



Ordinary Council Meeting (27 August 2025)

ATTACHMENTS

Number	Title
7.1.1(1)	Minutes of Ordinary Council Meeting held 23 July 2025
7.1.2(1)	Minutes of Special Council Meeting held 6 August 2025
7.1.3(1)	Minutes of Special Council Meeting held 13 August 2025
8.1.1(1)	Minutes of South West Regional Road Group Committee Meeting held 28 July 2025
8.1.2(1)	Local Emergency Management Committee Meeting held 29 July 2025
8.1.3(1)	Minutes of Audit and Risk Management Committee Meeting held 31 July 2025
9.1.1(1)	Donnybrook Clock Tower Proposal / Business Plan
9.2.2(1)	Draft – Council policy FIN/CP-2 Investments – tracked changes
9.2.4(1)	Code of Conduct for Council Members, Committee Members and Candidates
9.2.5(1)	Stakeholder Reference Committee Terms of Reference.
9.2.7(1)	WALGA Local Government Convention Program 2025
9.3.1(1)	Community Survey Closing 25/07/2025



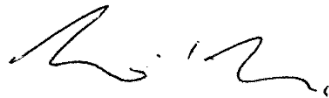
Minutes of Ordinary Council Meeting

Held on 23 July 2025 and commenced at 5:00pm

Held at the Council Chambers in Donnybrook

(1 Bentley Street, Donnybrook)

Authorised:



Nicholas O'Connor, Chief Executive Officer

Prepared:

30 July 2025

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 5:00pm 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 Session 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 Vivienne MacCarthy

Cr Lisa Glover

Cr John Bailey

Cr Alexis Davy

Cr Peter Gubler

Cr Anita Lindemann

Cr Anne Mitchell

Cr Grant Patrick

Staff Present:

Nick O'Connor, Chief Executive Officer

Ross Marshall, Director Operations

Loren Clifford, Acting Director Finance and Corporate

Samantha Farquhar, Administration Officer Corporate Services

Other Members Present:

Public Gallery: 11 members of the public were in attendance.

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 Standing Orders as having councillors stand when debating interferes with the sound quality for livestream.

COUNCIL RESOLUTION: 129/07-25	
MOVED BY: Cr Anita Lindemann	SECONDED BY: Cr Grant Patrick

That Council Suspend clause 8.2 (members to rise) of the Standing Orders

For: Cr MacCarthy, Cr Bailey, Cr Davy, Cr Gubler, Cr Lindemann, Cr Mitchell, Cr Patrick, Cr Glover
Against: Nil.
Carried: 8/0

2.1. Apologies

Councillor Deanna Shand (5:00pm 5:03pm) – see 2.3.

2.2. Approved Leave of Absence

Nil.

2.3. Application for Leave of Absence

Cr Deanna Shand submitted a request for a leave of absence for the July 2025 Ordinary Council Meeting.

COUNCIL RESOLUTION:	130/07-25		
MOVED BY:	Cr Lisa Glover	SECONDED BY:	Cr Peter Gubler

That Council approve Cr Deanna Shand's request for a leave of absence for the July 2025 Ordinary Council Meeting.

For: Cr MacCarthy, Cr Bailey, Cr Davy, Cr Gubler, Cr Lindemann, Cr Mitchell, Cr Patrick, Cr Glover
Against: Nil.
Carried: 8/0

Cr Peter Gubler submitted a request for a leave of absence for 20-28 August 2025.

COUNCIL RESOLUTION:	131/07-25		
MOVED BY:	Cr Lisa Glover	SECONDED BY:	Cr Alexis Davy

That Council approve Cr Peter Gubler's request for a leave of absence for the 20th to the 28th of August 2025.

For: Cr MacCarthy, Cr Bailey, Cr Davy, Cr Gubler, Cr Lindemann, Cr Mitchell, Cr Patrick, Cr Glover
Against: Nil.
Carried: 8/0

3. Announcements from the Presiding Member

An invitation to all residents from the Irishtown community to attend a community workshop that's hosted by the Shire of Donnybrook Balingup to discuss the incident involving the Irishtown Bridge fire and emergency closure, and the subsequent detour of the associated works. The workshop will be an opportunity for residents and interested community members to engage with Shire officers to critique the incident and the response. It'll also provide an opportunity to share experiences, provide insights, and assist with feedback that will benefit the community, our emergency services, and relevant stakeholders. Input from the Irishtown residents is important to help the Shire improve how we respond to incidents. Feedback informs future planning, communication preferences, infrastructure management and much more. The workshop is being held between 3:00pm and 7:00pm on Wednesday the 30th July, at the VC Mitchell Park Pavillion 2. Shire officers will be present throughout the forum to answer questions, listen to concerns, note your suggestions, and record your feedback. Templates for responses will be available at the workshop and alternatively, if your unable to make it on the day, you can email your feedback to the Shire. As long as it is in by the 31st of July, it will be captured in the review.

If you would like to help shape the future of the Shire, you might consider nominating to become an Elected Member and represent your community as part of this Council. With the local government elections coming up in October this year, the Shire is facilitating a candidate information session on the 7th of August 2025, at 6:30pm in the Council Chambers. You don't need to register to attend, you can just come along on the day.

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.

Nil.

5. Public Question Time

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

Nil.

5.2. Public Question Time

Question: Mr David Tuia

What can we do about all the problems on Gairdner Road i.e. road encroachments?

Has the Shire been in communication with Mr Antonino Compagnone about the latest orders from the State Administrative Tribunal?

Question: Mr Lui Tuia

At the state administrative tribunal, surveyor general from Landgate quoted issues regarding Gairdner Road to be a matter between Mr Antonino Campagnone and the Shire to be corrected where the roads are wrong. Have you as a Shire been out to Gairdner Road to look at the problems as a Committee?

6. Presentations

6.1. Petitions

Nil.

6.2. Presentations

Nil.

6.3. Deputations

Karen Magi regarding the Balingup playground proposal.

Council Adjourned the meeting due to the livestream timing out at 5:18pm.

COUNCIL RESOLUTION: 132/07-25	
MOVED BY: Cr Alexis Davy	SECONDED BY: Cr Anne Mitchell

That Council Adjourn the meeting due to the livestream timing out.

For: Cr MacCarthy, Cr Bailey, Cr Davy, Cr Gubler, Cr Lindemann, Cr Mitchell, Cr Patrick, Cr Glover
Against: Nil.
Carried: 8/0

Council re-convened the meeting once the livestream was fixed.

COUNCIL RESOLUTION: 133/07-25		
MOVED BY:	Cr Grant Patrick	SECONDED BY: Cr Lisa Glover

That Council re-convene the meeting.

For: Cr MacCarthy, Cr Bailey, Cr Davy, Cr Gubler, Cr Lindemann, Cr Mitchell, Cr Patrick, Cr Glover
Against: Nil.
Carried: 8/0

The meeting re-convened at 5:21pm, and Karen Magi continued her deputation.

Lui Tuia spoke to a land matter on Gairdner Road.

6.4. Delegates' Reports

Nil.

Adoption by Exception

COUNCIL RESOLUTION: 134/07-25		
MOVED BY:	Cr Lisa Glover	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 on 25 June 2025

9.2.3 Council Policy EXE/CP-2 Document Execution and Application of the Common Seal

9.2.4 Council Policy EM/CP-6 Caretaker Provisions and Local Government Elections

For: Cr MacCarthy, Cr Bailey, Cr Davy, Cr Gubler, Cr Lindemann, Cr Mitchell, Cr Patrick, Cr Glover
Against: Nil.
Carried: 8/0

7. Confirmation of Minutes

7.1 Ordinary Council Meeting Minutes

7.1.1 Ordinary Council Meeting held on 25 June 2025

Minutes of the Ordinary Council Meeting held 25 June 2025 are attached as [Attachment 7.1.1\(1\)](#).

Executive Recommendation:

That the Minutes from the Ordinary Council Meeting held 25 June 2025 be confirmed as a true and accurate record.

COUNCIL RESOLUTION: 135/07-25	
MOVED BY: Cr Lisa Glover	SECONDED BY: Cr Grant Patrick

That the Minutes from the Ordinary Council Meeting held 25 June 2025 be confirmed as a true and accurate record.

For: Cr MacCarthy, Cr Bailey, Cr Davy, Cr Gubler, Cr Lindemann, Cr Mitchell, Cr Patrick, Cr Glover
Against: Nil.
Carried: 8/0 by en-bloc resolution 134/07-25

8. Reports of Committees

8.1. Warren Blackwood Alliance of Councils Committee Meeting

8.1.1 Warren Blackwood Alliance of Councils Committee Meeting held on 3 June 2025

Minutes of the Warren Blackwood Alliance of Councils Committee Meeting held 3 June 2025 are attached at [Attachment 8.1.1\(1\)](#).

Executive Recommendation:

That the Minutes from Warren Blackwood Alliance of Councils Committee Meeting held on 3 June 2025 be received.

COUNCIL RESOLUTION: 136/07-25	
MOVED BY: Cr Alexis Davy	SECONDED BY: Cr Grant Patrick

That the Minutes from Warren Blackwood Alliance of Councils Committee Meeting held on 3 June 2025 be received.

For: Cr MacCarthy, Cr Bailey, Cr Davy, Cr Gubler, Cr Lindemann, Cr Mitchell, Cr Patrick, Cr Glover
Against: Nil.
Carried: 8/0

9. Reports of Officers

9.1. Director Operations

Nil.

9.2. Director Finance and Corporate

9.2.1. Schedule of Accounts Paid as at 30 June 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 30 June 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 30 June 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 \$2,807,497.79.

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:

- The payee's name; and
- The amount of the payment; and
- The date of the payment; and
- Sufficient information to identify the transaction.

This list of accounts is to be:

- Presented to Council at the next ordinary meeting of the Council after the list is prepared; and
- 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 JUNE TO 30 JUNE 2025

REFERENCE	DATE	PAYEE	DESCRIPTOIN	AMOUNT
CREDIT CARD				
DD28484.1	14/06/2025	BENDIGO BANK		
	07/05/2025	SENDGRID	DBK REC CTR - MONTHLY AUTOMATED EMAIL SERVICE, LINKED TO ENVIBE - MAY 25	145.58
	21/05/2025	BP PICTON	CEO - FUEL	125.57
	25/05/2025	MAILCHIMP	MONTHLY MARKETING SUBSCRIPTION - MAY 25	41.58
	26/05/2025	GOLDEN SUKHOTHAI	CEO - TRAVEL - MEAL	57.61
	27/05/2025	BP BUSSELTON	DIRECTOR OPERATIONS - FUEL	125.44
	27/05/2025	SP RAILWAY PARADE	CEO - TRAVEL - CAR PARKING	13.00
	27/05/2025	NOVOTEL LANGLEY	CEO - TRAVEL - ACCOMMODATION	247.26
	29/05/2025	BUNNINGS	VC MITCHELL - KEY SAFE X 3	117.69
	30/05/2025	BENDIGO BANK	BENDIGO CARD FEES - JUN 25	16.00
	30/05/2025	DONNYBROOK FRESH IGA	COUNCIL MEETING REFRESHMENTS	52.55
	31/05/2025	HUMANITIX	2025-2026 WA STATE BUDGET LUNCH	232.14
			TOTAL: CREDIT CARD PAYMENTS	1,174.42
EFT PAYMENTS				
EFT31011B	04/06/2025	AUSTRALIAN TAX OFFICE	PAYG PE: 28.05.25	42,580.00
EFT31012	05/06/2025	HARMONIC IT	MANAGED SERVICES AGREEMENT - IT SUPPORT - MAY 25	990.00
EFT31013	05/06/2025	AUSTRALIA POST - ACCOUNTS	SHIRE POSTAGE - MAY 2025	412.02
EFT31014	05/06/2025	AUSTRALIAN SERVICES UNION WESTERN AUSTRALIAN BRANCH	EMPLOYEE UNION DEDUCTIONS	106.00
EFT31015	05/06/2025	ALL TECH PLUMBING	DBK REC CTR - SUPPY & INSTALL NEW 12 LEACH DRAIN, DIVERTER BOX & COVER	4,744.30
EFT31016	05/06/2025	AUSQ TRAINING	BWTM & TC TRAINING	2,298.00
EFT31017	05/06/2025	BDA TREE LOPPING	STREET - TREE PRUNING - MAY 25	33,330.00
EFT31018	05/06/2025	BALINGUP LIQUOR & GENERAL STORE	BALINGUP & MULLALYUP BFB - FUEL - MAY 25	868.25
EFT31019	05/06/2025	BANKS PEST AND WEED CONTROL	PEST TREATMENT AT VARIOUS SHIRE SITES	660.00
EFT31020	05/06/2025	BROOKS HIRE SERVICE PTY LTD	SOUTHAMPTON RD - DRY HIRE EXCAVATOR RUBBER TRACKED	1,258.49
EFT31021	05/06/2025	BRIGHTMARK GROUP PTY LTD	PUBLIC TOILET, BBQ & OFFICE CLEANING - MAY 25, ONE OFF CLEANS BLN & DBK HALLS	17,089.46
EFT31022	05/06/2025	BRAYCO COMMERCIAL PTY LTD	VC MITCHELL - 2 X COMMERCIAL GRADE BENCHES	1,238.00
EFT31023	05/06/2025	ANGELA MARGARET BROWNE	REIMBURSEMENT FOR MEALS - TRAINING	263.82
EFT31024	05/06/2025	CARBONE BROS. PTY LTD	CUNDINUP KIRUP ROAD - VERGE WORKS & GUIDEPOSTS	29,766.00

SHIRE OF DONNYBROOK BALINGUP
SCHEDULE OF ACCOUNTS PAID UNDER DELEGATION (NO.1.2.23) IS PRESENTED FOR PUBLIC INFORMATION
PAYMENTS FROM 1 JUNE TO 30 JUNE 2025

			BALINGUP-NANNUP RD - RE-ESTABLISH GUTTERS & DRAINAGE CHANNELS	39,974.00
EFT31025	05/06/2025	AUSTRALIAN GOVERNMENT - SERVICES AUSTRALIA - CHILD SUPPORT	PAYROLL DEDUCTIONS	350.80
EFT31026	05/06/2025	CAPEL CRANE HIRE	HIRE OF CRANE & DOGMAN - REMOVE WEIR GATES - PRESTON RIVER - END OF IRRIGATION SEASON	1,972.30
EFT31027	05/06/2025	BIDFOOD BUNBURY	DBK REC CTR - KIOSK STOCK	132.98
EFT31028	05/06/2025	CS LEGAL	LEGAL EXPENSES - RATES DEBT RECOVERY	66.00
EFT31029	05/06/2025	COOLPRO REFRIGERATION AND AIR CONDITIONING	DBK COUNCIL CHAMBERS & LANGLEY VILLAS U5 - SUPPLY AND INSTALL REVERSE AC UNITS	8,310.50
EFT31030	05/06/2025	STEVE COMMONS	REFUND OF STANDPIPE BOND & CREDIT	83.86
EFT31031	05/06/2025	DONNYBROOK MEDICAL SERVICES	PRE EMPLOYMENT MEDICAL	165.00
EFT31032	05/06/2025	DONNYBROOK & DISTRICTS PLUMBING SERVICE	MINOR PLUMBING REPAIRS AND MAINTENANCE	4,020.50
			APEX PARK PUBLIC TOILETS - SUPPLY AND INSTALL PLUMBING FIXTURES	7,464.00
EFT31033	05/06/2025	DONNYBROOK BRIDGESTONE TYRE SERVICE	DBK CEMETERY - DRY HIRE MINI EXCAVATOR & NEW VALVE EXTENTION TO TYRE	357.50
EFT31034	05/06/2025	DONNYBROOK AUTO SERVICE PTY LTD	WASHER BOTTLE KIT	226.80
EFT31035	05/06/2025	DONNYBROOK BALINGUP CHAMBER OF COMMERCE INC.	W&S - SHOP LOCAL VOUCHERS FOR STAFF AWARDS	200.00
EFT31036	05/06/2025	DONNYBROOK GARDEN GROUP	2025 MINOR GRANT	350.00
EFT31037	05/06/2025	CALRE & MARK DAVIDSON	REIMBURSE 50% OF INVOICE FOR BLACKBERRY CONTROL	1,763.57
EFT31038	05/06/2025	FAIRTEL PTY LTD	DONNYBROOK SES - PHONE AND NBN SERVICE	154.00
EFT31039	05/06/2025	LARRY EDWARD FRIEND	REIMBURSE 50% OF INVOICE FOR BLACKBERRY CONTROL	644.23
EFT31040	05/06/2025	GARAGE DOORS SOUTH WEST	SHERP - LANGLEY VILLAS U1, 2 & 3 - SUPPLY AND INSTALL ROLLMASTA ROLL-UP DOORS	5,030.00
EFT31041	05/06/2025	HOST CORPORATION PTY LTD	VC MITCHELL - PAVILION 2 CATERING EQUIPMENT	5,795.07
EFT31042	05/06/2025	NICOLA SUZANNE HARDWICKE	REFUND OF STANDPIPE BOND & CREDIT	73.77
EFT31043	05/06/2025	HARCOURTS HEARTLAND	PRESTON VILLAGE - U13 - SALES COMMISSION	12,775.00
EFT31045	05/06/2025	SOUTH WEST ISUZU	INTERCOOLER DUCT PIPE	96.05

SHIRE OF DONNYBROOK BALINGUP
SCHEDULE OF ACCOUNTS PAID UNDER DELEGATION (NO.1.2.23) IS PRESENTED FOR PUBLIC INFORMATION
PAYMENTS FROM 1 JUNE TO 30 JUNE 2025

EFT31046	05/06/2025	JONOR CONSTRUCTION PTY LTD	INS CLAIM - IRISHTOWN RD BRIDGE - EMERGENCY REPAIR AND MAINTENANCE WORKS	354,349.45
EFT31047	05/06/2025	JONNO'S HANDYMAN AND CARPENTRY SERVICES	COMMUNITY HOUSING - GENERAL MAINTENANCE & GARDENING	1,922.25
			MINOR BUILDING REPAIRS & MAINTENANCE - BEELERUP BFB, APEX PARK TOILETS	1,786.90
EFT31048	05/06/2025	JOCKS BLOCK PTY LTD	SOUTHAMPTON RD - SUPPLY OF GRAVEL FOR APRIL - MAY	12,877.92
EFT31049	05/06/2025	PAULA KING	REFUND CANCELLATION DBK TRANSIT PARK	40.00
EFT31050	05/06/2025	MOIRA FAYE KELLY	PRESTON VILLAGE - SALE OF U13 - REFUND ON EXIT	336,159.24
EFT31051	05/06/2025	KULA GOLD LTD	REFUND OF STANDPIPE BOND	50.00
EFT31052	05/06/2025	LINDSAY TRANSPORT	TRANSPORT OF REPLACEMENT BUCKET TEETH	99.00
EFT31053	05/06/2025	MALATESTA ROAD PAVING & HOTMIX	BROOKHAMPTN RD - EMULSION	720.00
EFT31054	05/06/2025	MPM CONCRETING	BRIDGE ST - PUMP ACCESS REPLACEMENT	7,128.00
EFT31055	05/06/2025	MONARCH360 PTY LTD	IMPLEMENTATION SERVICES - EDRMS	59,675.00
EFT31056	05/06/2025	ANNA MURPHY	OVERPAYMENT - GYM MEMBERSHIP	43.20
EFT31057	05/06/2025	PETER MORRISON	REMIBURSEMENT OF POLICE CHECK	99.00
EFT31058	05/06/2025	NATURALISTE TURF	VC MITCHELL PARK - SOIL SAMPLING	1,500.00
EFT31059	05/06/2025	NEXT HEALTH PTY LTD	INDEPENDENT ASSESSMENT REPORT	2,722.50
EFT31060	05/06/2025	ORBIT HEALTH & FITNESS SOLUTION	DBK REC CTR - POWER BANDS, PUMP SET RACK, PILATES BALLS	1,059.00
EFT31061	05/06/2025	PRESTON VALLEY MAINTENANCE	GENERAL MAINTENANCE - INSTALL HANDRAIL, CLEAN UP WASTE AT EGAN PARK, BRICK PAVING REPAIRS, ADJUST FENCE GATES, EMERGENCY EXIT DOORS, INSTALL SOAP & TOWEL DISPENSERS, GUTTER CLEANING, REINSTALL BOLLARD, CONCRETE SLAP & TEMPORARY FENCING	5,472.50
			EGAN PARK - CONSTRUCT PUMP SHED FOR WATER TANK	4,400.00
			COLLINS ST - FOOTPATH AND PAVING REPAIRS	4,609.00
EFT31062	05/06/2025	PFD FOOD SERVICE PTY LTD	DBK REC CTR - KIOSK STOCK	498.35
EFT31063	05/06/2025	WA DISTRIBUTORS PTY LTD	DBK REC CTR - CLEANING CONSUMABLES	303.95

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EFT31064	05/06/2025	QUEST INNALOO	TRAINING - ACCOMMODATION & PARKING	202.00
EFT31065	05/06/2025	HOLCIM (AUSTRALIA) PTY LTD	EGAN PARK - SEALING AGGREGATE	912.43
EFT31066	05/06/2025	RHYTHM CIVIL AND CONTRACTING	INSTALLATION OF KERBING UPPER CAPEL RD & REPOSITION OF WIDTH MARKER SIGNS	9,383.00
EFT31067	05/06/2025	RAY TINK ROOFING	COMMUNITY CENTRE & INFANT HEALTH CLINIC - ROOF COVER REPLACEMENT	3,122.79
EFT31068	05/06/2025	RECRUITWEST PTY LTD	CASUAL LABOUR HIRE	4,550.24
EFT31069	05/06/2025	SOUTHERN LOCK & SECURITY	DBK REC CTR - REWIRED DURESS BUTTON	245.00
EFT31070	05/06/2025	SEEK LIMITED	WORK HEALTH AND SAFETY OFFICER & HUMAN RESOURCES COORDINATOR	671.00
EFT31071	05/06/2025	SWADEE COMPANY PTY LTD	APEX PARK PUBLIC TOILETS - SUPPLY AND INSTALL WATERPROOF MEMBRANE TO CUBICLES	1,650.00
EFT31072	05/06/2025	SOUTH WEST EPOXY FLOORS & CONCRETE POLISHING	DBK REC CTR - PREPARE SUPPLY AND APPLY PLAIN EPOXY TO POOLSIDE TIERED SEATING	13,266.00
EFT31073	05/06/2025	TELSTRA - MELBOURNE ACCOUNTS	TELEPHONE, MOBILE & INTERNET CHARGES	1,505.09
EFT31074	05/06/2025	THOMPSON SURVEYING CONSULTANTS	COMPARISON OF LANDFILL LEVELS WITH PREVIOUS LANDFILL CLOSURE MANAGEMENT PLAN	3,850.00
EFT31075	05/06/2025	TOTALLY WORKWEAR BUNBURY	STAFF UNIFORMS	503.12
EFT31076	05/06/2025	LANDGATE - VALUATION SERVICES	INTERIM VALUATIONS, MINING TENEMENTS	1,524.76
EFT31077	05/06/2025	SYNERGY	ELECTRICITY CHARGES	14,041.11
EFT31078	05/06/2025	VEOLIA ENVIRONMENTAL SERVICES	STREET SWEEPING	20,450.95
EFT31079	05/06/2025	MACHINERY WEST	REPAIRS TO TRACTOR BRAKES	168.30
EFT31080	05/06/2025	WOODLANDS DISTRIBUTORS PTY LTD	VC MITCHELL - DRINKING FOUNTAIN	11,435.60
EFT31081	05/06/2025	WHITNEY CONSULTING	INDUSTRIAL AGREEMENT - CONSULTANCY SUPPORT	220.00
EFT31082	05/06/2025	WA CONCRETE PTY LTD	CONCRETING WORKS - BALINGUP NICHE WALL	6,740.00
EFT31082A	12/06/2025	SHIRE OF DONNYBROOK BALINGUP	PAYROLL FOR THE PERIOD ENDING 11.06.25	173,659.37
EFT31082B	13/06/2025	AUSTRALIAN TAX OFFICE	PAYG PE: 11.06.25	50,963.00
EFT31083	19/06/2025	HARMONIC IT	USB DOCK	283.80
EFT31084	19/06/2025	AUSTRALIAN SERVICES UNION WESTERN AUSTRALIAN BRANCH	EMPLOYEE UNION DEDUCTIONS	106.00
EFT31085	19/06/2025	A & R ENGINEERING	FREIGHT COSTS - MILLED TIMBER BROOKHAMPTON HALL REFURBISHMENT PROJECT	715.00

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EFT31086	19/06/2025	ALL TECH PLUMBING	VC MITCHELL - RETICULATION ISOLATION VALVE, DBK REC CTR - FIX WATER HAMMER IN PLANT ROOM	2,058.10
EFT31087	19/06/2025	WINC AUSTRALIA PTY LTD - ACCOUNTS	COUNCIL CHAMBERS - OFFICE CHAIRS	1,612.91
EFT31088	19/06/2025	ABCO PRODUCTS PTY LTD	CLEANING CONSUMABLES	6,403.70
EFT31089	19/06/2025	ALTRONIC DISTRIBUTORS PTY LTD	DBK REC CTR - BLUETOOTH RECEIVER FOR SPEAKERS	97.49
EFT31090	19/06/2025	AFGRI EQUIPMENT AUSTRALIA PTY LTD	SERVICE KIT, HYDRAULIC OIL	3,663.50
EFT31091	19/06/2025	AGTRAC MACHINERY	MOWER - REPLACEMENT GLASS DOOR & SEAL, BLADE	1,649.19
EFT31092	19/06/2025	ALBYS TREE REMOVAL & KANGA SERVICE	EGAN PARK - TRENCHING AND BACKFILL FOR POWER - TANK AND BORE	770.00
EFT31093	19/06/2025	BUNNINGS GROUP LIMITED	SYNTHETIC TURF & MICELLANEOUS HARDWARE	1,237.71
EFT31094	19/06/2025	BUILDING AND CONSTRUCTION INDUSTRY TRAINING BOARD	BCTIF LEVY COLLECTIONS - MAY 25	778.25
EFT31095	19/06/2025	WALTER JOHN BAILEY	MONTHLY COUNCILLOR ALLOWANCES - JUN 25	973.11
EFT31096	19/06/2025	BUNBURY & BUSSELTON AIR	DBK REC CTR - REPAIR POOL HEATER	1,130.25
EFT31097	19/06/2025	BLUE FORCE PTY LTD	PRESTON VILLAGE - MONTHLY EMERGENCY HELP MONITORING - MAY 25	495.00
EFT31098	19/06/2025	BROOKS HIRE SERVICE PTY LTD	HIRE KOMATSU END LOADER & EXCAVATOR	3,947.76
EFT31099	19/06/2025	BLACKWOOD DRILLING	EGAN PARK - CONSTRUCT BORE HOLE TO ACCOMADATE CASING & SCREEN GRAVEL PACK FLOW TEST, DBK PUMP TRACK - CLEANING OUT OF BORE	19,206.00
EFT31100	19/06/2025	BETTER TELCO SOLUTIONS PTY LTD - PHONE ACCOUNT	ADMIN - MONTHLY PHONE/SIP ACCOUNT - MAY 25	924.24
EFT31101	19/06/2025	BEILBY DOWNING TEAL PTY LTD	RECRUITMENT SERVICES PROPOSAL - DIRECTOR CORPORATE SERVICES POSITION	4,235.00
EFT31102	19/06/2025	CARBONE BROS. PTY LTD	CUNDINUP KIRUP RD & BALINGUP NANNUP RD - DRAINAGE MODIFICATION WORKS	33,000.00
EFT31103	19/06/2025	CITY & REGIONAL FUELS	DB5 - PURCHASES ON FUEL CARD - MAY 25	156.40
			DB252 - PURCHASES ON FUEL CARD - MAY 25	368.87
			DB463 - PURCHASES ON FUEL CARD - MAY 25	281.03
			DB15 - PURCHASES ON FUEL CARD - MAY 25	372.07

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			BULK DIESEL - MAY25	15,376.32
			DB009 - PURCHASES ON FUEL CARD - MAY 25	295.14
			DB2222 - PURCHASES ON FUEL CARD - MAY 25	76.23
			DB8891 - PURCHASES ON FUEL CARD - MAY 25	449.87
			DB8887 - PURCHASES ON FUEL CARD - MAY 25	152.13
			DB8894 - PURCHASES ON FUEL CARD - MAY 25	163.52
			DB8893 - PURCHASES ON FUEL CARD - MAY 25	442.72
			DB2235 - PURCHASES ON FUEL CARD - MAY 25	89.39
			DB7324 - PURCHASES ON FUEL CARD - MAY 25	154.00
EFT31104	19/06/2025	AUSTRALIAN GOVERNMENT - SERVICES AUSTRALIA - CHILD SUPPORT	PAYROLL DEDUCTIONS	350.80
EFT31105	19/06/2025	CLEANAWAY OPERATIONS PTY LTD.	BLN WASTE TRANSFER STATION - RECYCLING BIN TRANSFER/PROCESSING - MAY 25	833.36
EFT31106	19/06/2025	CLEANAWAY	REFUSE COLLECTION - WASTE - MAY 25	46,204.08
EFT31107	19/06/2025	CROSS SECURITY SERVICES	VC MITCHELL - SUPPLY & INSTALL WMS PRO-STANDARD BASE SOFTWARE	4,400.00
EFT31108	19/06/2025	CAFE 48	COUNCIL WORKSHOP REFRESHMENTS	220.50
EFT31109	19/06/2025	CONNECT CALL CENTRE SERVICES	AFTERHOURS CALL CENTRE - W&S, PARKS AND GARDENS, RANGERS	188.10
EFT31110	19/06/2025	CLEANAWAY PTY LTD	DBK WASTE MANAGEMENT FACILITY - RECYCLING BIN TRANSFER/PROCESSING - MAY 25	3,170.03
EFT31111	19/06/2025	CLEANAWAY OPERATIONS PTY LTD	BLN TRANSFER STN - GENERAL WASTE BINS - MAY 25	4,798.55
EFT31112	19/06/2025	DONNYBROOK NEWSAGENCY	STATIONERY	14.99
EFT31113	19/06/2025	DONNYBROOK HARDWARE & GARDEN	HARDWARE SUPPLIES - GAS BOTTLE, KEY TAGS, KEY CUTTING, GLOVES, MULTI TOOL, ANT KILLER, CEMENT, SEEDLINGS, SOIL WETTER, PAINT BRUSHES, WATERING CANS, FISHING NET, STORMWATER PIPE, TOUCH UP PAINT, BATTERY, DIGITAL TAP CONTROLLER	1,300.18
EFT31114	19/06/2025	DONNYBROOK BUTCHERS	BUSHFIRE SAFETY AWARENESS - CATERING	150.00
EFT31115	19/06/2025	DONNYBROOK FRUIT BARN PTY LTD	BFB - DIESEL - MAY 25	221.87

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EFT31116	19/06/2025	DONNYBROOK BRIDGESTONE TYRE SERVICE	TRANSPORT GRADER - TYRES	13,695.00
			MOWER - SUPPLY & FIT TYRES, TRANSPORT TRUCK - TYRE CHANGE OVER, BALANCING	423.50
EFT31117	19/06/2025	DONNYBROOK FARM SERVICE	RETIC COMPONENTS, POOL CHEMICALS, FERTILISER & HERBICIDE	8,111.27
EFT31118	19/06/2025	DONNYBROOK FRESH SUPA IGA	GROCERY SUPPLIES	915.51
EFT31119	19/06/2025	DEPARTMENT OF ENERGY, MINES, INDUSTRY REGULATION AND SAFETY - BUILDING COMMISSION	BSL LEVY COLLECTIONS MAY 2025	2,956.30
EFT31120	19/06/2025	DE LAGE LANDEN PTY LTD	CISCO CATALYST SUPPORT & LICENSES	670.12
EFT31121	19/06/2025	DBCEC (WA) PTY LTD	INS CLAIM - IRISHTOWN RD BRIDGE - DRY HIRE 2 TONNE EXCAVATOR WITH TRAILER	550.00
EFT31122	19/06/2025	DONNYBROOK FAMILY DOCTORS	CONSULTATION	363.65
EFT31123	19/06/2025	CR ALEXIS LOUISE DAVY	MONTHLY COUNCILLOR ALLOWANCES - JUN 25	973.11
EFT31124	19/06/2025	ELECTSALES	PRESTON VILLAGE - U4 - OVEN	760.10
EFT31125	19/06/2025	DANIEL & LISA FLYNN	REIMBURSE 50% OF INVOICE FOR BLACKBERRY CONTROL	707.00
EFT31126	19/06/2025	CR LISA KATHLEEN GLOVER	MONTHLY COUNCILLOR ALLOWANCES - JUN 25	1,198.79
EFT31127	19/06/2025	PETER GEORGE GUBLER	MONTHLY COUNCILLOR ALLOWANCES - JUN 25	973.11
EFT31128	19/06/2025	GYMQUIP FITNESS	DBK REC CTR - CAST TOP PLATE FOR PULLDOWN MACHINE	170.00
EFT31129	19/06/2025	HASTIE WASTE PTY LTD	DBK WMF - PROCESS GREENWASTE AS PER CONTRACT RATES	18,492.60
			BALINGUP TRANSFER STATION - MANAGEMENT - MAY 25	13,807.93
			DBK WMF - MANAGEMENT - MAY 25	26,107.57
			SERVICING OF FRONTLIFT WASTE BINS - MAY 25	180.00
			BLN TRANSFER STN, DBK WMF - PROCESSING OF MATTRESSES FOR RECYCLING	360.00
EFT31130	19/06/2025	HOST CORPORATION PTY LTD	VC MITCHELL - PAVILION 2 CATERING EQUIPMENT	88.11
EFT31131	19/06/2025	SKIPPERS PLUMBING SERVICES	BLN CEMETRY MAINTENANCE - INSTALL WATER TAP	303.16
EFT31132	19/06/2025	INFIELD SERVICES PTY LTD	VEHICLE SERVICE, CHANGE BLADE GUIDES, RESHIM BLADE CIRCLE, FIX COOLANT LEAK, REPAIR & TEST TIPPER TRAILER, REPAIR & TEST TAILGATE, REPAIR & TEST DAMAGED AUTO GREASE LINE	2,909.50

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EFT31133	19/06/2025	JONOR CONSTRUCTION PTY LTD	IRISHTOWN BRIDGE MAINTENANCE SUPPLY AND REPLACE ABUTMENT EXPANSION JOINT SEAL	7,353.27
EFT31134	19/06/2025	JONNO'S HANDYMAN AND CARPENTRY SERVICES	COMMUNITY HOUSING - GENERAL MAINTENANCE & GARDENING	2,862.75
			MINOR BUILDING REPAIRS & MAINTENANCE - DBK REC CTR, COUNCIL CHAMBERS	1,105.50
EFT31135	19/06/2025	JOCKS BLOCK PTY LTD	SUPPLY OF GRAVEL	1,392.82
EFT31136	19/06/2025	KULA GOLD LTD	RATES REFUND	415.61
EFT31137	19/06/2025	CR ANITA MAREE LINDEMANN	MONTHLY COUNCILLOR ALLOWANCES - JUN 25	973.11
EFT31138	19/06/2025	LINDSAY TRANSPORT	VC MITCHELL - FREIGHT - FURNITURE	182.82
EFT31139	19/06/2025	MCLEODS BARRISTERS & SOLICITORS	ASSIGNMENT LEASE LEGAL PREPARATIONS	828.52
EFT31140	19/06/2025	CR ANNE BEATRICE MITCHELL	MONTHLY COUNCILLOR ALLOWANCES - JUN 25	973.11
EFT31141	19/06/2025	MJB INDUSTRIES PTY LTD	GREENBUSHES GRIMWADE RD - DRAINAGE PROJECT	7,118.91
EFT31142	19/06/2025	MAINSPRAY	FERGUSON RD - SLASHING SERVICES	5,852.00
EFT31143	19/06/2025	MICROSOFT REGIONAL SALES CORPORATION	MICROSOFT 365 BUSINESS PREMIUM ANNUAL LICENSE & EXCHANGE ONLINE	2,122.23
EFT31144	19/06/2025	CONOR SHAUN MCGREGOR	REIMBURSE - SES REPLACEMENT UPS WITH USB	349.00
EFT31145	19/06/2025	MODDEX GROUP PTY LTD	BLN NANNUP RD - BARRIER FENCE	2,497.57
EFT31146	19/06/2025	CR VIVienne FRANCES MACCARTHY	MONTHLY COUNCILLOR ALLOWANCES - JUN 25	1,116.00
EFT31147	19/06/2025	NATURALISTE HYGIENE SERVICES	PUBLIC TOILETS - ANNUAL SERVICE CHARGE OF METAL SHARPS UNITS	3,746.25
EFT31148	19/06/2025	NOLAN DRAFTING	VC MITCHELL - CARPARK IFC DRAWINGS, OLD TRANSIT PARK - IFC DRAWINGS	6,849.00
EFT31149	19/06/2025	OFFICEWORKS	STATIONERY SUPPLIES	590.00
EFT31150	19/06/2025	OMNICOM MEDIA GROUP AUSTRALIA PTY LTD	ADVERTISING - RFT 05-2425 WET PLANT HIRE & CIVIL WORK, RFT 09- 2425 TRAFFIC MANAGEMENT SERVICES & DEVELOPMENT APPLICATION	1,833.29
EFT31151	19/06/2025	PRESTON VALLEY MAINTENANCE	GENERAL MAINTENANCE - SUPPLY & INSTALL CEILING TILES & DOOR VENT, REPAIR TERMITE DAMAGE, REMOVE SLIDING DOOR & FRAME, MODIFY WALL PANEL, REMOVE DOOR & FRAME TO INCREASE APERTURE SIZE TO SUIT	4,779.50

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			WHEELCHAIR, REPAIR & PAINT PICNIC TABLE, BUILD CHAIRS	
EFT31152	19/06/2025	PRESTON POWER EQUIPMENT	CHAINSAW MAINTENANCE INCLUDING REPLACEMENT CHAIN, NYLON LINE, SPRING AUTOCUT, EDGER BLADES	566.50
EFT31153	19/06/2025	PROGRAMMED PROPERTY SERVICES	PAINTING OF ADMIN EAVES, SOFFITS, AND STREET ELEVATIONS	14,025.00
EFT31154	19/06/2025	WA DISTRIBUTORS PTY LTD	DBK REC CTR - CLEANING CONSUMABLES	360.85
EFT31155	19/06/2025	CR GRANT PATRICK	MONTHLY COUNCILLOR ALLOWANCES - JUN 25	973.11
EFT31156	19/06/2025	PRO TIMBER SOLUTIONS	BROOKHAMPTON PUBLIC HALL - REFURBISHMENT PROJECT - KILN DRY AND MACHINE JARRAH ROUGH SAWN WEATHERBOARDS AND CORNER TRIMS	5,593.78
EFT31157	19/06/2025	P GREY OTOLARYNGOLOGY	WORKCOVER NIHL ENT ASSESSMENT	900.00
EFT31158	19/06/2025	QUEST MOUNTS BAY ROAD	TRAVEL - ACCOMMODATION - PARKS & LEISURE CONFERENCE	260.00
EFT31159	19/06/2025	HOLCIM (AUSTRALIA) PTY LTD	UPPER CAPEL RD - AGGREGATE	872.30
EFT31160	19/06/2025	ROYAL LIFE SAVING SOCIETY WA INC.	DBK REC CTR - POOL LIFEGUARD RENEWALS & SWIMMING CERTIFICATES	290.60
EFT31161	19/06/2025	WA RANGERS ASSOCIATION	WA RANGERS ASSOCIATION MEMBERSHIP	120.00
EFT31162	19/06/2025	REECE PTY LTD	ADMIN - MICROPURITY FILTER FOR HYDROTAP	548.97
EFT31163	19/06/2025	REPCO - DONNYBROOK	PORTABLE STOVES, BATTERIES, WATER CONTROL REMOTE, WIPER BLADES, SPARK PLUG, AIR FLOW GUN, FUSE HOLDER, TAPE, WINDSCREEN REPAIR KIT	820.96
EFT31164	19/06/2025	RECRUITWEST PTY LTD	CASUAL LABOUR HIRE	5,214.80
EFT31165	19/06/2025	SOUTHERN LOCK & SECURITY	VC MITCHELL - KEY	40.00
EFT31166	19/06/2025	SOS OFFICE EQUIPMENT	MONTHLY PRINTER READS - MAY 25	861.40
EFT31167	19/06/2025	STATEWIDE BEARINGS	APPLE FUN PARK - BEARINGS, CIRCLIPS	50.95
EFT31168	19/06/2025	JOHANNES ANTONIUS SCHUIJLING	REIMBURSE - AUSACTIVE EXERCISE PROFESSIONAL SUBSCRIPTION	238.00
EFT31169	19/06/2025	JAN SANDELL & RODNEY SANDELL	RATES REFUND	817.55

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EFT31170	19/06/2025	CR DEANNA RUTH SHAND	MONTHLY COUNCILLOR ALLOWANCES - JUN 25	973.11
EFT31171	19/06/2025	SOUTH WEST PROPERTY MANAGEMENT	RENTAL SUBSIDY FOR CHILD CARE WORKER	869.05
EFT31172	19/06/2025	SUPAGAS	BLN HALL - GAS FACILITY FEE - MAY 25	50.60
EFT31173	19/06/2025	SIRSIDYNIX PTY LTD	BLN LIBRARY - ERD CONNECTOR FOR BORROWBOX - ANNUAL SUBSCRIPTION	165.00
EFT31174	19/06/2025	TELSTRA - MELBOURNE ACCOUNTS	TELEPHONE CHARGES	124.99
EFT31175	19/06/2025	TEAM GLOBAL EXPRESS PTY LTD	POOL EQUIPMENT, POUND CONSUMABLES, WATER SAMPLES - FREIGHT	251.81
EFT31176	19/06/2025	TALIS DELIVERING SOLUTIONS	EXTRACT PATH DATA FROM RAMM	550.00
EFT31177	19/06/2025	TOTAL TOOLS BUNBURY	W&S - PORTABLE FRIDGE/FREEZER	999.00
EFT31178	19/06/2025	TPG NETWORK PTY LTD	MONTHLY FAST FIBRE INTERNET	1,304.60
EFT31179	19/06/2025	TELAIR PTY LTD	BLN BFB, DBK LIBRARY/SCHOOL, DBK DEPOT - NBN - MAY 25	287.00
EFT31180	19/06/2025	LANDGATE - VALUATION SERVICES	INTERIM VALUATIONS	885.42
EFT31181	19/06/2025	WATER CORPORATION - ACCOUNTS	WATER & SEWERAGE CHARGES	19,351.75
EFT31182	19/06/2025	SYNERGY	ELECTRICITY CHARGES	30,799.82
EFT31183	19/06/2025	WA LOCAL GOVERNMENT ASSOCIATION (WALGA)	DELIVERY - SPEED DISPLAY SIGNS TO SHIRE DEPOT	143.46
EFT31184	19/06/2025	VEOLIA ENVIRONMENTAL SERVICES	STREET SWEEPING	3,135.85
EFT31185	19/06/2025	WEST OZ LINEMARKING PTY LTD	REFRESH LINE MARKING - APPLE FUN PARK, HAMILTON ST, CLIFFORD ST, SHIRE ADMIN OFFICE, SHIRE DEPOT, MAIN STREET LANEWAYS & CAR PARK, VC MITCHELL	13,982.65
EFT31186	19/06/2025	SAM WEATHERHEAD	STANDPIPE BOND & WATER CREDIT REFUND	59.67
EFT31187	19/06/2025	ZIPFORM	SUPPLY FINAL RATE NOTICES	880.00
EFT31188	26/06/2025	MICROSOFT REGIONAL SALES CORPORATION	MICROSOFT AZURE	70.50
EFT31189	26/06/2025	HARMONIC IT	MANAGED SERVICES AGREEMENT - IT SUPPORT & MANAGED FORTANALYZER - FIREWALLS, SITE LICENCE - MAY 25	6,875.00
EFT31190	26/06/2025	AUSTRALIAN SERVICES UNION WESTERN AUSTRALIAN BRANCH	EMPLOYEE UNION DEDUCTIONS	79.50
EFT31191	26/06/2025	AMITY SIGNS	STREET BLADE	99.00
EFT31192	26/06/2025	AGTRAC MACHINERY	PURCHASE OF DIESEL ZERO TURN MOWER	28,230.91
EFT31193	26/06/2025	BELL FIRE EQUIPMENT COMPANY PTY LTD	FIRE EQUIPMENT SERVICE	5,907.00

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EFT31194	26/06/2025	BDA TREE LOPPING	LANGLEY VILLAS - REMOVAL OF TREES TO GROUND LEVEL AND MULCHED ALONG FENCELINE	3,740.00
EFT31195	26/06/2025	BATTERY WORLD BUNBURY	REPLACEMENT BATTERY FOR DONNYBROOK STANDPIPE	379.00
EFT31196	26/06/2025	DUG CROSS ELECTRICS	ELECTRICAL REPAIRS & MAINTENANCE - PRESTON VILLAGE U4, EGAN PARK	1,640.00
EFT31197	26/06/2025	AUSTRALIAN GOVERNMENT - SERVICES AUSTRALIA - CHILD SUPPORT	PAYROLL DEDUCTIONS	350.80
EFT31198	26/06/2025	CS LEGAL	LEGAL EXPENSES - RATES DEBT RECOVERY	132.00
EFT31199	26/06/2025	CHG-MERIDIAN AUSTRALIA PTY LIMITED	W&S PRINTER & DBK REC CTR GYM EQUIPMENT - LEASE AGREEMENTS	576.13
EFT31200	26/06/2025	DONNYBROOK BALINGUP CHAMBER OF COMMERCE INC.	SHOP LOCAL VOUCHERS - STAFF RECOGNITION OF LONG SERVICE	200.00
EFT31201	26/06/2025	BERNIE & JULIE DAWSON	RATES REFUND	168.86
EFT31202	26/06/2025	EXPRESS PRINT	RANGERS - VEHICLE REMOVAL NOTICE & CALLING CARD PADS	379.50
EFT31203	26/06/2025	DEPARTMENT OF FIRE AND EMERGENCY SERVICES	ESL 4TH QUARTER CONTRIBUTION - 2024/25	38,287.72
EFT31204	26/06/2025	IT VISION	IT VISION ANNUAL SUBSCRIPTION	71,249.00
EFT31205	26/06/2025	WAYNE IRVINE	REIMBURSE 50% OF INVOICE FOR BLACKBERRY CONTROL	858.35
EFT31206	26/06/2025	LESCHENAULT BIOSECURITY GROUP INC.	RABBIT CONTROL PROGRAM	5,786.00
EFT31207	26/06/2025	LITE INDUSTRIES PTY LTD	DBK CEMETERY MAINTENANCE - SPREADER BARS	1,027.99
EFT31208	26/06/2025	MAIN ROADS WA - EAST PERTH	CONTRIBUTION FOR SUBSTRUCTURE REPAIRS TO BRIDGE 3617	594,001.66
EFT31209	26/06/2025	LGIS BROKING - JLT RISK SOLUTIONS PTY LTD	LGISWA REGIONAL RISK COORDINATOR PROGRAM SERVICE PLAN & AGREEMENT	6,756.20
EFT31210	26/06/2025	PRESTON VALLEY MAINTENANCE	GENERAL MAINTENANCE - SAND BENCH SEAT, INSTALL BIN SURROUND, LIFT SEATS & MODIFY RAFTERS	1,111.00
EFT31211	26/06/2025	RECRUITWEST PTY LTD	CASUAL LABOUR HIRE	2,309.08
EFT31212	26/06/2025	CHANNEL 10 - SOUTHERN CROSS AUSTERO PTY LTD	DBK REC CTR - TV ADVERTISING	220.00
EFT31213	26/06/2025	TELSTRA - MELBOURNE ACCOUNTS	TELEPHONE, MOBILE & INTERNET CHARGES	1,282.27
EFT31214	26/06/2025	NIAMH THOMPSON	REFUND CANCELLATION - DBK TRANSIT PARK FEES	55.00
EFT31215	26/06/2025	SYNERGY	ELECTRICITY CHARGES	221.37
EFT31216	26/06/2025	WORK CLOBBER	PROTECTIVE CLOTHING	56.10
EFT31217	26/06/2025	WA CONCRETE PTY LTD	BLN CEMETERY - SPREAD GRAVEL NEAR NICHE WALL	660.00

SHIRE OF DONNYBROOK BALINGUP
SCHEDULE OF ACCOUNTS PAID UNDER DELEGATION (NO.1.2.23) IS PRESENTED FOR PUBLIC INFORMATION
PAYMENTS FROM 1 JUNE TO 30 JUNE 2025

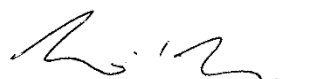
EFT31218	26/06/2025	WIN TELEVISION NETWORK PTY LTD	DBK REC CTR - TELEVISION ADVERT	181.50
EFT31218A	26/06/2025	SHIRE OF DONNYBROOK BALINGUP	PAYROLL FOR THE PERIOD ENDING 25.06.25	160,697.71
EFT31218B	26/06/2025	AUSTRALIAN TAX OFFICE	PAYG PE: 25.06.25	43,268.00
			TOTAL: EFT PAYMENTS	2,735,589.74
CHEQUE PAYMENTS				
53830	05/06/2025	DEPARTMENT OF TRANSPORT	CUSTOMER PURCHASE OF SHIRE LOGO PLATE	200.00
53831	13/06/2025	SHIRE OF DONNYBROOK BALINGUP	YABBERUP HALL - ACCESSIBLE TOILET - BSL APPLICATION	61.65
53832	19/06/2025	DEPARTMENT OF TRANSPORT	CUSTOMER PURCHASE OF SHIRE LOGO PLATE	200.00
53833	25/06/2025	PETTY CASH - ADMIN OFFICE	DBK LIBRARY	83.75
53834	26/06/2025	PETTY CASH - ADMIN OFFICE	DBK ADMIN	279.20
			TOTAL: CHEQUE PAYMENTS	824.60
BANK FEES				
	30/06/2025	BENDIGO BANK	BANK FEES	679.94
		COMMONWEALTH BANK	BANK FEES	271.53
		TYRO	BANK FEES	940.23
		PAYPAL	TRANSACTION FEES	9.97
		WA TREASURY	BANK FEES	2.00
		RMS PAY	TRANSACTION FEES	161.45
		EZIDEBIT	TRANSACTION FEES	5.39
			TOTAL: BANK FEES	2,070.51
DIRECT DEBITS				
DD28463.1	11/06/2025	SPECTRUM SUPER	SUPER CONTRIBUTIONS	34.19
DD28463.2	11/06/2025	AUSTRALIAN RETIREMENT TRUST	SUPER CONTRIBUTIONS	400.20
DD28463.3	11/06/2025	TATE SUPERANNUATION FUND	SUPER CONTRIBUTIONS	382.63
DD28463.4	11/06/2025	AMP LIFE LIMITED	SUPER CONTRIBUTIONS	276.62
DD28463.5	11/06/2025	BRIGHTER SUPER	SUPER CONTRIBUTIONS	318.46
DD28463.6	11/06/2025	AWARE SUPER	SUPER CONTRIBUTIONS	23,266.70
DD28463.7	11/06/2025	AUSTRALIAN SUPER	SUPER CONTRIBUTIONS	6,421.65
DD28463.8	11/06/2025	COLONIAL FIRSTCHOICE WHOLESALE PERSONAL SUPER	SUPER CONTRIBUTIONS	736.09
DD28463.9	11/06/2025	MERCER SUPER TRUST	SUPER CONTRIBUTIONS	264.98
DD28463.10	11/06/2025	MLC PLUM SUPER	SUPER CONTRIBUTIONS	991.85
DD28463.11	11/06/2025	REST SUPERANNUATION	SUPER CONTRIBUTIONS	871.05
DD28463.12	11/06/2025	UNISUPER	SUPER CONTRIBUTIONS	621.29
DD28463.13	11/06/2025	CBUS SUPER	SUPER CONTRIBUTIONS	446.23
DD28464.1	05/06/2025	RMS (AUST) PTY LTD	RMS CLOUD & SUPPORT - DONNYBROOK TRANSIT PARK	214.50
DD28487.1	17/06/2025	SG FLEET AUSTRALIA PTY LIMITED	CESM - VEHICLE LEASE PAYMENT	1,018.60
DD28502.1	25/06/2025	SPECTRUM SUPER	SUPER CONTRIBUTIONS	34.19
DD28502.2	25/06/2025	AUSTRALIAN RETIREMENT TRUST	SUPER CONTRIBUTIONS	400.20
DD28502.3	25/06/2025	TATE SUPERANNUATION FUND	SUPER CONTRIBUTIONS	310.92
DD28502.4	25/06/2025	AMP LIFE LIMITED	SUPER CONTRIBUTIONS	276.62
DD28502.5	25/06/2025	BRIGHTER SUPER	SUPER CONTRIBUTIONS	318.46
DD28502.6	25/06/2025	AWARE SUPER	SUPER CONTRIBUTIONS	20,664.67

SHIRE OF DONNYBROOK BALINGUP
SCHEDULE OF ACCOUNTS PAID UNDER DELEGATION (NO.1.2.23) IS PRESENTED FOR PUBLIC INFORMATION
PAYMENTS FROM 1 JUNE TO 30 JUNE 2025

DD28502.7	25/06/2025	AUSTRALIAN SUPER	SUPER CONTRIBUTIONS	5,759.69
DD28502.8	25/06/2025	COLONIAL FIRSTCHOICE WHOLESALE PERSONAL SUPER	SUPER CONTRIBUTIONS	736.09
DD28502.9	25/06/2025	MERCER SUPER TRUST	SUPER CONTRIBUTIONS	243.50
DD28502.10	25/06/2025	MLC PLUM SUPER	SUPER CONTRIBUTIONS	991.85
DD28502.11	25/06/2025	REST SUPERANNUATION	SUPER CONTRIBUTIONS	903.20
DD28502.12	25/06/2025	UNISUPER	SUPER CONTRIBUTIONS	632.74
DD28502.13	25/06/2025	CBUS SUPER	SUPER CONTRIBUTIONS	301.35
			TOTAL: DIRECT DEBITS	67,838.52
		TOTAL: PAYMENTS FROM MUNICIPAL ACCOUNT		2,807,497.79

CERTIFICATION BY CHIEF EXECUTIVE OFFICER

This Schedule of Accounts Paid is submitted to the Council Meeting on 23 July 2025 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: 137/07-25	
MOVED BY: Cr Alexis Davy	SECONDED BY: Cr Anne Mitchell

That Council receive the schedule of accounts paid as detailed in the report for the period ending 30 June 2025.

For: Cr MacCarthy, Cr Bailey, Cr Davy, Cr Gubler, Cr Lindemann, Cr Mitchell, Cr Patrick, Cr Glover
Against: Nil.
Carried: 8/0

9.2.2 Statement of Financial Activity report for the period ending 30th of June 2025

Report Details:

Prepared by: Manager Financial Services

Manager: Loren Clifford, Acting Director Finance & Corporate

File Reference: Nil

Voting Requirement: Simple Majority

Attachment(s):

9.2.2(1) Statement of Financial Activity June 2025

Executive Recommendation

That Council receive the Interim Statement of Financial Activity report for the period ending 30th of June 2025 as per Attachment 9.2.2(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 30th of June 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 18th September 2024, it was recommended Council adopt the following material variance reporting thresholds for the 2024/25 financial year:

A material variance for reporting of \$10,000, for 2024/2025, pursuant to Regulation 34(5) of the Local Government (Financial Management) Regulations 1996.

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

The June Financial Statements are compared to year-to-date expenditure and revenue against the 2024/25 Amended Budget and provided in an interim state, as several transactions are still being processed for the financial year. These include but are not limited to committed expenditure relating to outstanding creditor invoices, journal adjustments for employee provisions, accrued income and

amortisation entries, stock survey results, finalisation of reserve transfers, additions to the asset register. These adjustments are necessary to ensure accurate representation of the Shire's financial position prior to audit and final adoption of the Annual Financial Statements.

June 2025 Financial Analysis Summary

The rates and service charges collected at 30th of June 2025 is 95.3%, which is slightly lower than previous year.

The Shire's surplus after imposition of rates was \$1,664,168 which is higher than the year-to-date budgeted surplus of \$125,157. Included in this variance of \$1,539,011 is the advance payment of the Financial Assistance Grant which was received in June for the 2025/26 financial year.

Explanation of current material variances is included in Note 3 of the attached financial report, with additional commentary below noting the reason for variances in some main cost centres/work.

Operating Activities

Revenue: The total inflow from revenue activities was \$13,748,647 which is greater than budget estimates. Key areas include:

- Operating grants, subsidies and contributions is 7.8% higher than budget estimates.
- Fees and charges are slightly higher by 2% than budget estimates.
- Interest revenue is higher than budget estimates by 22%.

Expenditure: The total outflow from expenditure activities was \$20,117,984 being 6% lower than budget estimates. Key areas include:

- Materials and contracts 20.36% lower than budget estimates due to timing.
- Employee costs 2.08% lower than budget estimates.
- Finance costs 28.77% lower than budget estimates.
- Loss on asset disposals 75.91% lower than budget estimates.

Investing Activities

Inflows: The total inflows from investing activities was \$5,475,600 which is \$2,961,183 (35.1%) below the YTD budget estimates. Key contributors include:

- Proceeds from capital grants, subsidies, and contributions: \$5,114,493 (36.87%) below budget.
- Proceeds on disposal of assets \$332,278 (8.38%) above budget.

Outflows: The total outflows from investing activities was \$10,606,720 which is \$3,998,491 (27.38%) below the YTD budget estimates. Key areas include:

- Payments for property, plant, and equipment \$7,309,898 (20.32%) below budget.
- Payments for construction of infrastructure \$3,296,852 (39.30%) below budget.

Any project identified as incomplete will be carried forward to the 2025/26 financial year.

COUNCIL RESOLUTION: 138/07-25		
MOVED BY:	Cr Lisa Glover	SECONDED BY: Cr Peter Gubler

That Council receive the Interim Statement of Financial Activity report for the period ending 30th of June 2025 as per Attachment 9.2.2(1)

For: Cr MacCarthy, Cr Bailey, Cr Davy, Cr Gubler, Cr Lindemann, Cr Mitchell, Cr Patrick, Cr Glover
Against: Nil.
Carried: 8/0

9.2.3. Council Policy EXE/CP-2 Document Execution and Application of the Common Seal

Report Details:

Prepared by: Acting Manager Corporate Services

Manager: Loren Clifford, Acting Director Finance and Corporate

File Reference: ADM 11/4

Voting Requirement: Simple Majority

Attachment(s):

9.2.3(1) Council Policy EXE/CP-2 Document Execution and Application of the Common Seal

9.2.3(2) Council Policy EXE/CP-2 Document Execution and Application of the Common Seal – tracked changes

Executive Recommendation

That Council:

1. **Adopt the amendments to Council Policy EXE/CP-2 Document Execution and Application of the Common Seal at Attachment 9.2.3(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

This report presents the outcome of a review of Council Policy EXE/CP-2 Document Execution and Application of the Common Seal, undertaken in accordance with the Policy Framework process. It seeks Council's resolution to adopt the revised policy, incorporating the amendments at [Attachment 9.2.3\(1\)](#).

Background

Council Policy EXE/CP-2 Document Execution and Application of the Common Seal was adopted in January 2010 and previously reviewed in December 2021. The policy provides guidance in affixing the Shire's common seal and determining whether a document is executed by way of common seal or signed by an authorised employee.

Under the *Local Government Act 1995*, the use of a common seal by a local government is not mandatory in all circumstances, making it generally a discretionary policy. This means that while the common seal exists and can be used for formal execution of documents, its use is not required in all instances. Local governments can choose to execute various documents either with, or without, the seal. The policy ensures consistency in the execution of documents and the use of the common seal by the Shire, based on the nature of each document and in accordance with legislative requirements.

A review of the policy has identified various minor amendments. The proposed amendments are shown tracked at [Attachment 9.2.3\(2\)](#). The proposed amendments are not considered significant and include changes to syntax and changes to formatting to reflect updates to the policy template. These changes do not impact the application of the policy in accordance with the definition specified in Council Policy EXE/CP-8 Policy Framework.

References to specific sections of applicable legislation listed in the policy have also been removed, as recommended by Moore Australia in their findings from the Shire's recent *Local Government (Audit) Regulations 1996* r.17 review. The auditors noted the content of several Council policies contain specific detail relating to legislation and that this practice may result in conflict between the policy and legislation in the instance of a change to sections of legislation.

Risk Management

Risk:	Likelihood:	Consequence:	Risk Rating:
Compliance	Possible	Moderate	Moderate (9)
Risk Description:	Council policies that have not been reviewed for compliance with current legislation.		
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.		

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 comply with statutory requirements.

Statutory Compliance

Section 2.7(2)(b) of the *Local Government Act 1995* (the Act) prescribes one of the roles of Council as being to determine the local government's policies.

Section 5.41(c) of the Act prescribes that a function of the Chief Executive Officer is to cause Council's decisions to be implemented, and this includes giving effect to Council's adopted policies.

Sections 2.5(2) and 9.49A of the Act details the application of the common seal and the execution of documents by local governments.

Consultation

Review of Council policies is undertaken in accordance with the Shire's Policy Framework. 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 *Local Government (Audit) Regulations 1996* Regulation 17 Review, undertaken in December 2024.

Officer Comment

To support Council in its role to maintain appropriate and legislatively compliant policies for the Shire, it is recommended that Council adopt the Executive Recommendation outlined in this report and endorse the proposed amendments to Council Policy EXE/CP-2 Document Execution and Application of the Common Seal ([Attachment 9.2.3\(1\)](#)).

COUNCIL RESOLUTION: 139/07-25	
MOVED BY: Cr Lisa Glover	SECONDED BY: Cr Grant Patrick

That Council:

- 1. Adopt the amendments to Council Policy EXE/CP-2 Document Execution and Application of the Common Seal at** [Attachment 9.2.3\(1\)](#).

For: Cr MacCarthy, Cr Bailey, Cr Davy, Cr Gubler, Cr Lindemann, Cr Mitchell, Cr Patrick, Cr Glover
Against: Nil.
Carried: 8/0 by en-bloc resolution 134/07-25

9.2.4. Council Policy EM/CP-6 Caretaker Provisions and Local Government Elections

Report Details:

Prepared by: Acting Manager Corporate Services

Manager: Loren Clifford, Acting Director Finance and Corporate

File Reference: ADM 11/4

Voting Requirement: Simple Majority

Attachment(s):

9.2.4(1) Council Policy EM/CP-6 Caretaker Provisions and Local Government Elections

9.2.4(2) Council Policy EM/CP-6 Caretaker Provisions and Local Government Elections – tracked changes

Executive Recommendation

That Council:

1. **Adopt the amendments to Council Policy EM/CP-6 Caretaker Provisions and Local Government Elections at 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

A review of Council Policy EM/CP-6 Caretaker Provisions and Local Government Elections has been undertaken in accordance with the Policy Framework process. The purpose of this report is to seek Council resolution to adopt the updated policy inclusive of amendments at [Attachment 9.2.4\(1\)](#).

Background

Council Policy EM/CP-6 Caretaker Provisions and Local Government Elections was first adopted in August 2017 and was last updated in October 2024. Recent legislative reforms to the *Local Government Act 1995* (the Act) comprise mandatory caretaker period provisions for uniform application across all Western Australian local governments. The caretaker provisions aim to ensure ethical and appropriate decision-making by local governments during election periods.

A review of the existing policy has identified several required amendments to align with the legislative changes. The most significant being a change from discretionary to mandatory application of several provisions, particularly related to 'Significant Acts' and associated restrictions during a Caretaker Period as defined in the Act. The proposed amendments are shown tracked at [Attachment 9.2.4\(2\)](#) and include the following:

- Update to caretaker period definition, aligning with the designated period in the Act for both the commencement and end of a caretaker period;

- Change to extraordinary circumstances, reflecting the requirement for authorisation by the Departmental CEO, Department of Local Government for any exception to caretaker restrictions listed in the Act;
- Changes made to remove duplicative information implied throughout the policy.
- Updating of definitions to correspond with those specified in the Act.

The review of the policy also identified minor amendments including changes to formatting to reflect updates to the policy template and varying of syntax. These changes are considered as 'Minor Amendments' in accordance with the definition specified in Council Policy EXE/CP-8 Policy Framework and do not impact on the application of the policy.

Additionally, references to specific sections of applicable legislation listed in the policy have been removed, as recommended by Moore Australia in their findings from the Shire's *Local Government (Audit) Regulations 1996* r.17 review undertaken in December 2024. The auditors noted the content of several Council policies contain specific detail relating to legislation and that this practice may result in conflict between the policy and legislation in the instance of a change to sections of legislation.

Risk Management

Risk:	Likelihood:	Consequence:	Risk Rating:
Compliance	Possible	Moderate	Moderate (9)
Risk Description:	Council policies that have not been reviewed for compliance with current legislation.		
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.		

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

Section 2.7(2)(b) of the *Local Government Act 1995* (the Act) prescribes one of the roles of Council as being to determine the local government's policies.

Section 5.41(c) of the Act prescribes that a function of the Chief Executive Officer is to cause Council's decisions to be implemented, and this includes giving effect to Council's adopted policies.

Sections 1.4A and 3.73 of the Act prescribe the caretaker period provisions relevant to local governments.

Consultation

Review of Council policies is undertaken in accordance with the Shire's Policy Framework. 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, required by the *Local Government (Audit) Regulations 1996*.

Officer Comment

As part of supporting Council in its role to ensure legislatively compliant policies for the Shire, it is advised that Council resolve the Executive Recommendation for this report and adopt the amendments to Council Policy EM/CP-6 Caretaker ([Attachment 9.2.4\(1\)](#)).

COUNCIL RESOLUTION: 140/07-25	
MOVED BY: Cr Lisa Glover	SECONDED BY: Cr Grant Patrick

That Council:

- 1. Adopt the amendments to Council Policy EM/CP-6 Caretaker Provisions and Local Government Elections at** [Attachment 9.2.4\(1\)](#).

For: Cr MacCarthy, Cr Bailey, Cr Davy, Cr Gubler, Cr Lindemann, Cr Mitchell, Cr Patrick, Cr Glover
Against: Nil.
Carried: 8/0 by en-bloc resolution 134/07-25

9.3. Chief Executive Officer

9.3.1 Endorsement of Shire of Donnybrook Balingup Organisational Values

Report Details:

Prepared by: Nick O'Connor, Chief Executive Officer

Manager: Nick O'Connor, Chief Executive Officer

File Reference: CNL 33

Voting Requirement: Simple Majority

Attachment(s):

9.3.1(1) Organisational Values

Executive Recommendation

That Council endorses the new Shire of Donnybrook Balingup organisational values as attached to this report.

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.

Executive Summary

The purpose of this report is to present, for Council endorsement, a new set of organisational values for the Shire of Donnybrook Balingup. A shared set of values is essential in guiding workplace behaviour, decision-making, and fostering a cohesive and respectful culture. The values attached to this report were developed collaboratively through extensive engagement with staff and Councillors, ensuring they reflect the collective views and aspirations of our organisation. As the Shire navigates a period of change, these shared values will serve as a unifying framework, supporting consistent leadership, accountability, and alignment across all levels of the organisation.

Background

The author commenced his role as the Shire of Donnybrook Balingup Chief Executive Officer on 8 October 2024. Upon commencement, it was identified that a key priority was to collaboratively clarify and focus the organisation's strategic and operational priorities for the following 12-18 months. This approach aimed to ensure alignment across all functions and levels of the organisation. Equally important was the need to establish a new set of organisational values, developed in partnership with both staff and elected members. These values are intended to create a strong cultural framework to guide behaviour, decision-making, and organisational direction. As the Shire enters a period of change, these collaboratively developed values provide a foundation to support a unified culture, build trust, and enable the effective delivery of strategic outcomes that reflect the collective aspirations of the organisation and the community we serve.

Risk Management

Risk:	Likelihood:	Consequence:	Risk Rating:
Reputational	Almost Certain	Major	High (15)
Risk Description:	<p>A fragmented and disengaged workplace culture as a result of not having a strong set of organisational values that are developed by and owned by staff and Councillors.</p> <p>Without shared values created through genuine staff collaboration, employees may feel disconnected from the organisation's purpose and direction. This can lead to inconsistent behaviours, poor decision-making, internal conflict, and reduced trust in leadership. A lack of alignment across teams increases the risk of ethical breaches, decreased morale, and high staff turnover—ultimately impacting performance, reputation, and service delivery.</p>		
Mitigation:	Adoption and embedding Council's new organisational values.		

Financial Implications

Nil. All consultation and the subsequent development of the organisational values was undertaken by staff.

Policy Compliance

Nil.

Statutory Compliance

Nil.

Consultation

A sustained and meaningful staff engagement program was developed and rolled out as part of the development of the new organisational values. Both internal and external workforces were provided with a range of direct and indirect opportunities to provide input.

Further, at its strategic planning workshop in February 2025, Elected Members provided input into the engagement program.

Officer Comment

Establishing and embedding a strong set of organisational values is critical to shaping a cohesive, productive, and ethical workplace culture. Values act as the guiding principles that influence decision-making, behaviour, and the overall direction of the Council. When clearly defined and consistently demonstrated, values help unify teams, drive performance, and build trust both internally and externally.

The attached Shire of Donnybrook Balingup organisational values provide a shared language and set of expectations that inform how Councillors and employees interact with each other, customers, and the broader community. They support strategic alignment by ensuring that elected members and staff

at all levels are working toward common goals in a consistent and principled manner. As the Council navigates its way through the current period of sustained and meaningful change, our values offer stability and a framework for navigating challenges with integrity.

Critically, to ensure the new organisational values remain authentic, meaningful and impactful, the values were developed collaboratively with input from Councillors and staff across all levels of the organisation. This inclusive approach has ensured the values reflect the diverse perspectives of the workforce, enhancing their relevance. This collaborative development approach was employed to gain widespread ownership and commitment to upholding our values in daily practice.

Embedding values into our organisational culture requires more than a written statement; it involves integration into policies, leadership behaviour, recruitment, performance management, and recognition systems. Councillors and Council's leadership team will play a vital role in modelling the values consistently and holding others accountable to them.

COUNCIL RESOLUTION: 141/07-25		
MOVED BY:	Cr Anita Lindemann	SECONDED BY: Cr Grant Patrick

That Council endorses the new Shire of Donnybrook Balingup organisational values as attached to this report.

For: Cr MacCarthy, Cr Bailey, Cr Davy, Cr Gubler, Cr Lindemann, Cr Mitchell, Cr Patrick, Cr Glover
Against: Nil.
Carried: 8/0

10. Elected Member Motions of which previous notice has been given

10.1 Cr Grant Patrick

10.1.1 Application by BalingupCycle Submission for a Community Playground

Report Details:

Prepared by: Councillor Grant Patrick

Manager: Nick O'Connor, Chief Executive Officer

Location: Balingup Village Green

File Reference: CNL 33 **Voting Requirement:** Simple Majority

Attachment(s):

Nil.

Elected Member Recommendation

That Council:

1. Supports the application by BalingupCycle submission for a community playground in Balingup.
2. Acknowledges that, if successful the playground would become an additional asset (or increased value of the current playground) with potential maintenance costs after the initial 3 year funding.

Strategic Alignment

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

Outcome: 1 - A diverse and growing population.

Objective: 1.1 - Attract and retain more families with children, and younger adults.

Outcome: 2 - A safe and healthy community.

Objective: 2.1 - Improve access to facilities and services to support community health and wellbeing.

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

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

Outcome: 10 - A popular destination for visitors and tourists.

Objective: 10.1 - Encourage more people to stop, shop and experience the Shire of Donnybrook Balingup.

Elected Member Summary

The BalingUpcycle is wanting to apply for a grant to build a playground for the youth in the town and also the children visiting Balingup.

They would like to build the playground close to the existing playground on the Village Green. Currently, many children and teenagers spend their after-school hours indoors, this may be due to the lack of suitable outdoor play spaces.

The existing small playground on the Village Green provides facilities for toddlers to 6-year-olds.

To address the lack of outdoor playground for older children, it is proposed to develop a modern, inclusive, and engaging community playground designed specifically for children aged 7 and to include teenagers.

This initiative aims to provide a safe and stimulating environment that encourages outdoor activities, social interaction, and overall well-being. A place where parents can watch over their little children in their age appropriate play area while supervising their older children.

Elected Member Background

Balingupcycle is planning to apply to Talison through the Community Investment Program for a grant that will cover the purchase and installation of a nature based playground to sit alongside the existing toddler playground.

The proposal covers the initial cost and installation with Balingupcycle proposing to fund the first 3 yrs of maintenance and upkeep with the asset then becoming the responsibility of the shire.

The playground would include a flying fox, a crows nest, rope walk, hill climb and pommel walk and comply with relevant Australian standards and would be covered under relevant warranties.

The timeline for the application to the Talison Community Investment Program is very short (was initially the 30 June 2025 however an extension has been requested with the intent that this item is presented at the July 2025 OCM).

It is anticipated that there will be no up front cost to the Shire of Donnybrook Balingup however there may be implications around insurances and in the future asset management (which due to the nature and extended lifespan of the equipment is not anticipated to be significant) but not yet quantified.

Consultation

Baligupcycle has consulted with various community groups and the Primary school students in relation to both the location and design of the playground and has letters of support from the Balingup Progress Association, Balingup Country Women's Association and the Balingup Townscape Committee.

Cr Mitchell suggested that 'in principle' be added to the beginning of the recommendation. Both Cr Patrick and Cr Gubler agreed to this change.

COUNCIL RESOLUTION: 142/07-25		
MOVED BY:	Cr Grant Patrick	SECONDED BY: Cr Peter Gubler

That Council:

1. **In principle, supports the application by BalingupCycle submission for a community playground in Balingup.**
2. **Acknowledges that, if successful the playground would become an additional asset (or increased value of the current playground) with potential maintenance costs after the initial 3 year funding.**

For: Cr Bailey, Cr Davy, Cr Gubler, Cr Mitchell, Cr Patrick, Cr Glover
Against: Cr MacCarthy, Cr Lindemann
Carried: 6/2

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 RFT 05-2425 Wet Plant Hire & Minor Civil Work Services

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.

12.1.2 RFT 13-2425 Balingup Bowling Green Surface Replacement

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.

COUNCIL RESOLUTION: 143/07-25		
MOVED BY:	Cr Lisa Glover	SECONDED BY: Cr Alexis Davy

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 RFT 05-2425 Wet Plant Hire & Minor Civil Work Services

12.1.2 RFT 13-2425 Balingup Bowling Green Surface Replacement

For: Cr MacCarthy, Cr Bailey, Cr Davy, Cr Gubler, Cr Lindemann, Cr Mitchell, Cr Patrick, Cr Glover
Against: Nil.
Carried: 8/0

The meeting was closed to the public at 6:31pm.

COUNCIL RESOLUTION: 146/07-25		
MOVED BY:	Cr Grant Patrick	SECONDED BY: Cr Lisa Glover

That the meeting be re-opened to the public

For: Cr MacCarthy, Cr Bailey, Cr Davy, Cr Gubler, Cr Lindemann, Cr Mitchell, Cr Patrick, Cr Glover
Against: Nil.
Carried: 8/0

The meeting was re opened to the public at 6:36pm, and the Presiding Member read the confidential resolutions aloud.

12.1.1 RFT 05-2425 Wet Plant Hire & Minor Civil Work Services

COUNCIL RESOLUTION:	144/07-25	
MOVED BY:	Cr Grant Patrick	SECONDED BY: Cr Lisa Glover

That Council:

- 1. Requests the Chief Executive Officer to award the panel contract for RFT 05-2425 – Wet Plant & Minor Civil Works to:**
 - a. Carbone Bros Pty Ltd
 - b. Cardinal Contractors Pty Ltd
 - c. DBCEC (WA) Pty Ltd
 - d. Fulton Hogan Industries Pty Ltd
 - e. Geographe Civil Pty Ltd
 - f. Picton Civil Pty Ltd
 - g. WA Concrete Pty Ltd
- 2. Endorses the awarding of the contracts for Wet Plant Hire panel based on their submitted rates and it being for a period of three (3) years.**
- 3. Endorses the awarding of the contracts for Minor Civil Work – Drainage panel based on their submitted rates and it being for a period of three (3) years to DBCEC (WA) Pty Ltd and Carbone Bros Pty Ltd.**
- 4. Endorses that no contracts be awarded in the remaining Minor Civil Work Categories under this RFT process and that the Shire notify tenderers of this outcome.**

For: Cr MacCarthy, Cr Bailey, Cr Davy, Cr Gubler, Cr Lindemann, Cr Mitchell, Cr Patrick, Cr Glover
Against: Nil.
Carried: 8/0

12.1.2 RFT 13-2425 Balingup Bowling Green Surface Replacement

COUNCIL RESOLUTION:	145/07-25		
MOVED BY:	Cr Alexis Davy	SECONDED BY:	Cr Grant Patrick

That Council:

1. Receives the attached confirmation and agreement from the Balingup Bowling and Croquet Club that includes acknowledgement that additional funds are available for any latent condition costs that are not reimbursable by the insurer.
2. Requests the Chief Executive Officer to invoice and confirm receipt of \$34,990 (plus GST if applicable) from the Balingup Bowling and Croquet Club.
3. Conditional to Points 1 & 2, Award the Tender for the Balingup Bowling Green Surface Replacement to Evergreen Synthetic Turf for the submitted offer price including upgraded surface and replacement of the apron surface.
4. Provide an update for the community and stakeholders of the successful award.

For: Cr MacCarthy, Cr Bailey, Cr Davy, Cr Gubler, Cr Lindemann, Cr Mitchell, Cr Patrick, Cr Glover
Against: Nil.
Carried: 8/0

12.2. Public reading of Resolutions that may be made public

Nil.

13. Closure

The Presiding Member to advise that the next Agenda Briefing Session will be held on 20 August 2025 at 5:00PM, in the Shire of Donnybrook Balingup Council Chamber.

The Presiding Member declared the meeting closed at 6:39pm.



Minutes of Special Council Meeting

Held on 6 August 2025 and commenced at 5:00pm

Held at the Council Chambers in Donnybrook

(1 Bentley Street, Donnybrook)

Authorised:

A handwritten signature in black ink, appearing to read "Nick O'Connor".

Nick O'Connor, Chief Executive Officer

Prepared:

11 August 2025

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 5:00pm 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 President 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

Councillors Present:

Cr Vivienne MacCarthy

Cr Lisa Glover

Cr Alexis Davy

Cr Peter Gubler

Cr Anita Lindemann

Cr Anne Mitchell

Cr Grant Patrick

Staff Present:

Nick O'Connor, Chief Executive Officer

Loren Clifford, Acting Director Finance and Corporate

Ross Marshall, Director Operations

Stuart Eaton, Finance Projects Manager

Meta Hazeldine, Manager Financial Services

Samantha Farquhar, Administration Officer Corporate Services

Public Gallery: No members of the public were in attendance.

2.1. Apologies

Cr John Bailey

2.2. Approved Leave of Absence

Nil.

2.3. Application for Leave of Absence

Nil.

3. Announcements from the Presiding Member

It is with great sadness that we announce the resignation of Councillor Shand from Council. Councillor Shand was elected in the 2023 local government elections as one of nine Council Members and she had previously indicated her intention to retire at the conclusion of her two year term. However, a change in personal circumstances has led to her stepping down slightly earlier than planned. On behalf of Council, I extend our sincere thanks to Councillor Shand for her service over the past 22 months. She has been an advocate for the Shire of Donnybrook Balingup community, particularly for the residents of the Preston Valley and Yabberup communities. Councillor Shand is widely respected for her thorough research on development applications and for her willingness to speak up on matters that she feels strongly about. Her presence will be missed at our final two Ordinary Council Meetings leading into the 2025 election. I would also like to thank Councillor Shand for her support during my time as President. We all wish her the very best as she embarks on her next chapter.

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. Petitions

Nil.

6.2. Presentations

Nil.

6.3. Deputations

Nil.

6.4. Delegates' Reports

Nil.

7. Reports of Committees

Nil.

8. Reports of Officers

8.1.1 Adoption of 2025/26 Annual Budget

Report Details:

Prepared by: Manager Finance Projects

Manager: Nick O'Connor, Chief Executive Officer

File Reference: MONARCH-244880980-3 **Voting Requirement:** Absolute Majority

Attachment(s):

8.1.1(1) 2025/26 Annual Budget

8.1.1(2) Budget Paper No.1 – 2025/26 Management Budget

8.1.1(3) Budget Paper No.2 – 2025/26 Budget Overview

Executive Recommendation

That Council:

1. Pursuant to the provisions of section 6.2 of the *Local Government Act 1995* and Part 3 of the *Local Government (Financial Management) Regulations 1996*, adopts the 2025/26 Annual Budget as per Attachment 8.1.1(1).
2. For the purpose of yielding rates revenue in the 2025/26 Annual Budget pursuant to sections 6.32, 6.34 and 6.35 of the *Local Government Act 1995*, impose the following general and minimum rates on ratable properties valued on Gross Rental Value and Unimproved Value.

Description	Rate in the \$	Minimum Payment (\$)
Gross Rental Value (GRV)	\$0.099379	\$1,800.00
Unimproved Value (UV)	\$0.004877	\$1,800.00

3. Adopt the rate instalment options in accordance regulation 64(2) of the *Local Government (Financial Management) Regulations 1996* and instalment charge in accordance with section 6.45(3) of the *Local Government Act 1995*, as follows:

Instalment Options	Date due	Instalment Plan Charge (\$)
Option one (1)		
Single payment in full	26 September 2025	Nil
Option two (2)		
First instalment	26 September 2025	Nil
Second instalment	25 November 2025	\$13.65 / Instalment
Third instalment	30 January 2026	\$13.65 / Instalment
Fourth instalment	31 March 2026	\$13.65 / Instalment

4. Adopts a per annum interest rate of 5.50% on rates paid by instalments in accordance with section 6.45 (3) of the *Local Government Act 1995*.

5. Adopts a per annum interest rate of 11.00% on all outstanding rate balances in accordance with section 6.51 (1) of the *Local Government Act 1995*.
6. Adopts the following annual waste receptacle charges for the 2025/26 financial year in accordance with section 67 (1) of the *Waste Avoidance and Resource Recovery Act 2007*.

Receptacle Service Charge	\$
Bin Service - 3 Bin Service	\$408.00
Bin Service - 2 Bin Service	\$435.00
Optional Bin - Rubbish `(Fortnightly)	\$173.00
Optional Bin - Rubbish (Weekly)	\$342.00
Optional Bin - Recycling	\$94.00
Optional Bin - Organics	\$142.00
Aged Care Shared Bin Service - 3 Bin Service	\$136.00
Aged Care Shared Bin Service - Optional Organics	\$48.00

7. Pursuant to section 6.16 (3) of the *Local Government Act 1995*, adopts the Schedule of Fees and Charges for the 2025/26 financial year as appended to the 2025/26 Annual Budget document.
8. Pursuant to regulation 34 (5) of the *Local Government (Financial Management) Regulations 1996*, the Council adopts a material variance reporting threshold for the 2025/2026 financial year as follows:
 - 8.1. 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
 - 8.2. Reporting of variances only applies for amounts greater than \$25,000.
9. Pursuant to section 6.47 of the *Local Government Act 1995* grant an annual concession of 58% on Rates on A1394, Lot 8314 Greenbushes Grimwade Road, North Greenbushes due to:
 - 9.1. The single lot being bisected by the Shire of Donnybrook Balingup and Shire of Bridgetown Greenbushes district boundary.
 - 9.2. 58% of the lot is located in the Shire of Bridgetown Greenbushes.

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:** 11.1.1 - Provide an annual review of key informing strategies to the Integrated Planning and Reporting Framework to inform the Annual Budget.

Executive Summary

This report requests Council to formally consider the attached budget papers to adopt the 2025/26 Annual Budget.

Background

Pursuant to section 6.2 of the *Local Government Act 1995* (the Act), a local government is to prepare and adopt an annual budget between 1 June and 31 August each year, or such extended time as the Minister allows.

The executive recommendation will formally adopt the 2025/26 Annual Budget.

Risk Management

Risk:	Likelihood:	Consequence:	Risk Rating:
Financial Impact	Almost Certain	Moderate	High (15)
Risk Description:	Deferring adoption of the Annual Budget will delay raising rates and will adversely affect cash flow, project delivery and interest revenue estimates.		
Mitigation:	Adoption of the 2025/26 Annual Budget		

Financial Implications

Adoption of the 2025/26 Annual Budget will approve the financial operations of the Shire for the 2025/26 financial year.

Policy Compliance

Nil.

Statutory Compliance

Pursuant to section 6.2 of the *Local Government Act 1995* (the Act), a local government is to prepare and adopt an annual budget between 1 June and 31 August each year.

In accordance with Section 6.45(3) and Section 6.51(1) of the *Local Government Act 1995*, and Clauses 64, 67, 68, and 70 of the *Local Government (Financial Management) Regulations 1996*, each financial year the local government must set the due dates for the payment of rates, determine the instalment plan administration charges and applicable interest rates for outstanding and late payments. Additionally, the local government is required to adopt a percentage or value, calculated in accordance

with the Australian Accounting Standards, to be used in statements of financial activity for reporting material variances, ensuring transparency and accountability in financial reporting.

Waste Avoidance and Resource Recovery Act 2007

In accordance with Section 67(1), a local government must determine and impose a waste collection charge each financial year as part of its budget adoption process.

Consultation

The 2025/26 Annual Budget has been informed by discussions with Elected Members and direction from strategic documents such as the Council Plan, Long-Term Financial Plan and Asset Management Plans and other financial informing plans.

Description	Meeting/Workshop Date
Asset Management Plans	23 April 2025
Reserve Fund Plan	23 April 2025
Borrowings Plan	23 April 2025
Fees & Charges	28 May 2025
Fees & Charges	25 June 2025
Rate percentage setting	28 May 2025
Long Term Financial Plan	28 May 2025
Workforce Plan	28 May 2025
Road Capital Works Program	28 May 2025
Elected Member Allowances	28 May 2025
Community Grants & Donations	28 May 2025
2025/26 Budget Workshop	2 July 2025

The 2025/26 Annual Budget reflects the agreed outcomes from these reports and workshops.

Once adopted the Annual Budget will be available on the Shire's website.

Officer Comment

The 2025/26 Annual Budget document is provided under at [Attachment 8.1.1\(1\)](#). It meets the statutory budget reporting requirements under the Act and *Local Government (Financial Management) Regulation 1996*.

The 2025/26 Schedule of Fees & charges is appended at the end of the 2025/26 Annual Budget document at [Attachment 8.1.1\(1\)](#).

Changes to the fees and charges are as follows:

- **Kerbside Waste Collection Service**
Following the assessment of the regional tender for organic processing, updated rates have now been applied.
- **Venue Hire**
 - **Cancellation Policy**

A standard cancellation policy now applies to all venue bookings made through the online platform. Booking cancellations up until 14 days before the event are eligible for a full refund. For cancellations made with 14 days' notice or less, a fee applies.

- **Donnybrook & Balingup Hall - Kitchen Hire**
Reduced rate for kitchen hire applicable to community groups / not for profit organisations.
- **Donnybrook Hall – Phase-In Period Rate**
Phase-In Period “all day” Rate calculated in accordance with the existing hall hire rate structure.
- **VC Mitchell Park – Pavillion 1**
Fee should be applied for the hire of the bar meeting area when a serviced bar is included.
- **Library Room Hire – (*Seminar Room*)**
The venue is now available for hire via the online booking platform. To streamline processing and enhance efficiency, rounding has been applied to the listed fees. The wording around standard and concessional rates has been updated to be uniform with other venues.
- **Cemeteries**
Amendment to the treatment of GST has been made to the Transfer of Grant of Right of Burial and the Renewal of Grant of Right of Burial.

Significant additional interpretive information is provided under further separate covers:

Budget Paper No.1 – 2025/26 Management Budget ([Attachment 8.1.1\(2\)](#))

Budget Paper No.2 – 2025/26 Budget Overview ([Attachment 8.1.1\(3\)](#))

COUNCIL RESOLUTION:	145/08-25		
MOVED BY:	Cr Vivienne MacCarthy	SECONDED BY:	Cr Anita Lindemann

That Council:

1. Pursuant to the provisions of section 6.2 of the *Local Government Act 1995* and Part 3 of the *Local Government (Financial Management) Regulations 1996*, adopts the 2025/26 Annual Budget as per Attachment 8.1.1(1).
2. For the purpose of yielding rates revenue in the 2025/26 Annual Budget pursuant to sections 6.32, 6.34 and 6.35 of the *Local Government Act 1995*, impose the following general and minimum rates on ratable properties valued on Gross Rental Value and Unimproved Value.

Description	Rate in the \$	Minimum Payment (\$)
Gross Rental Value (GRV)	\$0.099379	\$1,800.00
Unimproved Value (UV)	\$0.004877	\$1,800.00

3. Adopt the rate instalment options in accordance regulation 64(2) of the *Local Government (Financial Management) Regulations 1996* and instalment charge in accordance with section 6.45(3) of the *Local Government Act 1995*, as follows:

Instalment Options	Date due	Instalment Plan Charge (\$)
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4. Adopts a per annum interest rate of 5.50% on rates paid by instalments in accordance with section 6.45 (3) of the *Local Government Act 1995*.
5. Adopts a per annum interest rate of 11.00% on all outstanding rate balances in accordance with section 6.51 (1) of the *Local Government Act 1995*.
6. Adopts the following annual waste receptacle charges for the 2025/26 financial year in accordance with section 67 (1) of the *Waste Avoidance and Resource Recovery Act 2007*.

Receptacle Service Charge	\$
Bin Service - 3 Bin Service	\$408.00
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Optional Bin - Rubbish `(Fortnightly)	\$173.00
Optional Bin - Rubbish (Weekly)	\$342.00
Optional Bin - Recycling	\$94.00
Optional Bin - Organics	\$142.00
Aged Care Shared Bin Service - 3 Bin Service	\$136.00
Aged Care Shared Bin Service - Optional Organics	\$48.00

7. Pursuant to section 6.16 (3) of the *Local Government Act 1995*, adopts the Schedule of Fees and Charges for the 2025/26 financial year as appended to the 2025/26 Annual Budget document.
8. Pursuant to regulation 34 (5) of the *Local Government (Financial Management) Regulations 1996*, the Council adopts a material variance reporting threshold for the 2025/2026 financial year as follows:

8.1 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

8.2 Reporting of variances only applies for amounts greater than \$25,000.

9. Pursuant to section 6.47 of the *Local Government Act 1995* grant an annual concession of 58% on Rates on A1394, Lot 8314 Greenbushes Grimwade Road, North Greenbushes due to:

9.1 The single lot being bisected by the Shire of Donnybrook Balingup and Shire of Bridgetown Greenbushes district boundary.

9.2 58% of the lot is located in the Shire of Bridgetown Greenbushes.

For: Cr MacCarthy, Cr Davy, Cr Gubler, Cr Lindemann, Cr Mitchell, Cr Patrick, Cr Glover
Against: Nil.
Carried: 7/0 by absolute majority vote

9. Elected Member Motions of which previous notice has been given
Nil.

10. New Business of an urgent nature introduced by Decision of the Meeting
Nil.

11. Meetings Closed to the Public
11.1. Matters for which the Meeting may be closed
Nil.

11.2. Public reading of Resolutions that may be made public
Nil.

12. Closure
The Presiding member to advised that the next Agenda Briefing Session will be held on 20 August 2025 at 5:00pm, in the Shire of Donnybrook Balingup Council Chamber.

The Presiding member declared the meeting closed at 5:21pm.



Minutes of Special Council Meeting

Held on 13 August 2025 and commenced at 5:00pm

Held at the Council Chambers in Donnybrook

(1 Bentley Street, Donnybrook)

Authorised:

Nick O'Connor, Chief Executive Officer

Prepared:

15 August 2025

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 5:00pm.

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

Councillors Present:

Cr Vivienne MacCarthy

Cr Lisa Glover

Cr Alexis Davy

Cr Peter Gubler

Cr Anita Lindemann

Cr Grant Patrick

Staff Present:

Nick O’Connor, Chief Executive Officer

Loren Clifford, Acting Director Finance and Corporate

Ross Marshall, Director Operations

Samantha Farquhar, Administration Officer Corporate Services

Public Gallery: 0 members of the public were in attendance.

2.1. Apologies

Cr John Bailey

Cr Anne Mitchell

2.2. Approved Leave of Absence

Nil.

2.3. Application for Leave of Absence

Nil.

3. Announcements from the Presiding Member

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.

CEO Nick O'Connor advised that under the terms of his employment contract the process for undertaking the annual performance review needed to be agreed to by Council and him. However, in the interest of transparency he declared an impartiality conflict for the purpose of this meeting. Further, given one of the future considerations as part of the review process will be consideration of amendments to the CEO's salary package. Mr O'Connor advised he would declare a conflict of interest and not be present for Council discussions at that juncture.

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

Nil.

6.2. Presentations

Nil.

6.3. Deputations

Nil.

6.4. Delegates' Reports

Nil.

7. Reports of Committees

7.1.1. CEO Performance Review Process

Report Details:

Prepared by: Loren Clifford, Acting Director Finance and Corporate

Manager: Nick O'Connor, Chief Executive Officer

File Reference: EMP889

Voting Requirement: Absolute Majority

Attachment(s):

7.1.1(1) CEO Performance Review Process

7.1.1(3) Price Consulting's Proposal – Confidential

Executive Recommendation

That Council:

1. Adopt the attached CEO Performance Review Process for Nicholas O'Connor.
2. Disband the CEO Recruitment and Performance Review Committee.
3. Appoint the CEO Performance Review Panel.
 - 3.1. Shire President
 - 3.2. Elected Member 1 -
 - 3.3. Elected Member 2 -
4. Appoint Price Consulting as the external reviewer (Consultant) for the 2025 CEO Performance Review.

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 seeks Council's endorsement of the CEO Performance Review Process for 2025, disbandment of the existing CEO Recruitment and Performance Review Committee, and appointment of both the Performance Review Panel and the external reviewer. The proposed process aligns with the *Local Government Act 1995*, the CEO's employment contract, and the Model Standards for CEO Recruitment, Performance and Termination. It ensures transparency, impartiality, and compliance with statutory obligations.

Background

The CEO Performance Review Process was developed collaboratively between Council, the CEO, and governance staff. It outlines a structured annual review cycle, including key dates, responsibilities, and methodology. The process includes appointing an external reviewer to facilitate the review and ensure impartiality. A workshop was held on 6 August 2025 to discuss the process prior to Council

adoption. Consultation with WALGA and internal governance officers informed the development of the process and associated tools. Price Consulting was selected following a procurement process and CEO agreement.

Risk Management

Risk:	Likelihood:	Consequence:	Risk Rating:
Compliance	Unlikely	Minor	Low (4)
Risk Description:	Statutory Non-Compliance, and contractual non-compliance with the CEO's employment contract.		
Risk:	Likelihood:	Consequence:	Risk Rating:
Service Interruption	Unlikely	Minor	Low (2)
Risk Description:	Failure to complete a CEO performance review in accordance with legislative and contractual obligations		
Mitigation:	Implement: <ul style="list-style-type: none"> • A structured review process aligned with statutory requirements • Appointment of an external reviewer for impartiality • Secure document management protocol 		

Financial Implications

The estimated cost for the CEO Annual Performance Review is \$5,500–\$6,000 (plus GST), based on 22–24 hours at \$250/hour. Setting new performance criteria is estimated at \$3,000–\$3,750 (plus GST) for 12–15 hours. Additional travel costs per trip are approximately \$1,204.60 (plus GST), with two trips anticipated. These costs reflect the agreed process, which includes structured consultations, transparent timelines, and evidence-based assessments, ensuring compliance with legislative standards and the Shire's internal review framework.

Policy Compliance

Council Policy FIN/CP-4- Purchasing

Three quotes were sought, while only one proposal was received, Governance staff have confirmed satisfaction with the scope and cost. The process complies with the Shire's policy and was initiated in advance to allow for scheduling and engagement.

Standard for CEO Recruitment, Performance Review and Termination

The process aligns with the Standards adopted by Council in April 2021

Statutory Compliance

Local Government Act 1995

The process complies with:

- Section 5.39(3)(b): Requires performance criteria in the CEO's contract.
- Sections 5.60, 5.60A, 5.70(2): Relating to financial interest and disclosure.

Local Government (Administration) Regulations 1996

- Schedule 2, Clauses 16–19: Prescribe standards for CEO performance review, including agreement in writing, impartiality, evidence-based assessment, and communication of outcomes.

Consultation

Internal consultation included:

- Workshop with Council on 6 August 2025.
- Two meetings with the CEO, governance staff and the CEO to discuss and refine the draft process for agreement.
- Email exchanges between governance staff and Shire President confirming process details and consultant selection.

External Consultation:

- WALGA advice on performance review methodology and compliance.

Community consultation was not undertaken, as the matter pertains to internal governance and contractual obligations.

Officer Comment

Process

The proposed process aligns with the *Local Government Act 1995*, the CEO's employment contract, and the Model Standards for CEO Recruitment, Performance and Termination. It ensures transparency, impartiality, and compliance with statutory obligations.

The CEO Performance Review Panel will comprise three Elected Members, of which one will be the Shire President.

External Reviewer

The external reviewer will audit the process for compliance and prepare all necessary documentation for Council endorsement. RFQs were sent to three suitably qualified consultancy firms, with only one firm responding.

It is proposed that the Price Consulting Group be appointed to act as an independent facilitator for the Shire of Donnybrook Balingup's CEO Annual Performance and Remuneration Review for 2024–2025. The scope includes collecting and collating feedback on the CEO's performance against agreed criteria, preparing a comprehensive assessment report, facilitating Council discussions, and assisting with revising performance criteria for the next review period. The methodology aligns with the *Local Government Act 1995*, associated regulations, and the Shire's CEO Performance Review Process, ensuring impartiality, confidentiality, and compliance. The process also includes optional workshops for setting new KPIs for 2025–26 and delivering a summary report for Council consideration.

The proposal emphasises fairness, integrity, and confidentiality, aligning with the principles outlined in Division 3 – Standards for the review of performance of CEOs.

Price Consulting has extensive experience facilitating CEO performance reviews and KPI development for numerous WA local governments, including repeat engagements with Shires such as Augusta-

Margaret River, Bridgetown-Greenbushes, and Broome, as well as major councils like the City of Fremantle and WALGA.

COUNCIL RESOLUTION: 146/08-25		
MOVED BY:	Cr Anita Lindemann	SECONDED BY: Cr Lisa Glover

That Council:

1. **Adopt the attached CEO Performance Review Process for Nicholas O'Connor.**
2. **Disband the CEO Recruitment and Performance Review Committee.**
3. **Appoint the CEO Performance Review Panel.**
 - 3.1. **Shire President**
 - 3.2. **Elected Member 1 – Cr Glover**
 - 3.3. **Elected Member 2 – Cr Patrick**
4. **Appoint Price Consulting as the external reviewer (Consultant) for the 2025 CEO Performance Review.**

For: Cr MacCarthy, Cr Glover, Cr Davy, Cr Gubler, Cr Lindemann, Cr Patrick
Against: Nil.
Carried: 6/0 by absolute majority vote

8. Reports of Officers
Nil.

9. Elected Member Motions of which previous notice has been given
Nil.

10. New Business of an urgent nature introduced by Decision of the Meeting
Nil.

11. Meetings Closed to the Public
11.1. Matters for which the Meeting may be closed
Nil.

11.2. Public reading of Resolutions that may be made public
Nil.

12. Closure
The Presiding member to advised that the next Agenda Briefing Session will be held on 20 August 2025 at 5:00pm, in the Shire of Donnybrook Balingup Council Chamber.

The Presiding member declared the meeting closed at 5:13pm.

SOUTH WEST REGIONAL ROAD GROUP MINUTES OF MEETING

VENUE – Dardanup Shire Council Chambers, 1 Council Drive, Eaton
On **Monday 28 July 2025** commencing at 9.30am

ELECTED MEMBERS, LGA TECHNICAL STAFF, MRWA AND WALGA REPRESENTATIVES AND INVITED GUESTS PRESENT AND APOLOGIES RECEIVED

Cr David Binks	Shire of Augusta Margaret River (SWRRG Deputy Chairperson)	Apology
David Nicholson	Shire of Augusta Margaret River	Present
Cr Lee Lewis	Shire of Boddington	Present
Fabian Houbrechts	Shire of Boddington	Apology
Cr Helen O'Connell	Shire of Boyup Brook	Apology
Cr Richard Walker	Shire of Boyup Brook	Present
Jason Forsyth	Shire of Boyup Brook	Present
Cr Tony Pratico	Shire of Bridgetown Greenbushes	Present
Morgan Gillham	Shire of Bridgetown Greenbushes	Present
Cr Karen Steele	City of Bunbury	Present
Aileen Clemens	City of Bunbury	Present
Cr Anne Ryan	City of Busselton	Present
Daniell Abrahamse	City of Busselton	Present
Cr Peter McCleery	Shire of Capel (SWRRG Chairperson)	Apology
Cr Rosina Mogg	Shire of Capel	Present
Jamie Muir	Shire of Capel	Present
Cr Dale Hill Power	Shire of Collie	Present
Scott Geere	Shire of Collie	Present
Cr Tyrrell Gardiner	Shire of Dardanup (Acting Chairperson)	Present
Theo Naude	Shire of Dardanup	Present
Cr Anne Mitchell	Shire of Donnybrook Balingup	Present
Damien Morgan	Shire of Donnybrook Balingup (Technical Chairperson)	Apology
Ross Marshall	Shire of Donnybrook Balingup	Present
Cr John Bromham	Shire of Harvey	Present
Shane Faber	Shire of Harvey	Apology
Kevin Ketterer	Shire of Harvey	Present
Mayor Caroline Knight	City of Mandurah	Apology
Matthew Hall	City of Mandurah	Present (TEAMS)
Cr Donelle Buegge	Shire of Manjimup	Present
Cr Steve Miolin	Shire of Manjimup	Present
Catherine Mills	Shire of Manjimup	Present
Cr David Pike	Shire of Murray	Apology
Alan Smith	Shire of Murray	Present
Cr Ian Gibb	Shire of Nannup	Present
Damon Lukins	Shire of Nannup	Apology
Cr John Mason	Shire of Waroona	Apology
Brad Oborn	Shire of Waroona	Apology
Bruce Walker	MRWA Director South West Region	Present
Melody Patterson	MRWA	Apology
Hayley Frontino	MRWA	Present
Sharni Bennell	MRWA	Present
Kevin Pethick	MRWA	Present
Katherine Celenza	RoadWise	Present
Max Bushell	WALGA	Present
Reza Najafzadeh	WALGA	Present

OFFICIAL

1. OPEN MEETING / APOLOGIES / IDENTIFY ELECTED MEMBERS	ACTION
<ul style="list-style-type: none"> Cr Gardiner opened the meeting at 9:30am. Acknowledgement of Country. Apologies were called for and noted (refer previous page). 	
2. CONFIRMATION OF MINUTES OF PREVIOUS MEETING	ACTION
<p>Motion: <i>That the minutes from the previous RRG Elected Members Committee meeting held on 31 March 2025 be accepted as a true recording of the proceedings.</i></p> <p>Moved: Cr John Bromham (Harvey) Seconded: Cr Lee Lewis (Boddington) Result: Carried (unanimous)</p>	
3. BUSINESS ARISING FROM PREVIOUS MEETING	ACTION
<p>Cr McCleery provided an update via email on the action to request an urgent meeting with the new Minister for Water to discuss the number of South West Region bridges under Water Corporation management that have a load restriction placed on them. No meeting has yet been scheduled, however Hon Dr Steve Thomas raised several Parliamentary Questions on Notice on this topic which he has agreed to share with this group. Questions and responses will be distributed with the minutes.</p>	
4. CORRESPONDENCE	ACTION
<p>Motion: <i>That the correspondence as attached to Agenda Item 4 be noted.</i></p> <p>Moved: Cr Karen Steele (Bunbury) Seconded: Cr Donelle Buegge (Manjimup) Result: Carried (unanimous)</p>	
5. STATE ADVISORY COMMITTEE (SAC) MEETING MINUTES	ACTION
<p>Minutes of the SAC meeting – 01/2025 – 29 April 2025 <i>(Information only no motion of acceptance required)</i></p> <ul style="list-style-type: none"> Next meeting 26 August 2025 	
6. SOUTH WEST RRG TECHNICAL COMMITTEE REPORT	ACTION
<p>Minutes from Technical Committee meeting held 14 July 2025 attached under Item 6 of the Agenda. <i>(Information only no motion of acceptance required)</i></p> <p>A/DWSR MRWA Bruce Walker provided a summary of the minutes, and noted that a new Technical Committee Chairperson was elected – Damien Morgan (Donnybrook Balingup).</p>	
7. SOUTH WEST REGIONAL ROAD GROUP WORKS PROGRAM REPORT	
2024 / 2025 KPI Summary	ACTION
<p>Attached is a summary of the SWRRG KPIs as at 30 June 2025. <i>(Information only no motion of acceptance required)</i></p>	
2024 / 2025 Carryover Summary	ACTION
<p>Attached is a summary of all carryover projects, detailing reasons for carryover, and broken down by program and LG. <i>(Information only no motion of acceptance required)</i></p>	
2025 / 2026 Project Progress – Program Summary	ACTION
<p>Attached is a summary of all funded projects (including carryover projects) for 2025 / 2026 financial year. <i>(Information only no motion of acceptance required)</i></p>	

OFFICIAL

2024/25 Program Amendments – Elected Members to Note: <u>Approval not required.</u> Approval requested through “Out of Session” process. <i>(Copies of the correspondence included under Agenda Item 4)</i>	ACTION
<p>“Out of Session” approval received for the following amendments.</p> <ul style="list-style-type: none"> • City of Bunbury – Requesting additional funds \$24,305 Bussell Highway PN30003514 & \$77,270 Leschenault Drive PN30003517, and return surplus funds \$77,479 Parade Road PN30003519 and \$24,096 Estuary Drive PN30003769. • Shire of Manjimup – Requesting additional funds \$60,000 Graphite Road PN30003545. • Shire of Harvey – Requesting carryover to 2025/26 \$300,000 Uduc Road PN30000554, \$60,000 Harvey Quindanning Road PN30001663, \$60,000 Harvey Quindanning Road PN30002586, \$300,000 The Promenade PN30002589 & \$228,000 Old Coast Road PN30003541. • Shire of Nannup – Requesting additional funds \$11,367 Governor Broome Road PN30003560. • Shire of Dardanup – Requesting carryover to 2025/26 \$50,000 Eaton Drive PN30002580, \$160,000 Eaton Drive PN30003534 & \$176,600 Busher Road PN30003533. • Shire of Boyup Brook – Requesting additional funds \$45,600 Boyup Brook Cranbrook Road PN30003513. • City of Mandurah – Requesting carryover to 2025/26 \$584,333 Peel Street PN30002590. • Shire of Murray – Requesting additional funds \$2,867 Paterson Road PN30003555. • City of Busselton – Requesting additional funds \$34,096 Payne Road PN30003526. • Shire of Bridgetown – Requesting additional funds \$110,334 Winneup Road PN30003521. • Shire of Augusta Margaret River – Requesting carryover to 2025/26 \$20,949 Cowaramup Bay Road PN30001628, \$109,841 Cowaramup Bay Road PN30003504, \$94,424 Rosa Brook Road PN30003515 & \$57,986 Warner Glen Road PN30003507. • Shire of Dardanup – Requesting additional funds \$303,523 Busher Road PN30003533, & carryover to 2025/26 \$182,114 Busher Road PN30003533. • Shire of Dardanup – Requesting carryover to 2025/26 \$50,000 Eaton Drive PN30002580 & \$160,000 Eaton Drive PN30003534. • Shire of Dardanup – Requesting carryover to 2025/26 \$432,000 Eaton Drive PN30003535. • Shire of Augusta Margaret River – Requesting carryover to 2025/26 \$180,000 Wallcliffe Road PN30003506. • City of Busselton – Requesting carryover to 2025/26 \$726,600 SBS Vasse Yallingup Siding Road PN30002067. • City of Busselton – Requesting carryover to 2025/26 \$6,400 SBS Hairpin Road PN30003286 & \$100,000 Bussell Highway PN30003522. • City of Busselton – Requesting additional funds \$67,211 Strelley Street PN30002574, \$16,561 West Street PN30003527 & \$44,818 Commonage Road PN30003524. • Shire of Donnybrook Balingup – Requesting carryover to 2025/26 \$80,744 Cundinup Kirup Road PN30003538, \$76,240 SBS Balingup Nannup Road PN30002059, \$68,000 Southampton Road PN30003539. • Shire of Boddington – Requesting to return surplus funds \$16,262 Harvey Quindanning Road PN30003509, \$37,641 Crossman Road PN30003508 & \$30,934 Crossman Road PN30002558. • City of Bunbury – Requesting carryover to 2025/26 \$83,800 Leschenault Drive PN30002568 & \$264,403 Leschenault Drive PN30003517. • City of Bunbury – Requesting additional funds \$103,333 Leschenault Drive PN30003517, \$61,334 Spencer Street PN30003520, and return surplus funds \$60,000 Casuarina Drive PN30002566, \$92,667 Casuarina Drive PN30003515 & \$12,000 Old Coast Road PN30003518. • Shire of Manjimup – Requesting carryover to 2025/26 \$120,000 Graphite Road PN30003545, \$60,000 North Walpole Road PN30003646, \$180,000 Channybearup Road PN30003544, \$180,000 Old Vasse Road PN30003547 & \$180,000 Wheatley Coast Road PN30003548. 	
8. PRESENTATION BY INVITED GUESTS	ACTION
Nil presentations.	

9. WALGA REPORT	ACTION
<p>Max Bushell (WALGA) submitted June 2025 Report.</p> <p>Discussion was held regarding:</p> <ul style="list-style-type: none"> • WALGA Transport & Roads Forum 14th August. • LGTRRIP projects. • ARC Infrastructure Agreement memo. • RRG Chairs meeting 15th August. • Commodity Routes Funding. • 2025/26 RRSP – LG notification of funding. • Duty of Care and responsibility of road safety. • Speed zoning. • Delay in delivery of signs and lines – Bruce Walker take question on notice. <p>Reza Najafzadeh (WALGA) submitted the Local Roads Program Delivery Manager July 2025 Report. Report will be distributed with the minutes.</p> <p>Discussion was held regarding:</p> <ul style="list-style-type: none"> • Western Power • DWER • Project Planning • Carryover. 	<p>B Walker</p>
10. ROADWISE UPDATE	ACTION
<p>RoadWise Officer Katherine Celenza submitted July 2025 Report.</p> <p>Discussion was held regarding:</p> <ul style="list-style-type: none"> • LG Road Safety Performance Reports available. • Australasian Road Safety Conference, Perth 20th to 23rd October • WALGA LG Awards & RoadWise Council Awards – Shire of Capel SWRRG Recognition Award. • Crash data by type of road user (local vs tourist) – Katherine to disseminate data. • Crash data by type of road (sealed vs unsealed) – available by number of crashes on CrashMap. 	<p>K Celenza</p>
11. MRWA ROADWORKS PROGRAM UPDATE	ACTION
<p>Director South West Region Robert Barnsley presented the Main Roads Current and Planned works program report (July 2025). Report will be distributed with the minutes.</p> <p>Discussion was held regarding:</p> <ul style="list-style-type: none"> • Donnybrook Kojonup Road – Mumballup Curves project – MRWA sent a letter to PTA in 2024, no response received to date, Bruce Walker to follow up. MRWA may look at a low standard interim improvement in the short term. • Bussell Highway Duplication overspend – Bruce Walker to take question on notice. • Timing of works Bussell Highway (Causeway to Vasse) – project development works in progress, no construction funding allocated to date. • Wilman Widandi northbound exit to Bunbury in Stratham, large square shaped bitumen missing in shoulder – Bruce Walker to follow up. • Capel Drive Intersection works to commence in next couple of months. • SWH Donnybrook to Balingup speed limit – require formal request from Council to increase to 110km/h. • Speed limits on gravel roads. 	<p>B Walker</p> <p>B Walker</p> <p>B Walker</p>

12. GENERAL BUSINESS	ACTION
<p>Discussion was held regarding the condition of the intersection of Coalfields Highway, Raymond Road and South Western Highway. Bruce Walker noted the asphalt failure, and that short term works to undertake isolated repairs have been scheduled. The long term solution of resurfacing is still a few years away and the intersection will continue to be monitored.</p> <p>Motion: That MRWA undertake immediate remedial action at the intersection of Coalfields Highway, Raymond Road and South Western Highway.</p> <p>Moved: Cr John Bromham (Harvey) Seconded: Cr Rosina Mogg (Capel) Result: Carried (unanimous)</p> <p>Discussion was held regarding the ability for particularly the smaller LGs to financially deal with emergency bridge repair costs.</p> <p>Motion: That Member Councils each compile a report on major bridges on Roads of Regional Significance as outlined in ROADS 2040, within their LGA. This list is to be presented to the SWRRG Technical Committee at their November 2025 meeting for collation and decision for the ownership / responsibility / maintenance of these bridges to be passed to MRWA. This collated list will be presented to Elected Members at the November meeting, then a letter to the Minister for Transport will be prepared highlighting the current and expected level of bridge maintenance within the South West Region.</p> <p>Moved: Cr Richard Walker (Boyup Brook) Seconded: Cr Karen Steele (Bunbury) Result: Carried (unanimous)</p> <p>Discussion was held regarding the Aboriginal Employment Working Group reported on in the SAC minutes and whether its employment focus should be widened.</p> <p>Motion: That when negotiating the next SRFLGA, WALGA advocate to further explore opportunities to fulfill LGs needs for adequate staffing in their engineering departments.</p> <p>Moved: Cr Anne Ryan (Busselton) Seconded: Cr Richard Walker (Boyup Brook) Result: Carried (unanimous)</p> <p>Discussion was held regarding the need for onboarding training for RRG delegates, particularly with upcoming LG elections and the potential of new attendees to RRG. It was agreed to receive feedback from new members on the onboarding process, as well as to include the Terms of Reference for Elected Members with Agenda Papers going forward.</p>	<p>B Walker</p> <p>Tech Ctte</p> <p>M Bushell</p>
13. MEETING CLOSE	ACTION
<p>Meeting closed: Chairperson thanked all for their attendance.</p> <p>The meeting closed at 11.29am.</p> <p>Next Meeting: 9.30am 24 November 2025 at Shire of Dardanup Council Chambers</p>	



Minutes of Local Emergency Management Committee Meeting

Held on 29 July 2025 and commenced at 9:00am

Held at the Donnybrook SES

(80 Bentley Street, Donnybrook)

Authorised:



LEMC Chairperson
Shire President Vivienne MacCarthy

Prepared:

18 August 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 9:00am and welcomed the public gallery.

2. Attendance

Committee Members:

Shire of Donnybrook Balingup	Cr Vivienne MacCarthy (Chairperson)
Shire of Donnybrook Balingup	Conor McGregor (CESM, LEMC Executive)
Balingup Progress Association	Wendy Trow
Bushfire Service	Mick Zwart
Department of Biodiversity, Conservation and Attractions (Blackwood)	Steve Ward
Department of Communities	Renee Flaxman
Dept Fire and Emergency Services	Chris Sousa
DEMC	Erin Hutchins
Donnybrook SES	Julie Carrick
Donnybrook Hospital	Barry Moroney
Main Roads WA	Bruce Hancock
Shire of Donnybrook Balingup	Nicholas O'Connor (Chief Executive Officer)
Shire of Donnybrook Balingup	Ross Marshall (Director Operations)
Shire of Donnybrook Balingup	Ange Browne (Senior Ranger)
Shire of Donnybrook Balingup	Susie Delaporte (Local Recovery Coordinator, SCEO)
St John Ambulance	Garry Davis (Proxy)
Water Corporation	Steve Collins

2.1. Apologies

WA Police	Josh Cullen (Deputy Chairperson)
Western Power	Colin Jones
Donnybrook Hospital	Sally Shaw
Dept Primary Industries & Regional Development	Tyler Hall
Tuia Lodge	Iona Dix
Water Corporation	Mel Robertson

Shire of Donnybrook Balingup	Damien Morgan
Shire of Donnybrook Balingup	Michelle Dennis
Dept Fire and Emergency Services	Richard Bothe
Water Corporation	Amy Howard
WA Country Health Service	Paige Weaver
Donnybrook District High School	James Milne
Department of Biodiversity, Conservation and Attractions (Blackwood)	Garth Grimsley

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.*

Donnybrook is hosting the 2025 Community Preparedness Workshop for Local Governments on Tuesday 5 August, and it will be held at the VC Mitchell Sporting Precinct.

4. Declarations of Interest

Nil.

5. Confirmation of Minutes

5.1. Local Emergency Committee Meeting held on 6 May 2025

Minutes from the previous meeting of the Local Emergency Management Committee held on 6th May 2025 are attached [Attachment 5.1](#)

That the Minutes from the Local Emergency Management Committee Meeting held on 6 May 2025 be confirmed as a true and accurate record.

MOVED BY:	Nick O'Connor	SECONDED BY:	Bruce Hancock
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Carried

6. Business Arising from Previous Meetings

Nil

7. 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.

Shire of Donnybrook Balingup	Cr Vivienne MacCarthy (Chairperson) - Verbal
Shire of Donnybrook Balingup	Conor McGregor (CESM, LEMC Executive) - Verbal
Balingup Progress Association	Wendy Trow (Attachment 7.1)
Department of Biodiversity, Conservation and Attractions (Blackwood)	Steve Ward (Attachment 7.2)
Department of Communities	Renee Flaxman (Attachment 7.3)
Dept Fire and Emergency Services	Chris Sousa - Verbal
DEMA	Erin Hutchins (Attachment 7.4)
Donnybrook SES	Julie Carrick - Verbal
Donnybrook Hospital	Barry Moroney - Verbal
Main Roads WA	Bruce Hancock - Verbal
Shire of Donnybrook Balingup	Nicholas O'Connor (Chief Executive Officer) - Verbal
Shire of Donnybrook Balingup	Ross Marshall (Director Operations) - Verbal
St John Ambulance	Proxy Garry Davis (Attachment 7.5)

8. Correspondence

8.1. Correspondence In

From	To	Topic	Date
DEMA	LEMC	Community Preparedness Workshop for Local Governments Attachment 8.1 (1)	29/4/2025
DEMA	LEMC	2025 State Recovery Road Show Attachment 8.1 (2)	10/07/2025
ARC	CESM	Request Variation to Fire Prevention Order Attachment 8.1(3)	17/05/2025
ARC	CESM	Complaint regarding mitigation works Attachment 8.1(3)	30/04/2025
DEMA	LEMC	Local Emergency Management Committee Annual Reporting 2024/25 Attachment 8.1 (4)	12/06/2025
Dept Communities	CESM	Shire of Donnybrook-Balingup Local Emergency Management Arrangements updates Attachment 8.1 (6)	1/7/2025

8.2. Correspondence Out

From	To	Topic	Date
CESM	ARC	Request Variation to Fire Prevention Order Attachment 8.1(3)	22/04/2025
CESM	ARC	Complaint regarding mitigation works Attachment 8.1(3)	22/04/2025
CESM	DEMA	Local Emergency Management Committee Annual Reporting 2024/25 Attachment 8.1 (4)	18/07/2025
CESM	DEMA	South west Emergency Management Calendar 2025-26 Attachment 8.1 (5)	15/04/2025

9. Information Tabled

St John - Radio Tower monthly fees have doubled

10. Post Incident Reports

Irishtown Bridge Fire – Workshop Wed 30th 3pm to 7pm at the Tennis Club.

11. Post Exercise Reports

Nil.

12. Funding Nominations and Application Progress

- The Shire has welcomed several funding commitments announced by Jodie Hanns MLA, as part of the Cook Labor Government's re-election pledges, designed to relieve pressure on our long-term asset maintenance and replacement programs including Argyle Irishtown Bush Fire Brigade – \$1.6 million for a new facility to replace their ageing building.

Mitigation Activity Funds Grants Program 2025/26 Round 1 funding of \$270,840.00 across 20 treatment areas, acquittal of the previous MAFGP23/24 Round 2 round has been submitted.

LGGs grant funding approval has been received including:

- \$311,270.00 Capital grant assessment Argyle/Irishtown BFB LT
- \$243,980.00 Operating expenses of the Shires bushfire brigades
- \$14,980.00 line item 9's including:
 - o Balingup BFB upgrade to solar system
 - o Mullalyup BFB meeting room carpet
 - o Mumballup BFB Thermal imaging camera
 - o Various Brigades – Driver Training x16 participants
- \$19,100 Operating funds for the Shires SES unit
- \$151,909 Capital grant assessment Donnybrook SES General Rescue Utility

13. Emergency Risk Management / Treatment Strategies Progress

Awaiting funding from MAF for treatments to commence.

14. LEMA Updates / Review

- Include out of hours contact list
- Committee members need to included

14.1. Review Terms of Reference

Terms of reference is attached for review of Annexure 1.4 - Membership [Attachment 14.1](#)

14.2. Review Contact List

A current copy of the Shire of Donnybrook Balingup Local Emergency Management Committee Contact list is to be circulated for review.

Absent Committee members have been contacted prior to this LEMC meeting to ensure details are current. Absentees from today's meeting will be contacted and updated.

Recommendation:

That LEMC endorse the updated Terms of Reference Annexure 1.4 - Membership and LEMA appendix 4 – Local Emergency Management Committee Members. Updated copies to be distributed to each member for inclusion in their LEMA.

MOVED BY:	Bruce Hancock	SECONDED BY:	Ross Marshall
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That the item be deferred to a future meeting, and an out of session consultation to occur.

Recommendation:

That the item be deferred to a future meeting.

MOVED BY:	Bruce Hancock	SECONDED BY:	Ross Marshall
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Carried

14.3. Additional Updates to LEMA

Review and update LEMA as per tracked changes noted by Department of Communities [Attachment 14.3](#)

Recommendation:

That LEMC endorse the updates as noted in [Attachment 14.3](#)

MOVED BY:	Bruce Hancock	SECONDED BY:	Garry Davis
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Carried

15. Key Achievements

The WA Fire & Emergency Services Awards acknowledge and honour the outstanding achievement of Mr Peter Hearman, who has dedicated sixty years of service. Mr Hearman will be presented with an award by Acting Deputy Commissioner Danny Mosconi at 2:00 PM on 3 August, at the Beelerup Bush Fire Station

16. Future Exercise.

After this Meeting members are invited to participate in a water outage exercise [Attachment 16.1](#)

17. Emerging Issues

LEMC Committee members are encouraged to raise emerging issues or concerns in relation to Emergency Management within the Shire of Donnybrook Balingup.

The following issues and concerns were discussed:

- Disaster relief Australia – consider including as a preferred supplier and what implications could be involved in cost recovery
- What trigger points would be set for LEMC involvement at an ISG, this was demonstrated at the Irishtown bridge incident where structures fell into place rather well.
- Events register – Could this be shared online

18. Information for Public Distribution

LEMC Committee Members are invited to provide information that the Shire of Donnybrook Balingup can share on their behalf, via social media or the Shire's Website.

19. Closure

The Chairperson to advise that the next Local Emergency Management Committee Meeting will be held on Tuesday 4 November 2025 at 09:00AM, at the Donnybrook SES.

The Chairperson declared the meeting closed at 10:38AM.



Minutes of Audit & Risk Management Committee Meeting

Held on 31 July 2025 and commenced at 4:00pm

Held at the Council Chambers in Donnybrook

(1 Bentley Street, Donnybrook)

Authorised:

Mr Nick O'Connor, Chief Executive Officer

Prepared:

11 August 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 4:00pm and welcomed the public gallery.

2. Attendance

Members Present:

Mr Ian Telfer, External Member

Cr John Bailey

Mr Angelo Logiudice, External Member

Staff Present:

Nick O'Connor, Chief Executive Officer

Ross Marshall, Director Operations

Meta Hazeldine, Manager Financial Services

Samantha Farquhar, Administration Officer,
Corporate Services

Other Members Present:

Public Gallery: No members of the public were in attendance.
Cr Glover attended as an observer.

2.1. Apologies

Cr Alexis Davy

Cr Vivienne MacCarthy

Loren Clifford, Acting Director Finance & Corporate

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.

Angelo Logiudice declared an indirect financial interest regarding item 7.1.3.

5. Public Question Time

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

Nil.

5.2. Public Question Time

Nil.

6. Confirmation of Minutes

6.1. Audit and Risk Management Committee Meeting held on 14 May 2025

Minutes of the Audit and Risk Management Committee Meeting held 14 May 2025 are attached as Attachment 6.1(1).

EXECUTIVE RECOMMENDATION

That the Minutes from the Audit and Risk Management Committee Meeting held 14 May 2025 be confirmed as a true and accurate record.

COMMITTEE RESOLUTION: ARM12/07-25	
MOVED BY: Angelo Logiudice	SECONDED BY: Cr John Bailey

That the Minutes from the Audit and Risk Management Committee Meeting held 14 May 2025 be confirmed as a true and accurate record.

For: Cr Bailey, Mr Logiudice, Mr Telfer
Against: Nil.
Carried: 3/0

7. Reports of Officers

7.1. Director Finance and Corporate

7.1.1 Audit Findings Progress Report (May 25 – July 25)

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):

7.1.1(1) Audit Findings Progress Report (1 May 25 – 31 July 25)

Executive Recommendation

That the Audit and Risk Management Committee:

1. **Notes the update provided in Audit Findings Progress Report for the period covering 1 May 2025 – 31 July 2025** Attachment 7.1.1(1).

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's requested that the Audit and Risk Management Committee (ARMC) notes the update provided on the Audit Findings Progress Report for the period covering May 2025 – July 2025.

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 contained in [Attachment 7.1.1\(1\)](#) were reviewed by key responsible officers, providing an Administration Update, and Status Update.

Officer Comment

Regular reporting on progress and actions taken in response to audit findings remains a key accountability measure for the Shire. This practice supports transparency and demonstrates a commitment to governance improvement. All items identified from the Compliance Audit Return (CAR) have now been actioned and resolved. Good progress has also been made in addressing the

outstanding items from internal audit surrounding the ICT Strategy. The implementation of the new Electronic Document Records Management System (EDRMS) has now been completed.

This report does not include the recent Financial Management Review or the Audit Regulation 17 Review, of which was workshopped with Council in June 2025. Of the FMR, Audit Reg 17 findings, 28 actions have been completed, 20 are three-quarters completed, 16 are half completed, 20 are quarter completed, and 19 have not been started.

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.

The Audit and Risk Management Committee is requested to note the update provided in [Attachment 7.1.1\(1\)](#).

COMMITTEE RESOLUTION: ARM13/07-25	
MOVED BY: Cr John Bailey	SECONDED BY: Mr Angelo Logiudice

That the Audit and Risk Management Committee:

1. **Notes the update provided in Audit Findings Progress Report for the period covering 1 May 2025 – 31 July 2025** [Attachment 7.1.1\(1\)](#).

For: Cr Bailey, Mr Logiudice, Mr Telfer
Against: Nil.
Carried: 3/0

7.1.2 Risk Management Report/Update

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:

- 1. Notes the Risk Management Framework Update** Attachment 7.1.2(1).

Officer Comment

Following Council's adoption of the Risk Management Framework and Policy in December 2024, progress has been made in laying the foundation for a structured and consistent approach to risk management across the organisation.

Progress to Date

1. The Risk Management Framework and Policy were formally endorsed by Council in December 2024, establishing the guiding principles and responsibilities for managing risk.
2. A preliminary Risk Register has been developed using historical data from a previous Shire register and benchmarking against a neighbouring council's risk controls. This provides a starting point for identifying and assessing key organisational risks.
3. At a structured workshop the Executive Leadership Team (ELT) reviewed and rated the Shire identified risks, establishing a shared understanding and ownership of those risks while setting the inherent risk ratings to provide a baseline for future assessment.
4. The ELT participated in another workshop to rate the effectiveness of the current controls in place.

Next Steps

1. A further workshop is planned to continue to rate the effectiveness of the current controls in place and identify any gaps.
2. Based on workshop outcomes, the Risk Register will be updated to reflect accurate risk ratings and control assessments.
3. Risk considerations will be embedded into operational and strategic planning processes to ensure alignment with organisational objectives.
4. A schedule for regular review and reporting will be established to ensure risks are monitored, controls remain effective, and the framework continues to evolve with the organisation's needs and capacity.

COMMITTEE RESOLUTION: ARM14/07-25		
MOVED BY:	Cr John Bailey	SECONDED BY: Mr Angelo Logiudice

That the Audit and Risk Management Committee:

- 1. Notes the Risk Management Framework Update** Attachment 7.1.2(1).
- 2. Chief Executive Officer facilitate a joint Audit and Risk Management Committee and Councillor workshop to identify strategic risks.**

For: Cr Bailey, Mr Logiudice, Mr Telfer
Against: Nil.
Carried: 3/0

This item was deferred due to Mr Angelo Logiudice having a conflict of interest. Due to his declared conflict, Mr Logiudice would have had to leave the meeting for discussion on this item, resulting in a loss of quorum. This item will be tabled at a future to Council Meeting.

7.1.3. Investment Policy – Item Deferred

Report Details:

Prepared by: Manager Financial Services

Manager: Loren Clifford, Acting Director Finance and Corporate

File Reference: FNC 02A

Voting Requirement: Simple Majority

Attachment(s):

7.1.3(1) Draft – Council policy FIN/CP-2 Investments – tracked changes

Executive Recommendation

That the Audit and Risk Management Committee:

- Note the review of Council policy FIN/CP-2 Investments as per Attachment 7.1.1(1) and endorse the amendments as outlined in this report for Council's adoption.**

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 FIN/CP-2 Investments is presented for the Audit and Risk Management Committee (ARMC) consideration and subsequent Council endorsement.

Background

The Investments policy was initially adopted by Council in 2001, it was further amended in 2021, as outlined in the Synopsis in the Revision Requirements and Version Control table at the bottom of Attachment 7.1.3(1).

During the interim audit, auditors noted the policy was three (3) years past it's stated review date and therefore not kept in line with Regulation 19 of the *Local Government (Financial Management) Regulations 1996*. The rating received was minor.

Risk Management

Risk:	Likelihood:	Consequence:	Risk Rating:
Financial Impact	Possible	Major	High (12)
Risk Description:	Maintaining a 75% investment exposure with Bendigo Bank increases the Shire's concentration risk and vulnerability to credit rating changes, which could impact liquidity and compliance with internal risk thresholds.		
Mitigation:	Reduce the Bendigo Bank portfolio limit to 50%.		

Risk:	Likelihood:	Consequence:	Risk Rating:
Compliance	Possible	Major	High (12)
Risk Description:	Maintaining a 75% investment exposure with Bendigo Bank poses compliance risks by exceeding internal counterparty limits, increasing vulnerability to credit rating changes, and potentially conflicting with statutory obligations and governance expectations.		
Mitigation:	Reduce the Bendigo Bank portfolio limit to 50%.		

Financial Implications

Nil.

Policy Compliance

Council Policy EXE/CP-8- Policy Framework

Draft – Council policy FIN/CP-2 Investments ([Attachment 7.1.3\(1\)](#)) has been amended in accordance with the requirement of the Policy framework.

Statutory Compliance

Although there is no requirement for local governments to have an Investments policy, it is considered best practice in providing good governance.

Consultation

Senior Finance staff were consulted during the review of this policy.

Officer Comment

A review of the current Investments policy has been undertaken, the current policy sets a 20% exposure limit for institutions rated A/A-2, which includes Bendigo Bank. The current 75% allocation is a formal policy exception and may be viewed as inconsistent with the policy's risk control framework, it's recommended that the exception investment with Bendigo Bank is amended to reduce the potential risk to the Shire.

Amendments have been made to the policy to reduce this risk, the draft policy ([Attachment 7.1.3\(1\)](#)) reflects a reduction to Bendigo Bank portfolio limit capping it at 50%. It's not recommended to

lowering the limit to 20%, as Bendigo serves as the Shire's primary operating account. Imposing a 20% cap would introduce significant administrative complexity and resource demand to manage day-to-day transactions across multiple institutions.

It's worth noting that Bendigo's credit rating was upgraded in 2024 and does now ordinarily fit within the lowest risk ratings. However, rating can change, and a downgrade could result in non-compliance with the policy's minimum credit rating requirements, necessitating divestment.

7.1.4 Interim Audit for the Year Ending 30 June 2025

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):

7.1.4(1) **Interim Audit Management Letter - Confidential**

Executive Recommendation

That the Audit and Risk Management Committee recommend to Council to:

1. **Receive the Interim Audit Management Letter and attached Findings Report for the year ending 30 June 2025 in Attachments 7.1.4(1); and**
2. **Notes the Management Comments provided, stating the actions the Chief Executive Officer intends to take with respect to the four matters identified in the attachment to the Interim Audit Management Letter.**

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.

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

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

Item: Nil.

Executive Summary

The Office of the Auditor General (OAG) provided the Interim Audit results for the year ending 30 June 2025. The scope of the audit was to express an opinion on whether the Shire's general purpose financial report:

- is based on proper accounts and records;
- presents fairly, in all material respects, the results of Shire's operations for the year ended 30 June 2025 and its financial position as at that date; and
- complies with the *Local Government Act 1995* and, where not inconsistent with the Act, the Australian Accounting Standards.

The Audit and Risk Management Committee has been asked to receive the Interim Audit Management Letter and Report on Findings.

Background

AMD Chartered Accountants were appointed on behalf of the OAG to conduct the annual Interim Audit, for the year ending 30 June 2025.

Risk Management

Risk:	Likelihood:	Consequence:	Risk Rating:
Compliance	Unlikely	Minor	Low (4)
Risk Description:	The Chief Executive Officer's does not meet statutory obligations in relation to financial management practices		
Mitigation:	Present the Interim Audit Management Letter and attached Findings Report to the ARMC.		

Financial Implications

Nil.

Policy Compliance

Nil.

Statutory Compliance

Local Government Act 1995

The Interim Audit forms part of the Annual Audit process required under Section 7.2 of the Act, which requires the audit of the accounts and annual financial report.

Local Government (Financial Management) Regulations 1996

Regulation 5(1) outlines the Chief Executive Officer's responsibilities in relation to financial management practices.

Consultation

An entrance meeting was held on 14 May 2025 between representatives of the Audit and Risk Management Committee, Shire staff, AMD, and the Office of the Auditor General to review the Audit Planning Summary in preparation for the audit of the financial year ending 30 June 2025.

Officer Comment

The interim audit identified four key areas requiring attention. While some findings relate to broader governance and compliance, others touch on operational, and ICT matters that are being addressed through structured planning and implementation. Detailed responses and timelines are provided in the confidential attachment.

1. ICT Governance and Risk Management

The audit identified the absence of a formal ICT strategy, supporting policies, and a completed IT risk register. Management has since finalised and tested the Disaster Recovery Plan. The Executive Leadership Team (ELT) is currently engaging consultants to present their proposed ICT strategy frameworks. ICT-related policies and training will follow to ensure alignment with strategic objectives and risk mitigation.

2. Organisational Risk Register

The Shire previously lacked a formally maintained risk register. The ELT has now populated the register and continues to conduct workshops to review associated controls. This collaborative approach is designed to embed ownership and ensure alignment with the Shire's Risk Management Framework.

3. Business Continuity Planning

The Business Continuity Plan (BCP) remains in draft and has not yet been tested. Management has deferred finalisation until the ICT Strategy is complete to ensure integration with digital infrastructure and service continuity planning. With the Disaster Recovery Plan now in place, the BCP will be finalised and tested in alignment with broader ICT capabilities.

4. Policy Review and Compliance

Two policies, the Investment Policy and the Code of Conduct, were found to be overdue for review. The Investment Policy has been reviewed and is scheduled for presentation to the Audit and Risk Management Committee at its July 2025 meeting. The Code of Conduct will be presented to Council at the August 2025 Ordinary Council Meeting.

COMMITTEE RESOLUTION: ARM15/07-25	
MOVED BY: Cr John Bailey	SECONDED BY: Mr Angelo Logiudice

That the Audit and Risk Management Committee recommend to Council to:

- 1. Receive the Interim Audit Management Letter and attached Findings Report for the year ending 30 June 2025 in Attachments 7.1.4(1); and**
- 2. Notes the Management Comments provided, stating the actions the Chief Executive Officer intends to take with respect to the four matters identified in the attachment to the Interim Audit Management Letter.**

For: Cr Bailey, Mr Logiudice, Mr Telfer
Against: Nil.
Carried: 3/0

7.1.5 Chief Executive Officer Briefing

Items to be briefed include:

- 2025/26 Budget
- Irishtown Bridge insurance claim
- Food and garden organics (FOGO service)
- ICT strategy development
- MRWA transfer of responsibility for bridge maintenance
- Asset optimisation

Executive Recommendation

That the Audit and Risk Management Committee Meeting note the update provided to the Committee.

COMMITTEE RESOLUTION: ARM16/07-25	
MOVED BY: Angelo Logiudice	SECONDED BY: Cr John Bailey

That the Audit and Risk Management Committee Meeting note the update provided to the Committee.

For: Cr Bailey, Mr Logiudice, Mr Telfer
Against: Nil.
Carried: 3/0

8. Meetings Closed to the Public

8.1. Matters for which the Meeting may be closed

Nil.

8.2. Public reading of Resolutions that may be made public

Nil.

9. Closure

The Chairperson advised that the next Audit and Risk Management Committee Meeting is to be advised.

The Chairperson declared the meeting closed at 4:55pm.

Donnybrook Town Clock Tower Proposal/Business Plan

The town clock committee is a committee of 4, the idea for a clock tower has been initiated by family of the early pioneers that initially start the sandstone quarries in Irishtown and Beelrup, they wish to recognise the early works and the use of Donnybrook Stone which has been used on many Government projects in Donnybrook and around the state of WA, interstate and internationally, the Clock is a by-product of displaying the Donnybrook Stone and the recognition of the early pioneers.

As per our initial presentation to Shire staff and Councillors was to present the project and figure out if approval would be given to build it on the proposed site. With that we were advised that approval had to be given by Heritage Council, Arc Infrastructure and Main Roads of which I understand has been approved.

Project Funding will come from various sources, this project will not require any Shire Funding, only the land that it will be built on.

Cost of materials

Stone \$6500.00

Bricks \$1200.00

Sand, Cement a Lime \$500.00

Roof Materials

Timber, Ply and Lead

Galvanised Iron Corbells \$700.00

Concrete Foundations to Engineers spec's \$3000.00

Labour Cost

Laying Bricks

Laying Stone

Dressing Corners

Dressing Stone Mouldings and Bullnosing

Making Roof Structure

Approx. 10 Weeks Work \$20,000

Other Requirement costs

Engineered Drawings by Licenced Engineer

Clock 550 to 600mm Diameter

Security fencing for 10 weeks

Licenced scaffolder and scaffolding \$ 11000.00

Trust Fund to sit with Shire with external signatory for ongoing maintenance
\$5000.00

Contingency \$2100.00

Approximate total cost \$50,000.00.

Some products and services could possibly be donated, so cost could vary.

Angelo Logiudice

Committee Member

A handwritten signature in black ink, appearing to read 'A. Logiudice', with a long horizontal stroke extending to the right.

For Pat Walker, Initiator

25/06/2025

Donnybrook Clock Tower Proposal

Shire of Donnybrook Balingup

The CEO Mr Tim Clynch

Dear Tim

Over the past couple of months there has been some discussions/interest regarding a clock tower to be built in central Donnybrook, a committee has been formed of past and present Donnybrook ratepayers and residents, the main trust behind this idea is to recognise the early pioneers that developed quarries and worked with Donnybrook stone with the numerous buildings in Donnybrook, around Western Australia and interstate that have used the stone.

Pat Walker an ex Donnybrook resident is leading this great opportunity to recognise this early work that many people and regions have benefited from.

The idea of a town clock has been around for a number of years but has never progressed; the opportunity to recognise the early pioneers with the opportunity to progress this long standing idea of a town clock would be perfect timing to progress this project.

The committee has identified some location where the clock tower could potentially be located, but some guidance from administration/council is required in regards to these sites.

Cost of building the tower, clocks, materials and engineering design for the structure will be funded from private and grant funding.

The committee would like the opportunity to discuss this project to see if it would be supported, with the site on which it could be located.

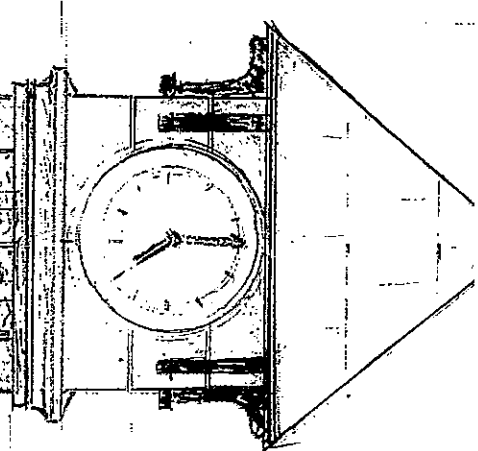
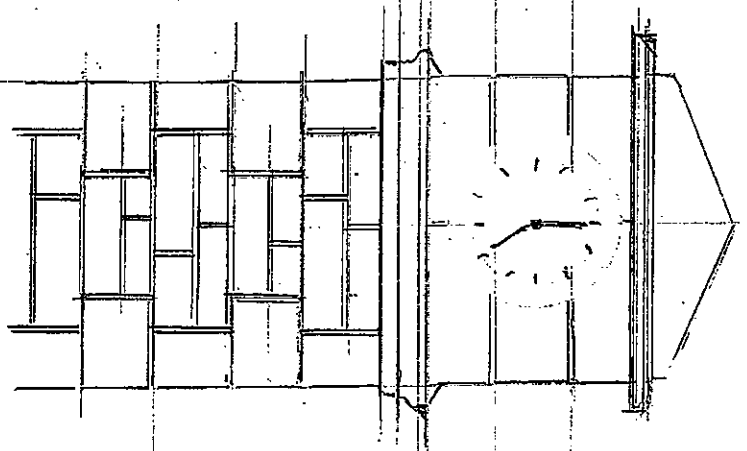
I have included a schematic drawing of what the structure could look like.

Await your early reply.

Kind Regards

Angelo Logiudice

23/08/2024

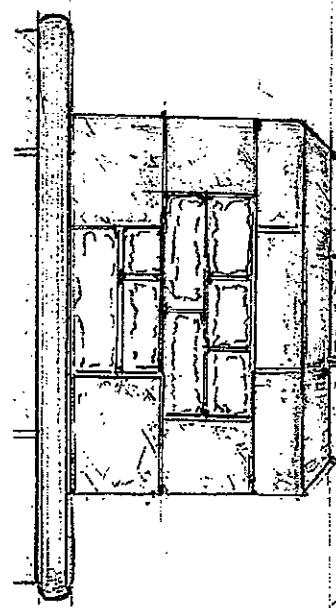


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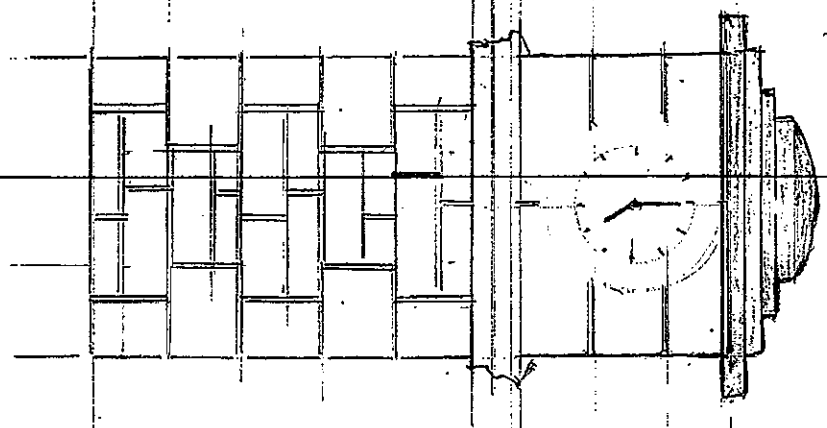
1072

23 Backs
41941



686 = 8 Back
11941

4.8



Investments

Shire of Donnybrook Balingup Council Policy FIN/CP-2

STRATEGIC OUTCOME SUPPORTED: 11 - Strong, visionary leadership.

OBJECTIVE

1. To invest the Shire's surplus funds, with consideration of risk and at the most favourable rate of interest available to it at the time, for that investment type, while ensuring that its liquidity requirement are being met.

SCOPE

2. This policy applies to all future investments made by the Shire of Donnybrook Balingup.

DEFINITIONS

3. **Authorised Institution** means the same as that defined in Regulation 19C (1) of the Local Government (Financial Management) Regulations 1996 as amended.
4. **Counterparty** means the other party that participates in a financial transaction.
5. **Credit Rating** means an estimate of overall ability and willingness of an entity or person to fulfil financial obligations in full and on time, based on previous financial dealings. Ratings are opinions issued by credit rating agencies.
6. **Long term** in relation to investments means it matures in excess of 12 months.
7. **Short-term** in relation to investments means it matures in 12 months or less.
8. **Shire** means the Shire of Donnybrook Balingup.
9. **S&P** means Standard & Poors.

POLICY STATEMENTS

10. While exercising the power to invest, consideration is to be given in preservation of capital, liquidity, and the return of investment:
 - a. Preservation of capital is the principal objective of the investment portfolio. Investments are to be performed in a manner that seeks to ensure security and safeguarding the investment portfolio. This includes managing credit and interest rate risk within identified thresholds and parameters.
 - b. The investment portfolio will ensure there is sufficient liquidity to meet all reasonably anticipated cash flow requirements, as and when they fall due, without incurring significant costs due to the unanticipated sale of an investment.

- c. The investment is expected to achieve a market average rate of return that takes into account legislative investment limitations. Any additional return target set by Council will also consider the risk limitation and prudent investment principles.

Risk Management Guidelines

11. Officers delegated with the authority to invest must diversify the investment portfolio and avoid excessive risk concentration with any single counterparty.
12. The approach to diversification must be balanced with the need to seek an adequate rate of return for the Shire, given that higher rates of return are usually associated with higher credit risk.
13. Investments obtained are to be guided by:
 - a. Portfolio Credit Framework: limit overall credit exposure of the portfolio;
 - b. Counterparty Credit Framework: limit exposure to individual counterparties / institutions; and
 - c. Term to Maturity Framework: limits based upon maturity of securities.
14. The portfolio credit guidelines applied to the Shire's investments will be based on the Standard and Poor's (S&P) ratings system criteria, or the equivalent from Moody's or Fitch as necessary.
15. A description of each S&P rating category is included in **Appendix 1** including the meaning of the signs that may be linked to the rating. Where conflicting ratings levels exist for any counterparty and/or product, the rating level applied by two out of the three ratings agencies will be used, represented by the S&P rating, if valid. Where all three agencies have issued different ratings, the S&P rating will prevail.

Overall Portfolio Limits

16. To control the credit quality on the entire portfolio, the following credit framework limits the percentage of the portfolio exposed to any particular credit rating category.

S&P Long Term Rating	S&P Short Term Rating	Direct Investment Maximum %
AAA	A-1+	100%
AA	A-1	100%
A	A-2	60%

Counterparty Credit Framework

17. Exposure to an individual counterparty/institution will be restricted by its credit rating so that single entity exposure is limited, as detailed in the table below.

S&P Long Term Rating	S&P Short Term Rating	Direct Investment Maximum %
AAA	A-1+	45%
AA	A-1	35%
A	A-2	20%

18. If the credit rating of any counterparty is downgraded such that any investment held with the party no longer comply's with this investment policy, the investment will be divested as soon as practicable, subject to due consideration of penalties and lost interest.

Term to Maturity Framework

19. The investment portfolio is to be invested within the following maturity constraints.

Overall Portfolio Return to Maturity	Minimum	Maximum
Up to 12 months	100%	100%
13 to 24 months	0%	30%
25 to 36 months	0%	20%

20. Officers delegated to invest must take into account ongoing liquidity requirements when placing investments to ensure availability of funds to meet the Shire's payment obligations as and when they fall due.

Exceptions (Bendigo Bank)

21. In the interest of maintaining a face-to-face local banking service within Donnybrook, Council has elected to vary its policy to provide for the investment of funds in the Bendigo Bank, through the Donnybrook branch.
22. The Donnybrook branch of the Bendigo Bank is administered by Donnybrook Capel Districts Financial Services in accordance with the operational guidelines of the Bendigo Bank.
23. Funds invested through the Donnybrook branch are invested with the principal Bendigo Banking Group. Bendigo Banks current long-term S&P rating is A- and the short-term rating is A-2.
24. Council has approved a maximum portfolio limit of ~~50~~75% with Bendigo Bank.

Investment Advisor

25. The Shire may appoint an investment advisor to provide independent advice regarding the management of the Shire's investments.
26. Any investment advisor appointed by the Shire must be appropriately licensed by the Australian Securities and Investment Commission. The investment advisor must be an independent person who has no actual or potential conflict of interest in relation to investment

products being recommended and is free to recommend the most appropriate product within the terms and conditions of the investment policy.

27. The investment advisors appointment is to be subject to a letter of engagement setting out the terms of appointment which may include:
- Monthly reporting;
 - Monthly market review of returns and market value of the portfolio and
 - Meetings with the responsible Shire officers no less than six monthly to review the Shire's investment portfolio.

Measurement

The investment return for the portfolio is to be regularly reviewed. The market value is to be assessed at least once a month to coincide with monthly reporting.

Benchmarking

28. Performance benchmarks need to be established.

Investments	Performance Benchmark
Cash	Cash Rate
Enhanced/Direct Investments	UBSWA Bank Bill

Reporting

29. A monthly report will be provided to Council in the monthly financial report . The report will detail the investment portfolio, percentage exposure of total portfolio, maturity date and changes in market value.
30. Documentary evidence must be held for each investment and investments are to be recorded in an Investment Register with all details pertaining to the investment such as investment source, date of lodgement, interest rate, maturity date and all investment transactions recorded on a ledger sheet.

DELEGATION AND AUTHORISATION

31. The power to invest and manage investments has been delegated to the Chief Executive Officer and nominated sub-delegates as per delegation 1.2.25 Power to Invest and Manage Investments.

LEGISLATION

- *Local Government Act 1995*
- *Local Government (Financial Management) Regulations 1996*

– The Trustees Act 1962

APPENDIX

Appendix 1 – Investment Policy

Standard & Poor's Ratings Definitions

Standard and Poor's (S&P) is a professional ratings agency that provides analysis of corporate and institutional creditworthiness.

An S&P Global Ratings issuer credit rating is a forward-looking opinion about an obligor's overall creditworthiness. This opinion focuses on the obligor's capacity and willingness to meet its financial commitments as they come due. It does not apply to any specific financial obligation, as it does not take into account the nature of and provisions of the obligation, its standing in bankruptcy or liquidation, statutory preferences, or the legality and enforceability of the obligation.

Issuer credit ratings can be either long-term or short-term. Long-term issuer credit ratings focus on the obligor's capacity and willingness over the long-term to meet all of its financial commitments, both long- and short-term, as they come due, whereas short-term issuer credit ratings focus on the obligor's capacity and willingness over the short-term to meet all of its financial commitments as they come due.

Ratings – Long Term Financial Obligations (Maturity greater than 365 days)	
AAA	An obligation rated 'AAA' has the highest rating assigned by S&P Global Ratings. The obligor's capacity to meet its financial commitments on the obligation is extremely strong.
AA	An obligation rated 'AA' differs from the highest-rated obligations only to a small degree. The obligor's capacity to meet its financial commitments on the obligation is very strong.
A	An obligation rated 'A' is somewhat more susceptible to the adverse effects of changes in circumstances and economic conditions than obligations in higher-rated categories. However, the obligor's capacity to meet its financial commitments on the obligation is still strong.
BBB	An obligation rated 'BBB' exhibits adequate protection parameters. However, adverse economic conditions or changing circumstances are more likely to weaken the obligor's capacity to meet its financial commitments on the obligation.
BB	An obligation rated 'BB' is less vulnerable to nonpayment than other speculative issues. However, it faces major ongoing uncertainties or exposure to adverse business, financial, or economic conditions that could lead to the obligor's inadequate capacity to meet its financial commitments on the obligation.
B	An obligation rated 'B' is more vulnerable to nonpayment than obligations rated 'BB', but the obligor currently has the capacity to meet its financial commitments on the obligation. Adverse business, financial, or economic conditions will likely impair the obligor's capacity or willingness to meet its financial commitments on the obligation.
CCC	An obligation rated 'CCC' is currently vulnerable to nonpayment and is dependent upon favorable business, financial, and economic conditions for the obligor to meet its financial commitments on the obligation. In the event of adverse business, financial, or economic

	conditions, the obligor is not likely to have the capacity to meet its financial commitments on the obligation.
CC	An obligation rated 'CC' is currently highly vulnerable to nonpayment. The 'CC' rating is used when a default has not yet occurred but S&P Global Ratings expects default to be a virtual certainty, regardless of the anticipated time to default.
D	An obligation rated 'D' is in default or in breach of an imputed promise. For non-hybrid capital instruments, the 'D' rating category is used when payments on an obligation are not made on the date due, unless S&P Global Ratings believes that such payments will be made within the next five business days in the absence of a stated grace period or within the earlier of the stated grace period or the next 30 calendar days. The 'D' rating also will be used upon the filing of a bankruptcy petition or the taking of similar action and where default on an obligation is a virtual certainty, for example due to automatic stay provisions. A rating on an obligation is lowered to 'D' if it is subject to a distressed debt restructuring.

Ratings – Short Term Financial Obligations (Maturity not more than 365 days)	
A-1	A short-term obligation rated 'A-1' is rated in the highest category by S&P Global Ratings. The obligor's capacity to meet its financial commitments on the obligation is strong. Within this category, certain obligations are designated with a plus sign (+). This indicates that the obligor's capacity to meet its financial commitments on these obligations is extremely strong.
A-2	A short-term obligation rated 'A-2' is somewhat more susceptible to the adverse effects of changes in circumstances and economic conditions than obligations in higher rating categories. However, the obligor's capacity to meet its financial commitments on the obligation is satisfactory.
A-3	A short-term obligation rated 'A-3' exhibits adequate protection parameters. However, adverse economic conditions or changing circumstances are more likely to weaken an obligor's capacity to meet its financial commitments on the obligation.
B	A short-term obligation rated 'B' is regarded as vulnerable and has significant speculative characteristics. The obligor currently has the capacity to meet its financial commitments; however, it faces major ongoing uncertainties that could lead to the obligor's inadequate capacity to meet its financial commitments.
C	A short-term obligation rated 'C' is currently vulnerable to nonpayment and is dependent upon favorable business, financial, and economic conditions for the obligor to meet its financial commitments on the obligation.
D	A short-term obligation rated 'D' is in default or in breach of an imputed promise. For non-hybrid capital instruments, the 'D' rating category is used when payments on an obligation are not made on the date due, unless S&P Global Ratings believes that such payments will be made within any stated grace period. However, any stated grace period longer than five business days will be treated as five business days. The 'D' rating also will be used upon the filing of a bankruptcy petition or the taking of a similar action and where default on an obligation is a virtual certainty, for example due to automatic stay provisions. A rating on an obligation is

	lowered to 'D' if it is subject to a distressed debt restructuring.
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Ratings may be modified by the addition of a plus (+) or minus (-) sign to show relative standing within the major rating categories.

(Source: <https://disclosure.spglobal.com/ratings/en/regulatory/article/-/view/sourceld/504352>
(Accessed 18 November 2024)).

DRAFT

GOVERNANCE

Related Policy(s):

- Nil.

Related Procedure(s):

- Nil.

Revision Requirements and Version Control:

Responsible Department(s):		Finance and Corporate		
Review to be conducted by:		Director Finance and Corporate		
Revision Frequency:		<input checked="" type="checkbox"/> Annual (1yr)	<input type="checkbox"/> Biennial (2yr)	<input type="checkbox"/> Triennial (3yr)
Current Version Date:		10/03/2021	Next Due:	2022
Policy Version Details and Information:				
#:	Synopsis:	Date:	Ref.:	Synergy:
1	Initial adoption of Policy	28/03/2001	N/A	N/A
	<ul style="list-style-type: none"> – Removed policy number 3.4 and added new policy ID; and – Renamed – Added scope and delegation and authorisation; and – Removed: <ul style="list-style-type: none"> -“The CEO has delegated authority to appoint an investment adviser when considered appropriate”- Day to day management no need for extra authorisation. -Administration information regarding authorisations as this information is built into the delegation conditions -Wording to “Report and Review” to “Reporting” and removed duplicated information. 	10/03/2021	213/21	NPP8036
2				
3	Reviewed and reformatted to new template	27/08/2025	TBA	NPP16044



Code of Conduct
For Council Members, Committee Members and
Candidates

August 2025

Code of Conduct for Council Members, Committee Members and Candidates

Shire of Donnybrook Balingup



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Code of Conduct for Council Members, Committee Members and Candidates

Shire of Donnybrook Balingup



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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Code of Conduct for Council Members, Committee Members and Candidates

Shire of Donnybrook Balingup



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.

Code of Conduct for Council Members, Committee Members and Candidates

Shire of Donnybrook Balingup



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

Code of Conduct for Council Members, Committee Members and Candidates

Shire of Donnybrook Balingup



- (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.

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.

Code of Conduct for Council Members, Committee Members and Candidates

Shire of Donnybrook Balingup



- (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
 - (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).

Code of Conduct for Council Members, Committee Members and Candidates

Shire of Donnybrook Balingup



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.

Division 4 — Rules of conduct

Notes for this Division:

- (1) *Under section 5.105(1) of the Act a council member commits a minor breach if the council member contravenes a rule of conduct. This extends to the contravention of a rule of conduct that occurred when the council member was a candidate.*
- (2) *A minor breach is dealt with by a standards panel under section 5.110 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 —
 - (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.

Code of Conduct for Council Members, Committee Members and Candidates

Shire of Donnybrook Balingup



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
 - (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 means a council or committee meeting, or a part of a council or committee meeting, that is closed to members of the public under section 5.23(2) of the Act;
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.

Code of Conduct for Council Members, Committee Members and Candidates

Shire of Donnybrook Balingup



- (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
 - (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

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- (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.

Defined terms

This is a list of terms defined and the provisions where they are defined. The list is not part of the law.

Defined term	Provision(s)
Act	Sch. 1 cl. 2(1)
candidate	Sch. 1 cl. 2(1)
closed meeting	Sch. 1 cl. 21(1)
complaint	Sch. 1 cl. 2(1)
confidential document	Sch. 1 cl. 21(1)
document	Sch. 1 cl. 21(1)
electoral purpose	Sch. 1 cl. 17(1)
interest	Sch. 1 cl. 22(1)
local government employee	Sch. 1 cl. 20(1)
non-confidential document	Sch. 1 cl. 21(1)
publish	Sch. 1 cl. 2(1)
resources of a local government	Sch. 1 cl. 17(1)



Stakeholder Reference Committee
Terms of Reference

This Guideline describes Talison's expectations and Terms of Reference (**ToR**) for management of the Talison Stakeholder Reference Committee (**SRC**). It is used by Talison personnel who interface with community members and the CRC.

Issue No	Issue Date	Document Author	Issue Amendments
1	08/07/25	Talison	New Document



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1. INTRODUCTION

Talisson is expanding its Greenbushes Lithium Operation (**Site, Mine**). To enable this Talisnon needs to maintain respectful, mutually supportive and productive relationships with people living close to and affected by its activities. While much of this happens with individuals and specific organisations on a day-to-day basis, formalised representative advice and feedback is also sought. To this end, Talisnon has established a Stakeholder Reference Committee (SRC).

1.1 OBJECTIVES OF THE SRC

The objective of the SRC is to perform an advisory and consultative role by providing a regular forum for Talisnon to inform, consult and engage with people selected to represent the diversity and interests of residents in areas that are directly and indirectly affected by Talisnon's presence. The SRC allows Talisnon to draw on local knowledge and advice in a structured way while enhancing mutual understanding between Talisnon and its neighbouring communities. While not a decision-making body, the SRC will support Talisnon in making informed decisions about activities that may impact the community.

1.2 PURPOSE OF THE GUIDELINE

The purpose of this Guideline is to set out the operational requirements of the SRC. Specifically its:

- overall objectives;
- membership requirements;
- member roles and responsibilities;
- term of membership;
- membership termination;
- meeting procedures;
- scope of authority and accountability;
- member code of conduct (**CoC**); and
- declaration of any conflicts of interest.

2. MEMBERSHIP

Talisnon seeks SRC membership to be broadly representative of local government and residents in the districts directly and indirectly affected by the Greenbushes mine and its associated activities (see Appendix A). A diversity of views is desired. SRC membership is voluntary and unpaid, with logistical costs borne by Talisnon.

The composition of the SRC membership is provided in **Table 2-1**, and described below.



Stakeholder Reference Committee
Terms of Reference

Table 2-1: SRC Membership Composition

Representation	Number of Representatives
Affected area resident representatives	Minimum of six (6) and maximum of ten (10)
Local Government	One (1) representative of the Shire of Bridgetown-Greenbushes One (1) representative of the Shire of Donnybrook- Balingup
Talisson	Three (3) (including the Secretariat)
Independent Chairperson	One (1)

2.1 Resident Representatives

The SRC will have a minimum of six (6) and a maximum of 10 resident representatives, aiming for a cross section of civil society, such as:

- local businesses and industries;
- community groups (e.g. environment, special interests, etc.);
- health service providers and related organisations;
- education service providers and related organisations; and
- emergency response providers and related organisations.

Resident representatives will be identified and appointed through an Expression of Interest (EoI) process set out in Appendix B.

A separate process is proposed for Indigenous engagement with the three Regional Aboriginal Corporations whose traditional lands intersect Talisss's mining tenements.

2.2 Local Government Representatives

One (1) councillor (not staff) representative is invited from each of:

- Bridgetown-Greenbushes Shire; and
- Donnybrook -Balingup Shire.

Each shire will nominate their councillor representative. If unable to attend a meeting, Shire council representatives may delegate attendance to an alternative councillor.

2.3 Talisss Representatives

Talisss will have three (3) representatives; one will be a Community Team member who will act as the secretariat, and the others should include a member of Talisss's management team.



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As required from time to time, other Talison employees may be invited to attend to provide specific information requested by CRC members.

2.4 Chairperson

An independent Chairperson will be appointed by Talison.

Talison may commission an external facilitator as the inaugural Chairperson and thereafter as required (e.g. until an independent Chairperson has been appointed).

2.5 Collection of Contact Details

For administrative purposes Talison will maintain the contact details of SRC members. This will be managed in accordance with the Commonwealth *Privacy Act 1988* and the Talison Privacy Standard¹.

Names of SRC members will be published on the Talison website along with Agendas and Minutes of meetings held by the SRC.

3. ROLES AND RESPONSIBILITIES

3.1 Chairperson

The Chairperson will be appointed in accordance with section 2.4. The Chairperson will be independent (not associated with Talison and/or current shire governments) and will oversee the governance and coordination of SRC meetings, including:

- facilitating broad membership input on agenda items;
- ensuring adequate discussion time is devoted to issues of significance;
- allowing for the discussion of unanticipated 'other business';
- ensuring agenda-related materials/papers are relevant, succinct and provided in a timely way;
- encouraging open discussion and the frank exchange of views; and
- monitoring effective follow-up of agreed actions.

If the Chairperson is unable to be present at any meeting, the meeting will be reconvened. The Chairperson may reconvene the meeting if not enough members (including at least one Talison representative) can attend.

3.2 Secretariat Role

A Talison Community Team member will act as the Secretariat for the SRC, including administrative support for the Chairperson.

The Secretariat will:

- notify and communicate arrangements for SRC meetings;

¹ <https://www.talisonlithium.com/s/HUR-ST-0024-Privacy.docx>



Stakeholder Reference Committee
Terms of Reference

- circulate relevant documents to committee members;
- prepare and distribute meeting agendas and other documentation prior to each meeting; and
- prepare, distribute and, after approval by the Chairperson, publish minutes of meetings.

The Chairperson will distribute the draft minutes to the SRC within 2 weeks of the meeting. Members have 1 week to give their feedback. The minutes will be finalised by the Chairperson within 2 weeks of receiving this feedback. Once finalised by the Chairperson, the minutes of meetings will be published on the Talison website. If there are any disagreements between members on the minutes, the Chairperson will have the final say on the matter.

3.3 General Members

General members will:

- participate in discussions at meetings and share ideas and opinions, including views deemed representative of affected community groups;
- participate in discussions about Talison's activities, including general issues arising from Talison's community complaints system;
- read and review all information provided (which will be suitably succinct unless otherwise requested);
- inform Talison about significant current and emerging matters in the Shires of Bridgetown-Greenbushes and Donnybrook-Balingup.
- convey Talison-provided information to community members and organisations; and
- direct community members who may want further information to a Talison contact person.

3.4 Talison Staff

Talison staff will:

- participate in discussions at meetings;
- provide relevant information, such as the general nature and volume of community complaints and licence condition exceedances; and
- listen and respond to feedback from CRC members.

4. TERM OF MEMBERSHIP

The SRC membership appointment period is for two (2) years. Following the inaugural appointments in 2025, renewals and/or new appointments will be reviewed in December every second year.

If a vacancy arises prior to the end of a current term, Talison may appoint a replacement via the EoI process (see Appendix B).



Stakeholder Reference Committee
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5. REMOVAL

A member will be removed from the SRC if they are absent from three (3) consecutive meetings. Members may also be removed by decision of the Chairperson if they breach the ToR or CoC of the SRC. If this occurs, the Chairperson will notify the member in writing their removal and the reason why.

Members may terminate their membership at any time by notice provided in writing to the Chairperson.

6. MEETINGS

The SRC will meet every second month (i.e. six times per year), usually over two hours on a weeknight evening. The meetings can alternate between in-person and virtual (i.e. teleconference), or as preferred by most committee members at the Chairperson's discretion.

Special meetings may be called with the agreement of the Chairperson. A minimum notice period of seven (7) days will be provided for all meetings.

The format, venue and time of SRC meetings will be confirmed by the Chairperson once appointed, and Talison will organise venues, stationary, materials and catering as required. Meetings may be held in person or via MS Teams or as a mix of in person and online meetings.

Meeting recordings are only for the benefit of the Secretariat for minute taking and cannot be published.

The matters discussed at meetings will be summarised at the close of each meeting as draft minutes, to be finalised by Talison and agreed by the Chairperson before being made publicly available.

The Chairperson will call for agenda items at least 4 weeks before the scheduled meeting. The Chairperson will distribute the agenda and any supporting documents to committee members at least one week before the meeting.

The Chairperson may decide if the committee will consider late items at the meeting or defer them to a following one.

An indicative meeting agenda is provided in Table 6-1.

Table 6-1: Indicative SRC Meeting Agenda

Time	Topic	Action
6.00 - 6.05pm	Meeting open Acknowledgement of Country	For Noting
6.05 - 6.15pm	Outstanding items from previous meeting	For Noting
6.15 - 6.20pm	Any current conflicts of interest	For Noting



Stakeholder Reference Committee
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Time	Topic	Action
6.20 - 6.50pm	Topic 1: Talison update (10 minutes), questions and discussion (20 minutes)	For information and discussion
6.50 - 7.00pm	Short break	
7.00 - 7.20pm	Topic 2: Update on Environmental, Social, Health and Safety (ESHS) monitoring	For information and discussion
7.20 - 7.40pm	Topic 3: Thematic topic (different each meeting).	For information and discussion
7.40 - 7.50pm	Prepare and confirm meeting minutes	For information and discussion
7.50 - 8.00pm	Close meeting	For noting

6.1 Decision making

The aim of the SRC is to represent a diversity of views that Talison can consider and respond too. Where members hold a range of perspectives on a topic, the differing viewpoints will be noted in the meeting minutes. SRC procedural matters may require decisions. These will be reached by consensus. If consensus cannot be reached, the Chairperson will decide by reference to a majority position. If a majority cannot be reached, the decision is passed to Talison with reference to the feedback provided by the SRC.

7. SCOPE

The SRC is for consultation purposes, it is not an arbitrator nor is it a decision-making body. SRC discussion may influence Talison but will not involve directives on operational and approvals matters.

SRC meetings will focus on Talion's current activities and future planned developments. The scope of the SRC includes:

- discussing the resolution of community concerns and complaints
- consulting on any proposed amendments or modifications to projects
- reviewing the results of any monitoring, annual reviews or independent audits; and
- consulting on any community initiatives.

8. ACCOUNTABILITY

The SRC is a group of independent people who are willing to share their views with Talison about Talison's activities. The views expressed are considered a sample of affected community sentiment, and not necessarily representative of all stakeholder views. The SRC will not replace Talison's normal stakeholder engagement activities.



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The views expressed and discussion at SRC meetings will be communicated to Talison senior leaders in the week following meetings. Once finalised by the Chairperson, minutes of SRC meetings will be publicly reported through newsletters and Talison's website.

An audit of the functionality of the SRC will be carried out after 12 months.

9. CODE OF CONDUCT (CoC)

All members of the SRC agree to:

- maintain respectful communication;
- act in good faith;
- abide by this ToR;
- actively participate in meetings;
- declare any potential conflicts of interest as part of the appointment process and any changes in status at the start of each meeting;
- present views they consider to be in the broad interest of Bridgetown – Greenbushes and Donnybrook-Balingup Shire residents rather than individual interests or issues; and
- maintain any confidentiality expressly requested by Talison and/or the Chairperson.

SRC members may make comments to the media or in public forums in their own capacity, however only the Chairperson may represent the SRC and speak to the media on behalf of the SRC.

Any material breach of the CoC may result in removal from the SRC at the discretion of the Chairperson.

10. DECLARATIONS OF CONFLICT OF INTEREST

A conflict of interest may arise when a SRC member's and Talison's interests are deemed to overlap in a significant way. When a potential conflict of interest is declared, it will not necessarily preclude the declaring committee member from participating in a meeting provided a consensus of SRC members agree, at the Chairperson's discretion.

Examples of conflicts of interests include:

- holding a contract with Talison for the procurement of goods or services; or
- being the recipient of in-kind or financial contributions from Talison.

If a member is aware of any potential or actual conflicts of interest that may arise these must be declared and registered on joining the SRC. Any new conflicts or changes must be declared at the beginning of each meeting.

In the case of a conflict being declared, the Chairperson will determine the course of action being either:

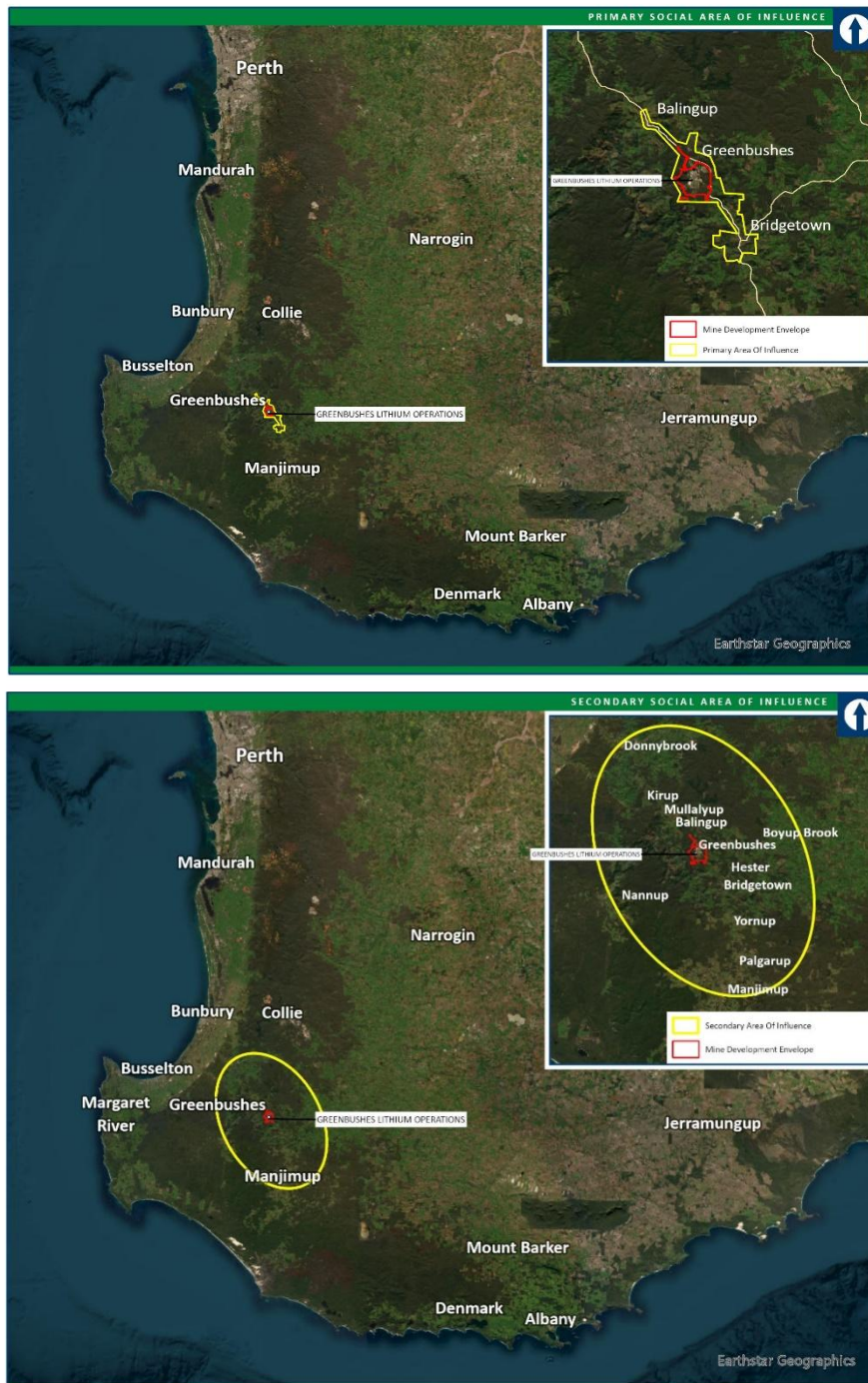


Stakeholder Reference Committee
Terms of Reference

- determine that there is no substantive conflict and proceed with the meeting
- log the conflict and ask the member to remove themselves from the portion of the meeting that is dealing with the matter that is the subject of the conflict of interest.



Appendix A Area of Influence Figures





Appendix B

1. APPLICATION PROCESS

SRC membership will be established via an Expressions of Interest (Eoi) process for community representatives, and via direct invitations to the Shires of Bridgetown-Greenbushes and Donnybrook Balingup. Talison will automatically accept Shire-nominated representatives, however at its own discretion will select community representatives based on their application Eoi.

Talison will advertise seeking Eoi for the inaugural SRC in 2025 and appoint representatives within one (1) month of the closing date of the advertisement period. In subsequent years, appointments will be made in December for the following two-year term.

Talison will advertise broadly to invite Eoi applications, including directly with relevant organisations, businesses and community groups.

Applicants must submit a nomination form via the Talison Lithium website link.

Appointments to the SRC will be made by Talison following candidate's agreement to the ToR and will be made public within a week.

2. ASSESSMENT OF EOI

Applicants for the SRC must:

- be 18 years or older;
- live (as primary residence) in the Primary or Secondary Area of Influence (refer [Appendix A](#)); and
- agree to the SRC ToR.

2.1 Selection Criteria

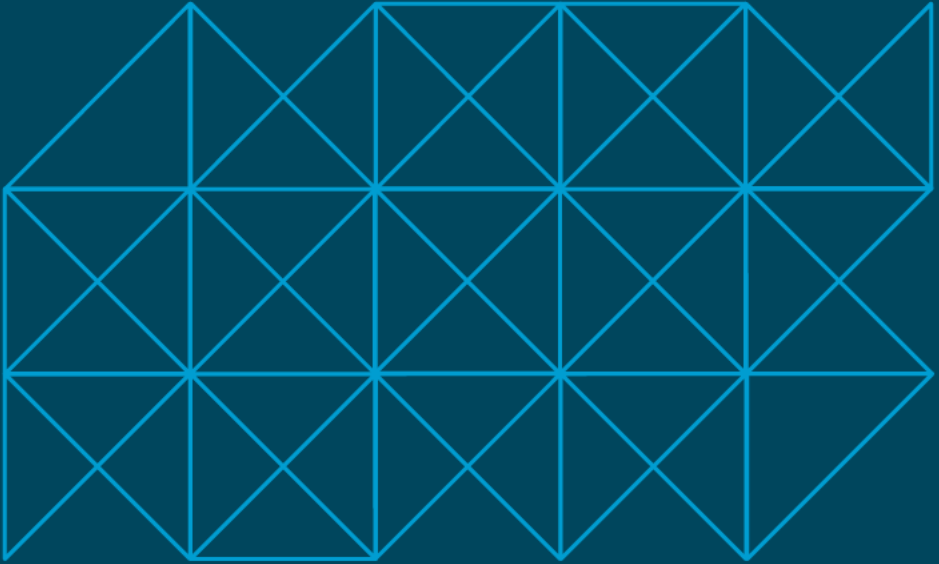
Applicants are invited to describe their background and reasons for their interest in becoming a member of the SRC. Talison will consider this in determining who to invite, with higher 'scores' on the following basis.

Applicant's Primary Residential Location	Score
Outside Aoi	0
Secondary Aoi	1
Primary Aoi	2



Stakeholder Reference Committee
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Extent of existing community connections and involvement	Score
No community connections in Aol	0
A community connection in the Aol (e.g. member of a community group, community organisation volunteers, involved in health, education or emergency response services etc.)	1
More than one community/volunteer organisation connection in Aol	2



LEAN INTO LEGACY

WALGA LOCAL GOVERNMENT
CONVENTION 2025



WALGA



WALGA's Local Government Convention will return to the Perth Convention and Exhibition Centre from Monday 22 – Wednesday 24 September 2025.

Our 2025 theme 'Lean into Legacy' delves into how the decisions we make today form the building blocks for tomorrow. With a focus on reflective, current and future legacy, we will explore how leaving a lasting, positive legacy as a Local Government means making choices that endure far beyond election cycles.

Detailed information about the keynote speaker, breakout sessions and Program will be provided shortly and updated on the Convention website when published.



MONDAY, 22 SEPTEMBER

9:00am	Planning Showcase Registration (only)
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9:30am–3:15pm	Planning Showcase
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11:00am	Registration Desk Opens
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11:30am–2:30pm	Heads of Agency Lunch
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3:30pm–5:00pm	Mayors and Presidents Forum
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4:00pm	Exhibition Opens Pavilion 1
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6:00pm–9:00pm	Welcome Drinks Pavilion 1
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TUESDAY, 23 SEPTEMBER

7:30am	Registration Desk Opens
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8:00am	Exhibition Opens
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SESSION ONE - BELLEVUE BALLROOM 1 & 2

9:00am	Opening Segment, Welcome to Country
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9:15am	MC Welcome
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9:20am	Opening Address
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9:35am	WALGA President Address
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9:55am	Keynote Address
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10:55am	Morning Tea
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SESSION TWO - BELLEVUE BALLROOM 1 & 2

11:45am	State of Play
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1:15pm	Address
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1:30pm	Lunch
--------	--------------

AGM - BELLEVUE BALLROOM 1 & 2

2:15pm–5:00pm	WALGA Annual General Meeting
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4:00pm	Exhibition Closes
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6:00pm–10:00pm	Convention Cocktail Gala Location: The Art Gallery of WA
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WEDNESDAY, 24 SEPTEMBER

6:30am **Registration Desk Opens**

7:00am–8:45am **Icons Breakfast**

7:00am **Exhibition Opens**

8:45am **Icons Photo Opportunity**

8:30am **Procurement Network Forum Registrations Open**

9:00am–4:30pm **Procurement Network Forum**

OPENING SESSION - BELLEVUE BALLROOM 1 & 2

9:45am **Opening**

9:55am **Panel Session**

10:55am **Address**

11:10am **Morning Tea**

BREAKOUT SESSIONS

11:40am–1:10pm **Breakout Session 1**

11:40am–1:10pm **Breakout Session 2**

1:10pm **Lunch**

CLOSING SESSION

2:30pm **Closing Keynote**

3:30pm **Closing Remarks**

3:45pm **Convention Close**



WALGA

LEAN INTO LEGACY

WALGA LOCAL GOVERNMENT
CONVENTION 2025

*Please note: this information was correct at the time of publication and is subject to change.

Survey Response Method	Website Survey Response ID	Date & Time Submitted	Respondent Rating for Item 1 / Lot 3122 Donnybrook-Boyup Brook Road, Beelerup	Respondent Reasoning for Item 1 / Lot 3122 Donnybrook-Boyup Brook Road, Beelerup	Respondent Rating for Item 2 / Lot 21 Reserve Street, Donnybrook	Respondent Reasoning for Item 2 / Lot 21 Reserve Street, Donnybrook	Respondent Rating for Item 3 / Lots 12 (102) & 13 (104) Trigwell Street East, Donnybrook	Respondent Reasoning for Item 3 / Lots 12 (102) & 13 (104) Trigwell Street East, Donnybrook	Respondent Rating for Item 4 / Lot 126 Yelverton Street & Lot 189 Union Street, Donnybrook	Respondent Reasoning for Item 4 / Lot 126 Yelverton Street & Lot 189 Union Street, Donnybrook	Other Comments (optional)	How did you hear about this survey? (optional)
Shire website - online form	12425	25/07/2025 3:59:32 PM	Somewhat Agree	Allow change to usage for a new, bigger daycare centre	Somewhat Agree	Allow change to usage for a new, bigger daycare centre	Somewhat Agree	Allow change to usage for a new, bigger daycare centre	Somewhat Agree	Allow change to usage for a new, bigger daycare centre	Please allow a new, bigger daycare centre as we're desperate	Social media (Facebook, Instagram, etc.)
Shire website - online form	12424	25/07/2025 3:26:29 PM	Strongly Disagree	<p>The information provided for this 'community engagement' is misleading as there is both significant history of past use as the Pony Club and current use by both the Wellington Districts Pony Club and Donnybrook Horseman's Club (reference August 2025 edition of Preston Press). There is also an article on one of the current Wellington Districts Pony Club members riding success in dressage events.</p> <p>Although there may not be a current lease this is an issue for the Shire administration as the land owners.</p> <p>Over the many years of use of the land by the Pony Clubs the upkeep and maintenance has been done largely by the members.</p> <p>To lose a well used recreational and sporting area is not in the Shire's best interest; it provides a place for the many equestrian users and, in light of the considerable amount of resources and finances attached to other sporting bodies, may reflect negatively on both the Shire and the Council.</p> <p>Rather than looking at the narrow option of sale (valuable sand resources) an option could be to work with the Equestrian members and the general community to allow horse events to continue.</p> <p>There is also no explanation on how the land became a shire resource and asset.</p>	Neutral or Unsure	<p>There seems to be a lack of current information as to the worth and/or use of this block with costs involved that are not stipulated.</p>	Strongly Disagree	<p>The historical aspect of this park does not seem to have been included, there is a dearth of information on when and by whom this land was presented to the people of Donnybrook for use as a playground.</p> <p>Research shows that it is important for children to have access to free open space and playgrounds.</p> <p>The Walter Trigwell Park is the only play area available to residents in that portion of Donnybrook townsite. When Meldene Estate was being developed it was regarded as important to build a playground for those residents; the action to take this recreational area away may be seen as a reflection of council priorities - is one area more deserving than another!</p> <p>The families who live in the area of the Walter Trigwell Park do utilise the area and carry out many of the required maintenance including mowing.</p> <p>Once recreational pockets such as this are sold off providing a one off financial payment they are lost to future generations and will not be replaced.</p>	Neutral or Unsure	<p>As the current use and the state of the land (2 blocks) is unknown; the Shire would need to purchase them and they may be mitigation costs more details are required.</p>	<p>Lot 126 Yelverton St and Lot 189 Union St are not mention in the May 2025 OCM and therefore there is very little information to make an informed decision.</p> <p>Community Engagement should be more than a "Have your say - Asset Optimisation Project" as these survey tools do not allow many residents and rate payers to air their ideas and possible solutions.</p> <p>There does not seem to have been any discussions with the equestrian community or the families in the East Donnybrook area.</p> <p>To be truly engaged with the community and to ensure that residents and ratepayers feel heard and valued it is necessary to closely work with the various (and sometimes conflicting) groups within the Shire.</p> <p>Lack of historical and community information makes it very hard to make informed decision on some of these areas.</p>	Word of mouth (family, friends, etc.)
Shire website - online form	12423	25/07/2025 2:37:51 PM	Strongly Disagree	<p>Submission Opposing the Sale of Community Land</p> <p>I strongly oppose the proposed sale of the grounds currently used by the Wellington Districts Pony Club. This site represents far more than its current usage—it is a vital community asset with long-term potential.</p> <p>While the present activity may appear limited, it is critical that this land remains available for future community needs—both known and unforeseen. Once sold, this opportunity vanishes permanently. Land of this nature cannot be easily replaced, and its loss would limit future generations' ability to enjoy, repurpose, or revitalize it.</p> <p>This proposed sale also fails to honour the foresight and dedication of past community members who worked to secure and vest this land with the Shire. Their efforts were not just acts of stewardship, but expressions of belief in the enduring value of public assets. Disposing of such land disregards the legacy they left behind and sends a message that long-term community investment can be casually undone.</p> <p>I also understand this block was originally vested in the Shire for public benefit. If so, selling it undermines the very purpose of its community-focused intent.</p> <p>Furthermore, selling public assets to address short-term expenditure is fiscally irresponsible and strategically short-sighted. It may offer temporary relief, but it strips the community of long-term value, erodes public trust, and sets a dangerous precedent.</p> <p>I urge the council to act with foresight and responsibility. Retain this land for the benefit of both today's residents and those to come.</p>	Somewhat Disagree	<p>The sale of this asset is unlikely to yield a net financial benefit to the shire. The costs in preparing the property for sale and the time needed from shire officers will likely outweigh any financial gain. This also will distract the officers from more meaningful work.</p>	Strongly Disagree	<p>Submission Opposing the Sale of the Children's Playground</p> <p>I strongly oppose the proposed sale of the community playground currently under consideration by council. This is not merely a parcel of land—it is a fundamental public asset, purpose-built for the wellbeing of our children and the vibrancy of our town.</p> <p>Children's playgrounds serve an irreplaceable function. They foster physical activity, creativity, social development, and inclusion. These spaces often provide one of the few safe, accessible environments where children from all backgrounds can gather and grow. To dispose of such a space is to undermine the very foundations of a healthy, engaged community.</p> <p>Moreover, the playground in question is likely an asset that was vested in the Shire specifically for public use and enjoyment. If this is the case, its proposed sale runs counter to the original intent and trust placed in the Shire by previous generations. Selling such an asset disregards that legacy and betrays the foundational principle that public land should serve the community, not be traded for short-term financial convenience.</p> <p>Even if current use appears modest, community needs shift and expand with time. Removing this facility on the basis of present use is strategically shortsighted. Once sold, the opportunity to adapt or repurpose the site for future generations disappears forever.</p> <p>The sale also sends a troubling message: that children's spaces and public infrastructure are negotiable. This decision risks eroding public confidence in the council's long-term vision and its willingness to protect the social fabric of our town.</p> <p>I urge the council to act with foresight, integrity, and responsibility. Retain this playground—not just for today's children, but for the generations yet to come.</p>	Somewhat Disagree	<p>Submission Opposing the Sale of Lot 126 Yelverton Street and Lot 189 Union Street</p> <p>I respectfully oppose the proposed sale of Lot 126 Yelverton Street and Lot 189 Union Street. These blocks are valuable public assets, and selling them would be a short-sighted decision with consequences far beyond the immediate transaction.</p> <p>First and foremost, what will genuinely be gained from this sale? A one-off injection of funds may temporarily ease budgetary pressures, but it comes at the cost of future opportunity. Once sold, these parcels are lost to the community forever. Their value as public space—with potential for parks, amenities, housing, or community facilities—cannot be regained. The decision trades long-term benefit for short-term relief.</p> <p>Additionally, the time and energy of Shire officers would be better spent pursuing strategic planning, sustainable development, or services that directly enhance community wellbeing. Divesting land assets demands considerable administrative effort for a return that does not match the broader cost to local infrastructure and potential.</p> <p>Selling these lots also closes the door on possible future uses. These parcels could play vital roles in future community developments—youth programs, aged care facilities, green space expansion, housing partnerships, or even climate resilience infrastructure. Foreclosing that flexibility undermines the Shire's ability to respond proactively to shifting needs and priorities.</p> <p>Importantly, the sale of Shire assets should serve a clear and measurable community benefit. In previous instances, such as the sale that enabled investment in local water infrastructure, there was a direct return to public service and wellbeing. This current proposal offers no such strategic payoff. Without a clearly defined and meaningful community outcome, the sale cannot be justified.</p>	<p>The proposed sale of multiple Shire-owned assets deserves a more comprehensive public discussion—not just in terms of current financial value, but in terms of long-term strategic loss. Each asset represents more than just land; it's a thread in the fabric of community potential, flexibility, and resilience.</p> <p>Selling these assets may offer short-term revenue, but it limits future options for public investment, infrastructure, and social services. The opportunity cost is enormous. Once divested, the Shire can no longer consider these sites for future uses—whether that's housing, recreation, climate adaptation, or community partnerships. This puts future councils and residents at a disadvantage, facing higher costs to reacquire land or worse, lacking the ability to respond to emerging needs altogether.</p> <p>Historically, Shire asset sales have been justified when they clearly unlocked public benefit—such as funding critical water infrastructure. Without such tangible outcomes, these current proposals risk eroding the Shire's ability to plan boldly and build inclusively. The value of retaining public land isn't just in what it is today—but in what it might enable tomorrow.</p> <p>Sound governance demands strategic foresight. Asset sales should only proceed when their loss is outweighed by meaningful gains that serve the whole community—not simply to plug budget gaps or reduce administrative burden.</p>	Social media (Facebook, Instagram, etc.)
Shire website - online form	12422	25/07/2025 1:24:48 PM	Neutral or Unsure	Nil.	Neutral or Unsure	<p>Wally Trigwell Park was named for a war hero and an indefatigable and proud citizen of Donnybrook. The park was well sited, being opposite Wally's home in Trigwell Street. It enabled Wally to spend hours watering the park until his injuries would no longer allow it. I took over from him until a sprinkler was installed. An alternate placement of a plaque naming Wally would not reflect this very special man's part of our history. What happened to the BMX park that Wally also spent many hours creating?</p> <p>I purchased my property adjacent to the park, wishing to enjoy the privilege of the open space and the sight and sound of happy children. I suspect building houses on this area would devalue my property. Certainly, it would downgrade my property altogether.</p> <p>Where do children's rights enter this discussion! Surely having a playground for children is an essential consideration in a housing area. There are no other such areas in this part of Donnybrook. The park was once a favorite venue for our boy's football and cricket, being a large open area. The sand pit spoiled this and did little to attract smaller children. Access to Castle Place increases the park's appeal to children. Let's keep it for them!</p>	Strongly Disagree	Nil.	Neutral or Unsure	Nil.	Other	
Shire website - online form	12421	25/07/2025 1:56:19 PM	Strongly Disagree	<p>This is being used as a pony club, and needs to be kept for that purpose. I find it offensive that the Shire would even consider to sell this land. It belongs to the people and you have no right to sell it.</p>	Strongly Disagree	<p>I disagree with selling off land. Once it's gone, it's too late. Short term solution. There is very little room to do anything with it, and it would be very congested if you did. Keep this area open.</p>	Strongly Disagree	<p>This was given to the people and children of Donnybrook. You have no right to sell it! It needs to be kept for its current use.</p>	Neutral or Unsure	<p>We don't own this land. I don't know enough about this parcel of land, but if you're looking to grab land to sell, then you're not managing to live within your means.</p>	<p>It's pretty obvious that this shire is not good at financial management. I disagree with how you are placing undue burdens on the people in this shire. You represent the people. You don't get to do whatever you want. You got us into this mess, so you will need to cut back staff and other things. I don't want any of these assets sold. That would be detrimental to the people who live here, and once they're gone you can't get them back. I'm very disappointed in our shire for even proposing this.</p>	Social media (Facebook, Instagram, etc.)
Shire website - online form	12419	25/07/2025 11:15:03	Somewhat Disagree	<p>Community space should remain as such no other space for Pony Club members in Donnybrook</p> <p>There appears limited consultation or collaboration with the equestrian industry regarding the disposal of this multi-use land holding.</p> <p>There appears no formal relocation option for the equestrian industry. The equestrian recreation and the equestrian industry, inclusive of grass roots clubs, provide a support network to the established Thoroughbred and Pacing industry through the rehoming of Off The Track equines.</p> <p>It is a fundamental model of the Racing & Gaming Portfolio to support the clubs and groups through RWWA initiatives that has included events at the Donnybrook Equestrian Grounds.</p> <p>The region that the Shire of Donnybrook exists hosts a multitude of RWWA governed tracks, inclusive of the regional centre Bunbury that has recently undergone a multiple million dollar upgrade to an ALL Weather facility. This increases the equestrian presence in the area and adds to the economy of the Shire of Donnybrook Balingup through the supply chain, that is produce, employees in the equestrian industry and horse properties that include agistment, spelling and rehoming.</p> <p>The horse and associated multitude of recreation and sporting pursuits is an economic aspect to consider in this decision, in our Rural Region.</p> <p>Although the intent of the WALGA push down for Asset Optimisation and the LGA's forecasts to restructure finances through "Asset Optimisation" is understood, the action is not taking into consideration the "value" of social structures, social amenity, rural industries, nor is the action being respectful in presenting a proposed asset sale without any presentation of an Impact Assessment.</p> <p>If Lot 3122 is sold with an allocated amount of funds be utilised to relocate the equestrian complex and infrastructure on suitable allocated land at</p>	Neutral or Unsure	<p>Can't make out where this is</p>	Strongly Disagree	<p>Walter Trigwell was a Community minded person who left this space for the use of a Park for Children, it should remain as such...</p>	Strongly Agree	<p>Clear blocks suitable for housing</p>	<p>Shire website (Social media (Facebook, Instagram, etc.)</p>	
Shire website - online form	12418	25/07/2025 11:03:51 AM	Somewhat Disagree	<p>There appears limited consultation or collaboration with the equestrian industry regarding the disposal of this multi-use land holding.</p> <p>There appears no formal relocation option for the equestrian industry. The equestrian recreation and the equestrian industry, inclusive of grass roots clubs, provide a support network to the established Thoroughbred and Pacing industry through the rehoming of Off The Track equines.</p> <p>It is a fundamental model of the Racing & Gaming Portfolio to support the clubs and groups through RWWA initiatives that has included events at the Donnybrook Equestrian Grounds.</p> <p>The region that the Shire of Donnybrook exists hosts a multitude of RWWA governed tracks, inclusive of the regional centre Bunbury that has recently undergone a multiple million dollar upgrade to an ALL Weather facility. This increases the equestrian presence in the area and adds to the economy of the Shire of Donnybrook Balingup through the supply chain, that is produce, employees in the equestrian industry and horse properties that include agistment, spelling and rehoming.</p> <p>The horse and associated multitude of recreation and sporting pursuits is an economic aspect to consider in this decision, in our Rural Region.</p> <p>Although the intent of the WALGA push down for Asset Optimisation and the LGA's forecasts to restructure finances through "Asset Optimisation" is understood, the action is not taking into consideration the "value" of social structures, social amenity, rural industries, nor is the action being respectful in presenting a proposed asset sale without any presentation of an Impact Assessment.</p> <p>If Lot 3122 is sold with an allocated amount of funds be utilised to relocate the equestrian complex and infrastructure on suitable allocated land at</p>	Strongly Disagree	<p>This is nothing more than outdated thinking in seeking a small return for the loss of street appeal and functionality in a significant locality that hosts extensive crowds across the annual events calendar whilst also providing ambience in town central of the historic settlement of Donnybrook. The short stay accommodation in the vicinity also attracts many larger vehicles towing. The land may be required for the LGA/Public for a more beneficial use in the future.</p>	Somewhat Disagree	<p>Gifted land, if this is indeed gifted land for residential recreation, in this instance a Local Small Park, it really needs to be preserved to continue to support the liveability of Donnybrook. If the land was not gifted, the same sentiment applies.</p> <p>Perhaps it is more appropriate to reconsider the size of the Local Park rather than sell the whole of the landmass ?</p> <p>Perhaps only one Lot is suitable to consider under this action of Asset Optimisation ?</p> <p>In providing this comment, it is a curiosity why the LGA is not forward moving the sub-division and sale of the Lot alongside the conserved raw Donnybrook stone adaptive re-use project (stopped from demolition) on Collins Street in the Asset Optimisation rational. This previous guideline of sub-division to support Population Growth and LGA advancement also adjoins a further landmass that has sub-division ability to support liveability and Population Growth, in comparison Trigwell Street is limited in contribution to the longer term forecasts.</p>	Somewhat Agree	<p>The blocks appear suitable to deliver residential housing.</p>	Other	
Shire website - online form	12417	25/07/2025 9:46:43 AM	Somewhat Agree	<p>I agree if the property is currently unused and has been for some time. Of the suggested properties for disposal, this sale appears to have the least impact on the community for the largest gains.</p>	Somewhat Disagree	<p>I would support the sale of a portion of the lot to the neighboring parcel, but not the sale of the Lot with the current boundaries. I believe in its current configuration the remaining road reserve is too narrow for an appropriately sized footpath with the presence of the existing power poles. If this Lot was sold as is, and the new owner installed a fence on their Reserve Street boundary, the path would become very constricted. Prior to sale, can the boundaries of the Lot be amended to allow for sufficient space for an appropriately sized footpath in the road reserve along Reserve Street, and sufficient space for a well designed crossing on Emerald Street.</p>	Strongly Disagree	<p>Your comments note that this park provides 'limited recreation opportunities', which fails to recognise the importance of Local Parks in the community. Local Parks provide passive recreation and social opportunities. They also provide green relief in an urban setting and break up the urban form. Walter Trigwell Park is the only Local Park in this area of Donnybrook which is why I Strongly Disagree with disposing of these Lots. If the Shire doesn't already have one, a Parks and Playground Strategy and Action Plan should be created to inform decisions on the use and development of green spaces.</p>	Somewhat Agree	<p>Opening these properties up for housing would be good if they will otherwise remain vacant and undeveloped. However, in the Council meeting minutes from the 28th May the asset disposal rationale for these Lots wasn't provided, there is only the record of the motion. Only minimal information is provided with this form and no information is provided regarding the potential purchase cost and cost to realign the drainage infrastructure.</p>	<p>Regarding this Online Submission Form, I believe the form shouldn't have all the fields set as mandatory so that those wanting to comment on only one property could have had the choice to do so, without having to fill out the remaining fields. I also believe that the additional information in the May Council meeting minutes should have been linked, rather than the community having to go search for this information within a 116 page document.</p>	Social media (Facebook, Instagram, etc.)
Shire website - online form	12416	25/07/2025 7:58:04 AM	Strongly Disagree	<p>Land is currently used as local pony club. Continuously used since 70's I have and am still am instructing there since 1980.</p> <p>Pony club is a youth movement run by volunteers and the backbone of one of Australia's biggest industries.</p> <p>Does he shire have a alternative site for pony club or do we simply cease to exist.</p>	Somewhat Agree	<p>It is already zoned housing</p>	Strongly Disagree	<p>Given to shire as recreation not housing.</p>	Somewhat Agree	<p>Zone housing</p>	<p>Social media (Facebook, Instagram, etc.)</p>	
Shire website - online form	12415	25/07/2025 6:38:55 AM	Strongly Disagree	<p>I'm not sure why you would think the Pony club was not operating. This club has put so much hard work and effort to improve the grounds, including securing grants for development. I can't believe you publicly stated that it was not being used and up for sale with no consultation with the club at all. It was a huge shock to all of our members past and present when we seen this plastered all over social media.</p>	Neutral or Unsure	N/A	Neutral or Unsure	N/A	Neutral or Unsure	N/A	N/A	Social media (Facebook, Instagram, etc.)

Shire website - online form	12414	24/07/2025 7:06:22 PM	Strongly Disagree	I am a member of Wellington District Pony Club, and grounds are still leased by the club from the shire and grounds are used. Stop making it out that it is not being used.	Neutral or Unsure	Unsure	Neutral or Unsure	Unsure	Neutral or Unsure	Unsure	Where will the shire relocate the club, noting that pony club must be fully fenced. Kirup oval would be a great option if the shire agrees to fence the area. And provide vital infrastructure and equal facilities with horse yards, Tie up areas, arenas, access to safe parking and clubrooms with toilets etc. Our family travels from Collie to attend pony club, spending money in town, at the IGA, bakery, local hotels, fuel stations etc.	Shire website Word of mouth (family, friends, etc.) Other
Shire website - online form	12412	24/07/2025 8:59:12 AM	Strongly Disagree	If this property was given as a donation or gift to the Shire then it should not be sold. If this property is used by the community and locals wish it to remain in use it should not be sold. I strongly oppose the sale of the land currently used by the Wellington District Pony Club. This space has been an invaluable part of not only my life, but the lives of countless children and families in this community. As a child who moved to Donnybrook and didn't feel at home or supported in other local team sports I tried, the pony club provided a safe, supportive, and empowering environment where I could grow & learn as a young woman in our town, safely. . It was one of the only local clubs that catered to kids who didn't necessarily fit into mainstream sport , a space where we could thrive, learn responsibility, build confidence, and find community & we've offered opportunities through the members to compete in places we wouldn't have & bring donnybrooks name to state championships etc some members even going into nationals. The skills I learned through my years at pony club have very much shaped the course of my life. Today, I work daily with horses, a career path directly influenced by the hands on experience, discipline, and horsemanship developed through this grassroots club. Pony club isn't just about riding; it teaches life skills, patience, empathy, and perseverance. Beyond personal growth, the pony club fostered long term friendships and connections that still support me to this day. Our families dedicated countless hours to volunteering , from busy bees to fundraising and maintaining the grounds. Investing our time, energy, and love to make the space usable and safe for everyone. It is more than land; it's a community hub with deep roots and irreplaceable value. Selling this land would be a devastating loss for future generations of local kids who need this kind of inclusive, skill-building opportunity. As a 25 year old still living locally, a pony club grounds is a huge part in deciding where a lot of new age farming families base themselves so there kids get this opportunity. Please consider this decision, and preserve the Wallington grounds are currently used for pony club and the club has fundraised and had busy bees to make new cross country jumps. I do not think this is fair to take away from the children	Strongly Agree	If vacant land and not gifted to shire then sell as it seems to serve no purpose.	Strongly Disagree	Appears to be land donated by a resident for the purpose of a playground. Donated land should not be sold of the intention was clear when donated	Strongly Agree	If vacant land and not donated and serving no purpose can be sold.	Gifted land, donated properties are not for sale ! Why in future would any resident consider donating to the Shire in the knowledge said property will be sold off to cover debt.	Shire website Social media (Facebook, Instagram, etc.)
Shire website - online form	12411	24/07/2025 7:00:27 AM	Strongly Disagree		Neutral or Unsure	I am neutral on this decision. I will not comment on things im not sure of without prior education	Strongly Disagree	local families using the park	Neutral or Unsure	I am neutral on this decision. I will not comment on things im not sure of without prior education		Social media (Facebook, Instagram, etc.)
Shire website - online form	12410	23/07/2025 11:51:37 PM	Strongly Disagree		Neutral or Unsure	Not sure where this is.	Strongly Disagree	It is a childrens park, where kids can go when the fun park is too busy. It was donated for the purposes of being a kids park.	Neutral or Unsure	No opinion on this one.		Social media (Facebook, Instagram, etc.) Word of mouth (family, friends, etc.)
Shire website - online form	12409	23/07/2025 8:56:06 PM	Strongly Disagree	I have used these grounds and believe they should stay for future generations of children , who would could become our future Equestrians or simply just love to learn and ride there horses in a safe and inclusive environment in there local area	Neutral or Unsure	Unsure about this area	Neutral or Unsure	Unsure about this area	Neutral or Unsure	Unsure about this area	Any area donated ,invested or already used for recreation in the shire should be protected and kept for existing and future generations	Social media (Facebook, Instagram, etc.)
Shire website - online form	12408	23/07/2025 8:22:47 PM	Strongly Disagree	000000000	Strongly Disagree	0	Strongly Disagree	Please see email written to the Shire dated 23 July 2025. Too long to repeat here. Email titled TRIGWELL STREET PARK	Strongly Disagree	0	See email sent to shire earlier on 23 July 2025	Word of mouth (family, friends, etc.)
Shire website - online form	12407	23/07/2025 5:03:13 PM	Strongly Disagree	This is the pony club to which my daughter casually attends and some of our family members - who are still within the donnybrook Shire are members. It is well used and cared for by the pony club. Myself having attended a busy bee day only recently. It's a great asset for children and form bonds, friendships, learn about keeping and maintaining grounds and outdoor activity all year round.	Neutral or Unsure	.	Neutral or Unsure	.	Neutral or Unsure	.	.	Social media (Facebook, Instagram, etc.)
Shire website - online form	12406	23/07/2025 3:20:56 PM	Strongly Disagree	This is not an unused space. You are being deliberately deceptive in this regard. Please ship forcing your buracratic agendas on us, especially at the expense of smaller community groups. You have already taken too much away to provide for the privileged few. Leave the pony club alone!	Somewhat Disagree	Where is the footpath to be relocated and who will be responsible for these costs?	Strongly Disagree	This is a small donated community space. It's purpose is to provide a resource similar to the small park at Malden estate in areas of the town that aren't within easy walk access for young families.	Neutral or Unsure	I am not sure if the requirements here	There seems to be an increasing disconnect between the community and the bureaucratic support for the privileged few. Short term politics focus on mine revenues, is a long term death sentence for our unique community focused on arts, farming and nature. It's time the LGA got better at assessing genuine community engagement and stopped forcing your KPIs agendas and threatening rate rises at every turn.	Social media (Facebook, Instagram, etc.)
Shire website - online form	12405	23/07/2025 3:10:59 PM	Strongly Disagree	To start with I do not agree to selling assets to close the gap. This property should be kept as it takes minimal \$'s to maintain and would be very suitable for future recreational activities that are not suited for close to residents. eg Horse, motor bikes target shooting etc.	Strongly Agree	However make sure "real" market value is obtained.	Strongly Disagree	This property is for public open space, that is why it was "gifted" to the Shire. If the playground cannot be afforded to be replaced don't replace it. Keep for future generations.	Strongly Agree	Yes, re zone prior to selling for small units suitable for health workers.	Selling off assets to maintain \$'s in asset reserves should not be done. Other ways should be found my meeting the shortfalls. Cut the budget to meet income.	Social media (Facebook, Instagram, etc.)
Shire website - online form	12404	23/07/2025 1:44:38 PM	Strongly Disagree	There is a huge "horse community" in the Shire who now travel to other Shires to participate in their hobby. It is a healthy pass time that promotes fit ness, friendship and hours of at home preparation which on return supports local agricultural businesses. It also gets younger people off their phones and onto life. Much needed and very remiss of the Shire to contemplate selling this community asset. Fiona Shipman resident for 35 years.	Neutral or Unsure	.	Neutral or Unsure	.	Neutral or Unsure	..	.	Social media (Facebook, Instagram, etc.) Word of mouth (family, friends, etc.)
Shire website - online form	12403	23/07/2025 11:01:47 AM	Neutral or Unsure	Unsure if the land was gifted. If it was gifted the land belongs to the ratepayers and should remain so. Could it be used for a shire based eco-tourism option or caravan park?	Strongly Disagree	There is a footpath running through it. It forms part of the footpath network. Is the Shire willing to tear up infrastructure. And the land creeps in to the road reserve. It would cost more to rezone sections of it to replace the infrastructure, and to accommodate required setbacks making it useless for anything.	Strongly Disagree	If the land was gifted ad POS it should remain so. It belongs to the ratepayers, not the Shire corporate. It is a welcome respite from the sensory overload that is the Apple Fun Park, much the same as the tractor park.	Somewhat Agree	Have always wondered why these blocks were vacant. However, the sale should be direct from the government without the Shire being involved. Unnecessary double handling if the shire purchases it only to onsell it.	Stop trying to use shire assets to pay for the footy club fiasco. All ratepayers can see through this. Work towards some processes and procedures around future transparency to ensure that it never happens again.	Social media (Facebook, Instagram, etc.) Word of mouth (family, friends, etc.)
Shire website - online form	12402	23/07/2025 9:40:31 AM	Strongly Disagree	As it is the site of the long running Donnybrook Pony Club, Which is still used and provides opportunities for other sporting/recreational opportunities for those children who wish to participate in a different sport to the main stream ones. There is a push in society to encourage young people to keep active and not rely on screens etc. Why would Donnybrook, a sporting community, want to get rid of a sporting opportunity for our kids! Over the last 45 years I know of many people who have used the pony club and still do today. This should not be sold.	Neutral or Unsure	Seems a very small, irregular shaped block. Not sure what someone would purchase it for.	Strongly Disagree	Again this park provides a recreational opportunity for parents, children and others on the south East side of town. The fact also that it was gifted for this purpose I think would be terribly disrespectful to Wally Trigwell and his family to sell this. It is important to hold onto these special areas to help preserve the feeling of community in the town and honouring our history. This would also not send a good message for any others thinking of donating or gifting lands or moneys to the Shire as it shows it would not be honoured. I would be disgusted if this gets sold.	Somewhat Agree	This land looks like it would be a good asset to sell as it could be used for housing as it is in a residential area.	Considering our rates have gone up significantly in the last year and no doubt will again this year, I want that money to go towards recreational opportunities for the community. Eg the pony club and Trigwell Park. Not to see them sold. We need variety in the community.	Social media (Facebook, Instagram, etc.)
Shire website - online form	12401	23/07/2025 9:16:17 AM	Strongly Disagree	Shire is trying to regain money due to the stupid football grounds	Strongly Disagree	Shire is trying to regain money due to the stupid football grounds	Strongly Disagree	If the shire has been gifted land for a park it should be left as that a park not sold to try and make some money after the stupid football facilities were built.	Strongly Disagree	Stop trying to sell off land to re gain money after the upgrade of the football facilities		Social media (Facebook, Instagram, etc.)
Shire website - online form	12399	21/07/2025 6:47:17 PM	Strongly Disagree	I am the president and my children are members of the pony club and yes we are still actually operating contrary to shire belief. We were on the understanding back on 2022 when we were requested to sign for a shire held gate key, which we still have and use, that our lease was continue rolling over. We've had no contact from the shire in this. Why take something away from the children, pony club is one of the only sporting avenues which is solely a youth movement. Now that is something the shire could run with in encouraging community sporting endeavours. The club currently has national and state title holders, something we don't tend to brag about. Anyway if it does come to the sale of the grounds as you need the profits, we would love to know where the shire will relocate the club to, besting in mind that for safety and insurance requirements grounds must be fully fenced and of sound footing. We would also require the construction of yards for the horses as well as suitable water for drinking.	Neutral or Unsure	I am more concerned about the pony club however is selling off this asset really required	Strongly Disagree	We encourage kids to get outside and play, why take that away from them.	Neutral or Unsure	Unsure of reason		Social media (Facebook, Instagram, etc.) Word of mouth (family, friends, etc.)
Shire website - online form	12396	19/07/2025 8:50:25 AM	Strongly Disagree	Needs to be left as a pony club venue for children to utilise.	Somewhat Disagree	You have a policy of planting trees on verges to improve the appeal of Donnybrook but you are selling off the green belts in Donnybrook.	Strongly Disagree	This was donated by a previous resident for the people of Donnybrook. He could have sold it for profit himself but gave it in trust to the shire for usage of the people of Donnybrook. It is called integrity.	Strongly Disagree	Another green belt that buffers our hospital and aged care. A shire requires these areas for not only buying appeal but as wildlife areas.		Social media (Facebook, Instagram, etc.)
Shire website - online form	12395	19/07/2025 8:24:04 AM	Strongly Disagree	Trigwell park, I go past this playground at least 2 x a day and it is always used by locals, we don't have many kids playgrounds in the whole Shire so do not believe it should be sold off. I also don't think the pony club grounds should be sold, it is being used by both kids and adults, not good enough to sell off places that are being used as both sport grounds and enrichment for family's. Why would the Shire spend a lot of money on a footie oval to help the youths and then sell other sporting places!	Neutral or Unsure	NA	Strongly Disagree	Same as above lot 3122	Neutral or Unsure	Na	I feel the Shire needs to listen to the residents more and not sell the pony club grounds and the playground. The shire need to support other family's in the town and maybe start finding funding else where. Have a look at neighbouring Shire, family's are supported and listened to and have more playgrounds than we do, and we are selling ours !!!	Shire website Social media (Facebook, Instagram, etc.)
Shire website - online form	12394	18/07/2025 9:13:18 PM	Strongly Disagree	Unless there is a suitable alternative this will be detrimental for the Donnybrook horse riding community	Somewhat Agree	If relocating the footpath is practical and economical then could be a good use of land to aid in reducing housing crisis	Strongly Disagree	We drive past this park to go to Bunbury or into Donnybrook and it is rarely empty Is perfect when the Fun Park is packed due to PH, school holidays or events. Would be a great loss to the children and families of the community	Somewhat Agree	If purchasing from the state and drainage realignment would still allow a profit when sold for residential purposes, could also help alleviate housing crisis		Social media (Facebook, Instagram, etc.) Word of mouth (family, friends, etc.)
Shire website - online form	12393	18/07/2025 1:52:34 PM	Strongly Disagree	There is a active pony club there with community members still using it	Neutral or Unsure	Unsure	Neutral or Unsure	Unsure	Neutral or Unsure	Unsure		Word of mouth (family, friends, etc.)

Shire website - online form	12392	18/07/2025 11:12:13 AM	Strongly Disagree	This Land is currently in use by the Wellington District Pony club and should not be taken off the Children , There is also a building on site believed to go back to the war effort , as part of the original WW2 Flax mill on that site , and should be looked at for the Municipal Heritage listing , This site holds huge significance to the residence of Donnybrook , as many attended Pony Club there , Even our own Para Olympian , Sharon Jarvis These kids out there need the grounds to follow their dreams , It is also believed that the site is Recreational Reserve and may have been donated for that purpose , The Shire needs to look at this situation carefully . In this day and age where we are trying to keep kids off their devices , and encouraging them outside . This facility overs so much . Strongly against the sale unless a good alternative site can be found for these children ,, Their dreams are import ,	Neutral or Unsure	I know little about this site or any uses	Strongly Disagree	This is Walter Trigwell Park, Donated to the Shire by Wally Trigwell for a Playground , Wally believed that the children up that end of town should have a Playground , Its a beautiful little Park and is used by many every day, Mr Trigwell Put his trust in the Shire to keep his kindness and Legacy on going . To sell this land would be a breach of Trust I believe. I am strongly against the sale of this land as once again It is taking a facility away from Children	Neutral or Unsure	I know little of this site or its previous uses	The Shire needs keep those sites used by our children , and find alternative land sites to sell . As a rate Payer , I feel that we should not be losing our amenities Green spaces ect , We have already lost a lot , The Shire needs to leave areas used by children alone , Thats all some kids have , Find other Shire owned blocks , to sell to try and mitigate The financial mess the Shire has found itself in .	Shire website
Shire website - online form	12391	18/07/2025 10:25:18 AM	Neutral or Unsure	-	Neutral or Unsure	-	Strongly Disagree	There is no other green space on that side of town. When Wally Trigwell gifted that land it was a godsend for myself & other children in the area. Even though at the time there was no playground equipment at least it was somewhere to kick the football. That plot of land is worth way more to the community than the paltry amount of rates it may gather.	Neutral or Unsure	-	-	Social media (Facebook, Instagram, etc.) Word of mouth (family, friends, etc.)
Shire website - online form	12390	17/07/2025 9:54:38 PM	Neutral or Unsure	-	Neutral or Unsure	-	Strongly Disagree	I am not one to usually speak on topics such as this: but growing up in the Trigwell family, and as a Trigwell it has been taught that meaning, community and history means more than anything compared to a few extra dollars and attention. I am only young but I used to play on that playground almost every day with my friends growing up, and the amount of people that I know and see using that equipment makes me wonder why this playground being taken down is even an option. Walter Trigwell I never got to meet, but speaking with family I have learnt that he was a kind and thoughtful man, and how that park was built specifically for families on that end of town, because on a hot summer day, who is going to walk all the way to the fun park or vc mitchell when they have that huge hill to walk back up? I dont know anyone that would. Along with Families losing the option to going to a playground close to home, this playground being taken down is a bit of a slap in the face to the history of our town. And Im aware how many people harp on about preserving the history of our town. But have you given it a second thought to wonder, that it is meaningful to protect the history of our local buildings, parks and families? Change is good sometimes and Im aware of that, but the football club getting no recognition for the families that put the work in for it? The Athertons, The Cliffords? The Apple festival getting modernised with absolutely nothing involved with the crucial parts of what the apple festival really used to be? And now you want to take down yet another historically important park, a park that is crucial to the families surrounding. For a pony club? Maybe just build a better playground, for a wider age range, maybe more seats so the families stop having to all squish on one wooden bench. Instead of having to create something entirely new, improving something can mean a lot more to the community and shows well to tourists too. "Walter Trigwell Park For Better 2026" Thankyou for listening to my extended reasoning.	Neutral or Unsure	-	Word of mouth (family, friends, etc.)	
Shire website - online form	12389	17/07/2025 9:43:07 PM	Strongly Disagree	You are wrong in that these grounds are not used, do yr research!!! My kids ride there and trained there and many events happened there. How can you make statements like you have without research? So many kids have issues and horses not only give kids physical activity but also fresh air, they also provide mental help and well being and in this day and age this should be encouraged to have healthy opportunities. It's also helps those with disabilities and those folk who are older to have the opportunity to ride with like minded people. It saddens me that dollars are of more value that health of our younger generation, such a narrow minded approach. Please I beg of you all, look deeper in the repercussions of yr decisions and provide for the safe keeping of what your already have. Regards Wendy.	Strongly Disagree	Save what you have for the future. Donnybrook is a beautiful rural town and that's its selling point to tourism. Think of the residents who live and use the facilities	Strongly Disagree	Do t always look for the dollars and think of your rate payers and what they need	Strongly Disagree	Keep thinking of what the people need, It's not always high rise buildings! Kid friendly and fresh air. Tourists won't stop unless it's for the gorgeous country town you are.	Social media (Facebook, Instagram, etc.) Word of mouth (family, friends, etc.)	
Shire website - online form	12388	17/07/2025 9:24:20 PM	Strongly Disagree	The Wellington District Pony Club still use this site . The shire is either unaware of this or lying. Either way it's not on. Lift your game. If the lease has lapsed it is because the shire has failed to do their job. If you choose sale of sand over kids pony club then you'd better let them ride their horses on the footy oval, cricket oval, golf greens, tennis courts or bowling green. Also the building out there should be heritage listed like other flaxmill buildings in other towns.	Neutral or Unsure	My reasoning is that I am neutral or unsure on this one..	Strongly Disagree	If someone donates or bequeaths land to the shire for public amenities eg a park or kids playground then while the shire may have legal rights to do what they choose, they don't have the moral right.	Neutral or Unsure	My reasoning is that I am neutral or unsure on this one..	Why doesn't the shire do a survey on Facebook? More people would do the survey, and everyone could see what the residents were interested in? ie full transparency. Or perhaps the shire are unable to do these activities on FB?	Social media (Facebook, Instagram, etc.) Word of mouth (family, friends, etc.)
Shire website - online form	12387	17/07/2025 6:53:48 PM	Strongly Disagree	This is an important community resource.	Strongly Disagree	I, like many others, use this footpath nearly daily in my wheelchair. Given the appalling and nonsensical state of some of Donnybrook's current footpaths (like where we're clearly expected to cross a four-way intersection diagonally to continue north along Mead onto Bakewell) I have no faith in the council's promise to "relocate" this footpath.	Strongly Disagree	This is the most disgusting to me of these four proposals! What other option do children in this part of Donnybrook have when they want to access a playground? Instead of selling this land, the council should provide landscaping, play equipment, and shade trees to make it a space more people can enjoy!	Neutral or Unsure	This one I just don't understand. You want to buy this land from the state government so you can sell it? Make it make sense?	To be honest, I'm a renter, not a rate payer. If I WERE a rate payer I'd sell up because of the past and present actions of this council. The ridiculous overspending on the football club, the shutting down of the monthly markets and the tourist centre, the lack of maintenance of dangerous footpaths, and residents don't even get basic services like anual bulk rubbish pick-ups or a fenced dog park! The only people I know who aren't disgusted by our council are the minority who don't care about anything but football.	Word of mouth (family, friends, etc.)
Shire website - online form	12386	17/07/2025 6:19:20 PM	Somewhat Disagree	If this is still being used by community, then it should be left. Also I do not want any moreland sold off for Mining. le Sand. This is a tourist route and already has too many trucks using Donnybrook Boyup brook road. Too many Gravel and sand trucks already using this route.	Somewhat Agree	If not used, then happy for it to be sold off.	Somewhat Disagree	Lack of outdoor space already for play. If this park is currently used, then should be retained.	Somewhat Agree	No objection if land not in use.	I fully understand the Shire's direction financial worries, but am concerned the impact on the entire Shire. Tourism affects all areas. Shire already making Donnybrook and Balingup the most expensive stopover points. The Dinnybrook and Balingup Transit Parks are now most expensive in WA! They are not Caravan Parks and have no facilities like a proper Park, yet cost more than any regional Caravan park in southwest. The Shire should be doing more to promote Tourism , not cutting funding and raising costs. Plus need to keep rural feel .	Social media (Facebook, Instagram, etc.)
Shire website - online form	12385	17/07/2025 3:41:53 PM	Somewhat Disagree	There are children that don't play footy or tennis. Currently there are kids digging up an area classified as a habitat of an endangered plant because they don't know that there are other places to go. Please don't sell something like that just because it is not used at the moment	Neutral or Unsure	Don't know why anyone would want to live in that small area with no privacy.	Strongly Disagree	Where are the little kids in that area of town supposed to play? Parents have enough to do without loading the kids in the car and taking to the fun park that is crowded every day.	Strongly Disagree	Why buy something just to sell it. If it is crown land get the government to fix it.	Social media (Facebook, Instagram, etc.)	
Shire website - online form	12384	17/07/2025 12:53:51	Strongly Disagree	This is a functioning club with benefits to the young community	Somewhat Disagree	Its good for foot path that is all	Strongly Disagree	Parks donated should be just that and kept for future kids	Neutral or Unsure	Is this a drainage easment?	Social media (Facebook, Instagram, etc.)	
Shire website - online form	12383	17/07/2025 11:34:35 AM	Strongly Disagree	The community should not suffer for the irresponsible debt Shire has incurred by the football club fiasco. This land is in use by community members in a longstanding situation.	Strongly Agree	It is fair to dispose of this asset.	Strongly Disagree	The community need small parks where it is possible to supervise small children and toddlers. Big busy parks are not suitable for toddlers.	Strongly Agree	It is fair to dispose of this asset.	If the Shire wants to be respected they should not get into debt for projects which only benefit certain people. This survey is great. We need more transparency and community consultation from our Shire.	Social media (Facebook, Instagram, etc.)
Shire website - online form	12382	16/07/2025 10:30:50 PM	Strongly Disagree	Public assets are increasingly finite. Public assets like this could be useful in the future for the community - once they are privatised they are gone forever !! Stop selling off public assets to fix financial mismanagement within the shire	Strongly Disagree	Public assets like this could be useful in the future for the community - once they are privatised they are gone forever !! Stop selling off public assets to fix financial mismanagement within the shire	Strongly Disagree	Public assets like this could be useful in the future for the community - once they are privatised they are gone forever !! Stop selling off public assets to fix financial mismanagement within the shire	Strongly Disagree	Public assets like this could be useful in the future for the community - once they are privatised they are gone forever !! Stop selling off public assets to fix financial mismanagement within the shire	Asset optimisation is a stupid way of saying "our finances are in disarray and we need to make quick money" We are not morons - using corporate-speak to cloak the issue at hand is a terrible way of building community confidence in the shire .	Social media (Facebook, Instagram, etc.)
Shire website - online form	12381	16/07/2025 9:50:08 PM	Strongly Disagree	Wellington pony club are actively using the grounds for children's sports and have done for over 12 years , the shire contributes no out going costs, prior to this Donnybrook Pony Club used these grounds for at least 15 years. I have been a member of both clubs and have had 2 children ride for 5 years at the Wellington Pony Club grounds I see no reasonable need to sell off a children's sporting facility that has a history of long term usage	Somewhat Agree	Of no use to anyone	Strongly Disagree	This is a donated children's playground it should have no consideration to be sold, it is utilised by the community for the enjoyment of the younger children	Somewhat Agree	Serves no purpose	Social media (Facebook, Instagram, etc.)	
Shire website - online form	12380	16/07/2025 9:36:56 PM	Strongly Disagree	I do not support the sale of this land for commercial purposes. With nearby mining operations already impacting the surrounding environment, it's important that we preserve natural spaces and maintain a buffer between industrial activities and our town. Rather than selling the land for short-term financial gain, I believe it should be retained and invested in for future outdoor recreational use - prioritising long-term character and liveability of our community by protecting and enhancing spaces like this one.	Neutral or Unsure	The sale of this land would support housing shortage.	Strongly Disagree	I strongly oppose the proposed sale of the small park. This land was donated to the community intended for public use for local families and children — not to be sold for profit or development. If the person who generously gifted this land were still alive, I have no doubt they would be outraged by this proposal. The donor's family is one of a few that have lived here for generations. Their contribution reflects a deep, lasting commitment to this town and its people. Selling the park now would not only disregard their intent, but also disrespect the legacy of those who helped shape our community. This park is a small but special place — peaceful, well-loved, and a rare quiet spot among our increasingly busy public areas. It provides children a safe, open space to play and grow. It is exactly the kind of environment we should be protecting, not erasing. Our town is built on generosity, respect, and community values. Selling this park is selfish and short-sighted.	Somewhat Agree	The sale of this land would support housing shortage.	Social media (Facebook, Instagram, etc.)	
Shire website - online form	12379	16/07/2025 9:12:12 PM	Strongly Disagree	This is for residents that have a right to enjoy something other than football!!!!!!	Strongly Disagree	No	Strongly Disagree	This is in remembrance of Wally Trigwell, a man who did so much for Donnybrook and you should respect his wishes. Yes that s the word you the Shire are lacking RESPECT.	Strongly Disagree	No	Other	
Shire website - online form	12378	16/07/2025 8:38:52 PM	Strongly Agree	If the Shire can sell it off for a good price and the land can be used by someone that's happy to pay for it then that's great. If there are people using the site im sure there are other facilities they can share with other clubs, to help reduce costs for everyone. Do whatever you can to keep my rates low, im a pensioner and that's what matters to me.	Strongly Agree	Win win for everyone .im sure the neighbour may like to purchase it and less mowing for the crew. The sale should also be enough to cover the costs of moving the footpath, if its really needed in that location? Do we need a footpath there?	Strongly Agree	Its good to have a park this side of town, but is it really much of a park? My grand kids don't use it because there is nothing much there. They may aswell play in our yard. If you can sell the land to get cash, get some new ongoing rates revenue then that's great. I definitely don't think the Shire should pay \$20K to renew the crappy park equipment that is there.	Strongly Agree	If we don't need it and can generates annual ongoing rates then that's great? How does the Shire sell it if they don't own it?	Do what you can to keep my rates low. Don't sell land if it costs more to facilitate the actual sale. Need to consider also if we will save money on maintenance of the land or buildings or park equipment.	Social media (Facebook, Instagram, etc.) Word of mouth (family, friends, etc.)
Shire website - online form	12377	16/07/2025 8:00:55 PM	Somewhat Agree	My experience as a shire employee is this land is under used in its current format. I feel the pony club would benefit from a fit for purpose facility and potentially relocated from the current venue if other more profitable land uses are determined.	Strongly Disagree	I have an invested interest in this land use and strongly disagree with selling this off.	Somewhat Disagree	I feel we should not rob the youth of recreational land use.	Neutral or Unsure	I need to do more research please await my response in future correspondence	Disappointed I did not receive written correspondence via post of land directly affecting my household of the proposed "sell off"	Social media (Facebook, Instagram, etc.)

Shire website - online form	12376	16/07/2025 7:31:33 PM	Strongly Disagree	History to Donnybrook- Balingup Shire. No need to sell this.	Strongly Agree	Could sell if house could be built here.	Strongly Disagree	This park is history to the town of Donnybrook! Walter Trigwell wanted the kids to have somewhere to play in the area. Should be kept in this area. Trigwell East area is the first area of Donnybrook- being established! The children all go to their neighbourhood park. Please read about the history of Donnybrook before the shires tries to sell this place! No need to take away more places that are gifted.	Strongly Agree	These blocks should be housing. Connects the street together. Good area to have house here.	Please keep Walter Trigwell Park. It is part of Donnybrook- many generations have used this park. Need to keep the legacy in of Sir Walter Trigwell please.	Shire website Social media (Facebook, Instagram, etc.)
Shire website - online form	12375	16/07/2025 6:47:32 PM	Neutral or Unsure	Unfamiliar with the area.	Somewhat Disagree	Odd shaped area. Buildings here will make the intersection more difficult to navigate.	Strongly Disagree	Other parts of the town have plenty of open green areas, this is the only green space in this part of town. It is also well used.	Strongly Agree	Seems like a very obvious place to create new house blocks.		Word of mouth (family, friends, etc.)
Shire website - online form	12372	14/07/2025 10:24:13	Strongly Disagree	Grounds still in use by Wellington districts pony club with other horse clubs interested in using the facilities	Neutral or Unsure	Unsure of current use	Neutral or Unsure	Unsure of current use	Neutral or Unsure	Unsure of current use		Word of mouth (family, friends, etc.)
Shire website - online form	12371	13/07/2025 9:26:05 PM	Strongly Disagree	This property is still utilised by Wellington District Pony Club on a monthly basis. This land also holds significant historical value to the club.	Neutral or Unsure	Not enough information - given the misinformation provided to the public regarding 'previous' use of the Wellington District Pony Club I am unwilling to comment	Neutral or Unsure	Not enough information - given the misinformation provided to the public regarding 'previous' use of the Wellington District Pony Club I am unwilling to comment	Neutral or Unsure	Not enough information - given the misinformation provided to the public regarding 'previous' use of the Wellington District Pony Club I am unwilling to comment	I found out about this on the active Wellington District Pony Club Facebook lage	Social media (Facebook, Instagram, etc.)
Shire website - online form	12370	12/07/2025 12:17:26 PM	Strongly Disagree	I am part of the pony club that currently still uses the grounds and we would need an alternative, safe location to operate from if the grounds were sold.	Neutral or Unsure	Unaware of current use	Neutral or Unsure	Unaware of current use	Neutral or Unsure	Unaware of current use		Shire website
Shire website - online form	12363	7/07/2025 11:13:59 AM	Strongly Agree	All land assets with no purpose outside of main town and hamlet sites should be disposed of.	Neutral or Unsure	Awkward block shape and size. Also requires re-connection of footpath access.	Somewhat Agree	Would benefit from direct door-to-door polling of the houses within 500m of the park. Looks to be the only open space in that whole section of town for recreation use. Our household has 7 reasons to oppose this proposition: 1. Loss of Accessible Green Space Despite its modest size, this space contributes to the town's livability and provides residents with areas for relaxation and informal gatherings. Once sold, this would lost to private development, reducing our access to a close communal outdoor area that is extremely popular with families in our neighbourhood. 2. Impact on Community Well-being: Public parks play a vital role in promoting physical and mental health. The removal of Trigwell Park could disproportionately affect residents who rely on nearby open spaces, neutral meeting spaces (particularly given the popularity and business of the Apple Park- Trigwell park offers a safe spot for younger children to visit independently from households with much lower risks than central parks- offering a key developmental space for families. It also offers overflow/extra space for those without sufficient private gardens or the means to travel to larger centralised parks. 3. Precedent for Future Asset Sales: Selling Trigwell Park might set a precedent for the disposal of other public assets. This could lead to a gradual reduction in community-owned spaces, altering the character and livability of Donnybrook and potentially prioritizing short-term financial gains over long-term community benefits. 4. Potential Overdevelopment The sale of these lots is likely to lead to increased residential development in the area. While growth can be positive, it must be balanced to prevent overdevelopment, which can strain local infrastructure, increase traffic, and alter the neighborhood's character and reduce control of climate and drainage control points. 5. Loss of Historical Recognition: Trigwell Park also holds historical significance for the community. While the council has renounced acknowledging a Mr.	Strongly Agree	Suitable blocks for residential sale.		Shire website
Shire website - online form	12361	6/07/2025 4:01:20 PM	Neutral or Unsure	Not familiar with this piece of land	Somewhat Disagree	Prime land central to town centre and facilities/recreation that could be better developed for future income.	Strongly Disagree	1. Loss of Accessible Green Space Despite its modest size, this space contributes to the town's livability and provides residents with areas for relaxation and informal gatherings. Once sold, this would lost to private development, reducing our access to a close communal outdoor area that is extremely popular with families in our neighbourhood. 2. Impact on Community Well-being: Public parks play a vital role in promoting physical and mental health. The removal of Trigwell Park could disproportionately affect residents who rely on nearby open spaces, neutral meeting spaces (particularly given the popularity and business of the Apple Park- Trigwell park offers a safe spot for younger children to visit independently from households with much lower risks than central parks- offering a key developmental space for families. It also offers overflow/extra space for those without sufficient private gardens or the means to travel to larger centralised parks. 3. Precedent for Future Asset Sales: Selling Trigwell Park might set a precedent for the disposal of other public assets. This could lead to a gradual reduction in community-owned spaces, altering the character and livability of Donnybrook and potentially prioritizing short-term financial gains over long-term community benefits. 4. Potential Overdevelopment The sale of these lots is likely to lead to increased residential development in the area. While growth can be positive, it must be balanced to prevent overdevelopment, which can strain local infrastructure, increase traffic, and alter the neighborhood's character and reduce control of climate and drainage control points. 5. Loss of Historical Recognition: Trigwell Park also holds historical significance for the community. While the council has renounced acknowledging a Mr.	Somewhat Agree	Close to sufficient public space		Word of mouth (family, friends, etc.)
Shire website - online form	12359	6/07/2025 12:09:15 PM	Somewhat Disagree	Pony Clubs are a great place for children and people to learn skills. Do we have other pony club sites within shire? It is a specialised sport that requires space and infrastructure to exist.	Strongly Agree	Unused land. No clubs or other activities impacted by sale.	Strongly Agree	Unused land with no other clubs or activities impacted. Neighbors must expect buildings to happen in a townsite situation	Strongly Agree	As before.	What are these funds being raised for? Is it to service our debt? Please continue to communicate your plans across multiple media platforms as we are not all addicts of face book etc. the more warning we are given the better the engagement of community will be As a stall holder at the markets I felt deeply disempowered by the sudden announcement of its closure with no forewarning, or very very little, and no engagement from shire on the issue with the act people affected.	Word of mouth (family, friends, etc.)
Shire website - online form	12358	5/07/2025 1:23:57 PM	Strongly Disagree	Pony club has been based there since approx 2012. Fundraising was always done by the club to improve grounds. In my time at the club we tidied grounds, built retaining walls, cleaned up cross country course and my family donated a poly place rainwater tank to improve water holding abilities. The grounds is still currently being used by the club. It would be a shame to see the pony club go, especially as the amount of people with horses in the area is increasing.	Neutral or Unsure	Unsure of ise	Neutral or Unsure	Unsure of use	Neutral or Unsure	Unsure of use		Social media (Facebook, Instagram, etc.)
Shire website - online form	12357	5/07/2025 1:08:55 PM	Strongly Disagree	It is not correct to say that this land does not have community use. It is actively used by the Wellington Districts Pony Club which has produced national and international level riders and provides valuable experiences to children and young adults. The club has invested large amounts of time to fund, develop and maintain the minimal infrastructure that is there. Will the shire be supporting the club to relocate?	Neutral or Unsure	I have no relevant knowledge of the site	Neutral or Unsure	I have no relevant knowledge of the site	Neutral or Unsure	I have no relevant knowledge of the site		Social media (Facebook, Instagram, etc.)
Shire website - online form	12356	4/07/2025 5:14:26 PM	Strongly Disagree	The pony club is an important community group and area where community members come together. It would be a disgrace to stop this.	Neutral or Unsure	N/A	Neutral or Unsure	N/A	Neutral or Unsure	N/A		Social media (Facebook, Instagram, etc.)
Shire website - online form	12355	4/07/2025 3:02:18 PM	Strongly Disagree	The grounds are still being actively used by Wellington Horse and Pony Club. The flax mill was built during World War II and was surveyed in 1995 for heritage listing. What ever became of this?	Neutral or Unsure	N/a	Neutral or Unsure	N/a	Neutral or Unsure	N/a		Social media (Facebook, Instagram, etc.)
Shire website - online form	12354	4/07/2025 1:03:03 PM	Somewhat Disagree	I somewhat disagree with the proposal due to the high involvement in equine sports in the shire however it appears the Wellington Districts Pony Club aren't utilizing the space to its full capacity and only complaining now they risk losing it. I understand the soil / sand pit is an excellent income stream for the shire and would be beneficial.	Somewhat Disagree	The block should be offered for sale to amalgamate with lot 22 to give them the opportunity to expand their land.. As its currently a very odd shape. Would building be approved by the Shire of Donnybrook to make it an attractive offering to a buyer.	Strongly Disagree	This park is a great asset for the families of the South Eastern end of town. There is currently not anything else at that end of town and i know lots of people with young kids who are without transport use it regularly.	Strongly Agree	Great vacant land to be utilized for further housing.	what about this block? Vol 1113 Fol320	Shire website
Shire website - online form	12353	4/07/2025 12:59:02 PM	Strongly Disagree	This grounds is used for a local pony club with many talented riders. There's no other venue in the shire that hosts a dedicated horse riding area. It would be a shame to loose this as over the years lots of improvements have been made to this club.	Neutral or Unsure	Not bothered.	Neutral or Unsure	Not bothered.	Neutral or Unsure	Not bothered.		Social media (Facebook, Instagram, etc.)
Shire website - online form	12352	4/07/2025 11:14:30 AM	Strongly Disagree	This land is leased and used by Wellington Horse and Pony Club absolutely the Shire needs to understand what community groups have lease agreements.. who's not doing there job in the shire	Neutral or Unsure	.	Neutral or Unsure	.	Neutral or Unsure	.		Word of mouth (family, friends, etc.)
Shire website - online form	12351	4/07/2025 7:00:42 AM	Strongly Disagree	This is a facility that promotes community engagement, sport activities for children through the Wellington ponyclub. It also provides opportunities for people outside the shire to visit through lessons/clinics.	Neutral or Unsure	Na	Neutral or Unsure	Na	Neutral or Unsure	Na		Social media (Facebook, Instagram, etc.)
Shire website - online form	12350	4/07/2025 6:24:12 AM	Strongly Disagree	The Wellington districts pony club, still leased and use this property.	Strongly Disagree	We need to keep some open spaces	Strongly Disagree	There is no other nearby parks to walk to	Somewhat Disagree	Once sold you can't get the assets back		Social media (Facebook, Instagram, etc.)
Shire website - online form	12349	3/07/2025 10:17:13 PM	Strongly Disagree	Having competed at events and rallies in the 80's and 90's at the Donnybrook Pony Club at this location. It is a fantastic all weather venue. A rarity in the southwest. I have returned with both my children over the last 10 years since Wellington Pony Club have been on the grounds. It is a fabulous location for winter cross country training. Given the Wellington Pony Club is very much alive and active, I find this course of action by the Donnybrook shire council disturbing and probably against council policy to sell off land that is actively being maintained and used by a community group. I also understand that Wellington Pony Club have a lease agreement over the land. The grounds would be of little value for anything other than recreation. I believe the grounds were formally the site of a flax mill and also hold some heritage value to maintain the hall that is used as the clubrooms on the site.	Neutral or Unsure	nil	Neutral or Unsure	nil	Neutral or Unsure	nik		Social media (Facebook, Instagram, etc.) Word of mouth (family, friends, etc.) Other
Shire website - online form	12348	3/07/2025 9:10:29 PM	Strongly Disagree	The Wellington District Pony Club has been and still is leasing this block and been improving it over the 15 or so years that they have been there. This would be a big loss for the equestrian community in the south west.	Neutral or Unsure	No opinion	Strongly Disagree	This is the only park at this end of town and i would like to see it improved and not sold.	Strongly Agree	Agreed this should be utilised in some way		Social media (Facebook, Instagram, etc.)
Shire website - online form	12347	3/07/2025 9:02:56 PM	Strongly Disagree	This block is still leased to the Wellington pony club they are still using the facilities. they have upgraded the grounds over the last 15 years without much support from the shire. it is one of the only public equine facilities located close to donnybrook. if these facilities are lost they will never will be replaced.	Neutral or Unsure	good luck selling it.	Strongly Disagree	this is the only park located at the east end of town and should be kept up to standard and provide open area for children to play.	Strongly Agree	this makes sence to be sold off.		Social media (Facebook, Instagram, etc.)

Email - written text, no form		Friday, 25 July 2025 3:31 PM					Strongly Disagree	See "Other Comments"			EMAIL BODY TEXT: TO WHOM IT MAY CONCERN CEO, Vivian Mc Carthy, All-shire Councilors I have lived in Donnybrook for 50 years or more, have seen many changes. But now my Biggest Concern and disgust, disappointment to hear that the Shire is planning to sell off a block of land in Trigwell St East. Namely Wally Trigwell Park. I believe this land was donated and meant for young children to play in/ on to keep them off the streets. Wally was a big assett to the community in many ways and respected. A lot of children use this park, they live in the area and why would they not use it ??? Also I hear the Shire have a plan to sell off the Tractor Park, corner of Marmion and Emerald streets in donnybrook ?! Named again after one of our long living friends who was a great community member, Vin Farley. I'm very disappointed to hear you are to sell this lovely popular playground. I live in the area and go past frequently, there are lots of young Mums and Dad's with babies and toddlers who possibly may find the Apple Fun park too big for their little ones, however. Lot's of people, young or older adults have picnics and use the toilets. jys a GREAT assett to this part of town , so con Please DO NOT SELL OFF THESE LOVELY PLAYGROUNDS!!!! My two boys and their friends played for hours on these two favourite playgrounds. I'm hoping you find common sense and take on consideration of all the children who need a place to live and play and enjoy the life of a beautiful town.	
Email - written text, no form + OTHER		Friday, 13 June 2025 4:21 PM			OTHER	See "Other Comments" and attachments (offer to purchase)					EMAIL BODY TEXT: Hi Michelle, Herewith Offer and Acceptance for your submission to the Shire – for Z1 Reserve St, Donnybrook from Mr. David Lonsdale. It is a cash offer for \$160 000.0 Please be advised the buyer is waiting on one more quote from NBN together with a de-truncation quote – hence the Due Diligence Clause. Should these prices come in before the offer is accepted he would look at waiving this Clause. Please also be advised that he will not be removing the footpath initially – so would be more than happy to re-negotiate with Shire re – "leaving it in use – covered by Shire's Insurance" until sometime as he will require to demolish same. Thank you! Please acknowledge receipt of this email. Kind Regards, Angela Murphy Licensee Elders Real Estate South West - Donnybrook	

Total Survey Responses	67
Responses via Website	64
Responses via Email	2
Other Responses & Submissions	1

Item 1 / Lot 3122 Donnybrook-Boyup Brook Road, Beelerup

Total "Strongly Agree" Responses	2
Total "Somewhat Agree" Responses	3
Total "Neutral or Unsure" Responses	6
Total "Somewhat Disagree" Responses	6
Total "Strongly Disagree" Responses	47
Total "Other" Responses	0

Item 2 / Lot 21 Reserve Street, Donnybrook

Total "Strongly Agree" Responses	6
Total "Somewhat Agree" Responses	5
Total "Neutral or Unsure" Responses	34
Total "Somewhat Disagree" Responses	8
Total "Strongly Disagree" Responses	11
Total "Other" Responses	1

Item 3 / Lots 12 (102) & 13 (104) Trigwell Street East, Donnybrook

Total "Strongly Agree" Responses	2
Total "Somewhat Agree" Responses	2
Total "Neutral or Unsure" Responses	17
Total "Somewhat Disagree" Responses	3
Total "Strongly Disagree" Responses	41
Total "Other" Responses	0

Item 4 / Lot 126 Yelverton Street & Lot 189 Union Street, Donnybrook

Total "Strongly Agree" Responses	12
Total "Somewhat Agree" Responses	11
Total "Neutral or Unsure" Responses	32
Total "Somewhat Disagree" Responses	2
Total "Strongly Disagree" Responses	7
Total "Other" Responses	0

Survey Engagement & Awareness Feedback (per website/online form responses & submissions)

Total "Other Comments" provided	34
Shire website	9
Social media (Facebook, Instagram, etc.)	46
Noticeboard or flyer	0
Letter or email	0
Word of mouth (family, friends, etc.)	21
Direct contact with the Shire	0

Other	5
No response (blank)	0