
Various budget review amendments for fees and charges	15/02-26	Operating revenue			(28,100)	(175,383)
Various budget review amendments for interest revenue	15/02-26	Operating revenue		30,000		(145,383)
Various budget review amendments for other revenue	15/02-26	Operating revenue		427,372		281,989
Various budget review amendments for profit on asset disposals	15/02-26	Operating revenue		44,849		326,838
Various budget review amendments for employee costs	15/02-26	Operating expenses			(8,637)	318,201
Various budget review amendments for materials and contracts	15/02-26	Operating expenses			(306,876)	11,325
Various budget review amendments for loss on asset disposals	15/02-26	Operating expenses			(170,541)	(159,216)
Various budget review amendments for non cash amounts excluded from operating activities	15/02-26	Non cash item		228,650		69,434
Various budget review amendments for capital grants,subsidies and contributions	15/02-26	Capital revenue		322,651		392,085
Various budget review amendments for purchases of property plant and equipment	15/02-26	Capital expenses			(587,595)	(195,510)
Various budget review amendments for acquisition of infrastructure	15/02-26	Capital expenses			(146,854)	(342,364)
Budget review - transfer untied surplus to roadworks reserve	15/02-26	Reserve			(129,846)	(472,210)
Budget review - opening surplus - 1st July 2025	15/02-26	ening surplus(deficit)		472,210		0
Proceeds on sale of Lot 58 (70) South Western Highway	22/02-26	Capital revenue		625,000		625,000
Legal costs associated with sale of land	22/02-26	Operating expenses			(20,000)	605,000
Transfer to Strategic Projects Reserve	22/02-26	Reserve			(605,000)	0
				2,829,569	**(2,829,569)**	**0**

Long Term Financial Plan

2026/27 – 2040/41

Shire of Donnybrook Balingup

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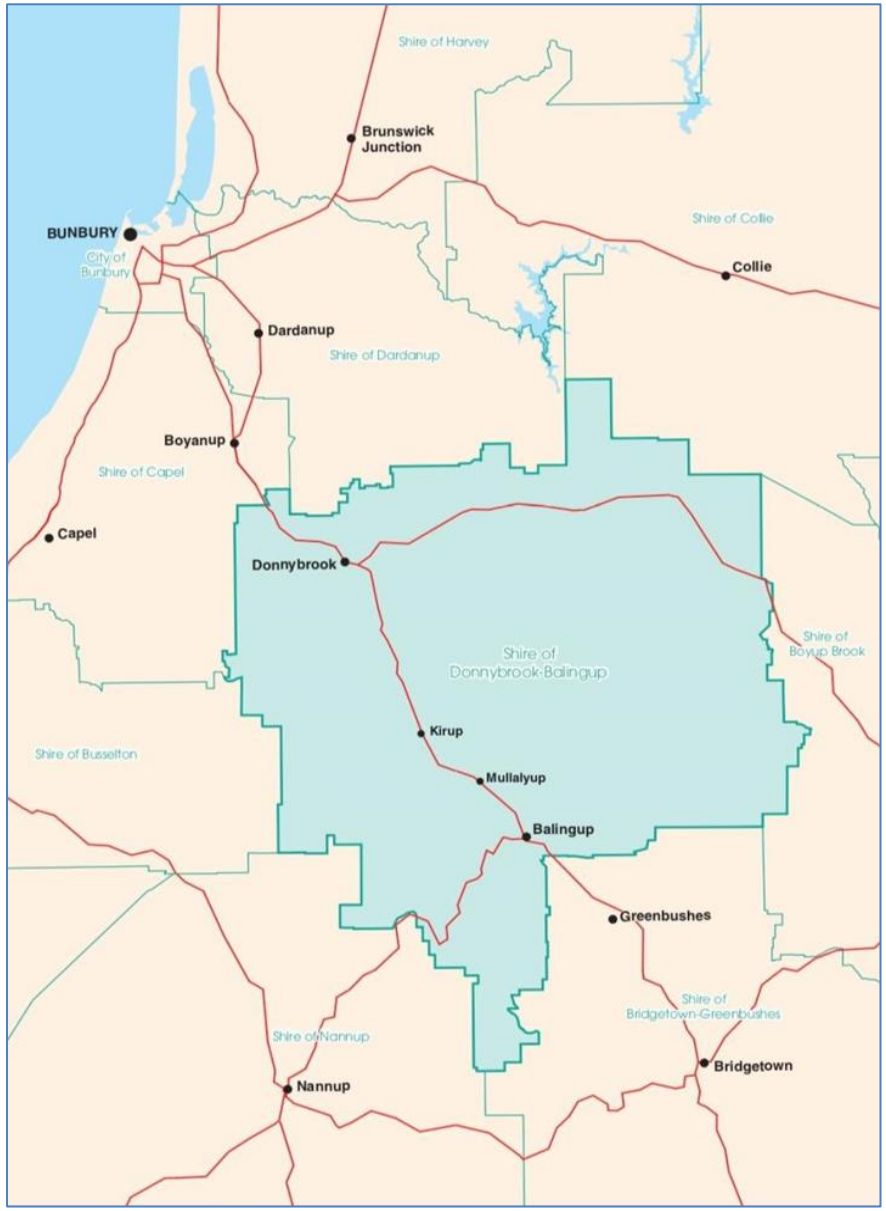
Abbreviations	
ABS	Australian Bureau of Statistics
CPI (Perth)	Consumer Price Index - Perth, Western Australia
IFPR	Integrated Financial Planning and Reporting Framework
km	Kilometres
LTFP	Long Term Financial Plan
Shire	Shire of Donnybrook Balingup
WA	Western Australia

1. SHIRE PROFILE

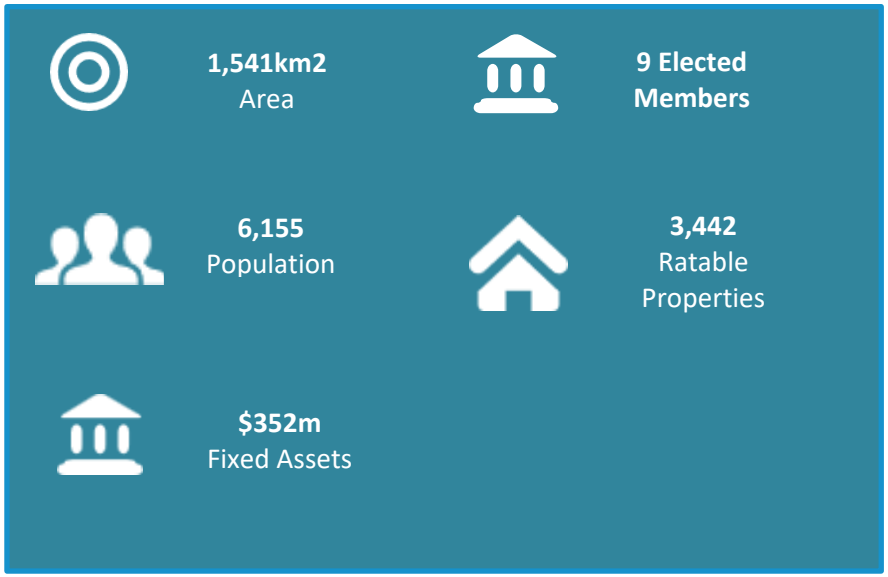
The Donnybrook Balingup region is located among the picturesque Preston and Blackwood Valleys, and is bursting with historic, produce-driven towns and hamlets.

Located 213 kilometres south of Perth and 40 kilometres southeast of Bunbury, the Shire covers 1,541 km2 of farmland, forests, mining leases and Crown land. The district includes the towns of Donnybrook, Balingup and Kirup, and the localities of Argyle, Brookhampton, Lowden, Mullalyup, Mumballup, Newlands, Noggerup, Yabberup and many more.

Rich red clay and loam soils provide a fertile environment for fruit orchards and other horticulture and viticulture pursuits as well as livestock farming. A high number of small holdings and hobby farms provide opportunities for couples and families who wish to enjoy a change in lifestyle, with an easy commute to nearby areas for employment, including Bunbury, Busselton, Collie and Greenbushes.



2. KEY STATISTICS



Assets	
Land - Freehold	
Freehold Land Parcels	43 Lots
Buildings	
Buildings	132 Structures
Plant & Equipment	
Vehicles	75 vehicles
Infrastructure	
Roads - Sealed	299.70 km
Roads - Unsealed	356.70 km
Bridges	34 bridges
Drainage - Pipes	23.53 km
Footpaths	27.69 km
Equipment on Parks and Reserves	294 items

3. INTEGRATED FINANCIAL PLANNING

Long Term Financial Planning (LTFP) is an essential plan within the Integrated Financial Planning and Reporting Framework (IFPR). The LTFP is particularly important in Local Government where there is responsibility for a significant amount of long-lived assets and substantial asset management responsibilities. There are long periods with modest levels of asset renewal requirements, and then other periods when very significant outlays are necessary.

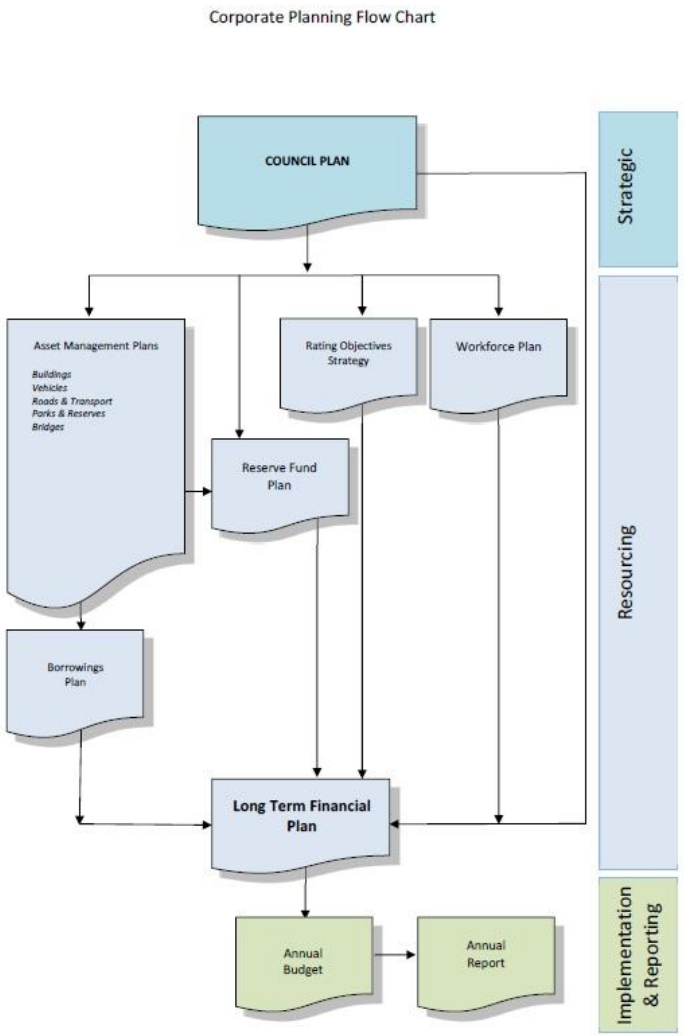
This requires planning to ensure the necessary generation of revenue in a sustainable manner over time to ensure that there is capacity to finance peaks in asset management and other outlays when necessary.

The LTFP consolidates information to guide Council's decisions about the mix and timings of outlays on operating activities and capital expenditure, together with the funding implications of these. Without a soundly based LTFP, Council with its significant asset management responsibilities, is unlikely to have sufficient information to determine sustainable service levels with affordable asset strategies, appropriate revenue targets and reserve fund management.

The LTFP is reviewed annually and provides a financial plan for the next 15 years.

Figure 1 illustrates how the LTFP informs the IFPR Framework.

Figure 1



4. COUNCIL PLAN

The Shire of Donnybrook Balingup Council Plan sets out our vision, aspirations, and objectives for our community. It is the Shire's principal strategy document. This means that it governs all the work that the Shire undertakes, either through direct service delivery, partnership arrangements or advocacy on behalf of our community. The direction set through the Council Plan ensures infrastructure and service provision is focused to meet the requirements of our community, now and into the future.

The Council Plan is a 10-year plan for the future. It combines our Strategic Community Plan and Corporate Business Plan into one succinct document. To keep the Council Plan relevant, Council will undertake a minor review of the actions in this plan on an annual basis. A major review will be undertaken every four years.

Vision

A proud community enjoying our rural lifestyle, cultural heritage and natural environment.

Priorities

People
A healthy, safe and inclusive community.

Planet
Shared commitment to sustainability, leaving each place better than we found it.

Place
A responsibly planned district with a retained sense of community and country charm.

Prosperity
A strong, diverse and resilient economy.

Performance
Open, robust conversations and harmonious outcomes.

5. FINANCIAL SUSTAINABILITY

The LTFP is a planning tool to project a financially sustainable course to meet the Shire's future objectives and obligations. It presents a financial analysis of strategic objectives and goals set out in the IFPR documents over a 15-year period.

It has been prepared based on several objectives and assumptions that are contained in this document. Council priorities, obligations, strategies, together with the future needs of our community are all dynamic influences in relation to developing plans. Combined with future economic uncertainty, the LTFP is therefore reviewed and adjusted annually to reflect material changes.

This plan addresses the operating and capital requirements of the Shire over the next 15 years and illustrates the connection between specific plans and strategies. It enhances the transparency and responsibility of the Shire towards the community by articulating the future sustainable financial requirements necessary for delivering desired community service levels while also meeting future obligations.

This plan represents a financial solution for meeting the demands of services and facilities to the community. There are numerous ways in which the Shire can achieve its objectives. This plan assesses the historical asset renewal funding gap and the necessary funding needs for future asset renewal as well as provision of new community assets.

This LTFP set out the following sustainable objectives.

- A balanced budget for each financial year, shown in the Statement of Financial Activity (page 19).
- Positive annual net cash flows provided from operating activities that is necessary to fund own source obligations for meeting borrowings (Financing Activities) and capital works (Investing Activities) in the Statement of Cash Flows (page 18).
- Meeting asset renewal obligations as identified in the Shire's Asset Management Plans.
- Provision of identified new assets to meet future community needs.
- Meeting reserve fund transfers that meet future financial obligations as identified in the Shire's Reserve Fund Plan.
- Meeting future planned borrowings as identified in the Shire's Borrowings Plan.

Based on the stated assumptions, objectives and known information, the plan identifies the rates yield (Table 1) that is necessary to meet long term objectives and responsibilities of the Shire.

Rates has been used as the metric to measure the sustainable funding gap. The identified funding gap can be mitigated with measures such as (but not limited to).

a) Rationalising assets to reduce future asset renewal obligations.
b) Reducing existing service levels.
c) Increasing cost recovery from user fees.
d) Continued efforts to source grants and contributions for capital projects.

The LTFP comprises underlying assumptions and forecast estimates. These do not commit the Shire to the financial details of the LTFP rather it is intended to act as a guide towards structurally steering the Annual Budget towards the financially sustainable foundation necessary to meet identified community service levels and future obligations of the Shire.

Table 1

		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32	2032-33	2033-34	2034-35	2035-36	2036-37	2037-38	2038-39	2039-40	2040-41
Rate Revenue	8,479,018	9,045,941	9,571,125	10,127,405	10,642,262	11,362,842	12,046,689	12,689,425	13,306,325	13,933,236	14,486,902	15,112,657	15,909,971	16,667,603	17,423,063	18,249,557
Change ($)		566,923	525,184	556,280	514,857	720,580	683,847	642,736	616,900	626,911	553,666	625,755	797,314	757,632	755,460	826,494
Change (%)		6.69%	5.81%	5.81%	5.08%	6.77%	6.02%	5.34%	4.86%	4.71%	3.97%	4.32%	5.28%	4.76%	4.53%	4.74%
Operating Revenue		15,764,869	16,527,895	17,321,145	18,084,373	19,067,241	20,026,448	20,933,622	21,866,412	22,801,723	23,668,751	24,595,102	25,748,636	26,837,710	27,972,602	29,174,106

Figure 2

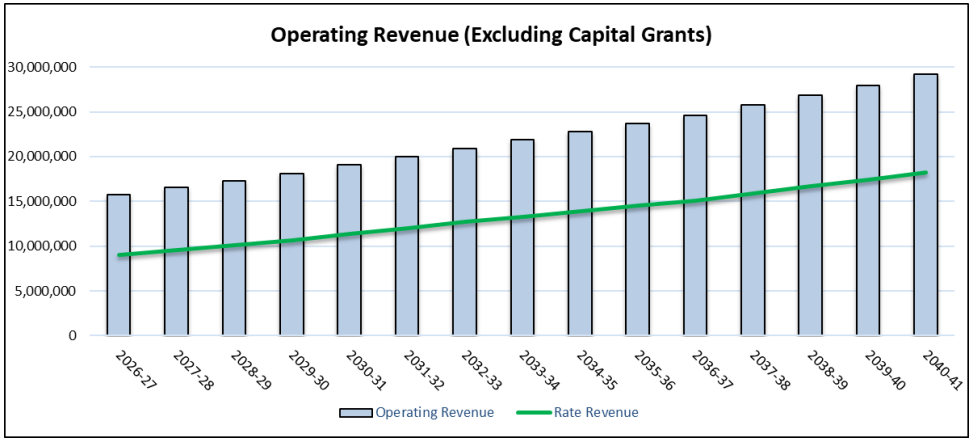
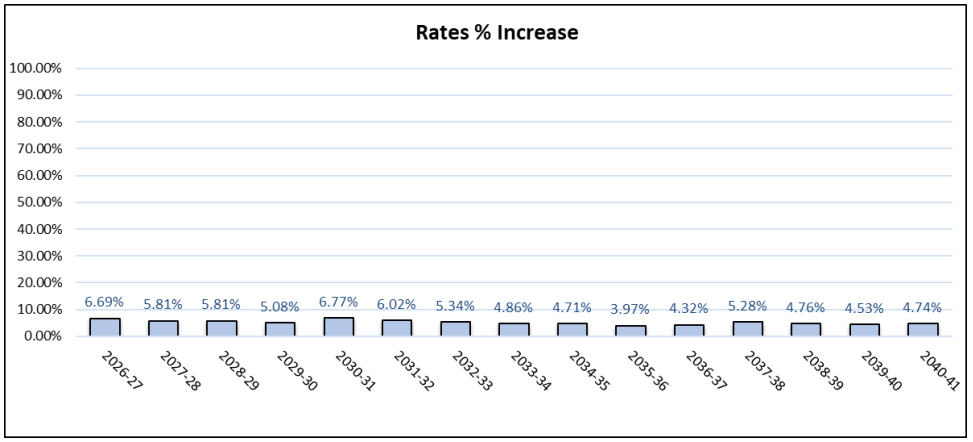


Figure 3



6. ASSET MANAGEMENT

Council possesses a substantial portfolio of physical assets to meet the service needs of the community. These assets are categorised into the following major classes:

- Land - Freehold
- Buildings
- Furniture and Equipment
- Plant and Equipment
- Vehicles
- Infrastructure – Roads
- Infrastructure – Bridges
- Infrastructure – Drainage
- Infrastructure – Footpaths
- Infrastructure – Parks & Reserves

By their nature, constructed or built forms deteriorate over the passage of time. These assets (or their components) require renewal or replacement at the end of their economic useful life to sustain a level of service that maintains an appropriate level of.

a) Asset Safety
b) Asset Quality
c) Asset Functionality

A suite of Asset Management Plans has been developed for major asset classes. These are reviewed and updated annually, to identify and forecast,

a) What works are required
b) When the works are required
c) Cost of the works
d) Funding sources of the works

This information is incorporated into the LTFP to inform Council of the long-term cost of delivering facilities and services to the community.

Identifying sufficient funding for the maintenance and renewal of assets is an essential part of the LTFP. Historical levels of financial allocations have not been sufficient to achieve this, which leaves the Shire with a shortfall in funding. This position cannot be rectified quickly, but over the life of the LTFP allocations have been made that increases own source funded allocation into asset management reserves to ensure future identified works are able to be sustainably funded.

If this does not occur, the Shire may be faced with future financial challenges. The LTFP enables Council to understand its future financial obligations beyond immediate budget considerations. The LTFP helps Council assess the need for early intervention to reduce future risks and associated revenue raising requirements of future generations.

7. REVENUE

The suite of plans that forms the Shire's IFPR framework identifies a factual cost of managing the Shire's asset portfolio.

Improving the Shire's revenue is a mainstay of being able to deliver sufficient funding for the initiatives in the LTFP.

Rates

The generation of 'own source' revenue through property rates is the mainstay of income for all local governments. The LTFP identifies the level of rate revenue yield necessary to sustainably meet the identified long-term cost of meetings the Shire's future service obligations.

The development of robust asset management and longer-term financial planning is enabling a greater level of informed decision making. This information is reporting that historical rating levels are not sufficient to meet the Shire's future obligations, particularly to funds identified future asset renewal.

Fees and Charges

Fees and charges endeavour to provide either full cost recovery (where applicable) or deliver an equitable contribution to the cost of the service. However, there is a considerable range in the type of services where fees can apply and the level of discretion available to the Shire to set a fee for services.

a) Fees for statutory services (e.g. town planning, building, health) are predominantly prescribed under legislation. The Shire has limited capability to reflect the cost of providing the service into the fee. Annual indexation of a statutory fee by the State Government may not match indexation of costs of delivering the service.

b) For some fees the Shire has full discretion to set fees for full cost recovery, however, certain fees for community facilities and programs (building leases, hire of sports facilities etc.) have been set to allow for a social element to pricing and may not achieve full cost recovery.

c) Existing fees and charges are reviewed annually with consideration of statutory limits, inflation, and Wage Price Index. Each fee category is reviewed annually, and a schedule of fees and charges are published as part of the Annual Budget.

d) Where revenue from fees is lower than the cost of providing a service the funding gap is funded from general revenue sources. This is predominantly by property rates.

Grants and Contributions

Except for the Financial Assistance Grants (FAG) provided by the Commonwealth, grants are project or program specific. Where planned for in respective asset management plans, grants available for the development or construction of asset are included in the LTFP.

The Shire continues to advocate for grants from State and/or Federal government and seek contributions from private companies, developers, and other sources towards specific projects.

The Shire explores and maximises grant and contribution funding from sources such as government departments or Lotterywest where a project or program meets their grant funding guidelines.

8. FORWARD ESTIMATES

Consideration has been given to the economic drivers that will influence the estimated future cost of providing infrastructure, facilities, and services for the period of the LTFP. This plan is set against future periods of economic uncertainty with the values reported representing estimated future prices and costs.

This plan will be reviewed every 12 months to reflect the prevailing economic conditions together with changing community needs.

Table 2

Assumptions	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32	3032/33	2033/34	2034/25	2035/36	2036/37	2037/38	2038/39	2039/40	2040/41
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
Population Growth (Shire)[1]	0.75%	0.75%	0.75%	0.75%	0.75%	0.75%	0.75%	0.75%	0.75%	0.75%	0.75%	0.75%	0.75%	0.75%	0.75%
CPI (Perth)[2]	3.00%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%
Wage Price Index (WA)[3]	4.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%
Utilities - Electricity[4]	6.50%	6.50%	6.50%	6.50%	6.50%	6.50%	6.50%	6.50%	6.50%	6.50%	6.50%	6.50%	6.50%	6.50%	6.50%
Utilities - Water [5]	9.00%	9.00%	9.00%	9.00%	9.00%	9.00%	9.00%	9.00%	9.00%	9.00%	9.00%	9.00%	9.00%	9.00%	9.00%
Utilities - Sewer[6]	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%
Insurance (General)[7]	8.00%	8.00%	8.00%	8.00%	8.00%	8.00%	8.00%	8.00%	8.00%	8.00%	8.00%	8.00%	8.00%	8.00%	8.00%

[1] Management estimates (Mid-range of estimated future population growth of 0.50%pa - 1.00%pa)
[2] Key Assumptions - 2025/26 WA State Government Mid-Year Financial Projection Statement, December 2025
[3] Key Assumptions - 2025/26 WA State Government Mid-Year Financial Projection Statement, December 2025
[4] Historical Average (5 preceding years) – Shire of Donnybrook Balingup
[5] Historical Average (5 preceding years) – Shire of Donnybrook Balingup
[6] Historical Average (5 preceding years) – Shire of Donnybrook Balingup
[7] Historical Average (5 preceding years) – Shire of Donnybrook Balingup

Informing Plans

Forward estimates used in developing the LTFP include referencing the following endorsed Council plans.

Integrated Planning Framework Documents

- Council Plan
- Asset Management Plans
- Reserve Fund Plan
- Borrowings Plan
- 2024/25 Annual Financial Report
- 2025/26 Annual Budget
- 2025/26 Budget Review

9. PRINCIPLES

The LTFP is underpinned by the following principles:

a) The Shire seeks to maintain, and where possible, improve future service levels.

b) Closing the asset renewal funding gap by meeting future asset management financial commitments though the planned annual setting aside of funds into reserves from own source funds.

c) Careful use of borrowings planned through the Shire's asset management planning process.

d) Increasing funding for asset maintenance and renewal in accordance with endorsed Asset Management Plans.

e) Sourcing external grant funds to develop and upgrade intergenerational community assets.

f) The development of a rating level that sustainably reflects the cost of meeting,

   a. community service levels
   b. statutory obligations of the Shire

g) Rates has been used as the metric to identify the sustainable funding gap.

10. FINANCIAL STATEMENTS

The following Financial Statements have been prepared for the 15 years covered in this plan. These estimates have been prepared based on the assumptions shown previously in this document.

There are 4 key financial statements contained in the LTFP used for reporting the Shire's financial performance over a specific accounting period.

a) Statement of Comprehensive Income
b) Statement of Financial Position
c) Statement of Cash Flow
d) Statement of Financial Activity

Statement of Comprehensive Income

The Statement of Comprehensive Income (once known as a Profit and Loss Statement) reports the Shire's day to day operating revenues and expenditures over a specified period. For the LTFP this is for the financial year 1st July to 30th June.

It reports aggregated transactions that are only utilised or consumed within the financial year. As such, does not include expenditure that is capital in nature that gives rise to future economic benefits across more than one financial year. For example.

a) Expenditure incurred for the development and construction of assets.
b) Borrowing principal repayments

Statement of Financial Position

The Statement of Financial Position (once known as a Balance Sheet) provides an overview of the Shire's;

a) Assets
b) Liabilities
c) Equity

as a snapshot in time. The date at the top of the Statement of Financial Position tells the reader when the snapshot was taken. It reports what the Shire owns and owes at a single point in time. For the LTFP, this is on 30th June.

Statement of Cash Flows

A Statement of Cash Flows is a financial statement that provides aggregate data regarding all cash inflows the Shire receives from its ongoing operations and external investment sources. It also includes all cash outflows that pay for the Shire's activities and investments during a given period.

The Statement of Cash Flows is the most intuitive of all the financial statements because it follows the cash made by the Shire in three main ways
a) Operating activities
b) Investing activities
c) Financing activities

The sum of these three activities reports the Shire's net cash flow in a reporting period.

Cash Flows from Operating Activities

The first section of the Statement of Cash Flows covers cash flows from day-to-day operating activities. The cash flows from the operations section begins with net income (Operating Income less Operating Expenditure), then reconciles all non-cash items to cash items involving operational activities. In other words, it is the Shire's net income, but in a cash version. This section reports cash inflows and outflows that stem directly from the Shire's day to day business activities.

The Statement of Cash Flows excludes transactions such as unpaid debtor and creditor transactions, depreciation, accrued and prepaid transactions bought to account as revenue or expenses, but with no associated cash flow during the reporting period.

Cash Flows from Investing Activities

This section includes cash spent on acquisition and development of infrastructure, property, plant, and equipment. This section is where the reader would look to find capital expenditures (capex).

When capex increases, it generally means there is a cash outflow. This is not necessarily an adverse situation, as it indicates investment in asset renewal and future development of new community assets. Entities with high capex tend to be those that are growing and renewing assets.

While positive cash flows within this section can be considered good, it is preferable that entities generate recurring sustainable net cash inflow from operating activities in conjunction with investing and financing activities. Cash inflow within this section is generated by selling equipment or property.

Cash Flows from Financing

Cash flows from financing activities is the last section of the Statement of Cash Flows. The section provides an overview of net cash used in capital financing activities. The reader can determine how much cash the Shire has obtained or paid out due to capital fundraising, such as borrowings and annual principal repayments.

Statement of Financial Activity

The Statement of Financial Activity reports all revenue and expenditure (capital and operating) that has occurred during a financial period. It further reports.

a) opening funds for the financial period
b) the total amount of the general rates imposed
c) any deficit or surplus (net current assets) remaining after the imposition of the general rates

The format is similar to the Statement of Cash Flows in so far that it reports transactions made by the entity in three main ways.

a) Operating activities
b) Capital activities
c) Financing activities

Unlike the Statement of Cash Flows, all cash and non-cash transactions are included, however, non-cash transactions are eliminated as an aggregated single line item within the report.

The Statement of Financial Activity reports the opening and closing net current assets (surplus or deficit) for the reporting period after the imposition of rates (as opposed to the reporting the balance of total cash in the Statement of Cash Flows).

Forecast Statement of Comprehensive Income - by Nature or Type

Table 3

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32	2032-33	2033-34	2034-35	2035-36	2036-37	2037-38	2038-39	2039-40	2040-41
	$	$	$	$	$	$	$	$	$	$	$	$	$	$	$
Revenues															
Rates	9,045,941	9,571,125	10,127,405	10,642,262	11,362,842	12,046,689	12,689,425	13,306,325	13,933,236	14,486,902	15,112,657	15,909,971	16,667,603	17,423,063	18,249,557
Grants, subsidies and contributions	3,377,282	3,487,044	3,600,373	3,717,388	3,838,202	3,962,942	4,091,739	4,224,720	4,362,024	4,503,790	4,650,161	4,801,290	4,957,331	5,118,445	5,284,794
Fees and charges	2,882,181	3,004,677	3,132,377	3,265,506	3,404,288	3,548,968	3,699,799	3,857,042	4,020,974	4,191,866	4,370,021	4,555,748	4,749,363	4,951,207	5,161,629
Interest revenue	458,947	464,514	460,438	458,647	461,320	467,241	452,031	477,677	484,820	485,502	461,550	480,891	462,653	479,102	477,315
Other revenue	518	535	552	570	589	608	628	648	669	691	713	736	760	785	811
	15,764,869	16,527,895	17,321,145	18,084,373	19,067,241	20,026,448	20,933,622	21,866,412	22,801,723	23,668,751	24,595,102	25,748,636	26,837,710	27,972,602	29,174,106
Expenses															
Employee costs	(7,184,012)	(7,525,251)	(7,882,699)	(8,257,124)	(8,649,339)	(9,060,180)	(9,490,538)	(10,198,842)	(10,413,559)	(10,908,204)	(11,426,342)	(11,969,091)	(12,537,620)	(13,133,153)	(13,756,976)
Materials and contracts	(4,532,552)	(4,359,778)	(4,489,814)	(4,814,894)	(4,867,835)	(5,308,980)	(5,308,662)	(5,558,264)	(5,755,168)	(6,143,258)	(6,404,187)	(6,543,645)	(6,737,824)	(7,103,455)	(7,286,001)
Utility charges	(567,916)	(607,672)	(650,205)	(695,721)	(744,421)	(796,528)	(852,285)	(911,943)	(975,777)	(1,044,081)	(1,117,171)	(1,195,374)	(1,279,052)	(1,368,585)	(1,464,387)
Depreciation	(7,701,922)	(7,918,839)	(8,116,678)	(8,362,610)	(8,594,479)	(8,773,691)	(8,919,126)	(9,144,234)	(9,374,886)	(9,649,029)	(9,890,138)	(10,138,751)	(10,391,014)	(10,650,586)	(10,915,622)
Finance costs	(140,027)	(134,661)	(127,119)	(124,776)	(224,924)	(259,722)	(246,107)	(240,161)	(225,473)	(210,091)	(196,361)	(235,664)	(215,636)	(197,218)	(175,384)
Insurance	(610,105)	(658,914)	(711,626)	(768,556)	(830,044)	(896,449)	(968,166)	(1,045,620)	(1,129,270)	(1,219,612)	(1,317,180)	(1,422,556)	(1,536,362)	(1,659,270)	(1,792,009)
Other expenditure	(154,284)	(159,298)	(164,474)	(169,819)	(175,339)	(181,037)	(186,921)	(192,994)	(199,265)	(205,742)	(212,427)	(219,330)	(226,459)	(233,819)	(241,419)
	(20,890,818)	(21,364,413)	(22,142,615)	(23,193,500)	(24,086,381)	(25,276,587)	(25,971,805)	(27,292,058)	(28,073,398)	(29,380,017)	(30,563,806)	(31,724,411)	(32,923,967)	(34,346,086)	(35,631,798)
	(5,125,949)	(4,836,518)	(4,821,470)	(5,109,127)	(5,019,140)	(5,250,139)	(5,038,183)	(5,425,646)	(5,271,675)	(5,711,266)	(5,968,704)	(5,975,775)	(6,086,257)	(6,373,484)	(6,457,692)
Capital grants, subsidies and contributions	6,940,174	9,435,498	4,962,588	4,535,473	5,838,248	3,934,351	3,953,411	4,043,541	4,164,847	4,289,793	4,418,487	4,606,486	4,687,572	4,844,711	4,973,046
NET RESULT	1,814,225	4,598,980	141,118	(573,654)	819,108	(1,315,788)	(1,084,772)	(1,382,105)	(1,106,828)	(1,421,473)	(1,550,217)	(1,369,289)	(1,398,685)	(1,528,773)	(1,484,646)
Other comprehensive income	5,302,705	5,573,944	5,727,128	5,847,951	6,072,993	6,243,251	6,340,249	6,459,249	6,584,826	6,713,297	6,887,192	7,039,582	7,160,015	7,298,137	7,426,629
TOTAL COMPREHENSIVE INCOME	7,116,930	10,172,924	5,868,246	5,274,297	6,892,101	4,927,463	5,255,477	5,077,144	5,477,998	5,291,824	5,336,975	5,670,293	5,761,330	5,769,364	5,941,983

Forecast Statement of Financial Position

Table 4

	1 30 June 27 $	2 30 June 28 $	3 30 June 29 $	4 30 June 30 $	5 30 June 31 $	6 30 June 32 $	7 30 June 33 $	8 30 June 34 $	9 30 June 35 $	10 30 June 36 $	11 30 June 37 $	12 30 June 38 $	13 30 June 39 $	14 30 June 40 $	15 30 June 41 $
CURRENT ASSETS															
Cash and cash equivalents	4,980,555	4,817,537	5,545,873	5,652,807	5,889,638	5,281,222	6,307,086	6,592,800	6,620,078	5,661,988	6,435,656	5,706,139	6,364,098	6,292,601	6,773,256
Financial assets	5,200	5,200	5,200	5,200	5,200	5,200	5,200	5,200	5,200	5,200	5,200	5,200	5,200	5,200	5,200
Trade and other receivables	1,258,567	1,258,567	1,258,567	1,258,567	1,258,567	1,258,567	1,258,567	1,258,567	1,258,567	1,258,567	1,258,567	1,258,567	1,258,567	1,258,567	1,258,567
Inventories	243,158	243,158	243,158	243,158	243,158	243,158	243,158	243,158	243,158	243,158	243,158	243,158	243,158	243,158	243,158
Contract assets	384,191	384,191	384,191	384,191	384,191	384,191	384,191	384,191	384,191	384,191	384,191	384,191	384,191	384,191	384,191
Other assets	1,117,009	1,117,009	1,117,009	1,117,009	1,117,009	1,117,009	1,117,009	1,117,009	1,117,009	1,117,009	1,117,009	1,117,009	1,117,009	1,117,009	1,117,009
TOTAL CURRENT ASSETS	7,988,680	7,825,662	8,553,998	8,660,932	8,897,763	8,289,347	9,315,211	9,600,925	9,628,203	8,670,113	9,443,781	8,714,264	9,372,223	9,300,726	9,781,381
NON-CURRENT ASSETS															
Financial assets	180,002	180,002	180,002	180,002	180,002	180,002	180,002	180,002	180,002	180,002	180,002	180,002	180,002	180,002	180,002
Other receivables	226,467	226,467	226,467	226,467	226,467	226,467	226,467	226,467	226,467	226,467	226,467	226,467	226,467	226,467	226,467
Inventories	1,950,644	1,950,644	1,950,644	1,950,644	1,950,644	1,950,644	1,950,644	1,950,644	1,950,644	1,950,644	1,950,644	1,950,644	1,950,644	1,950,644	1,950,644
Other assets	683,222	683,222	683,222	683,222	683,222	683,222	683,222	683,222	683,222	683,222	683,222	683,222	683,222	683,222	683,222
Property plant and equipment	60,736,181	61,803,386	61,955,615	64,525,986	66,272,609	67,346,524	67,204,378	67,897,571	68,950,882	69,628,001	69,514,229	70,506,648	70,579,270	71,585,810	71,794,662
Infrastructure	155,755,276	164,854,341	169,664,810	174,454,550	180,461,951	184,632,921	188,700,072	192,484,275	196,552,966	201,781,656	207,533,304	212,494,667	217,059,357	221,408,128	226,153,217
Intangible assets	353,797	353,797	353,797	353,797	353,797	353,797	353,797	353,797	353,797	353,797	353,797	353,797	353,797	353,797	353,797
TOTAL NON-CURRENT ASSETS	219,885,589	230,051,859	235,014,557	242,374,668	250,128,692	255,373,577	259,298,583	263,775,979	268,897,981	274,803,791	280,441,666	286,395,448	291,032,760	296,388,071	301,342,012
TOTAL ASSETS	227,874,269	237,877,521	243,568,555	251,035,600	259,026,455	263,662,924	268,613,794	273,376,904	278,526,184	283,473,904	289,885,447	295,109,712	300,404,983	305,688,797	311,123,393
CURRENT LIABILITIES															
Trade and other payables	2,292,501	2,292,501	2,292,501	2,292,501	2,292,501	2,292,501	2,292,501	2,292,501	2,292,501	2,292,501	2,292,501	2,292,501	2,292,501	2,292,501	2,292,501
Lease liabilities	38,266	40,223	39,480	40,087	42,141	44,298	41,735	43,867	46,114	47,173	45,763	48,106	49,110	51,624	0
Current portion of long-term borrowings	131,406	136,989	142,839	192,577	248,853	260,309	272,299	284,851	297,990	311,745	400,265	417,953	436,440	455,763	475,959
Employee provisions	284,453	284,453	284,453	284,453	284,453	284,453	284,453	284,453	284,453	284,453	284,453	284,453	284,453	284,453	284,453
TOTAL CURRENT LIABILITIES	2,746,626	2,754,166	2,759,273	2,809,618	2,867,948	2,881,561	2,890,988	2,905,672	2,921,058	2,935,872	3,022,982	3,043,013	3,062,504	3,084,341	3,052,913
NON-CURRENT LIABILITIES															
Lease liabilities	15,989	(24,234)	(63,714)	(103,801)	(145,942)	(190,240)	(231,975)	(275,842)	(321,956)	(369,129)	(414,892)	(462,998)	(512,108)	(563,732)	(563,732)
Non-current liabilities	3,932,500	3,932,500	3,932,500	3,932,500	3,932,500	3,932,500	3,932,500	3,932,500	3,932,500	3,932,500	3,932,500	3,932,500	3,932,500	3,932,500	3,932,500
Long-term borrowings	2,585,481	2,448,492	2,305,653	4,488,143	5,570,708	5,310,399	5,038,100	4,753,249	4,455,259	4,143,514	5,176,735	4,758,782	4,322,342	3,866,579	3,390,620
Employee provisions	244,524	244,524	244,524	244,524	244,524	244,524	244,524	244,524	244,524	244,524	244,524	244,524	244,524	244,524	244,524
Other provisions	2,149,239	2,149,239	2,149,239	2,149,239	2,149,239	2,149,239	2,149,239	2,149,239	2,149,239	2,149,239	2,149,239	2,149,239	2,149,239	2,149,239	2,149,239
TOTAL NON-CURRENT LIABILITIES	8,927,733	8,750,521	8,568,202	10,710,605	11,751,029	11,446,422	11,132,388	10,803,670	10,459,566	10,100,648	11,088,106	10,622,047	10,136,497	9,629,110	9,153,151
TOTAL LIABILITIES	11,674,359	11,504,687	11,327,475	13,520,223	14,618,977	14,327,983	14,023,376	13,709,342	13,380,624	13,036,520	14,111,088	13,665,060	13,199,001	12,713,451	12,206,064
NET ASSETS	**216,199,910**	**226,372,834**	**232,241,080**	**237,515,377**	**244,407,478**	**249,334,941**	**254,590,418**	**259,667,562**	**265,145,560**	**270,437,384**	**275,774,359**	**281,444,652**	**287,205,982**	**292,975,346**	**298,917,329**
EQUITY															
Retained surplus	32,277,135	37,039,133	36,451,915	35,771,327	36,353,604	35,646,232	33,535,595	31,867,776	30,733,670	30,270,286	27,946,402	27,306,630	25,249,986	23,792,710	21,827,409
Reserve accounts	5,696,179	5,533,161	6,261,497	6,368,431	6,605,262	5,996,846	7,022,711	7,308,425	7,335,703	6,377,614	7,151,281	6,421,764	7,079,723	7,008,226	7,488,881
Asset revaluation surplus	178,226,596	183,800,540	189,527,668	195,375,619	201,448,612	207,691,863	214,032,112	220,491,361	227,076,187	233,789,484	240,676,676	247,716,258	254,876,273	262,174,410	269,601,039
TOTAL EQUITY	**216,199,910**	**226,372,834**	**232,241,080**	**237,515,377**	**244,407,478**	**249,334,941**	**254,590,418**	**259,667,562**	**265,145,560**	**270,437,384**	**275,774,359**	**281,444,652**	**287,205,982**	**292,975,346**	**298,917,329**

Forecast Statement of Cashflows

Table 5

	1 2026-27	2 2027-28	3 2028-29	4 2029-30	5 2030-31	6 2031-32	7 2032-33	8 2033-34	9 2034-35	10 2035-36	11 2036-37	12 2037-38	13 2038-39	14 2039-40	15 2040-41
Cash flows from operating activities															
Receipts															
Rates	9,045,941	9,571,125	10,127,405	10,642,262	11,362,842	12,046,689	12,689,425	13,306,325	13,933,236	14,486,902	15,112,657	15,909,971	16,667,603	17,423,063	18,249,557
Grants, subsidies and contributions	3,377,282	3,487,044	3,600,373	3,717,388	3,838,202	3,962,942	4,091,739	4,224,720	4,362,024	4,503,790	4,650,161	4,801,290	4,957,331	5,118,445	5,284,794
Fees and charges	2,882,181	3,004,677	3,132,377	3,265,506	3,404,288	3,548,968	3,699,799	3,857,042	4,020,974	4,191,866	4,370,021	4,555,748	4,749,363	4,951,207	5,161,629
Interest revenue	458,947	464,514	460,438	458,647	461,320	467,241	452,031	477,677	484,820	485,502	461,550	480,891	462,653	479,102	477,315
Other revenue	518	535	552	570	589	608	628	648	669	691	713	736	760	785	811
	15,764,869	16,527,895	17,321,145	18,084,373	19,067,241	20,026,448	20,933,622	21,866,412	22,801,723	23,668,751	24,595,102	25,748,636	26,837,710	27,972,602	29,174,106
Payments															
Employee costs	(7,184,012)	(7,525,251)	(7,882,699)	(8,257,124)	(8,649,339)	(9,060,180)	(9,490,538)	(10,198,842)	(10,413,559)	(10,908,204)	(11,426,342)	(11,969,091)	(12,537,620)	(13,133,153)	(13,756,976)
Materials and contracts	(4,532,552)	(4,359,778)	(4,489,814)	(4,814,894)	(4,867,835)	(5,308,980)	(5,308,662)	(5,558,264)	(5,755,168)	(6,143,258)	(6,404,187)	(6,543,645)	(6,737,824)	(7,103,455)	(7,286,001)
Utility charges	(567,916)	(607,672)	(650,205)	(695,721)	(744,421)	(796,528)	(852,285)	(911,943)	(975,777)	(1,044,081)	(1,117,171)	(1,195,374)	(1,279,052)	(1,368,585)	(1,464,387)
Finance costs	(140,027)	(134,661)	(127,119)	(124,776)	(224,924)	(259,722)	(246,107)	(240,161)	(225,473)	(210,091)	(196,361)	(235,664)	(215,636)	(197,218)	(175,384)
Insurance	(610,105)	(658,914)	(711,626)	(768,556)	(830,044)	(896,449)	(968,166)	(1,045,620)	(1,129,270)	(1,219,612)	(1,317,180)	(1,422,556)	(1,536,362)	(1,659,270)	(1,792,009)
Other expenditure	(154,284)	(159,298)	(164,474)	(169,819)	(175,339)	(181,037)	(186,921)	(192,994)	(199,265)	(205,742)	(212,427)	(219,330)	(226,459)	(233,819)	(241,419)
	(13,188,896)	(13,445,574)	(14,025,937)	(14,830,890)	(15,491,902)	(16,502,896)	(17,052,679)	(18,147,824)	(18,698,512)	(19,730,988)	(20,673,668)	(21,585,660)	(22,532,953)	(23,695,500)	(24,716,176)
Net cash provided by (used in) operating activities	2,575,973	3,082,321	3,295,208	3,253,483	3,575,339	3,523,552	3,880,943	3,718,588	4,103,211	3,937,763	3,921,434	4,162,976	4,304,757	4,277,102	4,457,930
Cash flows from investing activities															
Payments for purchase of property, plant & equipment	(2,704,797)	(1,857,450)	(938,786)	(3,453,332)	(2,645,169)	(2,102,054)	(469,959)	(1,838,746)	(2,007,045)	(1,943,228)	(830,432)	(2,061,832)	(1,246,034)	(2,333,152)	(1,398,815)
Payments for construction of infrastructure	(6,582,186)	(10,902,551)	(6,623,958)	(6,653,404)	(7,879,872)	(6,093,973)	(6,059,369)	(5,845,613)	(6,199,771)	(7,474,670)	(8,006,381)	(7,278,003)	(6,957,480)	(6,827,668)	(7,305,230)
Proceeds from capital grants, subsidies and contributions	6,940,174	9,435,498	4,962,588	4,535,473	5,838,248	3,934,351	3,953,411	4,043,541	4,164,847	4,289,793	4,418,487	4,606,486	4,687,572	4,844,711	4,973,046
Proceeds from self supporting loans	5,346	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Proceeds from sale of plant & equipment	156,880	248,836	210,496	231,966	249,531	420,702	25,446	521,978	294,754	576,357	195,991	286,884	335,203	453,060	261,111
Net cash provided by (used in) investing activities	(2,184,583)	(3,075,667)	(2,389,660)	(5,339,297)	(4,437,262)	(3,840,974)	(2,550,471)	(3,118,840)	(3,747,215)	(4,551,748)	(4,222,335)	(4,446,465)	(3,180,739)	(3,863,049)	(3,469,888)
Cash flows from financing activities															
Repayment of debentures	(131,420)	(131,406)	(136,989)	(142,839)	(192,577)	(248,853)	(260,309)	(272,299)	(284,851)	(297,990)	(311,745)	(400,265)	(417,953)	(436,440)	(455,763)
Repayment of leases	(34,360)	(38,266)	(40,223)	(39,480)	(40,087)	(42,141)	(44,298)	(41,735)	(43,867)	(46,114)	(47,173)	(45,763)	(48,106)	(49,110)	(51,624)
Proceeds from new debentures	0	0	0	2,375,067	1,331,418	0	0	0	0	0	1,433,486	0	0	0	0
Net cash provided by (used in) financing activities	(165,780)	(169,672)	(177,212)	2,192,748	1,098,754	(290,994)	(304,607)	(314,034)	(328,718)	(344,104)	1,074,568	(446,028)	(466,059)	(485,550)	(507,387)
Net increase (decrease) in cash held	225,610	(163,018)	728,336	106,934	236,831	(608,416)	1,025,865	285,714	27,278	(958,089)	773,667	(729,517)	657,959	(71,497)	480,655
Cash at beginning of year	4,754,945	4,980,555	4,817,537	5,545,873	5,652,807	5,889,638	5,281,222	6,307,086	6,592,800	6,620,078	5,661,988	6,435,656	5,706,139	6,364,098	6,292,601
Cash and cash equivalents at the end of year	4,980,555	4,817,537	5,545,873	5,652,807	5,889,638	5,281,222	6,307,087	6,592,800	6,620,078	5,661,989	6,435,655	5,706,139	6,364,098	6,292,601	6,773,256

Forecast Statement of Financial Activity

Table 6

	1 2026-27	2 2027-28	3 2028-29	4 2029-30	5 2030-31	6 2031-32	7 2032-33	8 2033-34	9 2034-35	10 2035-36	11 2036-37	12 2037-38	13 2038-39	14 2039-40	15 2040-41
FUNDING FROM OPERATIONAL ACTIVITIES															
Revenues															
Rates	9,045,941	9,571,125	10,127,405	10,642,262	11,362,842	12,046,689	12,689,425	13,306,325	13,933,236	14,486,902	15,112,657	15,909,971	16,667,603	17,423,063	18,249,557
Grants, subsidies and contributions	3,377,282	3,487,044	3,600,373	3,717,388	3,838,202	3,962,942	4,091,739	4,224,720	4,362,024	4,503,790	4,650,161	4,801,290	4,957,331	5,118,445	5,284,794
Fees and charges	2,882,181	3,004,677	3,132,377	3,265,506	3,404,288	3,548,968	3,699,799	3,857,042	4,020,974	4,191,866	4,370,021	4,555,748	4,749,363	4,951,207	5,161,629
Interest revenue	458,947	464,514	460,438	458,647	461,320	467,241	452,031	477,677	484,820	485,502	461,550	480,891	462,653	479,102	477,315
Other revenue	518	535	552	570	589	608	628	648	669	691	713	736	760	785	811
	15,764,869	16,527,895	17,321,145	18,084,373	19,067,241	20,026,448	20,933,622	21,866,412	22,801,723	23,668,751	24,595,102	25,748,636	26,837,710	27,972,602	29,174,106
Expenses															
Employee costs	(7,184,012)	(7,525,251)	(7,882,699)	(8,257,124)	(8,649,339)	(9,060,180)	(9,490,538)	(10,198,842)	(10,413,559)	(10,908,204)	(11,426,342)	(11,969,091)	(12,537,620)	(13,133,153)	(13,756,976)
Materials and contracts	(4,532,552)	(4,359,778)	(4,489,814)	(4,814,894)	(4,867,835)	(5,308,980)	(5,308,662)	(5,558,264)	(5,755,168)	(6,143,258)	(6,404,187)	(6,543,645)	(6,737,824)	(7,103,455)	(7,286,001)
Utility charges (electricity, gas, water etc.)	(567,916)	(607,672)	(650,205)	(695,721)	(744,421)	(796,528)	(852,285)	(911,943)	(975,777)	(1,044,081)	(1,117,171)	(1,195,374)	(1,279,052)	(1,368,585)	(1,464,387)
Depreciation	(7,701,922)	(7,918,839)	(8,116,678)	(8,362,610)	(8,594,479)	(8,773,691)	(8,919,126)	(9,144,234)	(9,374,886)	(9,649,029)	(9,890,138)	(10,138,751)	(10,391,014)	(10,650,586)	(10,915,622)
Finance costs	(140,027)	(134,661)	(127,119)	(124,776)	(224,924)	(259,722)	(246,107)	(240,161)	(225,473)	(210,091)	(196,361)	(235,664)	(215,636)	(197,218)	(175,384)
Insurance	(610,105)	(658,914)	(711,626)	(768,556)	(830,044)	(896,449)	(968,166)	(1,045,620)	(1,129,270)	(1,219,612)	(1,317,180)	(1,422,556)	(1,536,362)	(1,659,270)	(1,792,009)
Other expenditure	(154,284)	(159,298)	(164,474)	(169,819)	(175,339)	(181,037)	(186,921)	(192,994)	(199,265)	(205,742)	(212,427)	(219,330)	(226,459)	(233,819)	(241,419)
	(20,890,818)	(21,364,413)	(22,142,615)	(23,193,500)	(24,086,381)	(25,276,587)	(25,971,805)	(27,292,058)	(28,073,398)	(29,380,017)	(30,563,806)	(31,724,411)	(32,923,967)	(34,346,086)	(35,631,798)
	(5,125,949)	(4,836,518)	(4,821,470)	(5,109,127)	(5,019,140)	(5,250,139)	(5,038,183)	(5,425,646)	(5,271,675)	(5,711,266)	(5,968,704)	(5,975,775)	(6,086,257)	(6,373,484)	(6,457,692)
Funding position adjustments															
Depreciation	7,701,922	7,918,839	8,116,678	8,362,610	8,594,479	8,773,691	8,919,126	9,144,234	9,374,886	9,649,029	9,890,138	10,138,751	10,391,014	10,650,586	10,915,622
Net funding from operational activities	2,575,973	3,082,321	3,295,208	3,253,483	3,575,339	3,523,552	3,880,943	3,718,588	4,103,211	3,937,763	3,921,434	4,162,976	4,304,757	4,277,102	4,457,930
FUNDING FROM CAPITAL ACTIVITIES															
Inflows															
Proceeds on disposal	156,880	248,836	210,496	231,966	249,531	420,702	25,446	521,978	294,754	576,357	195,991	286,884	335,203	453,060	261,111
Capital grants, subsidies and contributions	6,940,174	9,435,498	4,962,588	4,535,473	5,838,248	3,934,351	3,953,411	4,043,541	4,164,847	4,289,793	4,418,487	4,606,486	4,687,572	4,844,711	4,973,046
Outflows															
Purchase of property plant and equipment	(2,704,797)	(1,857,450)	(938,786)	(3,453,332)	(2,645,169)	(2,102,054)	(469,959)	(1,838,746)	(2,007,045)	(1,943,228)	(830,432)	(2,061,832)	(1,246,034)	(2,333,152)	(1,398,815)
Purchase of infrastructure	(6,582,186)	(10,902,551)	(6,623,958)	(6,653,404)	(7,879,872)	(6,093,973)	(6,059,369)	(5,845,613)	(6,199,771)	(7,474,670)	(8,006,381)	(7,278,003)	(6,957,480)	(6,827,668)	(7,305,230)
Net funding from capital activities	(2,189,929)	(3,075,667)	(2,389,660)	(5,339,297)	(4,437,262)	(3,840,974)	(2,550,471)	(3,118,840)	(3,747,215)	(4,551,748)	(4,222,335)	(4,446,465)	(3,180,739)	(3,863,049)	(3,469,888)
FUNDING FROM FINANCING ACTIVITIES															
Inflows															
Transfer from reserves	1,830,790	2,346,918	1,586,064	2,272,466	2,245,069	3,190,316	1,659,035	2,484,186	2,791,122	3,712,524	1,928,233	3,431,417	2,053,941	2,783,397	2,241,245
New borrowings	0	0	0	2,375,067	1,331,418	0	0	0	0	0	1,433,486	0	0	0	0
Self supporting loan	5,346	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Outflows															
Transfer to reserves	(2,056,400)	(2,183,900)	(2,314,400)	(2,379,400)	(2,481,900)	(2,581,900)	(2,684,900)	(2,769,900)	(2,818,400)	(2,754,435)	(2,701,900)	(2,701,900)	(2,711,900)	(2,711,900)	(2,721,900)
Repayment of past borrowings	(131,420)	(131,406)	(136,989)	(142,839)	(192,577)	(248,853)	(260,309)	(272,299)	(284,851)	(297,990)	(311,745)	(400,265)	(417,953)	(436,440)	(455,763)
Principal elements of finance lease payments	(34,360)	(38,266)	(40,223)	(39,480)	(40,087)	(42,141)	(44,298)	(41,735)	(43,867)	(46,114)	(47,173)	(45,763)	(48,106)	(49,110)	(51,624)
Net funding from financing activities	(386,044)	(6,654)	(905,548)	2,085,814	861,923	317,422	(1,330,472)	(599,748)	(355,996)	613,985	300,901	283,489	(1,124,018)	(414,053)	(988,042)
Estimated surplus/deficit July 1 B/Fwd	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Estimated surplus/deficit June 30 C/Fwd	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**

11. CAPITAL WORKS PROGRAM

The capital works program aims to meet infrastructure service requirements of the Shire. Renewal or upgrade of existing infrastructure and the creation of new assets identified in the Shire's asset management plans have been included in developing this plan.

Providing sufficient funding for the maintenance and renewal of assets is an essential part of the LTFP. The development and continued maturing of the Shire's asset management planning framework has identified that historical funding levels have not been sufficient to meet future asset renewal obligations. Unless this is addressed, it leaves the Shire with a shortfall of sustainable own source funding to adequately maintain its asset portfolio, and to develop new assets to remain responsive to evolving community expectations.

This position cannot be regained quickly, the LTFP identifies a long-term strategy to inform the formulation of future Annual Budgets.

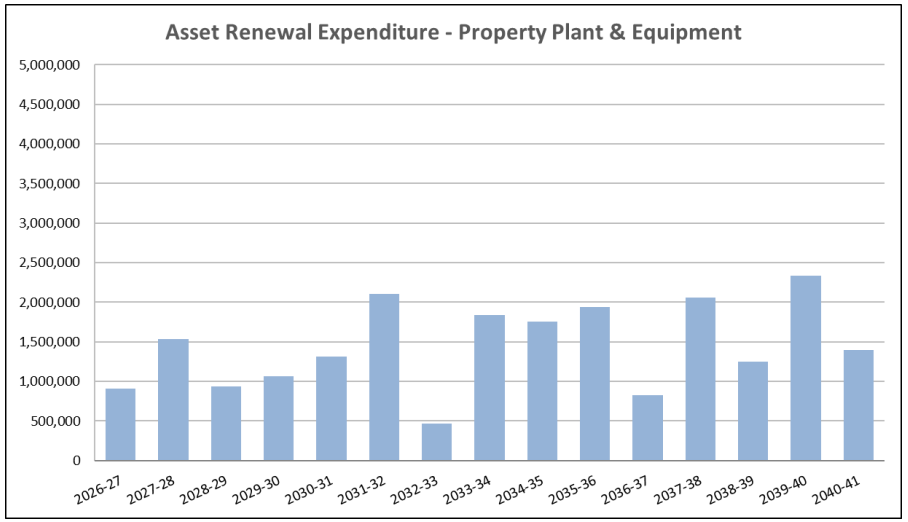


Figure 4

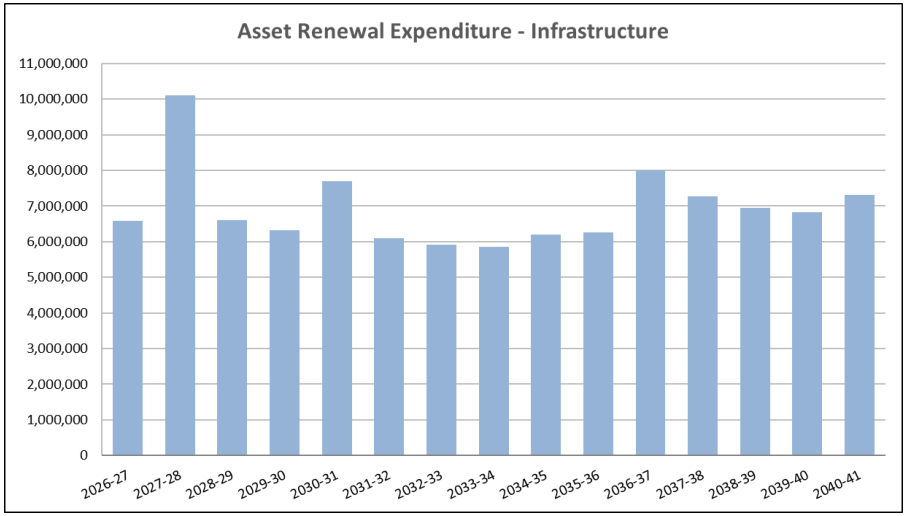


Figure 5

Forecast Statement of Movements in Fixed Assets

Table 7

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32	2032-33	2033-34	2034-35	2035-36	2036-37	2037-38	2038-39	2039-40	2040-41
CAPITAL WORKS - INFRASTRUCTURE															
Infrastructure - roads	4,172,769	4,297,952	4,426,891	4,559,697	4,696,488	4,837,383	4,982,504	5,131,980	5,285,939	5,444,517	5,607,853	5,776,088	5,949,371	6,127,852	6,311,688
Infrastructure - footpaths	50,000	75,000	100,000	125,000	125,000	125,000	125,000	125,000	125,000	125,000	125,000	125,000	125,000	125,000	125,000
Infrastructure - bridges	2,167,135	5,567,467	1,577,096	1,226,817	2,248,468	262,876	150,116	91,314	366,756	131,397	83,109	147,012	165,107	469,098	190,738
Infrastructure - other	192,282	962,132	519,972	741,890	809,916	868,714	801,749	497,319	422,076	1,773,756	2,190,419	1,229,903	718,002	105,718	677,804
Total capital works - infrastructure	**6,582,186**	**10,902,551**	**6,623,958**	**6,653,404**	**7,879,873**	**6,093,973**	**6,059,370**	**5,845,613**	**6,199,770**	**7,474,670**	**8,006,380**	**7,278,003**	**6,957,480**	**6,827,668**	**7,305,230**
Represented by:															
Additions - expansion, upgrades and new	0	786,997	24,348	327,400	183,507	0	134,976	0	0	1,205,921	0	0	0	0	0
Additions - renewal	6,582,186	10,115,554	6,599,610	6,326,004	7,696,365	6,093,973	5,924,393	5,845,613	6,199,771	6,268,749	8,006,381	7,278,003	6,957,480	6,827,668	7,305,230
Total Capital Works - Infrastructure	**6,582,186**	**10,902,551**	**6,623,958**	**6,653,404**	**7,879,872**	**6,093,973**	**6,059,369**	**5,845,613**	**6,199,771**	**7,474,670**	**8,006,381**	**7,278,003**	**6,957,480**	**6,827,668**	**7,305,230**
Asset movement reconciliation															
Total capital works infrastructure	6,582,186	10,902,551	6,623,958	6,653,404	7,879,873	6,093,973	6,059,370	5,845,613	6,199,770	7,474,670	8,006,380	7,278,003	6,957,480	6,827,668	7,305,230
Depreciation infrastructure	(5,779,095)	(5,950,257)	(6,099,838)	(6,263,436)	(6,426,243)	(6,586,901)	(6,756,150)	(6,925,053)	(7,098,180)	(7,316,522)	(7,499,435)	(7,686,922)	(7,879,094)	(8,076,072)	(8,277,974)
Revaluation of infrastructure assets (inflation)	3,939,863	4,146,771	4,286,349	4,399,772	4,553,772	4,663,898	4,763,932	4,863,643	4,967,100	5,070,542	5,244,702	5,370,282	5,486,304	5,597,175	5,717,833
Net movement in infrastructure assets	**4,742,954**	**9,099,065**	**4,810,469**	**4,789,740**	**6,007,402**	**4,170,970**	**4,067,152**	**3,784,203**	**4,068,690**	**5,228,690**	**5,751,647**	**4,961,363**	**4,564,690**	**4,348,771**	**4,745,089**
CAPITAL WORKS - PROPERTY, PLANT AND EQUIPMENT															
Buildings - non-specialised	2,153,970	1,296,991	379,333	2,625,566	1,994,046	547,098	419,068	437,154	1,145,973	450,815	399,066	906,476	270,027	880,131	594,488
Plant and equipment	550,827	560,459	559,453	827,766	651,123	1,554,956	50,891	1,401,592	861,072	1,492,413	431,366	1,155,356	976,007	1,453,021	804,327
Total capital works property, plant and equipment	**2,704,797**	**1,857,450**	**938,786**	**3,453,332**	**2,645,169**	**2,102,054**	**469,959**	**1,838,746**	**2,007,045**	**1,943,228**	**830,432**	**2,061,832**	**1,246,034**	**2,333,152**	**1,398,815**
Represented by:															
Additions - expansion, upgrades and new	1,800,000	318,996	0	2,387,690	1,331,418	0	0	0	248,624	0	0	0	0	0	0
Additions - renewal	904,797	1,538,454	938,786	1,065,642	1,313,751	2,102,054	469,959	1,838,746	1,758,421	1,943,228	830,432	2,061,832	1,246,034	2,333,152	1,398,815
Total capital works property, plant and equipment	**2,704,797**	**1,857,450**	**938,786**	**3,453,332**	**2,645,169**	**2,102,054**	**469,959**	**1,838,746**	**2,007,045**	**1,943,228**	**830,432**	**2,061,832**	**1,246,034**	**2,333,152**	**1,398,815**
Asset movement reconciliation															
Total capital works property,plant and equipment	2,704,797	1,857,450	938,786	3,453,332	2,645,169	2,102,054	469,959	1,838,746	2,007,045	1,943,228	830,432	2,061,832	1,246,034	2,333,152	1,398,815
Depreciation property, plant and equipment	(1,879,212)	(1,930,249)	(1,978,507)	(2,058,341)	(2,126,736)	(2,145,290)	(2,121,476)	(2,174,514)	(2,232,039)	(2,287,840)	(2,345,036)	(2,403,662)	(2,463,753)	(2,525,347)	(2,588,481)
Net book value of disposed/written off assets	(156,880)	(248,836)	(210,496)	(231,966)	(249,531)	(420,702)	(25,446)	(521,978)	(294,754)	(576,357)	(195,991)	(286,884)	(335,203)	(453,060)	(261,111)
Revaluation of property, plant and equipment (inflation)	1,362,842	1,427,173	1,440,779	1,448,179	1,519,221	1,579,353	1,576,317	1,595,606	1,617,726	1,642,755	1,642,490	1,669,300	1,673,711	1,700,962	1,708,796
Net movement in property, plant and equipment	**2,031,547**	**1,105,538**	**190,562**	**2,611,204**	**1,788,123**	**1,115,415**	**(100,646)**	**737,860**	**1,097,978**	**721,786**	**(68,105)**	**1,040,586**	**120,789**	**1,055,707**	**258,019**
Asset movement reconciliation															
Depreciation right of use assets	(43,615)	(38,333)	(38,333)	(40,833)	(41,500)	(41,500)	(41,500)	(44,667)	(44,667)	(44,667)	(45,667)	(48,167)	(48,167)	(49,167)	(49,167)
Net movement in right of use assets	**(43,615)**	**(38,333)**	**(38,333)**	**(40,833)**	**(41,500)**	**(41,500)**	**(41,500)**	**(44,667)**	**(44,667)**	**(44,667)**	**(45,667)**	**(48,167)**	**(48,167)**	**(49,167)**	**(49,167)**

Forecast Statement of Movements in Fixed Assets (cont.)

	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32	2032-33	2033-34	2034-35	2035-36	2036-37	2037-38	2038-39	2039-40	2040-41
PLANNED CAPITAL EXPENDITURE	$	$	$	$	$	$	$	$	$	$	$	$	$	$	$
Expansion, Upgrades and New	1,800,000	1,105,993	24,348	2,715,090	1,514,925	0	134,976	0	248,624	1,205,921	0	0	0	0	0
Renewal	7,486,983	11,654,008	7,538,396	7,391,646	9,010,116	8,196,027	6,394,352	7,684,359	7,958,192	8,211,977	8,836,813	9,339,835	8,203,514	9,160,820	8,704,045
TOTAL CAPITAL EXPENDITURE	**9,286,983**	**12,760,001**	**7,562,744**	**10,106,736**	**10,525,041**	**8,196,027**	**6,529,328**	**7,684,359**	**8,206,816**	**9,417,898**	**8,836,813**	**9,339,835**	**8,203,514**	**9,160,820**	**8,704,045**
CAPITAL WORKS - TOTALS															
Capital works															
Total capital works infrastructure	6,582,186	10,902,551	6,623,958	6,653,404	7,879,873	6,093,973	6,059,370	5,845,613	6,199,770	7,474,670	8,006,380	7,278,003	6,957,480	6,827,668	7,305,230
Total capital works property, plant and equipment	2,704,797	1,857,450	938,786	3,453,332	2,645,169	2,102,054	469,959	1,838,746	2,007,045	1,943,228	830,432	2,061,832	1,246,034	2,333,152	1,398,815
Total capital works	**9,286,983**	**12,760,001**	**7,562,744**	**10,106,736**	**10,525,042**	**8,196,027**	**6,529,329**	**7,684,359**	**8,206,815**	**9,417,898**	**8,836,812**	**9,339,835**	**8,203,514**	**9,160,820**	**8,704,045**

12. BORROWINGS

The majority of the Shire's assets are long life assets, and the future benefit of these assets are used for future generations. Therefore, borrowings are considered as a funding source to support the provision of these intergenerational projects and distribute the development cost across future periods to those who benefit from the asset.

The LTFP provides for borrowings for the following over the period of the plan.

Table 8

Year	Project	Amount
2029/30	Administration Centre – Upgrade / Extensions	$2,375,067
2030/31	Transfer Station Development – Donnybrook Waste Management Facility	$1,331,418
2036/37	Apple Funpark – Renewal of Equipment	$1,443,486

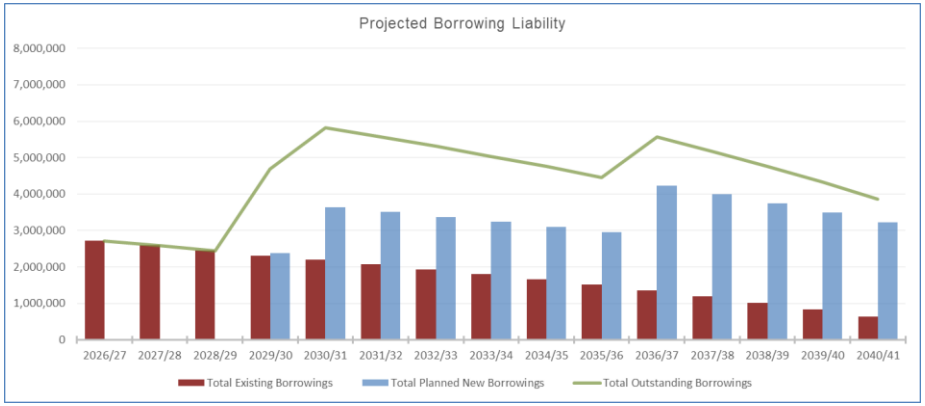


Figure 6

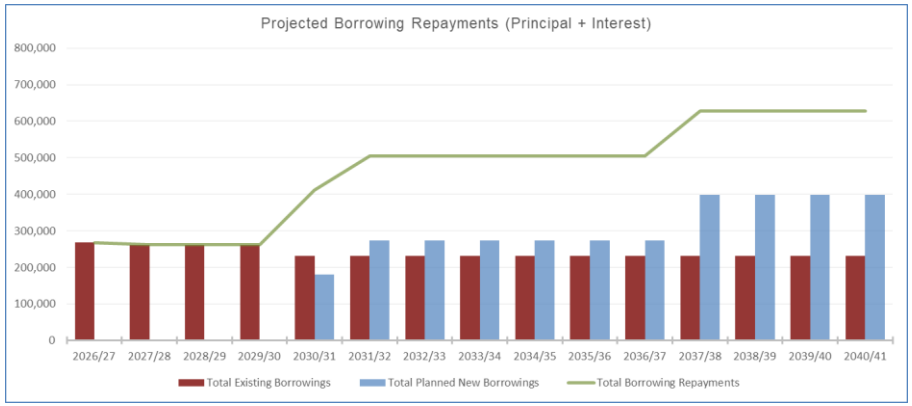


Figure 7

13. CASH RESERVES

The Shire maintains cash reserves for a variety of purposes.

a) to set aside funds to meet obligations in future financial periods.
b) to provide funds for future asset renewal / development.
c) to reduce the reliance on borrowings by accumulating funds for specific projects.

Where relevant, reserves are supported by comprehensive plans that detail future funding requirements and the necessary annual allocations to reserves.

Information Technology Reserve
Purpose - To accumulate funds for the acquisition and replacement of Information Technology equipment and software.
Funding - Per adopted Annual Budget allocation.

Recreation Centre Equipment Reserve
Purpose - To accumulate funds for the acquisition and replacement of fitness equipment at the Recreation Centre.
Funding - Per adopted Annual Budget allocation.

Vehicle Reserve
Purpose - To accumulate funds for the acquisition and replacement of Council's vehicle fleet.
Funding - Per adopted Annual Budget allocation.

Building Reserve
Purpose - To accumulate funds for the construction, renewal and major maintenance of Council buildings.
Funding - Per adopted Annual Budget allocation.

Pathways Reserve
Purpose - To accumulate funds for the construction, renewal and major maintenance of pathways.
Funding - Per adopted Annual Budget allocation.

Small Plant & Equipment (Works) Reserve
Purpose - Established to accumulate funds for the acquisition and replacement of Council's small works plant & equipment.
Funding - Per adopted Annual Budget allocation.

Drainage & Storm Water Reserve
Purpose - Established to accumulate funds for the construction, renewal and major maintenance of drainage infrastructure.
Funding - Per adopted Annual Budget allocation.

Parks & Reserves Reserve
Purpose - Established to accumulate funds for the construction, renewal and major maintenance of parks & reserves infrastructure.
Funding - Per adopted Annual Budget allocation.

Roadworks Reserve
Purpose - Established to accumulate funds for the construction, renewal and major maintenance of road infrastructure.
Funding - Per adopted Annual Budget allocation.

Employee Entitlements Reserve
Purpose - Established to provide for the payment of annual leave, long service leave, personal leave, and grandfathered gratuity scheme entitlements.
Funding - Per adopted Annual Budget allocation.

27 Pay Periods
Purpose - Established to provide funds for the additional cash outlay in each eleventh year when 27 pay fortnights occur instead of the normal 26.
Funding - Per adopted Annual Budget allocation.

Revaluation Reserve
Purpose - Established to accumulate funds for;
a) Asset Revaluations
b) Rates Gross Rental Valuation - General Revaluation
Funding - Per adopted Annual Budget allocation.

Strategic Planning Studies Reserve
Purpose - Established to accumulate funds for engaging strategic studies / reports.
Funding - Per adopted Annual Budget allocation.

Council Elections Reserve
Purpose - Established to accumulate funds for Council postal elections
Funding - Per adopted Annual Budget allocation.

Waste Management Reserve
Purpose - To receive funds collected from Council's Waste Management Levy for the purpose of providing waste management facilities.
Funding - Per adopted Annual Budget allocation.

Arbuthnott Scholarship Reserve
Purpose - To fund the payment of the Arbuthnott Scholarship
Funding - Actual investment interest revenue from funds held in the Arbuthnott Scholarship Reserve account.

Land Development Reserve
Purpose - To fund the purchase of land for future community purposes
Funding - Net surplus from land development activities undertaken by the Shire.

Preston Village Exit Deferred Management Fee Reserve
Purpose - Established to accumulate Preston Village Exit Deferred Management Fees as contribution towards funding the lease liability.
Funding - Net surplus from land development activities undertaken by the Shire.

Preston Village Reserve Fund Contribution Reserve
Purpose - To accumulate the Preston Village Reserve Fund Contribution for purposes prescribed within the Residence Contract.
Funding - Actual Reserve Fund Contribution paid by the resident under the Retirement Villages Regulations 1992 and Residence Contract.

Minninup Cottages 1-4 Surplus Reserve
Purpose - To accumulate surplus income of units 1-4 for the purposes of unit maintenance, renewal and upgrades.
Funding - Actual annual operating surplus of Minninup Cottages 1-4.

Minninup Cottages 5-12 Surplus Reserve
Purpose - To accumulate surplus income of units 5-12 for the purposes of unit maintenance, renewal and upgrades.
Funding - Actual annual operating surplus of Minninup Cottages 5-12.

Langley Villas 1-9 Surplus Reserve
Purpose - To accumulate surplus income of units 1-9 for purposes prescribed in the Joint Venture Agreement.
Funding - Actual annual operating surplus of Langley Villas 1-9.

Minninup Cottages 5-12 Long Term Maintenance Reserve

Purpose - To accumulate funds for units 5-12 prescribed under the Joint Venture Agreement for the purposes of property maintenance**.**
Funding - Annual Budget allocation per prescribed amount in Joint Venture Agreement for units 5-12.

Langley Villas 1-9 Long Term Maintenance Reserve

Purpose - To accumulate funds for units 1-9 prescribed under the Joint Venture Agreement for the purposes of property maintenance.
Funding - Annual Budget allocation per prescribed amount in Joint Venture Agreement for units 1-9.

POS – Donnybrook

Purpose - To hold payments in lieu of public open space for the general locality of the Donnybrook townsite in accordance with the Planning and Development Act 2005.
Funding - Payments received in lieu of public open space for the general locality of the Donnybrook townsite in accordance with the Planning and Development Act 2005.

POS – Balingup

Purpose - To hold payments in lieu of public open space for the general locality of the Balingup townsite in accordance with the Planning and Development Act 2005.
Funding - Payments received in lieu of public open space for the general locality of the Balingup townsite in accordance with the Planning and Development Act 2005.

POS – Kirup

Purpose - To hold payments in lieu of public open space for the general locality of the Kirup townsite in accordance with the Planning and Development Act 2005.
Funding - Payments received in lieu of public open space for the general locality of the Kirup townsite in accordance with the Planning and Development Act 2005.

Emergency Response & Recovery Reserve

Purpose - To fund initiatives and activities associated with the Shire's response and recovery from the COVID-19 pandemic.
Funding - Per adopted Annual Budget allocation. (Annual Budget informed by the Source Plan).

Carried Forward Projects Reserve

Purpose - Established to accumulate funds from projects carried into future financial years.
Funding - Unspent project funds carried forward into future financial year.

Bridges Reserve

Purpose - Established to accumulate funds for the construction, renewal and maintenance of bridge infrastructure.
Funding - Actual project expenditure funded by the reserve fund per adopted Annual Budget.

Strategic Projects Reserve

Purpose - Established to accumulate funds for strategic projects.
Funding - Actual project expenditure funded by the reserve fund per adopted Annual Budget.

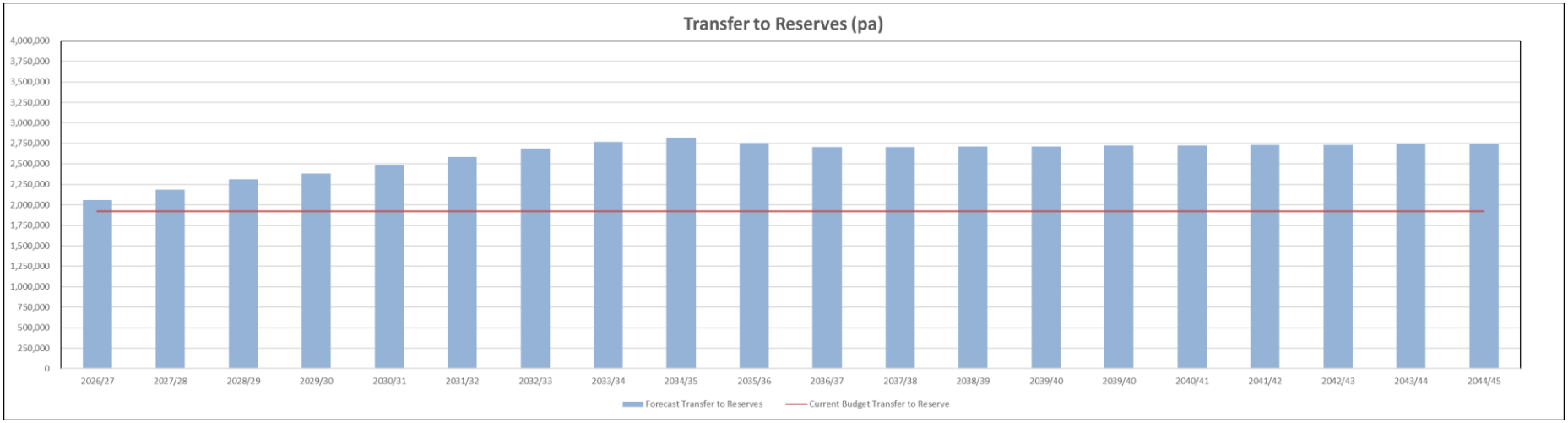


Figure 6

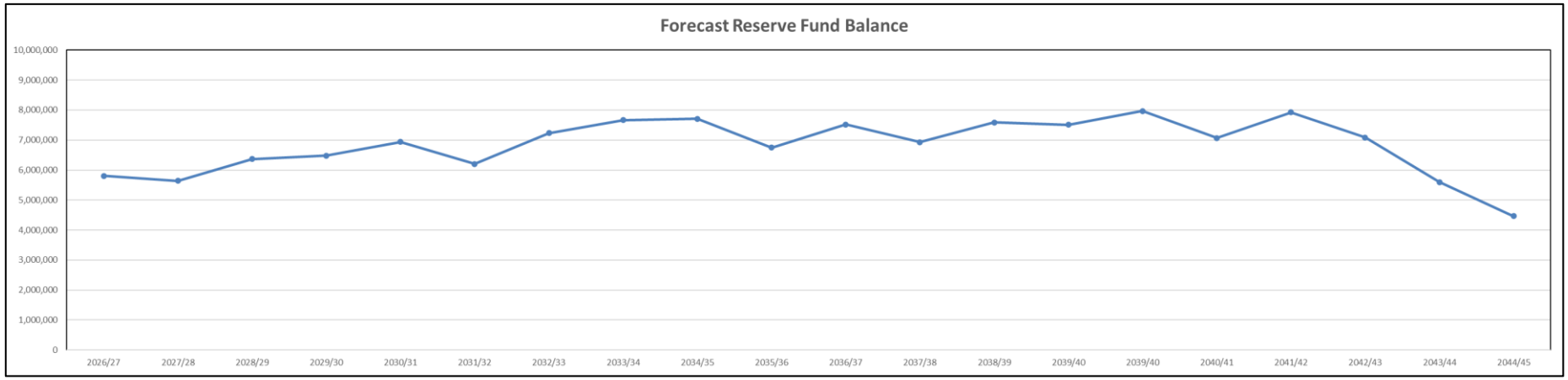
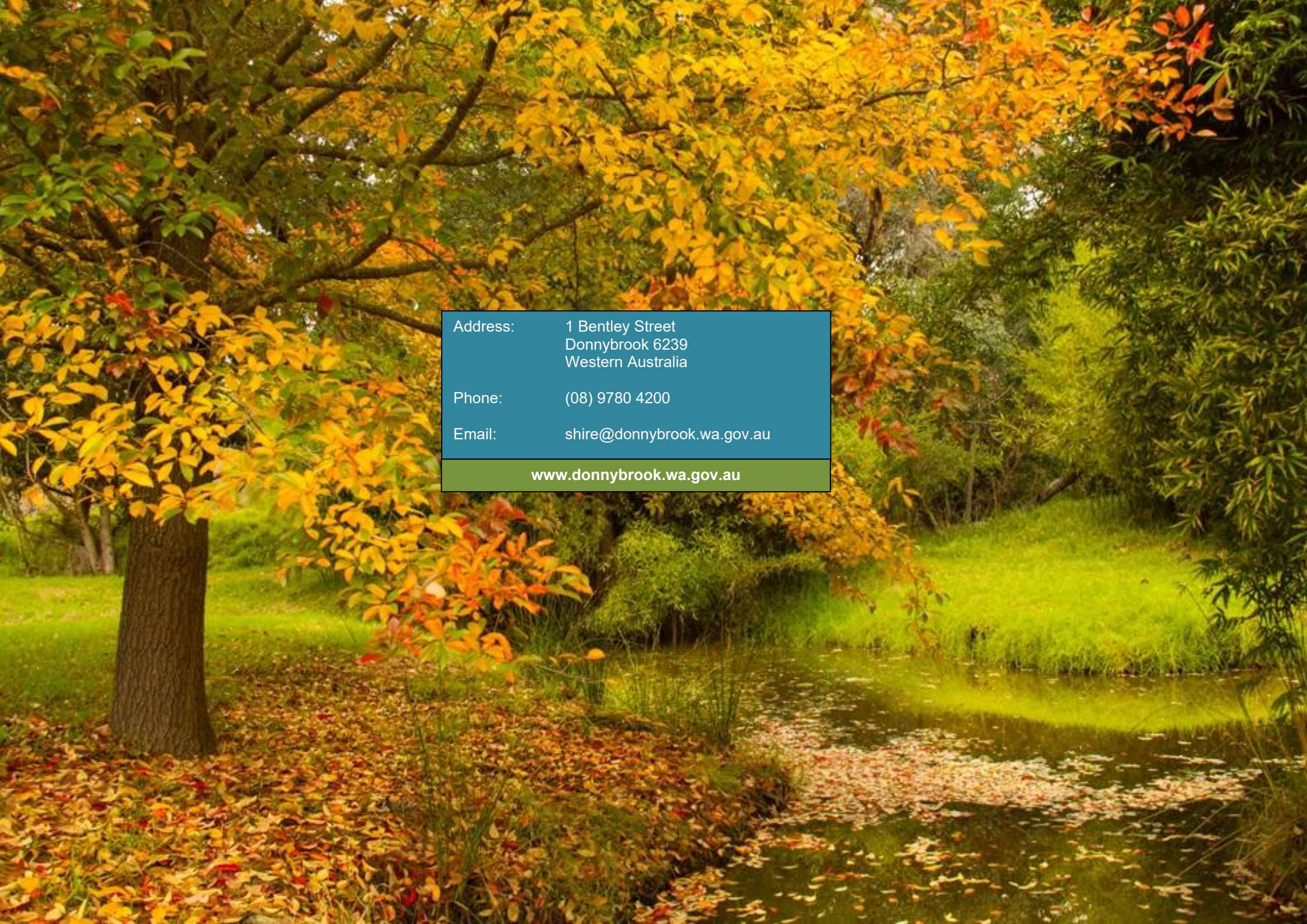


Figure 9



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Electoral Reform Discussion Paper

1. Background

1.1. Purpose

The purpose of this discussion paper is to request Council-endorsed Local Government feedback to inform WALGA's advocacy on Local Government electoral reforms expected to be proposed by the State Government, specifically:

- full spill elections every 4 years; and
- compulsory voting at Local Government elections

These options have been raised in statements by the Minister for Local Government, Hon Hannah Beazley MLA, but no formal proposals have yet been provided for consultation. While WALGA has relevant advocacy positions (discussed further below), the purpose of this discussion paper is to undertake early sector engagement to ensure WALGA's positions reflect the sector's current views and enable timely, well-informed and effective engagement with the anticipated State Government reform proposals.

1.2. WALGA existing advocacy positions

1.2.1. Elections

WALGA has established advocacy positions reflecting the sector's support of voluntary voting and elections of half the offices on Council every two years. These advocacy positions are provided in Appendix 1.

In late 2024 WALGA conducted a review of its Elections Advocacy Positions to ensure they reflected the sector's contemporary view.

Local Government responses at that time indicated strong (98%) support for half spills every two years, which was reflected in the adopted Advocacy Position 2.5.16 Elections.

While voluntary voting was supported by an overall majority of responses (74%), compulsory voting was supported by a majority (64%) of metropolitan respondents and a majority (61%) of Class 1 and 2 respondents.

State Council requested that the WALGA secretariat undertake further investigation of the implications of compulsory and voluntary participation in Local Government elections before reporting back to State Council.

In the interim, Advocacy Position 2.5.15 Participation in Local Government Elections was retained, expressing support for voluntary voting with a note that further work was being undertaken.

This investigation was ongoing when the Minister for Local Government raised the prospect of further Local Government election reform.

A State by State comparison of electoral statistics is provided in Appendix 2.

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1.2.2. Election costs

In 2024, WALGA conducted a review of five Local Government biennial election cycles up to and including the 2023 Local Government elections. The review demonstrated significant cost increases and concerns about the lack of transparency in costings provided by the Western Australian Electoral Commission (WAEC).

In September 2024, State Council adopted Advocacy Position 2.5.18 Local Government Elections Analysis 2015-2023, calling for an independent audit of the WAEC's cost allocation methods and the introduction of Service Level Agreements to ensure transparency of costing methodology.

Cost implications are a relevant consideration in assessing the appropriateness of any proposed electoral reform. However, the current lack of transparency in costing methodology makes it impossible to confidently forecast cost impacts.

This discussion paper seeks to identify the factors associated with each reform proposal that may affect election costs. This is further complicated by the interaction of possible reform options and external economic factors.

WALGA has requested that the Department of Local Government, Regulation and Industry Safety (LGIRS) and the Western Australian Electoral Commission, undertake modelling to identify the cost implications of any proposed reforms.

A comparison of available electoral costs data, State by State, is included as Table 4 in Appendix 2.

WALGA has contacted other Local Government associations to ask if they have experienced changes in costs associated with compulsory four-year, all-in all-out, local government elections. As this has been the approach in most jurisdictions for some time, responses were largely unable to address changes in cost.

2. Election Frequency

Current situation

Western Australia holds biennial elections, with half of the offices on Council elected every two years for four-year terms. All other Australian jurisdictions hold full spill elections every four years (four-year terms).

Considerations

Considerations include:

- Voter participation and fatigue
- Continuity, knowledge retention and mentorship for new Council Members
- Stable whole-of-Council mandate and collective accountability
- Capacity for candidate recruitment
- Administrative requirements
- Extraordinary vacancies and backfilling
- Timing and transitional arrangements

Re-election rates

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WALGA has analysed the composition of Councils following the last two Local Government elections in other Australian jurisdictions, all of which have full spill elections. A comparison of available data on re-election rates is included as Table 2 in Appendix 2.

This data suggests that on average, re-elected Council Members make up between 47% and 57% of Council following full spill elections.

By comparing over 700 consecutive ordinary election results, the review identified nine occasions when the membership of Council following an ordinary election was 100% different from the Council following the previous ordinary election. However, four of these local governments held mid-term extraordinary elections, meaning the changes in membership occurred over two or more elections within a four-year period.

Costs

In one respect, a change to a four-year cycle would reduce costs by reducing the number of elections. However, the cost of each election may increase. The WAEC uses the number of vacancies to inform quotations for the conduct of elections. Full spill elections would double the number of vacancies, with possible increased costs associated with printing and postage and increased staffing for the count.

WALGA cannot definitively determine an overall cost impact to Local Government without the requisite cost-modelling from the WAEC. WALGA has requested that the WAEC provide this modelling to LGIRS. The cost impact of a change in election frequency may also vary between Local Governments.

Questions

1. Does your Local Government support half spill elections every two years or full spill elections every four years?
2. What are the key considerations informing this view?
3. If full spill elections every four years were introduced, what transitional arrangements and consequential amendments may be required?
4. Any other comments?

3. Compulsory or Voluntary Voting

Current situation

Voting in Local Government elections is voluntary in Western Australia and South Australia. All other Australian jurisdictions have compulsory voting.

Considerations

Considerations include:

- Voter participation and democratic legitimacy
- Voter engagement, awareness and/or fatigue
- Administrative and enforcement requirements
- Application to owner and occupier rolls

Participation rates

A comparison of available participation data is included as Table 3 in Appendix 1.

Costs

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The WAEC uses expected participation rates to inform quotations for the conduct of elections. It is likely that an increased participation rate would increase election costs through higher reply-paid charges and increased staffing for the count. However, in-person elections become more cost effective than postal elections at higher participation rates.

WALGA cannot definitively determine an overall cost impact to Local Government without the requisite cost-modelling from the WAEC. WALGA has requested that the WAEC provide this modelling to LGIRS. The cost impact of compulsory voting may also be different for each Local Government depending on their current participation rates and methods for holding elections, and whether these would change significantly.

Tasmania implemented compulsory voting in Local Government elections in 2022. Local Government Association Tasmania (LGAT) advised that this resulted in reasonably significant cost increases. The Tasmanian Electoral Commission reported a $9.32 per elector cost for the first compulsory Local Government elections in 2022, a 35% increase from $6.92 in 2018. An analysis of the factors contributing to this increase is not available and it may be challenging to draw direct comparisons between Tasmania and WA.

It is likely that the cost impact of compulsory voting would be moderated if elections also transition to a 4 yearly cycle.

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Questions

5. Does your Local Government support compulsory voting or voluntary voting in Local Government elections?
6. If the frequency of Local Government elections were changed to every 4 years, would your Local Government support compulsory or voluntary voting?
7. What are the key considerations informing this view?
8. Any other comments?

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Appendix 1- WALGA Elections Advocacy Positions

2.5.15 Participation in Local Government Elections

Position Statement	The Local Government sector supports voluntary participation in Local Government elections. *Noting that State Council at its 6 December 2024 State Council meeting resolved that the WALGA Secretariat further investigate implications of compulsory and voluntary participation in Local Government elections and report back to State Council.*
Background	Voluntary participation in Local Government elections is a long-established position of the Local Government sector, and was confirmed as a result of sector feedback received during the Local Government reform process.
State Council Resolution	December 2024 - 090.5/2024 February 2022 – 312.1/2022 December 2020 – 142.6/2020 March 2019 – 06.3/2019 December 2017 – 121.6/2017 October 2008 – 427.5/2008
Supporting Documents	Advocacy Positions for a New Local Government Act WALGA submission: Local Government Reform Proposal (February 2022)

2.5.16 Elections

Position Statement	The Local Government sector supports: 1. Councillors serve four-year terms with elections every two years and half of the Council positions spilled at each election. 2. First-Past-The-Post (FPTP) voting system for Local Government elections. If Optional Preferential Voting (OPV) remains as the primary method of voting, the sector supports the removal of the 'proportional' part of the voting method for general elections. 3. First-Past-The-Post (FPTP) voting system for internal Council elections.

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4. Councils holding elections by means of in-person, postal and/or electronic voting.
5. Current legislative provisions of Mayor/President of Class 1 and Class 2 Local Governments being directly elected by the community and Class 3 and Class 4 Local Governments determining whether its Mayor or President is elected by the Council or by the community.

Background

The sector positions on Local Government elections have been long-established. This was confirmed as a result of sector feedback received during the Local Government reform process.

Following the 2023 Local Government Elections where legislative reforms to Local Government elections processes were first implemented, sector wide consultation was conducted on key elements of the elections advocacy positions to determine if they accurately reflected the sector's contemporary view.

State Council Resolution

December 2024 - 091.5/2024

February 2022 – 312.1/2022

December 2020 – 142.6/2020

March 2019 – 06.3/2019

December 2017 – 121.6/2017

October 2008 – 427.5/2008

2.5.18 Local Government Elections Analysis 2015-2023

Position Statement

That WALGA advocate to the State Government:

1. For an independent Local Government election audit, focusing on the Western Australia Electoral Commission's (WAEC) service delivery and cost allocation methods and costing applications used, to confirm that marginal cost recovery principles are applied and that the costing program is being effectively managed.
2. For the requirement for the WAEC to develop and implement Service Level Agreements with Local Governments, similar to those agreements currently used in New South Wales and Victorian Local Government elections and that includes:
   a. transparency of costing methodology,
   b. direct engagement with Local Governments pre and post elections, and
   c. the roles and responsibilities of the WAEC and Local Governments in the conduct of elections.

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3. For a review of the legislative framework that would allow for more than one election services provider to conduct Local Government elections.
4. For a mandated WAEC Report to Parliament specific to Local Government elections post each election cycle, outlining costs, results, voter turnout and matters for improvement both in the conduct of elections and the legislation, if relevant.

Background	A comprehensive review and analysis of five election cycles up to and including the 2023 Local Government election against the backdrop of legislative reforms to the Local Government electoral process in Western Australia was carried out by WALGA. With a focus on postal elections conducted exclusively by the Western Australian Electoral Commission (WAEC), the analysis has found evidence of the rising cost and reduced service level of conducting Local Government elections in Western Australia. Elected Member feedback, costs vs service comparisons and engagement by the sector with WALGA's governance services over the 2023 Local Government election period, are the basis for the position outlined above.
State Council Resolution	September 2024 - 065.4/2024

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Appendix 2 - Election Statistics

The data in the following tables is derived from publicly available reports issued by the respective State Electoral Commissions for the elections they conducted. The different content and format of reporting in each jurisdiction can make direct comparisons challenging.

Table 1: Comparative overview

Jurisdiction	Compulsory/optional voting	Frequency	Postal/In Person
Western Australia	Optional	Half spill every 2 years	Postal or in person
South Australia	Optional	Full spill every 4 years.	Postal.
Northern Territory	Compulsory	Full spill every 4 years	Postal or in person.
Queensland	Compulsory	Full spill every 4 years.	Postal or in person.
New South Wales	Compulsory	Full spill every 4 years.	In person.
Victoria	Compulsory	Full spill every 4 years.	Postal
Tasmania	Compulsory	Full spill every 4 years.	Postal

Table 2: Average percentage of returning Council Members (at individual Council level)

States with full spills only. Calculated using publicly reported ordinary election results including elections conducted by private providers.

State	Most recent election year Average % of Council Members who were Council Members the previous term	Previous election year Average % of Council Members who were Council Members the previous term
Queensland	2024 47%	2021 49%
New South Wales	2024 54%	2021 49%
Victoria	2024 46%	2020 47%
South Australia	2022 57%	2018 48%
Tasmania	2022 53%	2018 54%

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Table 3: Percentage of all elected candidates who were returning Council Members (at State level)

States with full spills only. Official state level percentage reported by electoral commissions for elections they conducted.

State	Most recent election year % of returning Council Members	Previous election year % of returning Council Members
Queensland	2024 43.2%	2021 46.0%
New South Wales	2021 56.8%	2016/17 (amalgamations) 60.6%
Victoria	2024 43.0%	2020 51.9%
South Australia	2022 50.0%	2018 55.3%
Tasmania	2022 46.0%	2018 48.0%

Table 4: Election participation rates

State	Election Year	Election Year	Election Year
WA	2023 31.2%	2021 30.2%	2019 29.1%
NSW	2024 84.54%	2021 *(2020 postponed)* 83.56%	2016/2017 (*amalgamations)* 2017: 79.58% 2016: 79.27%
NT	2025 *Official report not yet available.*	2021 61.3%	2017 58.5%
QLD	2024 82.31%	2020 *(COVID impacted)* 77.71%	2016 83.04%
SA	2022 32.9%	2018 31.6%	2014 31.99%
TAS	2022 *(First election with compulsory voting)* 84.79%	2018 58.72%	2014 54.58%
VIC	2024 81.46%	2020 81.47%	2016 72.15%

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Table 5: Election costs

Election costs invoiced to Local Governments.

State	Election Year	Election Year	Election Year
WA	2023 *postal elections only* $5.17 per elector 1,763,392 electors (115 districts)	2021 *postal elections only* $4.06 per elector 1,727,712 electors (92 districts)	2019 *postal elections only* $3.70 per elector 1,619,431 electors (86 districts)
NSW	2024 $55.67million 5,242,086 electors (125 councils)	2021 $46million *(budgeted)* 4,838,137 electors (122 councils)	2016/2017 2017 $19.17 million 2.73 million electors (45 councils) 2016 $14.11 million 1.97million electors (76 councils)
NT	2025 NA	2021 $1,864,193 142,546 electors	2017 $1,593,775 133,927 electors
SA	2022 $8.93million (ex GST) $6.93 per elector (ex GST)	2018 $6.57million (ex GST) $5.41 per elector (ex GST)	2014 $4.36million (ex GST) $3.77 per elector (ex GST)
TAS	2022 *voting became compulsory* $9.32 per elector 410,975 electors	2018 $6.92 per elector 356,810 electors	2014 *first all-in all-out* $5.59 per elector 375,355 electors

Note: Data in this table is taken from reports published by the relevant Electoral Commissions. Due to differences in the ways electoral costs are apportioned, a per elector cost is only provided if it was reported. Data for QLD and VIC is not clearly discernible in Election Reports, and therefore not presented in this table.

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Ref:
Enq: Nick O'Connor, Chief Executive Officer

Shire of Donnybrook Balingup

26 March, 2026

Mr Nick Sloan
Chief Executive Officer
WALGA
Via email

Dear Mr Sloan,

RE: Submission to WALGA on potential Local Government Electoral Reforms

The Shire of Donnybrook Balingup welcomes the opportunity to provide feedback to inform WALGA's advocacy position on potential Local Government electoral reforms.

This submission is based on the WALGA Electoral Reform Discussion Paper, discussions held at a joint executive staff and Councillor workshop on 4 March 2026, and confirmed by Council resolution on Wednesday 25 March, 2026.

The WALGA discussion paper seeks Council's responses to Local Government electoral reforms expected to be proposed by the State Government, specifically:

- full spill elections every 4 years; and
- compulsory voting at Local Government elections

I will respond to the specific questions raised in the discussion paper in turn.

Election Frequency

Questions

1. Does your Local Government support half spill elections every two years or full spill elections every four years?

Response: The Shire of Donnybrook Balingup supports full spill elections every four years.

2. What are the key considerations informing this view?

Response: It is Council's view that four-year spills would allow longer-term strategic planning to occur, providing consistency and continuity in Council's position on various matters. This could enhance the likelihood of multi-year projects being implemented, and encourage a longer-term view in budgeting and resource allocation. It is noted from statistics provided from other states, where there are full spill elections every four years, that there is a trend for almost 50% of Councillors to be

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returned for a further four year term – this provides continuity in decision making. Council also makes the point that the two-yearly election cycle at local government level may result in 'voter fatigue'. The risk of voter fatigue is even more prevalent when all three tiers of government hold elections in the same year, as was the case in 2025.

3. If full spill elections every four years were introduced, what transitional arrangements and consequential amendments may be required?

Response: As part of any change to the local government election cycle, consideration should be given to the election cycles of other tiers of government and their associated caretaker periods.

4. Any other comments?

Response: Nil

Compulsory or Voluntary Voting

Questions

5. Does your Local Government support compulsory voting or voluntary voting in Local Government elections?

Response: The Shire of Donnybrook Balingup supports compulsory voting at local government elections.

6. If the frequency of Local Government elections were changed to every 4 years, would your Local Government support compulsory or voluntary voting?

Response: The Shire of Donnybrook Balingup supports compulsory voting at local government elections regardless of the election frequency.

7. What are the key considerations informing this view?

Response: Council believes that compulsory voting would result in a better representation of community aspirations and local representation. Further, compulsory voting could reduce 'pocket' bias and limit disproportionate influence from single-issue interest groups.

8. Any other comments?

Nil.

Thank you for the opportunity for the Shire of Donnybrook Balingup to provide a submission on these two important topics. Should you require any clarification on matters contained within this submission, please do not hesitate to contact me.

Regards

Nick O'Connor
Chief Executive Officer

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Shire of
Donnybrook Balingup

Code of Conduct
For Council Members, Committee Members and Candidates

March 2026

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Introduction

This Code of Conduct for Council Members, Committee Members and Candidates has been adopted by the Shire of Donnybrook Balingup in accordance with section 5.104 of the *Local Government Act 1995*. It incorporates the Model Code of Conduct prescribed by the *Local Government (Model Code of Conduct) Regulations 2021*.

The Code outlines the principles, behaviours, and rules of conduct expected of elected members, committee members, and candidates. It supports the Shire's commitment to good governance, ethical leadership, and community trust.

This Code aligns with the Shire's Council Plan 2022–2032, which integrates the Strategic Community Plan and Corporate Business Plan into a unified vision for the future. The Plan guides Council's strategic priorities and decision making, ensuring that all actions reflect the aspirations of the community and the values of the organisation.

Values

The Shire is committed to fostering a workplace that embodies key core values. By living these values, the Shire aims to build a collaborative, respectful, and enjoyable workplace where everyone feels valued and empowered to contribute their best:

- **Teamwork** - We believe in the power of collaboration and high performance. By prioritising open communication, active listening, and shared accountability, we create a culture of trust and inclusion.
- **Respect** - We uphold the value of respect by treating everyone with kindness, fairness, and understanding.
- **Integrity** - We act with honesty, transparency, and ethical standards in all our dealings.
- **Courage** - We encourage open communication by speaking up with new ideas, challenging the status quo respectfully, and taking ownership of difficult decisions, even in uncertain situations.
- **Fun** (Positivity / Joy) - We embrace the value of fun by creating a positive and enjoyable work environment.

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Division 1 — Preliminary

1. Citation

This is the Shire of Donnybrook Balingup Code of Conduct for Council Members, Committee Members and Candidates.

2. Terms used

(1) In this code —

Act means the *Local Government Act 1995*;

candidate means a candidate for election as a council member;

complaint means a complaint made under clause 11(1);

publish includes to publish on a social media platform.

(2) Other terms used in this code that are also used in the Act have the same meaning as they have in the Act, unless the contrary intention appears.

Division 2 — General principles

3. Overview of Division

This Division sets out general principles to guide the behaviour of council members, committee members and candidates.

4. Personal integrity

(1) A council member, committee member or candidate should —

(a) act with reasonable care and diligence; and

(b) act with honesty and integrity; and

(c) act lawfully; and

(d) identify and appropriately manage any conflict of interest; and

(e) avoid damage to the reputation of the local government.

(2) A council member or committee member should —

(a) act in accordance with the trust placed in council members and committee members; and

(b) participate in decision making in an honest, fair, impartial and timely manner; and

(c) actively seek out and engage in training and development opportunities to improve the performance of their role; and

(d) attend and participate in briefings, workshops and training sessions provided or arranged by the local government in relation to the performance of their role.

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5. Relationship with others

(1) A council member, committee member or candidate should —

(a) treat others with respect, courtesy and fairness; and

(b) respect and value diversity in the community.

(2) A council member or committee member should maintain and contribute to a harmonious, safe and productive work environment.

6. Accountability

A council member or committee member should —

(a) base decisions on relevant and factually correct information; and

(b) make decisions on merit, in the public interest and in accordance with statutory obligations and principles of good governance and procedural fairness; and

(c) read all agenda papers given to them in relation to council or committee meetings; and

(d) be open and accountable to, and represent, the community in the district.

Division 3 — Behaviour

7. Overview of Division

This Division sets out —

(a) requirements relating to the behaviour of council members, committee members and candidates; and

(b) the mechanism for dealing with alleged breaches of those requirements.

8. Personal integrity

(1) A council member, committee member or candidate —

(a) must ensure that their use of social media and other forms of communication complies with this code; and

(b) must only publish material that is factually correct.

(2) A council member or committee member —

(a) must not be impaired by alcohol or drugs in the performance of their official duties; and

(b) must comply with all policies, procedures and resolutions of the local government.

9. Relationship with others

A council member, committee member or candidate —

(a) must not bully or harass another person in any way; and

(b) must deal with the media in a positive and appropriate manner and in accordance with any relevant policy of the local government; and

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(c) must not use offensive or derogatory language when referring to another person; and

(d) must not disparage the character of another council member, committee member or candidate or a local government employee in connection with the performance of their official duties; and

(e) must not impute dishonest or unethical motives to another council member, committee member or candidate or a local government employee in connection with the performance of their official duties.

10. Council or committee meetings

When attending a council or committee meeting, a council member, committee member or candidate —

(a) must not act in an abusive or threatening manner towards another person; and

(b) must not make a statement that the member or candidate knows, or could reasonably be expected to know, is false or misleading; and

(c) must not repeatedly disrupt the meeting; and

(d) must comply with any requirements of a local law of the local government relating to the procedures and conduct of council or committee meetings; and

(e) must comply with any direction given by the person presiding at the meeting; and

(f) must immediately cease to engage in any conduct that has been ruled out of order by the person presiding at the meeting.

11. Complaint about alleged breach

(1) A person may make a complaint, in accordance with subclause (2), alleging a breach of a requirement set out in this Division.

(2) A complaint must be made —

(a) in writing in the form approved by the local government; and

(b) to a person authorised under subclause (3); and

(c) within 1 month after the occurrence of the alleged breach.

(3) The local government must, in writing, authorise 1 or more persons to receive complaints and withdrawals of complaints.

(4) A complaint must be dealt with under clauses 12 to 15 unless:

(a) The complaint is referred to the inspector in accordance with subclause (5); and

(b) The inspector refers the complaint to be dealt with under Part 8A Division 5 of the Act.

(5) If the *Local Government (Model Code of Conduct) Regulations 2021* regulation 3A applies to a complaint, a person authorised under subclause (3) must refer the complaint to the Inspector under section 5.105(3) of the Act.

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(6) A complaint must also be dealt with under clauses 12 to 15 if the Inspector refers the complaint to the local government under the *Local Government (Local Government Inspector) Regulations 2025* regulation 6.

12. Dealing with complaint

(1) After considering a complaint, the local government must, unless it dismisses the complaint under clause 13 or the complaint is withdrawn under clause 14(1), make a finding as to whether the alleged breach the subject of the complaint has occurred.

(2) Before making a finding in relation to the complaint, the local government must give the person to whom the complaint relates a reasonable opportunity to be heard.

(3) A finding that the alleged breach has occurred must be based on evidence from which it may be concluded that it is more likely that the breach occurred than that it did not occur.

(4) If the local government makes a finding that the alleged breach has occurred, the local government may —

(a) take no further action; or

(b) prepare and implement a plan to address the behaviour of the person to whom the complaint relates.

(5) When preparing a plan under subclause (4)(b), the local government must consult with the person to whom the complaint relates.

(6) A plan under subclause (4)(b) may include a requirement for the person to whom the complaint relates to do 1 or more of the following —

(a) engage in mediation;

(b) undertake counselling;

(c) undertake training;

(d) take other action the local government considers appropriate.

(7) If the local government makes a finding in relation to the complaint, the local government must give the complainant, and the person to whom the complaint relates, written notice of —

(a) its finding and the reasons for its finding; and

(b) if its finding is that the alleged breach has occurred — its decision under subclause (4).

13. Dismissal of complaint

(1) The local government must dismiss a complaint if it is satisfied that —

(a) the behaviour to which the complaint relates occurred at a council or committee meeting; and

(b) either —

(i) the behaviour was dealt with by the person presiding at the meeting; or

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(ii) the person responsible for the behaviour has taken remedial action in accordance with a local law of the local government that deals with meeting procedures.

(2) If the local government dismisses a complaint, the local government must give the complainant, and the person to whom the complaint relates, written notice of its decision and the reasons for its decision.

14. Withdrawal of complaint

(1) A complainant may withdraw their complaint at any time before the local government makes a finding in relation to the complaint.

(2) The withdrawal of a complaint must be —

(a) in writing; and

(b) given to a person authorised under clause 11(3).

14.A Appointment of monitor

(1) The Inspector may appoint a monitor for the local government to assist the local government to deal with matters raised by a complaint.

(2) If the Inspector appoints a monitor —

(a) the Inspector may direct the local government to defer further dealing with the complaint until the monitor reports to the Inspector on the outcome of the monitoring assignment; and

(b) the local government must comply with the direction.

14.B Performance of local government's functions under cl. 12 and 13

(1) The local government's functions under clauses 12 and 13 must be performed by the council.

(2) Despite subclause (1), the council may, by resolution carried with an absolute majority of the council, authorise a committee of the council comprising council members only to perform a function for and on behalf of the local government.

(3) Despite subclause (1), the council may, by resolution carried with an absolute majority of the council, authorise a person who is none of the following to perform a function for and on behalf of the local government —

(a) member of the council of any local government;

(b) a member of the governing body of any regional subsidiary;

(c) an employee of any local government or regional subsidiary;

(d) an employee of WALGA or the Local Government Professionals Australia (WA);

(e) a member of the governing body of, or an employee of, a body corporate the activities of which are, wholly or partly, advocating or otherwise acting for, or on behalf of, 1 or more of the following —

i. local governments;

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ii. members of councils;

iii. employees of local governments.

(4) A resolution made under subclause (3) must include the following —

(a) a statement to the effect that the council is satisfied that the person being authorised is suitably qualified and experienced to perform the function;

(b) an explanation as to why the council is satisfied as referred to in paragraph (a);

(c) a statement to the effect that the council is satisfied that the person being authorised is impartial and has no close association with any member of the council or any employee of the local government.

(5) Nothing in this clause prevents an employee of the local government from providing, in relation to the performance of a function, any advice or other assistance to the council, a committee authorised under subclause (2) or a person authorised under subclause (3).

15. Other provisions about complaints

(1) A complaint about an alleged breach by a candidate cannot be dealt with by the local government unless the candidate has been elected as a council member.

(2) The procedure for dealing with complaints may be determined by the local government to the extent that it is not provided for in this Division.

(3) Clauses 14A and 14B do not apply in relation to a complaint made before 1 January 2026.

Division 4 — Rules of conduct

Notes for this Division:

(1) Under section 8A.3(1) of the Act. A council member commits a conduct breach if the council member contravenes a rule of conduct. Section 8A.3(2) of the Act extends this to the contravention of a rule of conduct that occurred when the council member was a candidate.

(2) A conduct breach is dealt with under Part 8A Division 5 of the Act.

16. Overview of Division

(1) This Division sets out rules of conduct for council members and candidates.

(2) A reference in this Division to a council member includes a council member when acting as a committee member.

17. Misuse of local government resources

(1) In this clause —

electoral purpose means the purpose of persuading electors to vote in a particular way at an election, referendum or other poll held under the Act, the *Electoral Act 1907* or the *Commonwealth Electoral Act 1918*;

resources of a local government includes —

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(a) local government property; and

(b) services provided, or paid for, by a local government.

(2) A council member must not, directly or indirectly, use the resources of a local government for an electoral purpose or other purpose unless authorised under the Act, or by the local government or the CEO, to use the resources for that purpose.

18. Securing personal advantage or disadvantaging others

(1) A council member must not make improper use of their office —

(a) to gain, directly or indirectly, an advantage for the council member or any other person; or

(b) to cause detriment to the local government or any other person.

(2) Subclause (1) does not apply to conduct that contravenes section 5.93 of the Act or *The Criminal Code* section 83.

19. Prohibition against involvement in administration

(1) A council member must not undertake a task that contributes to the administration of the local government unless authorised by the local government or the CEO to undertake that task.

(2) Subclause (1) does not apply to anything that a council member does as part of the deliberations at a council or committee meeting.

20. Relationship with local government employees

(1) In this clause —

local government employee means a person —

(a) employed by a local government under section 5.36(1) of the Act; or

(b) engaged by a local government under a contract for services.

(2) A council member or candidate must not —

(a) direct or attempt to direct a local government employee to do or not to do anything in their capacity as a local government employee; or

(b) attempt to influence, by means of a threat or the promise of a reward, the conduct of a local government employee in their capacity as a local government employee; or

(c) act in an abusive or threatening manner towards a local government employee.

(3) Subclause (2)(a) does not apply to anything that a council member does as part of the deliberations at a council or committee meeting.

(4) If a council member or candidate, in their capacity as a council member or candidate, is attending a council or committee meeting or other organised event (for example, a briefing or workshop), the council member or candidate must not orally, in writing or by any other means —

(a) make a statement that a local government employee is incompetent or dishonest; or

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(b) use an offensive or objectionable expression when referring to a local government employee.

(5) Subclause (4)(a) does not apply to conduct that is unlawful under *The Criminal Code Chapter* XXXV.

21. Disclosure of information

(1) In this clause —

closed meeting —

(a) means a part of a council or committee meeting that is closed to members of the public under section 5.23(2), (3) or (4) of the Act; and

(b) includes a council or committee meeting held before 1 January 2026, or a part of a council or committee meeting held before 1 January 2026, that was closed to members of the public under section 5.23(2) of the Act as in force before 1 January 2026;

confidential document means a document marked by the CEO, or by a person authorised by the CEO, to clearly show that the information in the document is not to be disclosed;

document includes a part of a document;

non confidential document means a document that is not a confidential document.

(2) A council member must not disclose information that the council member —

(a) derived from a confidential document; or

(b) acquired at a closed meeting other than information derived from a non-confidential document.

(3) Subclause (2) does not prevent a council member from disclosing information —

(a) at a closed meeting; or

(b) to the extent specified by the council and subject to such other conditions as the council determines; or

(c) that is already in the public domain; or

(d) to an officer of the Department; or

(e) to the Minister; or

(f) to a legal practitioner for the purpose of obtaining legal advice; or

(g) if the disclosure is required or permitted by law.

22. Disclosure of interests

(1) In this clause —

interest —

(a) means an interest that could, or could reasonably be perceived to, adversely affect the impartiality of the person having the interest; and

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(b) includes an interest arising from kinship, friendship or membership of an association.

(2) A council member who has an interest in any matter to be discussed at a council or committee meeting attended by the council member must disclose the nature of the interest —

(a) in a written notice given to the CEO before the meeting; or

(b) at the meeting immediately before the matter is discussed.

(3) Subclause (2) does not apply to an interest referred to in section 5.60 of the Act.

(4) Subclause (2) does not apply if a council member fails to disclose an interest because the council member did not know —

(a) that they had an interest in the matter; or

(b) that the matter in which they had an interest would be discussed at the meeting and the council member disclosed the interest as soon as possible after the discussion began.

(5) If, under subclause (2)(a), a council member discloses an interest in a written notice given to the CEO before a meeting, then —

(a) before the meeting the CEO must cause the notice to be given to the person who is to preside at the meeting; and

(b) at the meeting the person presiding must bring the notice and its contents to the attention of the persons present immediately before any matter to which the disclosure relates is discussed.

(6) Subclause (7) applies in relation to an interest if —

(a) under subclause (2)(b) or (4)(b) the interest is disclosed at a meeting; or

(b) under subclause (5)(b) notice of the interest is brought to the attention of the persons present at a meeting.

(7) The nature of the interest must be recorded in the minutes of the meeting.

23. Compliance with plan requirement

If a plan under clause 12(4)(b) in relation to a council member includes a requirement referred to in clause 12(6), the council member must comply with the requirement.

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Shire of
Donnybrook Balingup

Audit and Risk Improvement Committee

Terms of Reference

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Audit and Risk Improvement Committee (ARIC) - *Terms of Reference*

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1. Introduction

1.1. In accordance with section 5.8 and 7.1A. of the *Local Government Act 1995* the Council of the Shire of Donnybrook Balingup (the Shire) has established an Audit, Risk and Improvement Committee (the ARIC). The ARIC is a formally appointed Committee of the Council and is responsible to Council.

1.2. The ARIC will operate in accordance with all relevant provisions of the Act, *the Local Government (Audit) Regulations 1996* and the *Local Government (Administration) Regulations 1996.*

2. Authority

2.1. The ARIC does not have executive powers or authority to implement actions in areas under the legislated responsibility of the Chief Executive Officer, and it does not have any delegated financial authority.

2.2. The Committee's role is advisory and oversight in nature and does not extend to directing staff or participating in management processes or procedures.

3. ARIC Responsibilities

3.1. The ARIC's functions are as outlined in Regulation 16 of the *Local Government (Audit) Regulations 1996*. The role of the ARIC is designed to facilitate informed decision-making by Council in relation to its legislative functions and duties that have not been delegated to the Chief Executive Officer (CEO).

3.2. The ARIC is responsible for providing governance and oversight in relation to:

a. External audits, including receiving and reviewing reports and recommending appropriate actions to Council;
b. Internal statutory reviews and audits, including reviews of the effectiveness of the Shire's systems and procedures;
c. Compliance with legal and statutory requirements, including review of compliance audit reports;
d. Financial management systems, including reviewing the appropriateness and effectiveness of the Shire's financial controls and procedures;
e. Risk management systems, including oversight of the effectiveness of organisational risk frameworks and recommending improvements;
f. Monitoring the implementation of audit-related actions, including reviewing progress on actions arising from audit findings, compliance audits, internal reviews,

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improvement recommendations, and any commitments the Shire has made in response to these; and

g. Any other oversight functions relating to audits, governance, compliance, financial management or risk that are assigned to the Committee under relevant regulations or organisational policies.

4. Membership

4.1. The ARIC shall comprise of:

a. An Independent Presiding Member;

b. An Independent Deputy of the Presiding Member; and

c. Three (3) Elected Members, of which one (1) is to be the Shire President.

4.2. Section 7.1A of the *Local Government Act 1995* states the members of the ARIC are to be appointed (by absolute majority) by the local government and at least three (3) of the members, and where the ARIC consists of more than three (3) members then the majority of those members, are to be Elected Members.

5. Roles and Voting

Role	**Voting Rights**	**Can Preside**	**Attends as a member**
Presiding Member • The person appointed to the office of Presiding Member, presides at the Committee meetings, • Oversee the planning and conduct of meetings, • Facilitates the meeting. **In the event of a tie the Presiding Member will have the casting vote.*	Yes*	Yes	Yes
Deputy of the Presiding Member • A deputy to the presiding member who only performs the function of the presiding member when they are unable to do so, • A local government must appoint an independent person as Deputy Member to the Presiding Member, stepping in when the Presiding Member is unavailable.	No, unless stepping in as Presiding Member	Yes	May observe meetings and can speak if invited to. The member may participate in full capacity when stepping in as the Presiding Member.
Committee Member	Yes	No	Yes

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Role	Voting Rights	Can Preside	Attends as a member
• Prepare and lawfully participate in meetings, • Provide independent oversight and advice,			
Chief Executive Officer and Shire Officers • Provide administrative support to the Committee, • Provide technical advice and expertise relevant to the officer's report, • Provide Governance advice and expertise relevant to the legislative requirements that apply to the meeting, decision-making processes and legislative compliance relevant to a particular matter.	No	No	No

6. Skills and Eligibility

6.1. All members, taken collectively, will have a broad range of skills and experience relevant to the operations of the Shire. At least one independent (1) member of the ARIC will have accounting or related financial and/or risk management experience.

6.2. The CEO is not to be a member of the ARIC and may not nominate a person to be a member of the ARIC, or have a person represent the CEO as a member of the ARIC. Similarly, an employee is not to be a member of the ARIC.

7. Appointment Process and Member Training

7.1. Council will appoint (by absolute majority) all Committee Members.

7.2. Independent Members to the ARIC can only be appointed if they meet the selection criteria in this Terms of Reference.

7.3. New members will receive relevant information and briefings on their appointments to assist them to meet their ARIC responsibilities.

7.4. Members will be required to attend relevant training with respect to their role at the cost of the Shire.

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7.5. The appointment and re-appointment of ARIC members shall be made by Council by way of invitation and be for a period of up to four (4) years to align with the local government ordinary election cycle.

7.6. Independent Members will not be appointed for more than three (3) consecutive terms.

8. Conduct and Termination

8.1. Independent members will be required to confirm they will operate in accordance with the Shire's Code of Conduct for Council Members, Committee Members and Candidates and will be required to follow Council's policies pertaining to the ARIC operations.

8.2. Committee members may be removed or replaced by Council at any time by resolution.

8.3. A Committee member may cease appointment by resignation, expiry of their term, or termination by Council where the member is unable to fulfil the requirements of the role, no longer meets eligibility or independence requirements, or has failed to comply with the Committee's Terms of Reference, Code of Conduct or relevant Council policies.

9. Selection Criteria - Independent Members

9.1. Be a natural person, who is either an Australian Citizen, or a Permanent Resident. Companies or other corporate entities are not eligible.

9.2. Have current qualifications and/or demonstrate extensive senior experience relevant to one or more of the following:

a. Financial management
b. Audit and assurance
c. Governance, compliance
d. Risk Management
e. Fraud, cyber security, internal controls

9.3. Not be a Council Member of any local government.

9.4. Not have been subject to bankruptcy or insolvency proceedings under the *Bankruptcy Act 1966 (Cth).*

9.5. Not have been convicted of a serious local government offence; or convicted of a criminal offence for which the indictable penalty was or included imprisonment for more than five (5) years.

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10. Entitlements

10.1. An Independent Member will be entitled to a meeting fee as per Shire policy, this entitlement acknowledges not only the attendance time per meeting but also the reading and preparation time for the meeting.

10.2. Reimbursement of approved expenses may be paid to an external member in accordance with the *Local Government Act 1995,* and Shire policies.

11. Meeting Frequency and Scheduling

11.1. The ARIC will meet at least four (4) times a year or more frequently as necessary and determined by the Presiding Member in consultation with the CEO.

11.2. An annual schedule of meetings will be endorsed by Council no later than December each year.

11.3. The Presiding Member is required to call a meeting if asked to do so by the Council. If a meeting is requested by another Committee Member, OAG or CEO, the Presiding Member will decide whether the meeting is necessary and in accordance with this policy and the ARIC's responsibilities.

11.4. The Presiding Member may call an informal meeting or workshop to support discussion and briefing on matters relevant to the Committee's functions.

12. Meeting Management and Oversight

12.1. The Presiding Member will oversee the planning and conduct of meetings including the approval of the agenda and draft minutes and reporting to the Council.

13.2. The CEO will ensure that administrative support is provided to the ARIC to:

a. Prepare agendas and minutes, and ensure timely distribution to all members;
b. Ensure that meetings are effectively organised and recorded; and
c. Provide administrative support for the purposes of the ARIC.

13. Meeting Procedures and Compliance

13.1. All formal meetings of the ARIC are to be conducted in accordance with the Act, its associated Regulations and the Shire of Donnybrook Balingup's Local Laws.

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