Ordinary Council Meeting (27 May 2026)

ATTACHMENTS

Number	Title
7.1.1(1)	Minutes of Ordinary Council Meeting held 22 April 2026
8.1.1(1)	Warren Blackwood Alliance of Councils Committee Meeting held 21 April 2026
8.2.1(1)	South West Country Zone Meeting held 24 April 2026
8.3.1(1)	Bush Fire Advisory Committee Meeting held 30 April 2026
9.1.1(1)	SoDB – Regional Road Group 5-Year Forward Roadworks Program
9.1.1(2)	SoDB – R2R and Own Source 5-Year Forward Roadworks Program
9.1.4(1)	Draft Fire Prevention Order (Print ready text)
9.1.4(2)	Visual Sample
9.1.5(1)	March OCM Agenda Item and Attachments
9.2.2(1)	Monthly Financial Report – April 2026
9.2.3(1)	Draft Schedule of Fees and Charges 2026/27
9.2.3(2)	Discontinued Fees and Charges 2026/27
9.2.4(1)	Council Policy FIN/CP-2-Investments (Current Adopted Version)
9.2.4(2)	Council Policy FIN/CP-2-Investments (Reviewed Version)
9.2.5(1)	Council Policy COMD/CP-1 – Community Grants and Donations (Current Adopted Version)
9.2.5(2)	Council Policy COMD/CP-1 – Community Grants and Donations (Reviewed Version)
9.2.6(1)	Council Policy FIN/CP-10 – Group Valuation of Land Policy (Option 1 – Identical Ownership)
9.3.1(1)	Council Policy EM/CP-5 Elected Members Allowances and Entitlements (Current Adopted Version)
9.3.1(2)	Council Policy EM/CP-5 Elected Members Allowances and Entitlements (Reviewed Version)
9.3.2(1)	Draft Strategic Risk Register
9.3.3(1)	Draft Discussion Paper 2026 – Council Representation
9.3.4(1)	Draft Council Policy EXE/CP-15-Complaints Handling
9.3.5(1)	Draft Council Plan 2026-2036
9.3.6(1)	Letter from Hon Stephen Dawson MLC, Minister for Regional Development
9.3.6(2)	Letter Seeking Local Government Nominations
9.3.8(1)	Re-thinking business as usual flyer

Shire of
Donnybrook Balingup

Minutes of Ordinary Council Meeting

Held on 22 April 2026 and commenced at 5:00pm
Held at the Council Chambers in Donnybrook
(1 Bentley Street, Donnybrook)

Authorised:

Nick O'Connor, Chief Executive Officer

Prepared: 24 April 2026

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

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

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

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

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1. Declaration of Opening / Announcement of Visitors

Acknowledgement of Country:

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

The Presiding Member declared the meeting open at 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 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 Alex Purich	Cr John Bailey
Cr Tyler Hall	Cr Reggie Keown	Cr Lindemann
Cr Amanda McNab	Cr Grant Patrick	Cr Leanne Wringe

Staff Present:

Nick O'Connor, Chief Executive Officer	Colin Young, Director Finance and Community
Ross Marshall, Director Operations	Loren Clifford, Executive Manager Corporate
Samantha Farquhar, Administration Officer Corporate Services	

Other Members Present:

Public Gallery: 3 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 *Meeting Procedures Local Laws 2017*, as having councillors stand when debating interferes with the sound quality for livestream.

COUNCIL RESOLUTION:	49/04-26		
MOVED BY:	Cr Amanda McNab	**SECONDED BY:**	Cr Alex Purich

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

For: Cr Bailey, Cr Hall, Cr Keown, Cr Lindemann, Cr MacCarthy, Cr McNab, Cr Patrick, Cr Wringe, Cr Purich
Against: Nil.
Carried: 9/0

2.1. Apologies

Nil.

2.2. Approved Leave of Absence

Nil.

2.3. Application for Leave of Absence

Cr Leanne Wringe submitted a request for a leave of absence for the May 2026 Ordinary Council Meeting.

COUNCIL RESOLUTION:	50/04-26		
MOVED BY:	Cr Amanda McNab	**SECONDED BY:**	Cr Reggie Keown

That Council approve Cr Leanne Wringe's request for a leave of absence for the May 2026 Ordinary Council Meeting.

For: Cr Bailey, Cr Hall, Cr Keown, Cr Lindemann, Cr MacCarthy, Cr McNab, Cr Patrick, Cr Wringe, Cr Purich
Against: Nil.
Carried: 9/0

3. Announcements from the Presiding Member

I am pleased to share that the Auditor General, Miss Carolyn Spencer, has released the local government 2025 financial audit results with the Shire of Donnybrook Balingup recognised as a top 25 best practice entity. The report summarises the audit results of 138 local government entities for the year ended 30 June 2025 and was tabled in Parliament on 15 April 2026. The Auditor General assesses entities on their financial reporting practices including the quality, accuracy and timeliness of their financial reports. I have an extensive background in finance, and I know that recognition such as this reflects expert professional knowledge, sustained hard work, a strong focus on end-to-end process improvement and a genuine commitment to good governance and sound controls. It also relies on excellent leadership and teamwork across the organization. Congratulations to the team and to everyone who has contributed to achieving the top 20 result including Councillors and the community. This is an achievement that the whole community can be proud of.

The Halls Heritage Tour is being held on Sunday 26 April, 10am to 4:30pm. The Shire is hosting a free guided bus tour through four unique and historic halls, each with its own story, character, and connection to the past. The tour starts at 10am at the Donnybrook Soldiers Memorial Hall or you can hop on the bus at the Balingup Village Green at 9:20am.

There are a number of Anzac Day services being held around the Shire and you can see the details on the Shire website.

Congratulations to the Balingup Community who held another successful Balingup Small Farm Field Day last weekend.

4. Declarations of Interest

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

Cr Tyler Hall declared an impartiality interest in relation to item 9.2.5 as he was a member of the Donnybrook Basketball Committee as a non-executive member.

5. Public Question Time

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

Nil.

5.2. Public Question Time

Question: Brendan Gerritsen-Kieft

Can the Shire please provide an update on the status of the EV charging station in Donnybrook, including when it is expected to be repaired and operational again? And secondly, can the Shire advise on the progress of the proposed EV charging station in Balingup, including confirmed timelines for

delivery? If there have been delays to either project, what steps are being taken to resolve these and prevent further setbacks?

Response:
The Donnybrook EV charging station has been out of service since July 2025 following storm damage caused by a fallen tree. A preferred supplier has been engaged to replace the chargers and manage ongoing maintenance. Based on advice from the Contractor, the Donnybrook chargers were expected to be repaired and operational by April–May 2026, subject to no further interruptions. This week the Contractor provided advice that they have experienced delays in funding approvals (from Department of Energy and Economic Diversification), the installation of chargers is likely to be delayed until June – July 2026. The Shire has written a letter of support for the funding, requested escalation of the project and highlighted the importance of this infrastructure to our community.

Work is also progressing on the establishment of a new EV charging station in Balingup. A preferred supplier has been engaged, with implementation expected to commence between July and September 2026, based on current timelines. The site in Balingup has been selected however options were limited due to the availability of suitable power supply. Further detail will be provided as the project progresses and funding becomes available.

6. Presentations

6.1. Petitions

Nil.

6.2. Presentations

Nil.

6.3. Deputations

Please note that no new information is to be raised during the deputation for any matter/s to be determined by Council.

Mr Chris Amey and Julieanne Hilbers on behalf of Save Preston River Valley in relation to item 9.3.5, Save Preston River Valley – Request for Support for Exemption to *Mining Act 1978* (presented at the Ordinary Council Meeting).

6.4. Delegates' Reports

Nil.

Adoption by Exception

COUNCIL RESOLUTION:	51/04-26		
MOVED BY:	Cr Tyler Hall	**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 March 2026
8.1.1 Local Emergency Management Committee Meeting held on 4 November 2025
8.2.1 Bunbury Geographe Group of Councils Meeting held on 27 March 2026
9.2.1 Schedule of Accounts Paid as at 31 March 2026
9.2.2 Monthly Financial Report for the period ending 31st of March 2026
9.2.3 FIN/CP-8 Rescind Council Policy – Building Insurance
9.2.4 HR/CP-3 Rescind Policy - Employee Recreation Centre Subsidy
9.3.3 Amended Start Times for the 2026 Agenda Briefing Sessions and Council Meetings

For: Cr Bailey, Cr Hall, Cr Keown, Cr Lindemann, Cr MacCarthy, Cr McNab, Cr Patrick, Cr Wringe, Cr Purich
Against: Nil.
Carried: 9/0

That Council move the order of business to allow item 9.3.5, Save Preston River Valley – Request for Support for Exemption to *Mining Act 1978* be presented to Council prior to item 9.1.1.

COUNCIL RESOLUTION:	52/04-26		
MOVED BY:	Cr Anita Lindemann	**SECONDED BY:**	Cr Grant Patrick

That Council move the order of business to allow item 9.3.5, Save Preston River Valley – Request for Support for Exemption to *Mining Act 1978* be presented to Council prior to item 9.1.1.

For: Cr Bailey, Cr Hall, Cr Keown, Cr Lindemann, Cr MacCarthy, Cr McNab, Cr Patrick, Cr Wringe, Cr Purich
Against: Nil.
Carried: 9/0

7. Confirmation of Minutes

7.1 Ordinary Council Meeting Minutes

7.1.1 Ordinary Council Meeting held on 25 March 2026

Minutes of the Ordinary Council Meeting held 25 March 2026 are attached as Attachment 7.1.1(1).

Executive Recommendation:

That the Minutes from the Ordinary Council Meeting held 25 March 2026 be confirmed as a true and accurate record.

COUNCIL RESOLUTION:	54/04-26		
MOVED BY:	Cr Tyler Hall	**SECONDED BY:**	Cr Grant Patrick

That the Minutes from the Ordinary Council Meeting held 25 March 2026 be confirmed as a true and accurate record.

For: Cr Bailey, Cr Hall, Cr Keown, Cr Lindemann, Cr MacCarthy, Cr McNab, Cr Patrick, Cr Wringe, Cr Purich
Against: Nil.
Carried: 9/0 by en-bloc resolution 51/04-26

8. Reports of Committees

8.1.1 Local Emergency Management Committee Meeting

8.1.1 Local Emergency Management Committee Meeting held on 4 November 2025

Minutes of the Local Emergency Management Committee Meeting held 4 November 2025 are attached as Attachment 8.1.1(1).

Executive Recommendation:

That the Minutes from the Local Emergency Management Committee Meeting held 4 November 2025 be received.

COUNCIL RESOLUTION:	55/04-26		
MOVED BY:	Cr Tyler Hall	**SECONDED BY:**	Cr Grant Patrick

That the Minutes from the Local Emergency Management Committee Meeting held 4 November 2025 be received.

For: Cr Bailey, Cr Hall, Cr Keown, Cr Lindemann, Cr MacCarthy, Cr McNab, Cr Patrick, Cr Wringe, Cr Purich
Against: Nil.
Carried: 9/0 by en-bloc resolution 51/04-26

8.2.1 Bunbury Geographe Group of Councils Meeting held on 27 March 2026

Minutes of the Bunbury Geographe Group of Councils Meeting held 27 March 2026 are attached as Attachment 8.2.1(1).

Executive Recommendation:

That the Minutes from the Bunbury Geographe Group of Councils Meeting held 27 March 2026 be received.

COUNCIL RESOLUTION:	56/04-26		
MOVED BY:	Cr Tyler Hall	**SECONDED BY:**	Cr Grant Patrick

That the Minutes from the Bunbury Geographe Group of Councils Meeting held 27 March 2026 be received.

For: Cr Bailey, Cr Hall, Cr Keown, Cr Lindemann, Cr MacCarthy, Cr McNab, Cr Patrick, Cr Wringe, Cr Purich
Against: Nil.
Carried: 9/0 by en-bloc resolution 51/04-26

9. Reports of Officers
9.1. Director Operations

9.1.1. Donnybrook Transit Park - Upgrades & Remedial Works

Report Details:

Prepared by: Ross Marshall, Director Operations

Manager: Nick O'Connor, Chief Executive Officer

Location: Egan Park Donnybrook

File Reference: Synergy Reference **Voting Requirement:** Absolute Majority

Attachment(s):

9.1.1(1) Photographs
9.1.1(2) Quotation

Executive Recommendation

That Council:

1. **Approves additional unbudgeted expenditure of $35,520 from the existing capital works budget underspend for unplanned / remedial works to the Donnybrook Transit Park.**
2. **Request the Chief Executive Officer to return any unspent contingency to the Building Reserve.**
3. **Request the Chief Executive Officer to communicate the temporary closure of the Transit Park on the booking website and Shire media platforms.**

Strategic Alignment

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

Outcome: 1 - A diverse and growing population.

Objective: 1.3 - Improve access and inclusion for people facing barriers.

Outcome: 2 - A safe and healthy community.

Objective: 2.2 - Facilitate, encourage and support a diverse range of festivals, community events, arts and cultural activities.

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

Objective: 6.5 - Provide attractive and sustainable parks, playgrounds and reserves.

Outcome: 9 - A thriving economy.

Objective: 9.3 - Enable appropriate infrastructure to support and enhance business.

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

Objective: 10.2 - Improve visitor infrastructure and services.

Item: 10.1.5 - Enhance community engagement to promote the use of Shire facilities and services.

Executive Summary

Over the past 2 years there has been noticeable decline in the condition of doors and frames to the Donnybrook Transit Park facility. On several occasions the plastic water pipes have failed, causing inconvenience for the transit park users and attendance for reactive maintenance works – often after hours.

The long-term effects of this water ingress have surfaced with corrosion of door frames and delamination of doors. The root cause was assumed to be a result of the plumbing leaks, however Council provided funds for further investigation to be carried out. This investigation has isolated a combination of water issues relating to poor water proofing practices and not fit for purpose plumbing.

Background

The Donnybrook Transit Park is managed by the Shire and offers powered and unpowered sites (14 powered, 7 unpowered), toilets, showers, BBQ facilities, and a dump point. It operates under the Caravan Parks and Camping Grounds Regulations 1997, limiting stays to a maximum of three nights.
The Transit Park sits near Reserve Street, opposite to the Apple Fun Park and Egan Park skate park / pump track, in a prime location by Noneycup Creek. It was developed as part of Donnybrook's tourism infrastructure to support short-stay visitors.

While no official annual visitation statistics are published for this specific park, industry data (CaravanStats) indicates that caravan parks in WA experience seasonal peaks during school holidays and long weekends, with occupancy rates often exceeding 80% in high season. Recent observations and SpaceToCo data supports these visitation statistics, and more so during events.

The transit park budget was approved by Council in 2004, with construction completed by 2007. Anecdotal reports from long term staff support a greater history of plumbing issues that have resulted in regular maintenance including replacement plumbing pipework and flooring. Officers were concerned that plumbing pipes are consistently leaking at a rate below detectable levels and have caused non-structural damage in accelerated timeframes. For this reason further investigation and report was recommended to ensure integrity of the plumbing, Council provided funds for this investigation at the Ordinary Council Meeting in December 2025. The investigation works have been carried out, including some destructive works to identify root cause issues. The attached photographs show evidence of long-term water ingress and moisture damage inside non-structural walls, refer to Attachment 9.1.1(1) – Photographs.

The following failures have been identified:

- Water ingress due to failed waterproofing methods to shower tiling in way of corners, to shower tiling joints not sealed and in way of floor to wall tiling joints.
- Not fit for purpose shower curtain and wall tiling to prevent moisture ingress to adjoining walls in shower area.

- Not fit for purpose plastic water piping to commercial amenities and exposure to radiated heat (from the sun).
- Low quality plumbing hardware and no seal in way of penetrations to wall tiling.

The best practice is to remove and replace the damaged walls, renew plumbing pipes, renew hardware, renew tiling, extend tiling and avoid reliance on shower curtains.
Officers have sought a quotation for the works from a trusted Local Contractor, Refer to Attachment 9.1.1(2) – Quotation (Confidential).

In addition, the works will include replacement of 6 doors with new remotely managed digital locks.
The works are not likely to be covered under insurance due to building and maintenance failures however enquiries will be made with the Shire's Mutual.
The original works were carried out in 2007, there is no recourse on the builder due to the time period (statute of limitation is five years) and lack of planned maintenance.

Risk Management

Risk:	Likelihood:	Consequence:	Risk Rating:
Financial Impact	Almost Certain	Moderate	High (15)
Risk Description:	Estimated costs exceeds allocated Council budget by $20,001 to $100,000. Deferral of works are likely to increase degradation of facility and escalate costs.		
Mitigation:	Provide Council with opportunity to increase budget prior to proceeding further with engagement of contractor. Carryout works in a timely manner to avoid further cost risks.		
Risk:	Likelihood:	Consequence:	Risk Rating:
Reputational	Almost Certain	Moderate	High (15)
Risk Description:	Substantiated, public embarrassment, moderate impact on community trust or moderate media profile. Delivery of these unplanned works is important to maintain the facilities for paying visitors.		
Mitigation:	Council's support with allocation of budget to activate remedial works and proactively install remote access concurrently.		
Risk:	Likelihood:	Consequence:	Risk Rating:
Community	Likely	Moderate	High (12)
Risk Description:	Through the delivery of the works, moderate and manageable effect on constituents, community and services.		
Mitigation:	The works will be carried out to ensure users enjoy convenient access to facilities that they have paid to use, contributing to a positive visitor experience.		

Financial Implications

These works are unplanned / reactive due to latent conditions. Quotations have been sought for both the remedial works and remote access control systems.

Quoted estimate for Remedial Works Scope is $39,600 plus GST
Remote Access Control Works, estimated at $15,000 plus GST.
Therefore total estimate for works is $54,600 plus GST
Allowance for contingency / risk @ 20% equates to $10,920 plus GST
Total budget estimate = $65,520 plus GST

Funds already provided by Council = $35,000 plus GST (Council Decision 251/12-25 Remedial Works)
Funds expended to date = $5,000 plus GST
Balance of funds required = $35,520 plus GST

Account/Job	Description	Debit	Credit
B161	Ablutions - Egan Park	$35,250	
B164	Public Hall - Kirup		$35,250
Net Effect			Nil

The planned closure of the transit park is likely to reduce revenue by $7,000 per month. To mitigate the loss, the works will be carried out by trusted local tradespeople with support from Shire Officers with primary focus to minimise the timeframe. In addition, Officers will work on options for self contained travellers and promote other RV options within the district.

Policy Compliance

Quotations have been sought in accordance with Council Policy FIN/CP-4 Purchasing.

Statutory Compliance

Nil.

Consultation

An internal review was carried out with short and long-term staff, and local contractors familiar with the facility.

Officer Comment

The Donnybrook Transit Park is important for tourism and visitor experience, that will contribute to the local economy. Due to the fact that Donnybrook doesn't have a commercial caravan park operator, maintenance of the facility is paramount to ensure visitation options for campers and recreational vehicles. The works are planned for an off-peak season, using reliable Local Contractors, that will mitigate prolonged disruption to the facility. The proposed remedial works are considered to be best practice rather than a patch job. The Officer is confident that transit park usage will increase due to the SpaceToCo booking platform, visitor experience and well-maintained facilities. Remote access will

improve serviceability, provide efficiencies for staff, and provide for remote after-hours customer support.

COUNCIL RESOLUTION:	57/04-26		
MOVED BY:	Cr Tyler Hall	**SECONDED BY:**	Cr Grant Patrick

That Council:

1. **Approves additional unbudgeted expenditure of $35,520 from the existing capital works budget underspend for unplanned / remedial works to the Donnybrook Transit Park.**
2. **Request the Chief Executive Officer to return any unspent contingency to the Building Reserve.**
3. **Request the Chief Executive Officer to communicate the temporary closure of the Transit Park on the booking website and Shire media platforms.**

For: Cr Bailey, Cr Hall, Cr Keown, Cr Lindemann, Cr MacCarthy, Cr McNab, Cr Patrick, Cr Wringe, Cr Purich
Against: Nil.
Carried: 9/0 by absolute majority vote

9.2. Director Finance and Community

9.2.1. Schedule of Accounts Paid as at 31 March 2026

Report Details:			
Prepared by:	Finance Officer		
Manager:	Manager Financial Services		
File Reference:	FNC 10/2	**Voting Requirement:**	Simple Majority
Attachment(s):			

Nil.

Executive Recommendation

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

Strategic Alignment

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

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

Executive Summary

Council is requested to receive the Schedule of Accounts Paid for the period 1 to 31 March 2026, in accordance with Regulation 13(3) of the *Local Government (Financial Management) Regulations 1996*. The total payments made under delegated authority during this period amount to $1,510,096.78.

Background

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

Risk Management

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

Financial Implications

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

Policy Compliance

All payments have been made in line with Shire policies:

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

Statutory Compliance

Local Government (Financial Management) Regulations 1996

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

(a) The payee's name; and
(b) The amount of the payment; and
(c) The date of the payment; and
(d) Sufficient information to identify the transaction.

This list of accounts is to be:

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

Consultation

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

Officer Comment

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

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

REFERENCE	DATE	PAYEE	DESCRIPTION	AMOUNT
CREDIT CARD				
	03/02/2026	SENDGRID	MONTHLY AUTOMATED EMAIL SERVICE, LINKED TO ENVIBE	133.61
	09/02/2026	MICROSOFT	AZURE USAGE CHARGES	287.09
	24/02/2026	MAILCHIMP	MONTHLY MARKETING SUBSCRIPTION	37.81
	25/02/2026	MECURE PERTH	STAFF TRAINING - ACCOMMODATION	209.10
	27/02/2026	BENDIGO BANK	CARD FEES	20.00
DD29024.1	14/03/2026		**TOTAL: CREDIT CARD PAYMENTS**	**687.61**
EFT PAYMENTS				
EFT32674A	05/03/2026	SHIRE OF DONNYBROOK BALINGUP	PAYROLL FOR THE PERIOD ENDING 04.03.26	158,465.17
EFT32674B	05/03/2026	AUSTRALIAN TAX OFFICE	PAYG PE: 04.03.26	42,440.00
EFT32675	12/03/2026	HARMONIC IT	LAPTOP - SETUP, USB-C DOCK	641.85
EFT32676	12/03/2026	ALFS MACHINERY PTY LTD	NUTS & BOLTS	66.00
EFT32677	12/03/2026	AUSTRALIA POST - ACCOUNTS	SHIRE POSTAGE	2,437.84
EFT32678	12/03/2026	AUSTRALIAN SERVICES UNION WESTERN AUSTRALIAN BRANCH	EMPLOYEE UNION DEDUCTIONS	53.00
EFT32679	12/03/2026	ANIMAL HEALTH CENTRE	VETERINARY TREATMENT	629.10
EFT32680	12/03/2026	AMITY SIGNS	RURAL STREET NUMBER PLATE	62.15
EFT32681	12/03/2026	WINC AUSTRALIA PTY LTD - ACCOUNTS	STATIONERY SUPPLIES	392.22
EFT32682	12/03/2026	ALLENS TRAFFIC MANAGEMENT	TRAFFIC MANAGEMENT	3,921.50
EFT32683	12/03/2026	ABCO PRODUCTS PTY LTD	CLEANING CONSUMABLES	261.02
EFT32684	12/03/2026	BALINGUP PROGRESS ASSOCIATION	CONTRIBUTION TO THE BALINGUP AUSTRALIA DAY BREAKFAST	1,100.00
EFT32685	12/03/2026	BUNNINGS GROUP LIMITED	HARDWARE SUPPLIES	221.57
EFT32686	12/03/2026	BOC LIMITED	FORKLIFT GAS, OXYGEN	257.50
EFT32687	12/03/2026	BDA TREE LOPPING	TREE PRUNING	11,880.00
EFT32688	12/03/2026	BALINGUP LIQUOR & GENERAL STORE	BFB DIESEL	217.85
EFT32689	12/03/2026	BANKS PEST AND WEED CONTROL	PEST CONTROL SERVICES	220.00
EFT32690	12/03/2026	BUNBURY TELECOM SERVICE PTY LTD	MOVE TELECOM PIT	3,384.58
EFT32691	12/03/2026	BLUE FORCE PTY LTD	MONTHLY EMERGENCY HELP MONITORING	420.75
EFT32692	12/03/2026	BALINGUP WELDING & CIVIL PTY LTD	ABANDONED VEHICLES	528.00
EFT32693	12/03/2026	BETTER TELCO SOLUTIONS PTY LTD - PHONE ACCOUNT	MONTHLY ACCESS FEE & SIP CHARGES	933.09
EFT32694	12/03/2026	BRIGHTMARK GROUP PTY LTD	CLEANING - FEB 26	18,401.78
EFT32695	12/03/2026	GEOGRAPHE FORD	VEHICLE REPLACEMENT AS PER ASSET MANAGEMENT PLAN	30,010.35

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EFT32696	12/03/2026	DUG CROSS ELECTRICS	IRRIGATION PUMP WORKS, INSTALL PE CELL TO STREET LIGHTING, PRESTON VILLAGE - SUPPLY & INSTALL RCD/CB TO SWITCH BOARDS, ADDITIONAL CIRCUITS TO OVEN, HWS & AC UNITS, INSTALL SMOKE ALARMS, ADMIN - INSTALL EXIT SIGN, PRESTON COMMUNITY CENTRE - REPLACE EXIT LIGHTS, SUPPLY & INSTALL RCD'S & CIRCUIT BREAKERS TO SWITCHBOARD, EV CHARGING STATION - INVESTIGATE POWER SUPPLY	20,765.00
EFT32697	12/03/2026	AUSTRALIAN GOVERNMENT - SERVICES AUSTRALIA - CHILD SUPPORT	PAYROLL DEDUCTIONS	314.08
EFT32698	12/03/2026	BIDFOOD BUNBURY	KIOSK STOCK	119.20
EFT32699	12/03/2026	J COOPER	REIMBURSEMENT FOR WORKING WITH CHILDREN CHECK	11.00
EFT32700	12/03/2026	T CARMICHAEL	REFUND GYM MEMBERSHIP	61.85
EFT32701	12/03/2026	DEPARTMENT OF WATER AND ENVIRONMENTAL REGULATION	EIG FUNDS - GRANT FUNDING NOT FULLY EXPENDED	6,358.78
EFT32702	12/03/2026	DONNYBROOK NEWSAGENCY	DIARIES	63.89
EFT32703	12/03/2026	DONNYBROOK & DISTRICTS PLUMBING SERVICE	VCMP - TENNIS & HOCKEY SHED PLUMBING, MINN COTTS - REPAIR WATER PIPE, EGAN PARK - REPAIR TOILET & LEAKING TAP, UNBLOCK TOILETS, REPLACE TAP, REPAIR WATER LEAK	11,891.00
EFT32704	12/03/2026	TYRES AND MORE DONNYBROOK	TYRE REPAIRS, NEW TYRES, WHEEL ALIGNMENTS	674.50
EFT32705	12/03/2026	DONNYBROOK FARM SERVICE	POOL CHEMICALS, RETIC COMPONENTS	2,276.65
EFT32706	12/03/2026	STATE LIBRARY OF WESTERN AUSTRALIA	BETTER BEGINNINGS 2025-26	269.50
EFT32707	12/03/2026	DONNYBROOK MENS SHED (INC)	VCMP - MANAGERS OFFICE & COACHES CUPBOARD, SUPPLY TIMBER PICTURE RAIL - PAVILLIONS 1 & 2	2,830.00
EFT32708	12/03/2026	DEPARTMENT OF LOCAL GOVERNMENT INDUSTRY REGULATION AND SAFETY	BSL COLLECTIONS	4,617.22
EFT32709	12/03/2026	ECOCYCLE PTY LTD	DBK WMF - EMPTYING & PROCESSING - CO MINGLED TUBES/GLOBES	2,671.12
EFT32710	12/03/2026	DEPARTMENT OF FIRE AND EMERGENCY SERVICES	ESL 3RD QUARTER CONTRIBUTION	120,803.18
EFT32711	12/03/2026	FAIRTEL PTY LTD	DBK SES - PHONE AND NBN SERVICE	159.97
EFT32712	12/03/2026	HERSEY'S SAFETY PTY LTD	DBK DEPOT SUPPLIES	1,486.85
EFT32713	12/03/2026	HASTIE WASTE PTY LTD	DBK WMF, BLN TRANS STATION - MANAGEMENT, SKIP BINS, SERVICING OF FRONTLINE BINS, PROCESSING OF MATTRESSES	41,243.50
EFT32714	12/03/2026	IT VISION	PURCHASE ORDER CRYSTAL REPORT, EXCEL INTERGRATION COURSE	1,045.00
EFT32715	12/03/2026	JAYCAR ELECTRONICS	LAPTOP POWER SUPPLIES	159.90
EFT32716	12/03/2026	H KINGSBURY	REFUND OVERPAYMENT OF RATES	804.00

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EFT32717	12/03/2026	LEISURE INSTITUTE OF WA AQUATIC (INC.)	COMMUNITY INFRASTRUCTURE PLANNING COURSE	2,200.00
EFT32718	12/03/2026	LG SOLUTIONS PTY LTD	FEES & CHARGES DATA IMPORT TO ENABLE CLOUD FEES IMPLEMENTATION	1,925.00
EFT32719	12/03/2026	MALATESTA ROAD PAVING & HOTMIX	CUNDINUP-KIRUP RD - RE-SEAL	188,305.26
EFT32720	12/03/2026	MCLEODS BARRISTERS & SOLICITORS	DOG ATTACK ADVICE	385.44
EFT32721	12/03/2026	M MCNEILL	TRAINING - STAFF MEAL. PARKING	60.73
EFT32722	12/03/2026	DONNYBROOK NETBALL ASSOCIATION	MIXED NETBALL UMPIRE FEES	960.00
EFT32723	12/03/2026	NATURALISTE GARAGE DOORS	DBK SES - SERVICE MOTORISED ROLLER DOORS	1,100.00
EFT32724	12/03/2026	PRESTON PRESS	SHIRE CONNECT	500.00
EFT32725	12/03/2026	PRESTON VALLEY MAINTENANCE	SIGNAGE INSTALLATION, BENCH SANDING & VARNISH, REMOVAL OF SPEED DISPLAY SIGNS	5,676.00
EFT32726	12/03/2026	PFD FOOD SERVICE PTY LTD	KIOSK STOCK	486.10
EFT32727	12/03/2026	PICTON CIVIL PTY LTD	TRUCK HIRE	9,300.50
EFT32728	12/03/2026	PRIME INDUSTRIAL PRODUCTS	DRILL BIT SHARPENER	595.84
EFT32729	12/03/2026	HOLCIM (AUSTRALIA) PTY LTD	ROCK FOR DRAINAGE ROCK PROTECTION	532.63
EFT32730	12/03/2026	RECRUITWEST PTY LTD	CASUAL LABOUR HIRE	10,233.57
EFT32731	12/03/2026	SPENCER SIGNS	SIGNS & STICKERS	985.33
EFT32732	12/03/2026	STEWART & HEATON CLOTHING CO. P/L	BFB PCC	595.79
EFT32733	12/03/2026	SOUTHERN LOCK & SECURITY	KEY CUT	26.00
EFT32734	12/03/2026	ST JOHN AMBULANCE AUSTRALIA	RE-STOCK FIRST AID KITS	480.22
EFT32735	12/03/2026	SURVCON PTY LTD	FEATURE SURVEYS	5,170.00
EFT32736	12/03/2026	SEEK LIMITED	ADVERTISING - STAFF VACANCY	533.50
EFT32737	12/03/2026	SHRED-X PTY LTD & AUSTRALIAN PAPER RECYCLING	SECURE BIN PICK UP & DISPOSAL	182.01
EFT32738	12/03/2026	SUPAGAS	GAS SUPPLY	50.60
EFT32739	12/03/2026	S&D NELSON AUTOMOTIVE	VEHICLE SERVICE	401.25
EFT32740	12/03/2026	TELSTRA - MELBOURNE ACCOUNTS	TELEPHONE, MOBILE & INTERNET CHARGES	596.68
EFT32741	12/03/2026	TRUCKLINE	TOOLBOX	457.96
EFT32742	12/03/2026	TEAM GLOBAL EXPRESS PTY LTD	FREIGHT CHARGES	77.07
EFT32743	12/03/2026	TELAIR PTY LTD	NBN SERVICES	678.90
EFT32744	12/03/2026	THINK WATER CAPES REGION	WATER STATION CONTROLLER	495.00
EFT32745	12/03/2026	TELAIR PTY LTD.	MOBILE DEVICE PLANS	154.82
EFT32746	12/03/2026	LANDGATE - VALUATION SERVICES	INTERIM VALUATIONS	339.36
EFT32747	12/03/2026	WATER CORPORATION - ACCOUNTS	WATER & SEWERAGE CHARGES	7,518.81
EFT32748	12/03/2026	SYNERGY	ELECTRICITY CHARGES	7,117.15
EFT32749	12/03/2026	WA LOCAL GOVERNMENT ASSOCIATION (WALGA)	STATE EMPLOYMENT LAW ESSENTIALS, CONFLICTS OF INTEREST & UNDERSTANDING LOCAL GOVERNMENT	341.00
EFT32750	12/03/2026	VEOLIA ENVIRONMENTAL SERVICES	STREET CLEANING	2,522.83
EFT32751	12/03/2026	WESTRAC EQUIPMENT PTY LTD	AIR, FUEL & WATER FILTERS	671.46
EFT32752	12/03/2026	WORKFORCE ROAD SERVICES PTY LTD	TRAFFIC MANAGEMENT	18,324.48

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EFT32753	12/03/2026	C WILLIAMS	REFUND OVERPAYMENT OF RATES	804.00
EFT32754	12/03/2026	C YOUNG	REIMBURSE PRE-EMPLOYMENT MEDICAL	170.50
EFT32754A	19/03/2026	SHIRE OF DONNYBROOK BALINGUP	PAYROLL FOR THE PERIOD ENDING 18.03.26	153,885.99
EFT32754B	24/03/2026	AUSTRALIAN TAX OFFICE	PAYG PE: 18.03.26	45,092.00
EFT32755	26/03/2026	HARMONIC IT	MONTHLY MANAGED SERVICES AGREEMENT, REPLACE FAILED UPS	11,922.27
EFT32756	26/03/2026	AUSTRALIAN SERVICES UNION WESTERN AUSTRALIAN BRANCH	EMPLOYEE UNION DEDUCTIONS	53.00
EFT32757	26/03/2026	WINC AUSTRALIA PTY LTD - ACCOUNTS	STATIONERY SUPPLIES	552.27
EFT32758	26/03/2026	ABCO PRODUCTS PTY LTD	CLEANING CONSUMABLES	2,321.24
EFT32759	26/03/2026	AFGRI EQUIPMENT AUSTRALIA PTY LTD	FILTERS & LIGHTS	1,000.71
EFT32760	26/03/2026	ARM SECURITY	SECURITY MONITORING	142.78
EFT32761	26/03/2026	AQUATIC SERVICES WA PTY LTD	STRIP, CLEAN & INSPECT RECIRCULATION PUMP	1,482.10
EFT32762	26/03/2026	BUNBURY & BUSSELTON AIR	PRESTON VILLAGE - SUPPLY & INSTALL SPLIT AIRCON SYSTEM	2,637.80
EFT32763	26/03/2026	BUNBURY SETTLEMENT SERVICES PTY LTD	REFUND OVERPAYMENT OF RATES	1,043.59
EFT32764	26/03/2026	BRECKEN HEALTH CARE / MEDILOSS AUSTRALIA	PRE-EMPLOYMENT MEDICALS	677.60
EFT32765	26/03/2026	CITY & REGIONAL FUELS	PURCHASES ON FUEL CARDS & BULK FUEL - FEB 26	17,862.87
EFT32766	26/03/2026	DUG CROSS ELECTRICS	REPLACE CIRCUIT BREAKERS, CEILING & EXHAUST FANS, SUPPLY & INSTALL SUB METER, ANNUAL RCD & SMOKE ALARM TESTING	6,756.00
EFT32767	26/03/2026	AUSTRALIAN GOVERNMENT - SERVICES AUSTRALIA - CHILD SUPPORT	PAYROLL DEDUCTIONS	314.08
EFT32768	26/03/2026	CLEANAWAY OPERATIONS PTY LTD.	BLN TRANSFER STATION - RECYCLING	842.80
EFT32769	26/03/2026	WESTERN AUSTRALIA POLICE	VOLUNTEER POLICE CHECKS	17.60
EFT32770	26/03/2026	COMBINED TEAM SERVICES	W&S HSR COURSE	1,990.00
EFT32771	26/03/2026	CLEANAWAY	KERBSIDE BIN COLLECTION - GENERAL WASTE, PUBLIC STREET BIN COLLECTIONS	51,947.13
EFT32772	26/03/2026	CROSS SECURITY SERVICES	SECURITY MONITORING	135.00
EFT32773	26/03/2026	CAFE 48	WORKSHOP - REFRESHMENTS	110.50
EFT32774	26/03/2026	CONNECT CALL CENTRE SERVICES	AFTERHOURS CALL CENTRE - W&S, P&G, RANGERS	194.59
EFT32775	26/03/2026	CADGROUP AUSTRALIA PTY LTD	BLUEBEAM BASICS & CORE SINGLE USER RENEWAL	3,454.00
EFT32776	26/03/2026	CHG-MERIDIAN AUSTRALIA PTY LTD	MATRIX FITNESS LEASE PAYMENT	5,587.99
EFT32777	26/03/2026	CLEANAWAY PTY LTD	DBK WMF - RECYCLING BIN TRANSFER/PROCESSING	1,413.02
EFT32778	26/03/2026	CLEANAWAY OPERATIONS PTY LTD	BLN TRANSFER STATION - GENERAL WASTE COLLECTION & TRANSPORTATION	4,217.69
EFT32779	26/03/2026	CHOOKY'S LAWNS & MORE	COMMUNITY HOUSING - GROUNDS MAINTENANCE	1,518.00

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EFT32780	26/03/2026	DONNYBROOK MEDICAL SERVICES	PRE-EMPLOYMENT MEDICAL	170.00
EFT32781	26/03/2026	DONNYBROOK HARDWARE & GARDEN	LINSEED OIL, TURPENTINE, KWIKSET, ELECTRICAL TAPE, PRUNING SAW, SECATEURS, RAKE, TOILET BRUSH & TIDY SET, BOLTS, NUTS, NUMBERS, MALLET, COUPLING & POPE, RODENT BAITS, GAZEBO, WASHERS, SCRREWS, DIGITAL TAP CONTROLLER, COFFEE MACHINE DESCALER	1,299.53
EFT32782	26/03/2026	DONNYBROOK & DISTRICTS PLUMBING SERVICE	UNBLOCK TOILET, REPAIR BROKEN BASIN PIPE, REPLACE TOILET SEATS	539.00
EFT32783	26/03/2026	TYRES AND MORE DONNYBROOK	REPLACEMENT TYRES	159.50
EFT32784	26/03/2026	DONNYBROOK FRESH SUPA IGA	ALL BFB - INCIDENT CATERING, DBK REC CTR, W&S, ADMIN & COUNCILLOR MTG REFRESHMENTS & GROCERIES, COMMUNITY HOUSING CLEANING MATERIALS, DOG FOOD	944.41
EFT32785	26/03/2026	DEPARTMENT OF TRANSPORT	DISCLOSURE OF INFORMATION FEES	5.10
EFT32786	26/03/2026	DELL FINANCIAL SERVICES PTY LTD	LEASE PAYMENTS FOR DELL PCS	3,106.38
EFT32787	26/03/2026	DONNYBROOK JUNIOR BADMINTON	COMMUNITY GRANT	1,500.00
EFT32788	26/03/2026	FLUID MANAGEMENT TECHNOLOGY PTY LTD	KEY FOBS FOR SMARTFILL FUEL SYSTEM	209.00
EFT32789	26/03/2026	HYDRAULINK SOUTH WEST	TRANSPORT GRADER SERVICING	1,740.20
EFT32790	26/03/2026	A & J HOLDS	REFUND OVERPAYMENT OF RATES	804.00
EFT32791	26/03/2026	KONE ELEVATORS PTY LTD	VC MITCHELL PARK - ELEVATOR SERVICING	1,512.49
EFT32792	26/03/2026	LIVING SPRINGS WATER PTY LTD	BOTTLED SPRING WATER	84.00
EFT32793	26/03/2026	SOUTH WEST LOCKSMITHS	DBK TRANSIT PARK - SUPPLY & INSTALL NEW DIGITAL LOCK TO SHOWER CUBICLE	924.05
EFT32794	26/03/2026	THE LIBERATORS	NOISE MANAGEMENT BOND REFUND	525.00
EFT32795	26/03/2026	MALATESTA ROAD PAVING & HOTMIX	ROAD - RE-SEAL	43,107.24
EFT32796	26/03/2026	MAIN ROADS WESTERN AUSTRALIA	OVERSIZE PERMIT APPLICATION	50.00
EFT32797	26/03/2026	MCLEODS BARRISTERS & SOLICITORS	ASSESSING WORKS COMPONENT FOR PLANTATION DEVELOPMENTS, REVIEW DRAFT LICENCE FOR EV CHARGES	3,339.64
EFT32798	26/03/2026	MG SETTLEMENTS	REFUND OVERPAYMENT OF RATES	593.64
EFT32799	26/03/2026	MCDONALD FENCING	INS CLAIM - LOWDEN RADIO TRANSMISSION STATION - REPLACE DAMAGED FENCING AND GATES	3,223.00
EFT32800	26/03/2026	MPM CONCRETING	SUPPLY AND LAY LIMESTONE BLOCKS FOR RETAINING WALL	6,336.00
EFT32801	26/03/2026	MICROSOFT REGIONAL SALES CORPORATION	MICROSOFT 365 BUSINESS PREMIUM & EXCHANGE PLAN	2,589.29
EFT32802	26/03/2026	MONARCH360 PTY LTD	MONARCH EDRMS BUILD & IMPLEMENT NEW FILE STRUCTURE - PROJECT CLOSURE	10,527.00
EFT32803	26/03/2026	N NEWPORT	STAFF TRAINING - MEAL & PARKING	45.18
EFT32804	26/03/2026	OMNICOM MEDIA GROUP AUSTRALIA PTY LTD	ADVERTISING - VBFB STATION	569.73

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EFT32805	26/03/2026	PRESTON VALLEY MAINTENANCE	ADMIN - EXTERNAL FEMALE TOILET REFURBISHMENT, FIX RAILING, FIX FOOTPATH, RETRIEVE DISPLACED PAVING BRICKS, ERECT SIGN, TRANSIT PARK - INVESTIGATE SOURCE OF WATER DAMAGE, VCMP - CUT LINE FOR INTERSECTION OF CONCRETE TO BITUMEN	6,798.00
EFT32806	26/03/2026	PRESTON POWER EQUIPMENT	DIAMOND WHEEL, 2 STOKE OIL, SUPERCLEAN, EDGER BLADE, FILE HOLDER, LIFT BLADE, CABLE ROTO-STOP	614.00
EFT32807	26/03/2026	PICTON CIVIL PTY LTD	WATER CART HIRE	9,900.00
EFT32808	26/03/2026	PRIME INDUSTRIAL PRODUCTS	EARPLUGS	119.85
EFT32809	26/03/2026	PROGRAMMED PROPERTY SERVICES	DBK SCOUT HALL - EXTERIOR PAINTING	19,987.00
EFT32810	26/03/2026	PROLUDIC PTY LTD	APPLE FUN PARK - PLAYGROUND REPAIRS	6,215.84
EFT32811	26/03/2026	A PIANTA	REFUND OVERPAYMENT ON LEASE	1,049.37
EFT32812	26/03/2026	QUEST INNALOO	ACCOMMODATION - FINANCE CONFERENCE & TRAINING	788.00
EFT32813	26/03/2026	WREN OIL	DBK WMF - EMPTYING OF WASTE OIL RECEPTACLE	341.00
EFT32814	26/03/2026	REPCO - DONNYBROOK	PAINT, GLOBES, WINDSCREEN REPAIR KIT	73.69
EFT32815	26/03/2026	RECRUITWEST PTY LTD	CASUAL LABOUR HIRE	7,667.74
EFT32816	26/03/2026	RANGE HIRE	HIRE OF EARTHWORKS TRACTOR AND BOWL	36,329.70
EFT32817	26/03/2026	RISK TALK	RISK TALK - ONLINE WORKPLACE SAFETY SOFTWARE PROGRAM	3,960.00
EFT32818	26/03/2026	SPENCER SIGNS	PRESTON VILLAGE - COMMUNITY CENTRE SIGNAGE	137.50
EFT32819	26/03/2026	SOUTH WEST HEARING CONSERVATION	HEARING TESTS	1,082.40
EFT32820	26/03/2026	STEWART & HEATON CLOTHING CO. P/L	MULLALYUP BFB - PPC	997.15
EFT32821	26/03/2026	SOS OFFICE EQUIPMENT	PRINTER TONERS, MONTHLY PRINTER METER READS	1,947.53
EFT32822	26/03/2026	SOUTH WEST PROPERTY MANAGEMENT	RENTAL SUBSIDY FOR CHILDCARE WORKER	869.05
EFT32823	26/03/2026	SPACETOCO PTY LTD	PARTNER PRO BUNDLE - ANNUAL FEE	1,980.00
EFT32824	26/03/2026	SPORTSWORLD OF WA	DBK REC CTR - KIOSK STOCK	486.66
EFT32825	26/03/2026	TELSTRA - MELBOURNE ACCOUNTS	TELEPHONE, MOBILE & INTERNET CHARGES	3,659.31
EFT32826	26/03/2026	TENDERLINK	ADVERTISING - VBFB RFT 03-2526 & RFT 04-2526	360.80
EFT32827	26/03/2026	TPG NETWORK PTY LTD	MONTHLY IP LINE, STANDARD ACCESS & FAST FIBRE	1,304.60
EFT32828	26/03/2026	TOTALLY WORKWEAR BUNBURY	STAFF UNIFORM	312.05
EFT32829	26/03/2026	THINK WATER CAPES REGION	POP UP SPRINKLERS	1,629.85
EFT32830	26/03/2026	TANGO INFORMATION TECHNOLOGY PTY LTD	ICT STRATEGY DEVELOPMENT	11,000.00
EFT32831	26/03/2026	LANDGATE - VALUATION SERVICES	INTERIM VALUATIONS	160.67
EFT32832	26/03/2026	EARTH 2 OCEAN COMMUNICATIONS	INSPECT & REPAIR RADIOS	251.00

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PAYMENTS FROM 1 MARCH TO 31 MARCH 2026

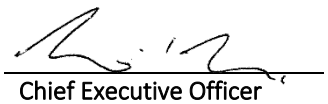
EFT32833	26/03/2026	VALVOLINE AUSTRALIA PTY LTD	ADBLUE, TRUCK WASH, DEGREASER	1,239.13
EFT32834	26/03/2026	SYNERGY	ELECTRICITY CHARGES	12,420.26
EFT32835	26/03/2026	WORKFORCE ROAD SERVICES PTY LTD	TRAFFIC MANAGEMENT	20,582.33
EFT32836	26/03/2026	ZIPFORM	PRINTING, ENVELOPING & LODGEMENT, 4TH INSTALMENT	1,958.56
			TOTAL: EFT PAYMENTS	**1,323,826.34**
CHEQUES				
53849	09/03/2026	DEPARTMENT OF TRANSPORT	CUSTOMER PURCHASE OF SHIRE NUMBER PLATE	225.00
53850	16/03/2026	PETTY CASH - ADMIN	INCIDENTAL EXPENSES	218.30
53851	24/03/2026	PETTY CASH - DBK LIBRARY	INCIDENTAL EXPENSES	71.75
53852	24/03/2026	PETTY CASH - BLN LIBRARY	INCIDENTAL EXPENSES	80.00
			TOTAL: CHEQUES	**595.05**
BANK FEES				
	31/03/2026	BENDIGO	BANK FEES	468.14
	31/03/2026	COMMONWEALTH	BANK FEES	181.32
	31/03/2026	TYRO	BANK FEES	910.87
	31/03/2026	PAYPAL	TRANSACTION FEES	28.51
	31/03/2026	EZIDEBIT	TRANSACTION FEES	2.52
	31/03/2026	SPACETOCO	TRANSACTION FEES	3,270.94
			TOTAL: BANK FEES	**4,862.30**
DIRECT DEBITS				
DD29000.1	04/03/2026	AWARE SUPER	EMPLOYEE SUPER DEDUCTIONS	19,729.65
DD29000.2	04/03/2026	ONEPATH MASTERFUND	EMPLOYEE SUPER DEDUCTIONS	238.54
DD29000.3	04/03/2026	COMMONWEALTH BANK GROUP SUPER	EMPLOYEE SUPER DEDUCTIONS	327.71
DD29000.4	04/03/2026	HOSTPLUS	EMPLOYEE SUPER DEDUCTIONS	547.66
DD29000.5	04/03/2026	AUSTRALIAN RETIREMENT TRUST	EMPLOYEE SUPER DEDUCTIONS	315.24
DD29000.6	04/03/2026	RAIZ SUPER	EMPLOYEE SUPER DEDUCTIONS	143.55
DD29000.7	04/03/2026	HESTA SUPER FUND	EMPLOYEE SUPER DEDUCTIONS	332.84
DD29000.8	04/03/2026	AUSTRALIAN RETIREMENT TRUST	EMPLOYEE SUPER DEDUCTIONS	333.53
DD29000.9	04/03/2026	THE TRUSTEE FOR LILLY SUPER FUND	EMPLOYEE SUPER DEDUCTIONS	33.18
DD29000.10	04/03/2026	TELSTRA SUPERANNUATION SCHEME	EMPLOYEE SUPER DEDUCTIONS	110.45
DD29000.11	04/03/2026	COLONIAL FIRSTCHOICE WHOLESALE PERSONAL SUPER	EMPLOYEE SUPER DEDUCTIONS	1,272.30
DD29000.12	04/03/2026	AUSTRALIAN SUPER	EMPLOYEE SUPER DEDUCTIONS	4,356.60
DD29000.13	04/03/2026	REST SUPERANNUATION	EMPLOYEE SUPER DEDUCTIONS	1,978.95
DD29000.14	04/03/2026	AMP LIFE LIMITED	EMPLOYEE SUPER DEDUCTIONS	316.58
DD29000.15	04/03/2026	MERCER SUPER TRUST	EMPLOYEE SUPER DEDUCTIONS	526.21
DD29000.16	04/03/2026	MLC PLUM SUPER	EMPLOYEE SUPER DEDUCTIONS	780.11
DD29000.17	04/03/2026	CBUS SUPER	EMPLOYEE SUPER DEDUCTIONS	401.60
DD29000.18	04/03/2026	BRIGHTER SUPER	EMPLOYEE SUPER DEDUCTIONS	345.60
DD29011.1	02/03/2026	SHERIFF'S OFFICE	LODGEMENT FEES	177.00
DD29029.1	18/03/2026	AWARE SUPER	EMPLOYEE SUPER DEDUCTIONS	20,181.18
DD29029.2	18/03/2026	ONEPATH MASTERFUND	EMPLOYEE SUPER DEDUCTIONS	328.29
DD29029.3	18/03/2026	COMMONWEALTH BANK GROUP SUPER	EMPLOYEE SUPER DEDUCTIONS	340.13

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

DD29029.4	18/03/2026	HOSTPLUS	EMPLOYEE SUPER DEDUCTIONS	339.31
DD29029.5	18/03/2026	AUSTRALIAN RETIREMENT TRUST	EMPLOYEE SUPER DEDUCTIONS	312.05
DD29029.6	18/03/2026	RAIZ SUPER	EMPLOYEE SUPER DEDUCTIONS	142.73
DD29029.7	18/03/2026	HESTA SUPER FUND	EMPLOYEE SUPER DEDUCTIONS	339.31
DD29029.8	18/03/2026	AUSTRALIAN RETIREMENT TRUST	EMPLOYEE SUPER DEDUCTIONS	339.62
DD29029.9	18/03/2026	THE TRUSTEE FOR LILLY SUPER FUND	EMPLOYEE SUPER DEDUCTIONS	39.32
DD29029.10	18/03/2026	COLONIAL FIRSTCHOICE WHOLESALE PERSONAL SUPER	EMPLOYEE SUPER DEDUCTIONS	1,285.32
DD29029.11	18/03/2026	AUSTRALIAN SUPER	EMPLOYEE SUPER DEDUCTIONS	4,542.53
DD29029.12	18/03/2026	REST SUPERANNUATION	EMPLOYEE SUPER DEDUCTIONS	1,938.55
DD29029.13	18/03/2026	AMP LIFE LIMITED	EMPLOYEE SUPER DEDUCTIONS	332.96
DD29029.14	18/03/2026	MERCER SUPER TRUST	EMPLOYEE SUPER DEDUCTIONS	522.03
DD29029.15	18/03/2026	MLC PLUM SUPER	EMPLOYEE SUPER DEDUCTIONS	759.14
DD29029.16	18/03/2026	CBUS SUPER	EMPLOYEE SUPER DEDUCTIONS	401.60
DD29029.17	18/03/2026	BRIGHTER SUPER	EMPLOYEE SUPER DEDUCTIONS	345.60
DD29047.1	30/03/2026	TREASURY CORPORATION	LOANS 90 & 93	115,368.51
			TOTAL: DIRECT DEBITS	180,125.48
			TOTAL: PAYMENTS MADE FROM MUNICIPAL ACCOUNT	1,510,096.78

CERTIFICATION BY CHIEF EXECUTIVE OFFICER

This Schedule of Accounts Paid is submitted to the Council Meeting on 22 April 2026 in accordance with the Local Government (Financial Management) Regulations 1996 Section 13. These accounts have been checked and are fully supported by vouchers and invoices, which have been duly certified as to the receipts of goods and the rendition of services and as to prices, computations and costings.



Chief Executive Officer

COUNCIL RESOLUTION:	58/04-26		
MOVED BY:	Cr Tyler Hall	**SECONDED BY:**	Cr Grant Patrick

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

For: Cr Bailey, Cr Hall, Cr Keown, Cr Lindemann, Cr MacCarthy, Cr McNab, Cr Patrick, Cr Wringe, Cr Purich
Against: Nil.
Carried: 9/0 by en-bloc resolution 51/04-26

9.2.2. Monthly Financial Report for the period ending 31st of March 2026

Report Details:

Prepared by: Manager Financial Services

Manager: Colin Young, Director Finance & Community

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

Attachment(s):

9.2.2(1) Monthly Financial Report for period ending 31st of March 2026

Executive Recommendation

That Council receive the Monthly Financial Report for the period ending 31st of March 2026 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 31st of March 2026.

Background

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

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

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

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

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

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

Risk Management

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

Financial Implications

Budget

There are no financial implications relevant to this proposal.

Long Term

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

Policy Compliance

Nil.

Statutory Compliance

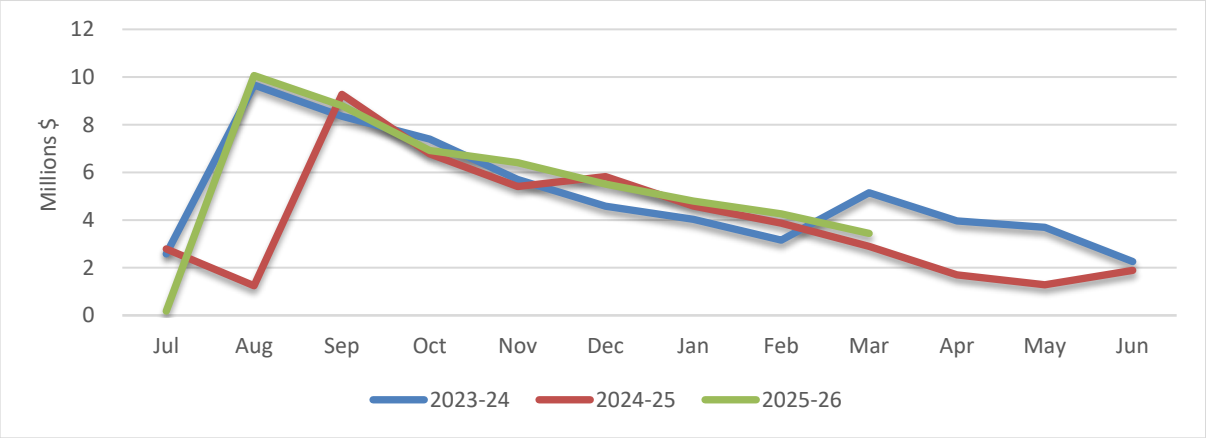
Section 6.4 of the *Local Government Act 1995* and Regulation 34 of the *Local Government (Financial Management) Regulations 1996* detail the form and manner in which a local government is to prepare financial activity statements.

Consultation

The Shire's Executive Team, Department Managers and Finance staff monitor the Shire's monthly revenue and expenditure. Approved budget amendments are recorded in the financial statements to always reflect the Shire's current budget and financial position.

Officer Comment

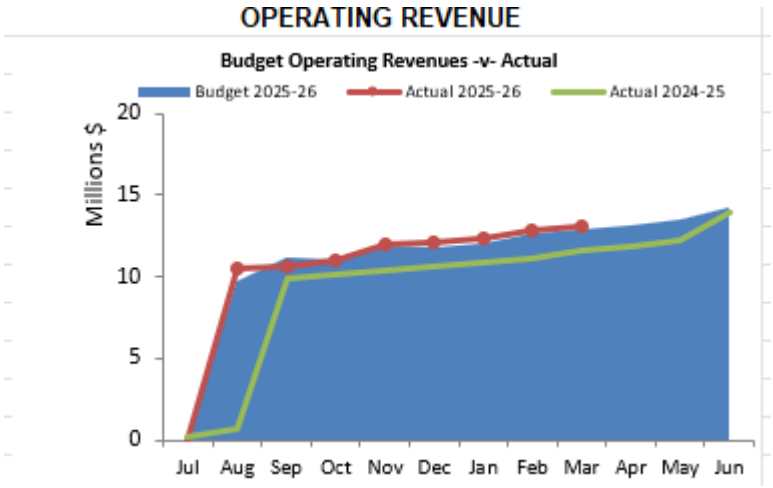
These statements compare year-to-date expenditure and revenue against the 2025/26 Adopted Original Budget which now includes further amendments and the Budget review adopted by Council. The Shire's surplus after imposition of rates was $3,437,897 which is higher than the year-to-date budgeted surplus of $2,958,907.



Operating Activities

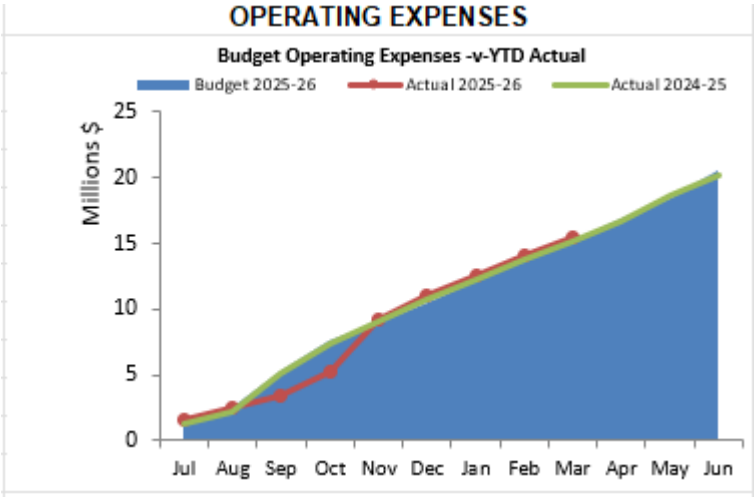
Revenue was $13,128,478 which is greater than budget estimates. Key areas include:

- Operating grants, subsidies, and contributions is 12.68% above budget estimates, mainly due to the General Purpose and Bushfire mitigation grant and reimbursements from workers compensation and leave entitlements.
- Fees and charges is slightly higher by 2.74% than budget estimates.
- Interest Revenue is 7.28% less than budget estimates.



Expenditure was $15,407,981 being 1.99% below budget estimates. Key areas include:

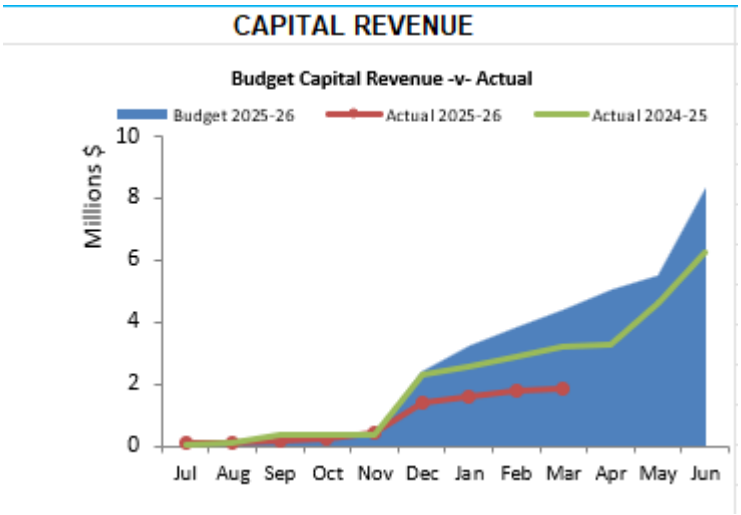
- Materials and contracts 12.05% below budget.
- Utility charges 10.67% below budget.
- Finance costs 27.20% below budget.
- Loss on asset disposals 26.19% above budget due to the disposal of vehicle involved in accident.



Investing Activities

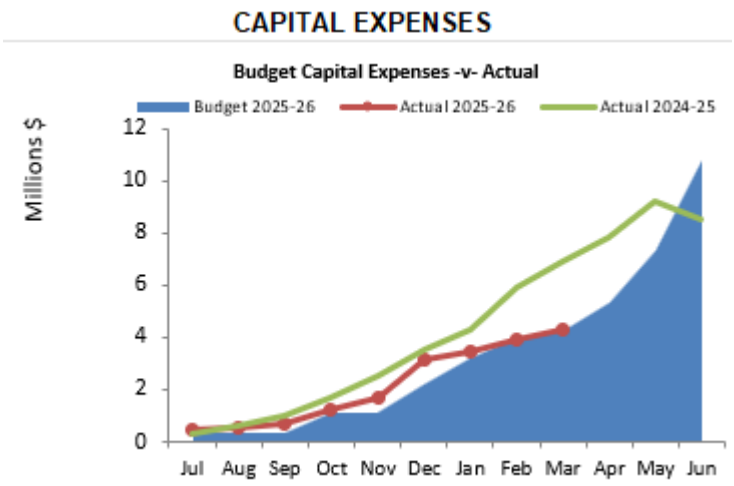
Inflows from investing activities was $2,058,633 and is 20.71% below the YTD budget estimates. Key areas include:

- Proceeds from capital grants, subsidies, and contributions: $1,909,140 being 22.78% below budget - refer to note 3 for explanation in the attached monthly financial report.
- Proceeds from disposal of assets $130,090 being 24.60% above budget - refer to note 3 for explanation in the attached monthly financial report.



Outflows from investing activities was $4,269,695 and is 5.20% below the YTD budget estimates. Key areas include:

- Payments for property, plant, and equipment $1,188,658 and is 22.06% below budget.
- Payments for construction of infrastructure was $3,081,037 and is 3.43% above budget.



COUNCIL RESOLUTION:	59/04-26		
MOVED BY:	Cr Tyler Hall	**SECONDED BY:**	Cr Grant Patrick

That Council receive the Monthly Financial Report for the period ending 31st of March 2026 as per Attachment 9.2.2(1).

For: Cr Bailey, Cr Hall, Cr Keown, Cr Lindemann, Cr MacCarthy, Cr McNab, Cr Patrick, Cr Wringe, Cr Purich
Against: Nil.
Carried: 9/0 by en-bloc resolution 51/04-26

9.2.3 FIN/CP-8 Rescind Policy – Building Insurance

Report Details:

Prepared by: Colin Young, Director Finance and Community

Manager: Nicholas O'Connor, Chief Executive Officer

File Reference: Monarch-847934545-1668 **Voting Requirement:** Simple Majority

Attachment(s):

9.2.3(1) Council Policy FIN/CP-8 – Building Insurance

Executive Recommendation

That Council rescinds Council Policy FIN/CP-8 – Building Insurance.

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.

Executive Summary

It is recommended that Council rescind Council Policy FIN/CP-8 – Building Insurance following an internal governance review which identified that the policy was operational in nature.

Background

Council Policy FIN/CP-8 – Building Insurance was adopted at the Ordinary Council meeting held 22 April 2015, to outline requirements for insuring Shire-owned buildings, including valuation frequency, insurance types, and the treatment of leased assets and infrastructure.

All matters covered within the policy are routinely managed through asset management systems, insurance schedules, LGIS policy arrangements, and executive decision-making under delegated authority.

Risk Management

Risk:	Likelihood:	Consequence:	Risk Rating:
Financial Impact	Unlikely	Moderate	Moderate (8)
Risk Description:	Council Buildings have inadequate insurance.		
Mitigation:	Ensure processes in place are followed.		

Financial Implications

Nil.

Policy Compliance

This recommendation has been assessed against the Shire of Donnybrook Balingup Policy Framework. The rescindment of FIN/CP-8 is consistent with the requirement for Council Policies to remain strategic in nature, with operational and administrative matters managed through alternative instruments.

Statutory Compliance

Nil.

Consultation

The policy was discussed with the Executive Team and the Governance Co-Ordinator.

Officer Comment

Policy Statement 4.1 directed staff to work towards Service Level Hierarchy (SLH) Insurance which would include indemnity, demolition only and no Insurance options. The policy directed the CEO to provide suitable changes to the policy in this regard and report back to Council, this has not occurred. Staff are not supported of watering down insurance from the current methodology of insured for asset replacement, this removes any subjectivity.

In addition, the policy states the valuations of the buildings are to be revalued at least once every 3 years, valuations are currently carried out every five years in line with the current asset valuation requirements as per the AASB 116, adjusted annually for additions and to reflect current market conditions.

This policy was noted within the February 2025 Regulation 17 Audit for review as it was deemed by the auditor (Moore Australia) to be operational in nature. Staff agree with this position that policy Fin/CP8 is operational and are therefore recommending it is rescinded.

COUNCIL RESOLUTION:	60/04-26		
MOVED BY:	Cr Tyler Hall	**SECONDED BY:**	Cr Grant Patrick

That Council rescinds Council Policy FIN/CP-8 – Building Insurance.

For: Cr Bailey, Cr Hall, Cr Keown, Cr Lindemann, Cr MacCarthy, Cr McNab, Cr Patrick, Cr Wringe, Cr Purich
Against: Nil.
Carried: 9/0 by en-bloc resolution 51/04-26

9.2.4 HR/CP-3 Rescind Policy – Employee Recreation Centre Subsidy

Report Details:

Prepared by: Colin Young, Director Finance and Community

Manager: Nicholas O'Connor, Chief Executive Officer

File Reference: Monarch-857934545-1666 **Voting Requirement:** Simple Majority

Attachment(s):

9.2.4(1) Council Policy HR/CP-3 – Employee Recreation Centre Subsidy

Executive Recommendation

That Council:

1. **Rescinds Council Policy HR/CP-3 – Employee Recreation Centre Subsidy; and**
2. **Notes that employee recreation centre subsidy arrangements will continue to be governed by Administrative Policy HR/AP-25 – Employee Recreation Centre Subsidy.**

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: 12.2.2 - Provide an employee engagement program.

Executive Summary

It is recommended that Council rescind Council Policy HR/CP-3 – Employee Recreation Centre Subsidy following an internal review which identified that the subject matter of this policy is operational in nature and does not require Council-level oversight.

The policy will be replaced by Administrative Policy HR/AP-25 – Employee Recreation Centre Subsidy, which provides clear, detailed and contemporary guidance on eligibility, conditions of use and administration of the subsidy.

This change is consistent with the Shire's Policy Framework, which requires Council Policies to be high-level and strategic, with operational matters managed through administrative policies and procedures.

Background

Council Policy HR/CP-3 – Employee Recreation Centre Subsidy was first adopted in 2008 to support employee health and wellbeing by providing subsidised access to the Donnybrook Recreation Centre. While appropriate at the time, the policy largely contained operational detail relating to eligibility, conditions of participation and administrative requirements.

As part of an ongoing review of Council policies to ensure alignment with the Shire's Policy Framework and contemporary governance principles, HR/CP-3 was assessed as not meeting the threshold of a Council policy. The policy does not set strategic direction or policy position requiring Council determination, however, instead governs internal employment benefits and administrative arrangements. HR/CP-3 was also raised by the Moore Australia (auditors) during the February 2025 regulation 17 audit as being operational in nature and should be assessed as to whether it is appropriate to be a Council policy.

To address this, Administrative Policy HR/AP-25 – Employee Recreation Centre Subsidy was developed and approved. HR/AP-25 provides a more comprehensive and current framework, including expanded clarity around eligibility, family member access, exclusions and conditions of use, while remaining appropriately managed at an administrative level.

This report is presented to Council to formally rescind HR/CP-3, ensuring a clear separation between Council-level governance and operational policy, and eliminating duplication within the Shire's policy framework.

Risk Management

Risk:	Likelihood:	Consequence:	Risk Rating:
Reputational	Possible	Minor	Low (4)
Risk Description:	Guidelines are not followed		
Mitigation:	Replace with Administration Policy		

Financial Implications

HR/AP-25 – Employee Recreation Centre Subsidy has been amended to include immediate family members access to the Aquatic (pool) facilities, this will result in a minor loss of revenue.

Policy Compliance

This recommendation has been assessed against the Shire of Donnybrook Balingup Policy Framework. The rescindment of HR/CP-3 is consistent with the framework's requirement that Council Policies remain strategic in nature, with operational matters addressed through administrative policies where appropriate.

Statutory Compliance

There is no statutory requirement under the *Local Government Act 1995* or any other legislation for Council to maintain a policy governing employee recreation centre subsidies.
The proposed change does not impact the Shire's statutory compliance obligations.

Consultation

Executive Team, Managers and the HR Department.

Officer Comment

Council Policy HR/CP-3 has served its purpose historically; however, its content is operational rather than strategic. Administrative Policy HR/AP-25 appropriately replaces HR/CP-3 by providing clearer, more detailed and up-to-date guidance while remaining consistent with good governance practice.
Rescinding HR/CP-3 simplifies the Shire's policy suite, reduces duplication, and ensures policy hierarchy remains clear and contemporary.

COUNCIL RESOLUTION:	61/04-26		
MOVED BY:	Cr Tyler Hall	**SECONDED BY:**	Cr Grant Patrick

That Council:

1. **Rescinds Council Policy HR/CP-3 – Employee Recreation Centre Subsidy; and**
2. **Notes that employee recreation centre subsidy arrangements will continue to be governed by Administrative Policy HR/AP-25 – Employee Recreation Centre Subsidy.**

For: Cr Bailey, Cr Hall, Cr Keown, Cr Lindemann, Cr MacCarthy, Cr McNab, Cr Patrick, Cr Wringe, Cr Purich
Against: Nil.
Carried: 9/0 by en-bloc resolution 51/04-26

9.2.5. Review of Capped Court Hire Arrangements for Sporting Clubs

Report Details:

Prepared by: Manager Community Services

Manager: Colin Young, Director Finance and Community

File Reference: Monarch-857934545-1659 **Voting Requirement:** Simple Majority

Attachment(s):

Nil.

Executive Recommendation

That Council:

1. Adopts in principle a revised stadium court hire model for recognised sporting clubs based on a structured subsidy model, incorporating:

1.1. an annual capped allocation of court hours at a preferential club rate; and

1.2. a consistent charging framework for court usage beyond the allocated hours.

2. Requests the Chief Executive Officer to:

2.1. remove existing individual capped fee arrangements;

2.2. oversee the development of a standardised club usage agreement framework; and

2.3. facilitate consultation with sporting clubs to determine appropriate capped hour allocations and associated rates that balance affordability with financial sustainability.

3. Requests the Chief Executive Officer provides a further report following consultation, should any amendment to the adopted Schedule of Fees and Charges be required.

Strategic Alignment

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

Outcome: 2 - A safe and healthy community.

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

Item: Nil.

Executive Summary

The Donnybrook Recreation Centre stadium is a key community asset supporting local sporting clubs through regular training and competition use. Under the current Schedule of Fees and Charges, court hire is split between practice/training and competition, with competition attracting a higher rate. Some sporting clubs also operate under capped fee arrangements intended to support affordability.

Over time, these capped arrangements have developed on an individual basis and now vary significantly between clubs. This has created inequitable outcomes for comparable users and a lack of transparency around Council's level of subsidy.

This report proposes a revised hybrid court hire model for recognised sporting clubs. The model would replace individual capped arrangements with a consistent framework providing:
An annual capped allocation of court hours at a preferential rate; and Standard charges for usage beyond that allocation.

Endorsement in principle would allow officers to consult with sporting clubs to determine appropriate capped allocations and rates. Any required amendments to the Schedule of Fees and Charges would be brought back to Council. The intent is to improve equity, provide greater clarity around subsidy, and support the long-term sustainability of both clubs and the facility.

Background

The Donnybrook Recreation Centre stadium is a multi-use indoor facility that supports a range of sporting, recreational, and community activities. It is regularly utilised by local sporting clubs for training and competition and plays a key role in supporting participation, health, and community wellbeing.

Council's adopted Schedule of Fees and Charges currently provides two primary categories for stadium court hire:

- Practice / training use; and
- Competition use, which attracts a higher hourly rate.

Recognised sporting clubs, as high-frequency and long-term users of the stadium, have historically been supported through capped fee arrangements intended to assist with affordability and club sustainability. These arrangements have developed over time on an individual basis and are not supported by a standardised or consistently applied framework.

In July 2021, Council considered matters relating to the delivery of the Donnybrook Community, Sporting, Recreation and Events Precinct (VC Mitchell Park) and resolved to limit fee increases for associated sporting groups for a defined period following completion of the project.

Council resolved the following at the Special Council Meeting held 12 July 2021:

"COUNCIL RESOLUTION 116/21

3. *That Council resolves not to increase fees (except for CPI increments) to sporting groups associated with the Donnybrook Community, Sporting, Recreation and Events Precinct Project for a period of five years from practical completion.*

Practical completion of the VC Mitchell Park facilities occurred in 2025. As such, fee increases for associated sporting groups are limited to CPI indexation for five years following completion. While this provides certainty regarding fee increases, it does not establish a contemporary framework for managing capped arrangements, usage levels, or equity between clubs. As the precinct moves into steady-state operation, the absence of a standardised approach has resulted in inconsistent outcomes and limited clarity regarding Council's intended level of support. This report seeks endorsement in principle to establish a fair, transparent and consistent model moving forward.

Risk Management

Risk:	Likelihood:	Consequence:	Risk Rating:
Financial Impact	Likely	Moderate	Moderate (5)
Risk Description:	If the current stadium court fee structure remains unchanged, ongoing inequities may impact the financial sustainability of sporting clubs, reduce participation, and lead to reputational risk for Council.		
Mitigation:	Endorsing a transparent and standardised hybrid fee model that provides equitable access while maintaining financial sustainability.		

Financial Implications

The proposed model is expected to:

- improve equity without significantly increasing financial risk,
- provide greater certainty around Council's level of subsidy to sporting clubs, and
- support long-term facility sustainability through controlled and predictable usage.

Final rates and capped hour allocations would be incorporated into the Fees and Charges framework through the appropriate Council adoption or amendment process.

Policy Compliance

Nil.

Statutory Compliance

Local Government Act 1995

Section 6.16(1) and (2) of the *Local Government Act 1995* provides that a local government may impose and recover a fee or charge for any goods or services it provides, including for the use of, or admission to, any property or facility owned, controlled, managed, or maintained by the local government.

Any amendment to the Schedule of Fees and Charges arising from this report would be progressed in accordance with the requirements of the *Local Government Act 1995*, including adoption or amendment by Council resolution.

Consultation

Informal feedback has been received from sporting clubs expressing concern regarding affordability and inequity under the current arrangements. Subject to endorsement in principle, officers will undertake structured consultation with recognised sporting clubs to determine appropriate capped allocations and rates. Consultation outcomes will inform the development of any future amendments to the Schedule of Fees and Charges

Officer Comment

The current framework has evolved over time with good intent — primarily to support affordability for clubs. However, the lack of a consistent approach to capped arrangements has resulted in significant variation between clubs with similar usage profiles.

This makes it difficult to clearly articulate Council's level of subsidy and creates perceptions of inequity. The proposed hybrid model provides a structured and transparent approach. It recognises sporting clubs as key long-term stakeholders, while clearly defining the extent of subsidised access. Importantly, Council is not being asked to adopt specific rates or capped allocations at this stage. Endorsement in principle will allow officers to consult with clubs and return a refined model to Council for formal consideration if required.

Cr Patrick raised the following motion:

COUNCIL RESOLUTION:	62/04-26		
MOVED BY:	Cr Grant Patrick	**SECONDED BY:**	Cr Anita Lindemann

That Council:

1. **Supports the development of a standardised club usage agreement framework for the stadium court hire; and**
2. **Facilitates consultation with sporting clubs to determine appropriate capped hour allocations and associated rates that balance affordability with financial sustainability; and**
3. **Requests the Chief Executive Officer provides a further report following consultation, should any amendment to the adopted Schedule of Fees and Charges be required.**

For: Cr Bailey, Cr Hall, Cr Keown, Cr Lindemann, Cr MacCarthy, Cr McNab, Cr Patrick, Cr Wringe, Cr Purich
Against: Nil.
Carried: 9/0

9.3. Chief Executive Officer

9.3.1 Warren Blackwood Climate Alliance Reference Group (CARG) Membership

Report Details:

Prepared by: Administration Officer Corporate Services

Manager: Executive Manager Corporate

File Reference: CNL 16 **Voting Requirement:** Absolute Majority

Attachment(s):

9.3.1(1) CARG Terms of Reference

Executive Recommendation

That Council:

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

Strategic Alignment

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

Outcome: 4 - Shared responsibility for sustainability.

Objective: 4.1 - Encourage the adoption of sustainable practices.

Outcome: 11 - Strong, visionary leadership.

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

Executive Summary

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

Background

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

"COUNCIL RESOLUTION 203/10-25

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

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

A report went to the Ordinary Council Meeting held 25 February 2026 to appoint a second CARG member, but Council postponed the appointment of a second member to allow for the appointment to occur after the March 2026 Extraordinary Election.

At its Ordinary Council Meeting held 25 February 2026 Council resolved the following:

"COUNCIL RESOLUTION 21/02-26

That Council

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

To date, the Shire has participated in the Warren Blackwood Climate Alliance Reference Group (CARG) through Councillor and staff involvement. Formal appointment for this new vacancy will ensure appropriate governance-level representation and alignment with Council's strategic oversight responsibilities.

Risk Management

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

Financial Implications

Elected Members are eligible to claim travel costs associated with attendance at meetings.

Policy Compliance

Nil.

Statutory Compliance

Nil.

Consultation

Nil.

Officer Comment

It is recommended that the vacant position be filled to ensure regular participation and representation on matters arising from the Warren Blackwood Climate Alliance Reference Group. This will ensure Council remains informed of relevant discussions, initiatives, and any potential implications for the Shire.

COUNCIL RESOLUTION:	63/04-26		
MOVED BY:	Cr Anita Lindemann	**SECONDED BY:**	Cr Amanda McNab

That Council:

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

For: Cr Bailey, Cr Hall, Cr Keown, Cr Lindemann, Cr MacCarthy, Cr McNab, Cr Patrick, Cr Wringe, Cr Purich
Against: Nil.
Carried: 9/0 by absolute majority vote

9.3.2. Development Assessment Panel (DAP) Membership

Report Details:

Prepared by: Administration Officer Corporate Services

Manager: Executive Manager Corporate

Location: Shire of Donnybrook Balingup

File Reference: Monarch 8579345-1660 **Voting Requirement:** Absolute Majority

Attachment(s):

Nil.

Executive Recommendation

That Council:

1. **Appoint the following Elected Member as a Development Assessment Panel (DAP) member:**
   - **Cr_____**

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.

Executive Summary

This report seeks Council's endorsement to appoint an Elected Member as a local government member of the Development Assessment Panel (DAP), in accordance with the Planning and Development (Development Assessment Panels) Regulations. The appointment is required to fill a current vacancy and ensure the Panel remains properly constituted to undertake its statutory decision-making functions.

Development Assessment Panels (DAPs) are independent decision-making bodies in Western Australia responsible for determining significant and complex development applications. For developments that meet certain value thresholds, DAPs make the final planning decision instead of the local council. DAPs are intended to improve consistency and transparency in planning decisions, while still retaining local input.

Background

Following the resignation of Councillor Davy in November 2025, a vacancy now exists for a local government member on the Development Assessment Panel.

At its Ordinary Council meeting held 22 October 2025 Council resolved the following:

"COUNCIL RESOLUTION 139/23

1. *Appoint the following four Elected Members as Development Assessment Panels (DAP) members:*
   - *Cr Davy*
   - *Cr Lindemann*
   - *Cr Hall *Alternate Member*
   - *Cr Patrick *Alternate Member*

This report seeks Council's endorsement to appoint an Elected Member to fill the vacancy, to ensure the Panel remains properly constituted in accordance with the Planning and Development (Development Assessment Panels) Regulations.

Risk Management

Risk:	Likelihood:	Consequence:	Risk Rating:
Service Interruption	Unlikely	Insignificant	Low (4)
Risk Description:	Failure to fill the vacancy may result in the Panel not being properly constituted, impacting Council's representation in DAP decision-making.		
Mitigation:	Appointing an Elected Member to fill the vacancy.		

Financial Implications

Local government members of Development Assessment Panels are entitled to fees and allowances prescribed under the Planning and Development (Development Assessment Panels) Regulations. Elected Members are eligible to claim travel costs associated with attendance at meetings.

Policy Compliance

Nil.

Statutory Compliance

Planning and Development Act 2005
Planning and Development (Development Assessment Panels) Regulations 2011
Local Government (Development Assessment Panels) Regulations 2025

Under the WA Development Assessment Panel system, each Development Assessment Panel must include two elected local government members from the relevant local authority. Council is therefore required to participate in the DAP process through the nomination of Elected Member representatives, as prescribed by State legislation and regulations.

Consultation

Nil.

Officer Comment

It is recommended that the vacant position be filled to ensure the Development Assessment Panel remains properly constituted in accordance with the Planning and Development (Development Assessment Panels) Regulations. Appointing an Elected Member will enable the Panel to continue to undertake its statutory role in the independent assessment and determination of eligible development applications.

COUNCIL RESOLUTION:	64/04-26		
MOVED BY:	Cr Anita Lindemann	**SECONDED BY:**	Cr Alex Purich

That Council:

1. **Appoint the following Elected Member as a Development Assessment Panel (DAP) member:**
   - **Cr Wringe**

For: Cr Bailey, Cr Hall, Cr Keown, Cr Lindemann, Cr MacCarthy, Cr McNab, Cr Patrick, Cr Wringe, Cr Purich
Against: Nil.
Carried: 9/0 by absolute majority vote

9.3.3 Amended Start Times for the 2026 Agenda Briefing Sessions and Council Meetings

Report Details:

Prepared by: Administration Officer Corporate Services

Manager: Executive Manager Corporate

Location: Shire of Donnybrook Balingup

File Reference: Monarch-857934545-1665 **Voting Requirement:** Simple Majority

Attachment(s):

Nil.

Executive Recommendation

That Council:

1. **Note that the start times for Agenda Briefing Sessions and Ordinary Council Meetings have been amended from 3:00pm to 5:00pm, with effect from April 2026.**
2. **Request the Chief Executive Officer to undertake all statutory advertising in this regard.**

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.

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

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

Executive Summary

Council is requested to adopt a change to the 2026 Agenda Briefing Session and Ordinary Council Meeting start times from 3:00pm to 5:00pm. The proposed change is intended to improve accessibility for Councillors and members of the community, by enabling attendance outside standard working hours.

Background

Agenda Briefing Sessions have traditionally commenced at 5:00pm. At the 26 November 2025 Ordinary Council Meeting, Council resolved to trial a revised 3:00pm start time to enable meetings to conclude earlier. This change recognises the overall workload of Councillors and staff across the day, Councillors' external employment commitments, wellbeing considerations, and the cost associated with staff attendance outside standard working hours.

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

"COUNCIL RESOLUTION 234/11-25

That Council:

1. *Adopt the 2025 and 2026 Agenda Briefing Session and Ordinary Council Meeting dates as follows:*

Agenda Briefing Session	*Ordinary Council Meeting*	*Venue*
10 December 2025 (3pm)	*17 December 2025 (3pm)*	*Council Chamber Donnybrook*
18 February (3pm)	*25 February (3pm)*	*Council Chamber Donnybrook*
18 March (3pm)	*25 March (3pm)*	*Council Chamber Donnybrook*
15 April (3pm)	*22 April (3pm)*	*Council Chamber Donnybrook*
20 May (3pm)	*27 May (3pm)*	*Council Chamber Donnybrook*
17 June (3pm)	*24 June (3pm)*	*Council Chamber Donnybrook*
15 July (3pm)	*22 July (3pm)*	*Council Chamber Donnybrook*
19 August (3pm)	*26 August (3pm)*	*Council Chamber Donnybrook*
16 September (3pm)	*23 September (3pm)*	*Council Chamber Donnybrook*
21 October (3pm)	*28 October (3pm)*	*Council Chamber Donnybrook*
18 November (3pm)	*25 November (3pm)*	*Council Chamber Donnybrook*
9 December (3pm)	*16 December (3pm)*	*Council Chamber Donnybrook*

2. *Note the change to the December 2025 Agenda Briefing Session and Ordinary Council Meeting.*
3. *Requests the Chief Executive Officer to undertake all statutory advertising in this regard.*

Council currently conducts one Agenda Briefing Session on the third Wednesday of each month, and an Ordinary Council Meeting on the fourth Wednesday, both commencing at 3:00pm. These meetings are held in the Donnybrook Council Chamber, with the exception of January and December, where scheduling may vary to accommodate the annual leave period.

Council conducts workshops to keep Councillors informed of current issues and to facilitate informal discussions on matters of interest; these sessions are generally scheduled for the first two Wednesdays of each month and are held in the Council Chamber.

Risk Management

Risk:	Likelihood:	Consequence:	Risk Rating:
Compliance	Unlikely	Minor	Low (4)
Risk Description:	Non-compliance with the *Local Government (Administration) Regulations 1996* to publish the 2026 meeting times on the Shire's official website.		
Mitigation:	Adopt the proposed 2026 meeting times and instruct the Chief Executive Officer to publish the change on the Shire's website.		

Financial Implications

Councillors are entitled to reimbursement of travel costs and childcare expenses to enable attendance at meetings and fulfilment of Council duties.

Staff who participate in Agenda Briefing Sessions and Ordinary Council Meetings outside their usual working hours are entitled to time off in lieu (TOIL) or payment for additional hours worked, in accordance with existing arrangements.

Policy Compliance

Nil.

Statutory Compliance

Local Government (Administration) Regulations 1996

Regulation 12 requires the CEO to publish the dates, times, and places of Ordinary Council Meetings and certain committee meetings on the local government's official website.

Consultation

Consultation regarding the scheduling of Council's 2026 meeting times was undertaken during the workshop held on 1 April 2026, with active involvement from both executive staff and Councillors. The adopted times will be published on the Shire's website.

Officer Comment

Feedback received during the 1 April 2026 workshop indicated that the earlier commencement time created challenges for Councillors and community members who work standard business hours. As a result, Agenda Briefing Sessions and Council meetings have reverted to a 5:00pm start time to support improved participation. Any additional staffing costs or impacts associated with time off in lieu will be managed within existing budget allocations, with attention given to workload management and the health and wellbeing of Councillors and staff.

COUNCIL RESOLUTION:	65/04-26		
MOVED BY:	Cr Tyler Hall	**SECONDED BY:**	Cr Grant Patrick

That Council:

1. **Note that the start times for Agenda Briefing Sessions and Ordinary Council Meetings have been amended from 3:00pm to 5:00pm, with effect from April 2026.**
2. **Request the Chief Executive Officer to undertake all statutory advertising in this regard.**

For: Cr Bailey, Cr Hall, Cr Keown, Cr Lindemann, Cr MacCarthy, Cr McNab, Cr Patrick, Cr Wringe, Cr Purich
Against: Nil.
Carried: 9/0 by en-bloc resolution 51/04-26

9.3.4 Appointment of Panel Members for CEO Performance Review 2026

Report Details:

Prepared by: Executive Manager Corporate

Manager: Nick O'Connor, Chief Executive Officer

File Reference: MONARCH-1562546984-53 **Voting Requirement:** Absolute Majority

Attachment(s):

9.3.4(1) Agreed CEO Review Process 2026

Executive Recommendation

That Council:

1. **Adopt the attached CEO Performance Review Process for Nicholas O'Connor for 2026.**
2. **Appoint the CEO Performance Review Panel.**
   - **2.1. Shire President**
   - **2.2. Elected Member 1 –**
   - **2.3. Elected Member 2 -**

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 2026, and appointment of the Performance Review Panel. 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 in 2025 and has been used to inform the 2026 process. It outlines a structured annual review cycle, including key dates, responsibilities, and methodology, and provides a framework for appointing an external reviewer to support an impartial and compliant review.

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 (4)
Risk Description:	Failure to complete a CEO performance review in accordance with legislative and contractual obligations		
Mitigation:	Implement: • A structured review process aligned with statutory requirements • Appointment of an external reviewer for impartiality • Secure document management protocol		

Financial Implications

Nil.

Policy Compliance

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

Informal consultation between the President, CEO and Elected Members will be undertaken regarding panel membership and the draft process ahead of formal Council consideration.

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

Shire officers will commence the procurement process for an external reviewer in accordance with the agreed process and the Shire's Procurement Policy. The external reviewer will be engaged to provide independent oversight of the CEO performance review process, including auditing the process for compliance and preparing the necessary documentation for Council consideration and endorsement.

COUNCIL RESOLUTION:	66/04-26		
MOVED BY:	Cr Anita Lindemann	**SECONDED BY:**	Cr Tyler Hall

That Council:

1. **Adopt the attached CEO Performance Review Process for Nicholas O'Connor for 2026.**
2. **Appoint the CEO Performance Review Panel.**
   - **2.1. Shire President**
   - **2.2. Cr Patrick**

For: Cr Bailey, Cr Hall, Cr Keown, Cr Lindemann, Cr MacCarthy, Cr McNab, Cr Patrick, Cr Wringe, Cr Purich
Against: Nil.
Carried: 9/0 by absolute majority vote

9.3.5 Save Preston River Valley – Request for support for exemption to *Mining Act 1978*

Report Details:

Prepared by: Nick O'Connor, Chief Executive Officer

Manager: Nick O'Connor, Chief Executive Officer

File Reference: Monarch-857934545-1647 **Voting Requirement:** Simple Majority

Attachment(s):

9.3.5(1) SPRV Letter 12 March 2026
9.3.5(2) SPRV Details of Exemption Areas

Executive Recommendation

That Council provides a letter of support to accompany the Save Preston River Valley (SPRV) application to have Crown land adjacent to the Preston River (as identified in Attachment 9.3.5(1)) exempted from mining and associated activity under Section 19 (1) of *the Mining Act (1978)*.

Strategic Alignment

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

Outcome:	3 - The natural environment is well managed for the benefit of current and future generations.
Objective:	3.1 - Care for the natural environment, including weed and pest management.
Item:	4.2.2 - Implement and expand climate action initiatives that improve energy efficiency, promote sustainability, and support community-led environmental engagement.

Executive Summary

Save Preston River Valley (SPRV) commenced discussions with the Shire of Donnybrook Balingup on 5 March 2026 during which Council support for an application for public owned land alongside the Preston River to be exempted under Section 19 (1) of the *Mining Act (1978)* was sought. SPRV has prepared the attached correspondence at the request of the Chief Executive Officer.

Background

The *Mining Act 1978* is the primary legislation regulating mineral exploration and mining activities in Western Australia. It establishes the framework for granting mining tenements, sets out the rights and obligations of tenement holders, and provides mechanisms for government oversight, compliance, and land-use management. From time to time local governments are exposed to the Act when mining interests intersect with planning, environmental, or community considerations.

The Act governs prospecting, exploration, and mining activities on Crown land; the creation and administration of mining tenements; rights and responsibilities of miners and landholders; and Ministerial powers relating to land access, exemptions, and tenure management.

The legislation provides for several tenement types, including Prospecting Licences, Exploration Licences, Mining Leases, General Purpose Leases, and Miscellaneous Licences. Each tenement type has specific application requirements, rights, and compliance obligations.

The Act regulates access to Crown land, consent requirements for reserved land, pastoral leases, and private land, and restrictions on mining in environmentally sensitive or strategically important areas. The Minister for Mines and Petroleum has broad authority to grant, refuse, vary, or cancel tenements; impose conditions; exempt land from mining or from the operation of the Act (Section 19); and manage competing land uses and protect land pending planning or environmental processes.
Section 19 of the Act provides the Minister with the ability to temporarily exempt land from mining or from the operation of the Act.

An exemption under Section 19(1)(a)(iii) removes the land from the operation of the *Mining Act 1978* entirely. No mining tenement applications can be lodged over the land; no rights under the Act apply; and the land is effectively quarantined from mining activity for the duration of the exemption. Generally, exemptions last up to two years, with the ability to extend for further periods of up to 2 years.

Section 19(1)(a)(iii) is typically applied when government intends to reserve land for conservation, infrastructure, or public purposes; when local governments or agencies request protection during planning processes; or when sensitive land requires temporary protection.
A Section 19 exemption cannot apply to private land or land already subject to a mining tenement or a pending application.

Risk Management

Risk:	Likelihood:	Consequence:	Risk Rating:
Environment	Possible	Major	High (12)
Risk Description:	Failure to protect sensitive environmental crown land resulting in the irreversible loss of ecologically significant sections of the Shire.		
Mitigation:	Support to the SPRV request for an exemption un s 19 of the Mining Act 1978		

Financial Implications

Nil.

Policy Compliance

Nil.

Statutory Compliance

See information provided in the ‘Background’ section of this report.

Consultation

The Shire President, CEO and Director of Operations met with SPRV representatives recently to discuss their plans to seek an exemption under s19 of the *Mining Act 1978*.

Officer Comment

The Shire of Donnybrook Balingup Council Plan 2022-2032 states as a strategic desired outcome:
"Outcome 3. The natural environment is well managed for the benefit of current and future generations."

At a recent meeting between SPRV and Council representative, community members sought Council's support for a planned SPRV application to the Minister for Mines and Petroleum seeking an exemption for the Preston River and selected adjacent Crown-managed land under Section 19 of the Mining Act 1978. Further, SPRV is seeking support for a Preston River revitalisation and management plan focused on the upper and middle reaches of the river. Further details of the request and associated justification is provided in the attached correspondence.

COUNCIL RESOLUTION:	53/04-26		
MOVED BY:	Cr John Bailey	**SECONDED BY:**	Cr Grant Patrick

That Council provides a letter of support to accompany the Save Preston River Valley (SPRV) application to have Crown land adjacent to the Preston River (as identified in Attachment 9.3.5(1)) exempted from mining and associated activity under Section 19 (1) of *the Mining Act (1978)*.

For: Cr Bailey, Cr Hall, Cr Keown, Cr Lindemann, Cr MacCarthy, Cr McNab, Cr Patrick, Cr Wringe, Cr Purich
Against: Nil.
Carried: 9/0

10 Elected Member Motions

Nil.

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

Nil.

12. Meeting Closed to the Public

12.1. Matters for which the Meeting may be closed

Nil.

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 May 2026 at 5:00PM, in the Shire of Donnybrook Balingup Council Chamber.

The Presiding Member declared the meeting closed at 5:56pm.

MINUTES

WARREN BLACKWOOD ALLIANCE OF COUNCILS BOARD MEETING
TUESDAY 21 APRIL 2026, 9AM I HOST: SHIRE OF DONNYBROOK BALINGUP

DRAFT

Meeting opened: 9.00am

1. Welcome

Cr Vivienne MacCarthy welcomed everyone to the meeting and give an Acknowledgement of Country.

Attendance

Voting:
Cr Vivienne MacCarthy SODB
Cr Tyler Hall SODB
Cr Helen O'Connell SOBB
Cr David Inglis SOBB
Cr Stephen Carstairs SOBG
CEO Garry Adam SOBG
Cr Donelle Buegge SOM
Cr Steve Miolin SOM
CEO David Taylor SON

Non-voting:
CEO Leonard Long SOBB
CEO Nick O'Connor SODB
CEO Ben Rose SOM
Billy Wellstead SWDC
Katie McDonnell Executive Officer
Christopher McGimpsey, SWDC

Apologies for absence:
Cr Tony Dean SON
Cr Vicki Hansen SON
Cr Andrew McRae SOBG

2. Teams introduction with Kat McKinnon, SWDC Director of People and Place

Kat attended virtually to introduce herself and give an overview of the role.

Action: Executive Officer to circulate Kat McKinnons contact details

3. Minutes of last meeting & matters arising

a) Minutes of meeting 10.02.2026

Minutes of WBAC board meeting on 10.02.2026 are confirmed as true and correct.

Moved: **Cr Helen O'Connell**
Seconded: **Cr Donelle Buegge** **Carried 9/0**

a) Out of session motions

i. Meeting 23.02.2026

Board members received minutes from Cr Vivienne MacCarthy for the out of session meeting on 23.02.2026.

Minutes of WBAC out of session meeting on 23.02.2026 are confirmed as true and correct.

Moved: **Cr Steve Miolin**
Seconded: **Cr Stephen Carstairs** **Carried 9/0**

ii. Regional Trails Strategy consultant appointment

An out of session motion was circulated for approval by the CEO's (as delegated at the February meeting) to approve the appointment of the preferred consultant for the Regional Trails Strategy.

The board acknowledges the out of session motion to approve TRC Tourism to undertake to WBAC Regional Trails Strategy.

Moved: **Cr Helen O'Connell**
Seconded: **Garry Adam** **Carried 9/0**

b) Actions arising from Board Meetings

2025/2026 board actions were circulated with the board agenda.

Actions arising noted by the board

4. Correspondence

a) WBAC 25th Anniversary
   i. Press Release
   ii. Minister Punch
   iii. Lenore Lyons ASW
   iv. Minister David Michael

b) Outgoing: WALGA Honours Program 2026 Richard Walker

c) Govern Warren Blackwood Program

All correspondence noted by the board

5. FPC

a) Correspondence

i. Press releases and coverage
ii. Letters to Minister Jarvis: 17.02.2026 & 16.03.2026
iii. Letters to FPC & Minister Jarvis 30.03.2026
iv. Email to Phil Twiss & Libby Mettam 18.03.2026

All correspondence noted by the board

b) Funding for 2025/26 & 2026/27

Each local government has received correspondence regarding the sponsorship amounts from FPC.

Action: SOBB to circulate their comments they have provided to WALGA

c) Funding beyond June 2027

WBAC has received an email from FPC who acknowledge our request to meet and will respond shortly.

Action: WBAC to prepare agenda for meeting with FPC

6. Finance

a) **2025 – 2026 Financial Report**

The year-to-date finance report is confirmed as true and correct.

Moved: **Cr Tyler Hall**
Seconded: **Cr Stephen Carstairs** **Carried 9/0**

Action: For June meeting have expected spend
Action: At the end of month Katie to circulate another finance report

b) **2026-2027 Budget**

On hold until staff contracts are confirmed.

7. WBAC 2026 staff work priorities

As requested by the board, a list of the current work priorities and projects was circulated with the board papers.

Staff work priorities noted by the board

8. WBAC Climate Alliance

a) Waste Management Plan

An action from previous WBAC board meetings, and an action of the WBAC Climate Action Plan, is to progress the development of a regional waste strategy / plan.

Noted by the board

9. Southern Forests & Valleys update

a) SF&V project update

Report circulated with board papers was noted by the board.

i. Future of Tourism 2026

2026 Future of Tourism document was noted by the board.

b) SF&V Heritage Festival

The Southern Forests & Valleys Heritage Festival is on this week. Board members were encouraged to support their local community and attend some of the events and activities.

i. FACET Presentation

This Thursday, WBAC Executive Officer and Karen Hill from SOBG, will be presenting at the FACET Heritage conference in Perth.

c) UCI Rainbow Rides

i. Change of concept email from Cycling Eventures

Updated provided by Executive Officer on progress since board papers were circulated.

Action: Awaiting response from Cycling Eventures

ii. CITS Events Funding

WBAC were successful with grant to support the volunteers at the Rainbow Rides

iii. Partnership Agreement

Revised partnership agreement has been circulated by Executive Officer to CEO's for review.

Action: WBAC CEOs to review the Partnership Agreement between Cycling Eventures and Warren Blackwood Alliance of Councils and sign by end of April.

10. Executive Officer Report

Report circulated with board papers.

Report Noted

11. Regional Trails Strategy

a) TRC Proposal

TRC proposal was circulated with the board papers.

b) Draft Itinerary

The draft community consultation itinerary was circulated with the board papers.

c) Project Update

Verbal update given by Executive Officer:

12. The Diverse South West

a) Event overview

Overview of the event and key attendees was included with Board Papers.

b) Correspondence from SWDC CEO

Noted by board members

c) Warren Blackwood Event

Event concept for a WBAC Diverse Showcase was included with the board papers which was supported by the board members.

d) WBAC Regional Overview Booklet

It was discussed that the WBAC develop a regional overview booklet:

13. General Business

None

14. Date of future meetings:

a) Tuesday 2nd June 2026, Shire of Bridgetown Greenbushes
b) Tuesday 4th August 2026, Shire of Nannup
c) Tuesday 13th Oct, Shire of Boyup Brook & AGM
d) Tuesday 1st December, Shire of Manjimup
e) Tuesday 2nd February 2027, Shire of Donnybrook Balingup

Meeting Close: 9.51am

WALGA

South West Country Zone Minutes 24 April 2026

Hosted by the Shire of Donnybrook-Ballingup
VC Mitchell Park - Marmion St, Donnybrook

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PRIORITISATION FRAMEWORK

The below Prioritisation Framework was endorsed at the April 2024 South West Country Zone meeting.

Zone Delegates when drafting Agenda items and motions on policy or advocacy issues, using the below criteria as prompts for what kind of information to include. The Prioritisation Framework does not remove the need for judgements to be made and is intended to guide, not replace, decision-making.

How to use the Framework:

- If the majority of the factors are towards the left column, the issue is a high priority.
- If the majority of the factors are towards the middle, the issue requires action, but is not a high priority.
- If the majority of the factors are towards the right column, the issue is a low priority.

Impact on Local Government Sector Impact on Local Government sector without intervention	High	Medium	Low
Reach Number of member Local Governments affected	Sector-wide	Significant (multiple regions, Zones, or bands)	Few
Influence Capacity to influence decision makers	High	Medium	Low
Principles Alignment to core principles such as autonomy, funding, general competence	Strong	Partial	Peripheral
Clarity Policy change needed is clear and well-defined	Clear	Partial	Unclear
Decision-maker support Level of support among decision-makers (political and administrative)	High	Medium	Low
Public support Level of support among the public or other stakeholders	High	Medium	Low
Positive consequences for WALGA Prospect of positive consequences for WALGA. E.g. enhanced standing among members or leverage for other issues.	High	Medium	Low
Negative consequences for WALGA Prospect of negative consequences for WALGA for not undertaking the advocacy effort. E.g. diminished standing among members or other stakeholders.	High	Medium	Low
Partnerships Potential for partnerships with other stakeholders	Yes (3+)	Possibly (1-2)	No (0)

ANNOUNCEMENTS

Zone Delegates were requested to provide sufficient written notice, wherever possible, on amendments to recommendations within the State Council or Zone agenda to the Zone Chair and Secretariat prior to the Zone meeting.

Agenda Papers were emailed 7 days prior to the meeting date.

Confirmation of Attendance An attendance sheet was circulated prior to the commencement of the meeting.

ATTACHMENTS

1. Previous Meeting Minutes
2. LGIRS Local Government Division Report
3. Zone Status Report
4. President's Report
5. Zone Constitution

1 OPENING, ATTENDANCE AND APOLOGIES

1.1 OPENING

Zone Chair, President Donnelle Buegge opened the meeting at 9:01am.

1.2 ATTENDANCE

MEMBERS	**1 Voting Delegates from each Member Local Government**
Shire of August Margaret River	President Cr Julia Jean-Rice Ms Andrea Selvey, Chief Executive Officer, non-voting
Shire of Boyup Brook	President Cr Helen O'Connell Mr Leonard Long, Chief Executive Officer, non-voting
Shire of Bridgetown-Greenbushes	President Cr Stephen Carstairs Mr Garry Adams, Chief Executive Officer, non-voting
City of Busselton	Mayor Phill Cronin Dr Garry Hunt PSM, Chief Executive Officer (Temporary) - non-voting Stephanie Addison-Brown- Manager Stakeholder Relations, non-voting
Shire of Capel	President Cr John Fergusson Ms Samantha Chamberlain, Chief Executive Officer - non-voting Mr Gary Clark, Chief Executive Officer (Temporary) - non-voting
Shire of Collie	Cr Joe Italiano (Deputy)

	Mr Phil Anastasakis, Chief Executive Officer - non-voting
Shire of Dardanup	Cr Stacey Gillespie (Deputy) Mrs Natalie Hopkins, Director Corporate and Governance - non-voting
Shire of Donnybrook Ballingup	President Cr Vivienne McCarthy Mr Nick O'Connor, Chief Executive Officer - non-voting
Shire of Harvey	President Cr Michelle Campbell Ms Annie Riordan, Chief Executive Officer - non-voting
Shire of Manjimup	President Donnelle Buegge (**Chair**) Mr Ben Rose, Chief Executive Officer - non-voting
Shire of Nannup	Cr Cheryle Brown (Deputy) Mr David Taylor, Chief Executive Officer - non-voting
WALGA Secretariat	Mr Saul Cresswell, Principal Policy Advisor Ms Negar Nili, Policy Officer Transport and Roads Ms Samantha Kennedy, Senior Policy Advisor Emergency Management
Agencies	
South West Development Commission	Ms Cate Brooks, Chief Executive Officer Ms Allison Christou, Director - Grants and Engagement
LGIRS Representative	Ms Amy Walsh, A/Principal Strategy Officer *(via MS Teams)*
RDA South West	Ms Vickie Walker, Projects Officer
Guest Speakers	
Climate Emergency Australia	Ms Sally MacAdams, Climate Emergency Australia Coordinator *(via MS Teams)*

1.3 APOLOGIES

MEMBERS	
City of Bunbury	Mayor Jaysen De San Miguel Mr Alan Ferris, Chief Executive Officer, non-voting
Shire of Dardanup	President Cr Tyrrell Gardiner Mr Andre Schonfeldt, Chief Executive Officer non-voting delegate
Shire of Collie	President Cr Ian Miffling
Shire of Nannup	President Cr Tony Dean

Agencies

Australia's South West	Ms Catrin Pickworth, Chief Executive Officer
Australian Government Department of Employment and Workplace Relations	Mr Matt Beahan, Program Officer

2 ACKNOWLEDGEMENT OF COUNTRY

We, the South West Country Zone of WALGA, acknowledge the Nyoongar people, the Traditional Custodians of this land, and pay our respects to their Elders past, present and future.

3 DECLARATIONS OF INTEREST

Nil.

4 DEPUTATIONS

4.1 SHIRE OF DONNYBROOK-BALLINGUP

President Cr Vivienne McCarthy and Mr Nick O'Connor Chief Executive Officer

Mr Ross Marshall, Director Operations provided an update to the Zone on the VC Mitchell Park re-development.

Noted

4.2 CLIMATE EMERGENCY AUSTRALIA

Ms Sally MacAdams, Climate Emergency Australia Coordinator was invited and attended online to provide a deputation to the Zone on how Climate Emergency Australia can work with Local Governments.

Noted

5 AGENCY REPORTS

5.1 SOUTH WEST DEVELOPMENT COMMISSION

Ms Cate Brooks, Chief Executive Officer and Ms Allison Christou, Director Grants and Engagement provided a brief update to the Zone on the Innovative Industries of the Future Conference (IIF Conference) being run 27-28 October 2026.

Allison provided the draft prospectus seeking additional input from Zone delegates on topics and industry tour options. Sponsorship packages are also available for Local Governments to contribute to the IIF Conference. Cate highlighted upcoming State Budget events, including a Sundowner in Margaret River and a State Budget Lunch on 8 May, featuring Ministers Punch and Dawson, and the Premier.

Noted

5.2 REGIONAL DEVELOPMENT AUSTRALIA – SOUTH WEST

Ms Vickie Walker, Project Officer, provided a brief update to the Zone.

RDA SW reiterated opportunities through Invest South West (investsouthwest.com.au) – a regularly updated website to promote investment opportunities free of charge.

The 'Rethinking Business As Usual' event on 17 June, will feature speakers and case studies at Capel Marron Farm showcasing thinking that breaks the mould. $82.50 per ticket with staff packages available.

Noted

5.3 LGIRS LOCAL GOVERNMENT DIVISION REPORT

The April 2026 report from LGIRS Local Government Division was provided as an attachment within the Agenda.

Ms Amy Walsh, A/Principal Strategy Officer provided a brief presentation to the Zone on Statutory Approvals.

Email contact: legislation@lgirs.wa.gov.au

Noted

5.4 AUSTRALIA'S SOUTH WEST

Chief Executive Officer at Australia's South West, Ms Catrin Allsop, was an apology for this meeting.

Noted

5.5 AUSTRALIAN GOVERNMENT DEPARTMENT OF EMPLOYMENT AND WORKPLACE RELATIONS

Program Officer, Mr Matt Beahan, was an apology for this meeting.

6 CONFIRMATION OF MINUTES

The previous meeting Minutes of the South West Country Zone have been circulated to Zone Delegates and was provided as an attachment to the Agenda.

RESOLUTION

Moved: **President Cr Julia Jean-Rice**
Seconded: **Cr Helen O'Connell**

That the Minutes of the meeting of the South West Country Zone held on 20 February 2026 be confirmed as a true and accurate record of the proceedings.

CARRIED

7 BUSINESS ARISING

7.1 STATUS REPORT

A Status Report outlining any recent updates and/or actions taken on the Zone's previous meetings resolutions for both State Council and Zone items was enclosed as an attachment. These item updates will remain on the Status Report until completed or no further action is required by WALGA.

RESOLUTION

Moved: **President Cr Julia Jean-Rice**
Seconded: **President Cr Michelle Campbell**

That the South West Country Zone:
1. **Request WALGA to provide information in regard to the consistency of the Zone's Constitution with other Zones and the WALGA Constitution; and**
2. **Initiate a review of the Zone Constitution to be consistent with the WALGA Constitution.**

CARRIED

8 ZONE BUSINESS

8.1 REQUEST TO PRESENT

By Chantelle O'Brien, WALGA

Polyphagous Shot-hole Borer (PSHB)
WALGA has worked closely with DPIRD and the Local Government sector to support the previous eradication and current transition to management phases since Polyphagous Shot-hole Borer (PSHB) was first detected in East Fremantle in August 2021.

WALGA is proposing to share this information and experiences with Zone Delegates of the South West Country Zone by way of a short presentation.

If supported, this presentation aims to assist with the preparedness of Local Governments in the South-West region by providing an overview of the experience of those within the Quarantine Area, ranging from tree impact, resourcing and research requirements. WALGA will also discuss advocacy key priorities and support provided to the sector.

Local Government Director General
The Director General of the Department of Local Government, Industry Regulation and Safety (LGIRS), Ms Lanie Chopping has offered to attend various Zone meetings in 2026 to speak directly to the Zone on the current initiatives of LGIRS. Ms Chopping has requested to attend the August 2026 Zone meeting.

Local Government Inspector
The Office of the Local Government Inspector has requested the opportunity to attend Zone meetings during 2026.

WA's inaugural Local Government Inspector Tony Brown will provide an update on the functions of the Office of the Inspector, his priorities for 2026 and his expectations of the sector. The Local Government Inspector is a statutory officer and provides oversight of the local government sector through complaint handling, inquiries, compliance review, and education.

Mr Brown has been in the role since October 2025 with his powers under the Local Government Act 1995 commencing on 1 January this year.

Mr Brown would like the opportunity to attend the November 2026 Zone meeting.

RESOLUTION

Moved: **President Cr Julia Jean-Rice**
Seconded: **President Cr Vivienne McCarthy**

That the South West Country Zone:
1. **supports a presentation from WALGA on Polyphagous Shot-hole Borer (PSHB) and preparedness for Local Governments in the region at the June Zone meeting;**
2. **supports a presentation from the LGIRS Director General, Ms Lanie Chopping at the August Zone meeting;**
3. **supports a presentation from the Local Government Inspector, Mr Tony Brown at the November Zone meeting.**

CARRIED

8.2 CONSULTATION ON DRAFT CLIMATE CHANGE ADVOCACY POSITION

By Rebecca Brown, Policy Manager, Environment and Waste

EXECUTIVE SUMMARY
- WALGA is undertaking sector consultation on a revised draft Climate Change Advocacy Position.
- This draft position was developed following initial consultation, consideration by State Council in March 2025 and feedback from the Environment Policy Team of State Council.
- WALGA is seeking **Council endorsed feedback by 1 May 2026**.

POLICY IMPLICATIONS
WALGA's 2018 Climate Change Policy Statement and Advocacy Position state:

Local Government acknowledges:

1. *The science is clear: Climate change is occurring and greenhouse gas emissions from human activities are the dominant cause.*
2. *Climate change threatens human societies and the Earth's ecosystems.*
3. *Urgent action is required to reduce emissions, and to adapt to the impacts from climate change that are now unavoidable.*
4. *A failure to adequately address this climate change emergency places an unacceptable burden on future generations.*

Local Government is committed to addressing climate change.

Local Government is calling for:
1. *Strong climate change action, leadership and coordination at all levels of government.*
2. *Effective and adequately funded Commonwealth and State Government climate change policies and programs.*

The draft Advocacy Position in the Consultation Paper is:

1. *Local Government acknowledges the risks associated with, and is committed to, addressing climate change.*
2. *WALGA calls on the Australian and Western Australian Governments to provide:*
   a. *the necessary climate leadership, coordination and action to ensure an orderly transition to achieve emission reduction targets and address the impacts of climate change*
   b. *dedicated funding, guidance and practical support to assist Local Governments to undertake emissions reduction and adaptation actions.*

ATTACHMENT
The WALGA Climate Change Advocacy Position Consultation Paper is available online.

BACKGROUND
Climate change, and related legislation, policy and action, have implications for many aspects of Local Governments' operations and services. More frequent and severe droughts, heatwaves, bushfires, extreme rainfall events and warming, rising sea levels are increasing the costs and complexity of delivering critical services, infrastructure and ensuring community wellbeing.

In 2018, State Council endorsed a Climate Change Policy Statement and advocacy position, following extensive sector consultation. Since this Advocacy Position was adopted there have been significant legislative, policy, technological and scientific changes, including:

- The national *Climate Change Act 2022* and the Western Australian Climate Change Bill 2023.
- The *Local Government Amendment Act 2023,* which expanded Western Australian Local Governments' general function under Part 3 s3.1(1A) of the *Local Government Act 1995* to:
  a. to promote the economic, social and environmental sustainability of the district; and
  b. **to plan for, and to plan for mitigating, risks associated with climate change**; and
  c. in making decisions, to consider potential long-term consequences and impacts on future generations.

- The release of the Australian Government's National Climate Risk Assessment and National Adaptation Plan in 2025.
- Escalation of the transition to renewable energy, uptake of electric vehicles and energy efficiency standards under the National Construction Code.
- Climate science and projections (international, national and WA specific) have also become clearer regarding the risks posed by climate change and the need for action to address the consequential impacts.

COMMENT
Following initial consultation, consideration by State Council in March 2025 and feedback from the Environment Policy Team, WALGA has developed a revised, draft Climate Change Advocacy Position for Local Government feedback which is currently out for consultation with feedback due by 1 May 2026. WALGA has received feedback from some Councils and understands a number of Councils will be considering this matter in April. Zone delegates are encouraged to take this item to their Councils.

The Central Country Zone passed a motion at its February 2026 meeting which included writing to all other zones highlighting its alternative Advocacy Position (proposed in March 2025). WALGA worked to incorporate the Central Country Zone feedback prior to the release of the Consultation Paper.

WALGA is seeking **Council endorsed feedback** on the draft Climate Change Advocacy Position by **COB Friday, 1 May 2026** to environment@walga.asn.au.

Following consideration of this feedback a final draft Advocacy Position will be developed and provided to zones and State Council for consideration.

Noted

The Shire of Augusta Margaret River provided their Council-endorsed position for the benefit of Zone Members and reiterated the upcoming closing date for submissions.

That Council raise concerns with WALGA regarding the weakening of language in the draft Climate Change Advocacy Position, nothing that these changes diminish the sense of urgency required to respond to the climate challenge, and endorse the draft Climate Change Advocacy Position subject to the additions underlined and deletions struck through below:

1. *Local Government acknowledges that:*
   a. *Climate change is threatening our communities, local economies and the ecosystems that support us.*
   b. *Urgent action is required to reduce emissions, and to adapt to the impacts from climate change that are now unavoidable.*
2. *WALGA calls on the Australian and Western Australian Governments to:*
   a. *Provide the necessary climate leadership, ambition, coordination and action to ensure an urgent yet orderly transition to achieve emission reduction targets and address the impacts of climate change*
   b. *Provide dedicated funding, guidance and practical support to assist Local Governments to undertake emissions reduction and adaptation actions and support their communities to adapt and build resilience.*

8.3 CSRFF AND PLAYON WA FUNDING – LACK OF CLARITY ON FUTURE ROUNDS

By the Shire of Harvey

BACKGROUND

South West Local Governments are experiencing sustained population growth and demographic change, alongside increasing participation from women and girls, older adults, and people seeking more flexible and informal recreation opportunities. At the same time, many existing facilities are approaching or have exceeded their intended lifecycle. Continued State investment is therefore essential to enable local governments to plan and deliver sport and recreation infrastructure in a coordinated and financially responsible manner.

At the Joint Sport and Recreation Officers Meeting held in March 2026, attended by the City of Bunbury and the Shires of Dardanup, Collie, Waroona and Harvey, concerns were raised regarding the status of the Community Sporting and Recreation Facilities Fund (CSRFF) and the lack of clear information about the timing of future funding rounds.

It was noted that the CSRFF program is not currently open, and that the State Government's PlayOn WA initiative does not represent a new grant funding program. Rather, it comprises a combination of election commitments and previously approved CSRFF and Club Night Lights Program (CNLP) projects. This has contributed to ongoing uncertainty for local governments in planning and delivering sport and recreation infrastructure.

The Shire of Harvey submitted correspondence to the Minister for Sport and Recreation, Hon Rita Saffioti MLA, seeking clarity on the availability, timing and structure of future CSRFF and CNLP funding rounds.

Advice provided by the Department indicates that the State Government is currently reviewing the timing of future CSRFF and CNLP rounds as part of the broader PlayOn WA: 2030 initiative. This initiative includes a commitment to deliver over 2,030 new or upgraded pieces of sporting infrastructure by 2030, supported by $332 million in the 2025–2026 State Budget.

While this commitment is acknowledged, the absence of clear timeframes, program details and forward funding pathways is creating challenges for local governments. This uncertainty is impacting the ability to progress strategic, shovel-ready projects, secure co-investment, and effectively support community sporting organisations.

It is also noted that the Minister has recently corresponded with the WALGA President regarding CSRFF, presenting an opportunity for coordinated advocacy through the WALGA South West Zone structure

SECRETARIAT COMMENT

WALGA recognises that ongoing uncertainty regarding the future of the Community Sporting and Recreation Facilities Fund (CSRFF) and Club Night Lights Programs is having a significant impact on Local Governments ability to plan and progress projects.

WALGA wrote to the Minister for Sport and Recreation and the Department of Creative Industries, Tourism and Sport (CITS) on this issue in December 2025. The Minister responded on 17 February 2026, advising that investment in sporting infrastructure will focus on the delivery of the State Governments' PlayOn WA: 2030 by 2030 initiative and

election commitments. This response aligns with that received by the Shire of Harvey from CITS.

WALGA is continuing advocate regarding the importance of these programs and to seek clarity regarding the review and the future of the CSRFF and Club Night Lights Program programs.

RESOLUTION

Moved: **President Cr Michelle Campbell**
Seconded: **Mayor Phill Cronin**

That the South West Country Zone:

1. **notes the current lack of clarity regarding the timing and structure of future Community Sporting and Recreation Facilities Fund and Club Night Lights Program funding rounds; and**
2. **requests WALGA to advocate to the State Government for the provision of clear and timely information on future funding programs, including anticipated timelines, program structure and any proposed changes to funding criteria, to support effective local government planning and delivery of community sporting infrastructure.**

CARRIED

8.4 MANAGEMENT OF WATER CORPORATION BRIDGES ON LOCAL GOVERNMENT ROADS

By Shire of Capel

BACKGROUND

The Water Corporation owns and manages an extensive network of irrigation and drainage channel assets along the Swan Coastal plain, including bridge structures where the channels intersect roadways. A significant number of these bridges are on local government roads and the integrity of those bridges has direct implications for local road networks. Despite being critical assets for local government, maintenance of the bridges is the responsibility of the Water Corporation as part of their overall asset management planning. Since the asset management priorities of the Water Corporation may not align with those of Local Government, these bridges have typically not been managed as a priority and many are in poor condition, being closed, load limited or soon to be load limited.

The issue, in terms of the scale of this asset management challenge, is significant with 269 Water Corporation bridges on local government roads across Waroona, Serpentine-Jarrahdale, Rockingham, Murray, Harvey, Dardanup, Capel, Busselton, and Armadale. Of these, 24 are load limited and 13 soon to be load limited. Within Capel, one bridge has been closed to all traffic and while it is in the process of being replaced, continues to severely impact the local community. The problem is anticipated to grow with many of the 269 bridges being at or near end of design life and a majority also being inverted U-beam structures not meeting current standards (for increased traffic volume and vehicle mass).

The current load limited bridges range between 10 to 20 tonnes maximum capacity which severely limits the type of vehicles able to use that route. Freight activities are impacted but also fire fighting and emergency response for larger appliances. At a minimum, this can cause detours adding to freight costs and delaying emergency response, therefore

potentially impacting community safety. For locations with no detour options, it can mean severe or complete business disruption and limited emergency response capability.

The matter is considered urgent by affected Local Governments, and a number of actions have already been taken. These include discussions at the South West Regional Road Group, letters and meetings with State Government Ministers, and meetings with Water Corporation. Concerns from various industry sectors have been raised and the matter has received media attention with the ABC news article from March 23rd 2026, titled "Water Corporation's revised bridge limits worry South West WA farmers" being notable.

The Water Corporation asset management plans and budgets are primarily focussed on their core business functions of water supply, wastewater and main drainage. The Water Corporation is also required to provide an annual dividend to the State Government which can curtail investment toward the investment in infrastructure renewals and upgrades.

Local Government's have the ability to access State and Federal grant funding to contribute toward the cost of asset renewal and upgrades, however consideration would need to be given to asset ownership as this model would be difficult to progress under the current Water Corporation owned arrangement. WALGA can play an important role in gathering the views of the local governments affected by this issue to determine the acceptability and desire for these critical bridge assets to be transferred to local government ownership. Under this scenario, the bridges concerned would need to be brought up to standard prior to any transfer to local government ownership to ensure that they do not inherit unforeseen liabilities.

The economic and safety implications to the region are clear and immediate, requiring a rapid replacement program and an effective ongoing asset management model. Such a model already exists and is employed successfully by local government in partnership with Main Roads WA for local government owned bridges. As agencies responsible for local roads and being the tier of government primarily engaging with community at grassroots level, local governments are considered well placed to manage these bridges and can access Federal and State funding to contribute toward the renewal and upgrade of these bridges. The Water Corporation acknowledges that it does not have road and bridge asset management as part of its core business and subsequently it is clear that bridge asset management is unlikely to be prioritised appropriately to meet local government and community needs.

SECRETARIAT COMMENT

The impact of load limits being applied to Water Corporation owned bridges was raised by the Peel Country Zone in February and the South West Regional Road Group in March.

WALGA has met with the Water Corporation at an operational level to understand the existing situation and inform an advocacy approach.

In accordance with sound asset management principles, Local Governments should not seek or accept transfer of asset ownership without a clear understanding of the long-term costs associated with operating, maintaining and renewing these assets and an appropriate funding strategy.

RECOMMENDATION

That the South West Country Zone request WALGA to advocate to the WA State Government to develop a strategic solution to the asset management of Water Corporation bridges on state and Local Government roads by:

1. acknowledging the significant inadequacy of the current asset management and investment prioritisation associated with Water Corporation bridge assets;
2. requesting that the State Government establish a dedicated funding program for an urgent bridge renewal program to address community safety and access risks; and
3. transferring ownership of the bridges from the Water Corporation to the relevant road authority as they are renewed.

RESOLUTION

Moved: **President Cr John Fergusson**
Seconded: **Mayor Phill Cronin**

That the South West Country Zone request WALGA to advocate to the WA State Government to develop a strategic solution to the asset management of Water Corporation bridges on state and Local Government roads by:

1. **acknowledging the significant inadequacy of the current asset management and investment prioritisation associated with Water Corporation bridge assets; and**
2. **requesting that the State Government establish a dedicated funding program for an urgent bridge renewal program to address community safety and access risks.**

CARRIED

8.5 FOREST PRODUCTS COMMISSION (FPC) RATES EQUIVALENT PAYMENTS – TREASURY REMITTANCE UNCERTAINTY AND LOCAL GOVERNMENT BUDGET IMPACTS

By Shire of Boyup Brook

BACKGROUND

The Forest Products Commission (FPC) has historically paid council rates directly to local governments in respect of its relevant freehold landholdings.

In September 2025, the FPC advised affected local governments that it would cease paying rates directly to Shires and would instead make rates-equivalent payments to the State Treasurer.

The Warren Blackwood Alliance of Councils (WBAC), comprising of the Shires of Boyup Brook, Bridgetown-Greenbushes, Donnybrook-Balingup, Manjimup and Nannup together with the Shires of Cranbrook and West Arthur, has outlined that the FPC's position relies on section 43 of the *Forest Products Act 2000*. In summary, the State Government considers the FPC exempt from paying rates on certain unleased land and, pursuant to section 43(4), an equivalent amount is instead payable to the Treasurer, with the amount and timing determined by the Treasurer under section 43(6).

A significant concern raised by affected local governments is that this change was implemented during the 2025/26 financial year, after several councils had already adopted their annual budgets based on historical FPC rate payments. The change has occurred without practical transition arrangements or any clear advice as to whether, when, or how the equivalent payments received by Treasury will be remitted to affected local governments.

While the FPC has provided each affected Shire with a "sponsorship" payment for the 2025/26 and 2026/27 financial years, those payments do not reflect or fully replace the actual rates revenue historically received by local governments. They are not a transparent, equitable or legislatively grounded substitute for rating revenue and do not resolve the underlying structural funding issue. Based on current estimates, the sponsorship payments will still leave affected local governments in a deficit position in the 2026/27 financial year and beyond.

WBAC has advised that, for 2025/26, the collective shortfall across the seven affected Shires is approximately $325,000, representing a substantial impact on small regional local governments.

Indicative 2025/26 impacts identified in January 2026 were as follows:

Boyup Brook:	$135,000
Bridgetown-Greenbushes:	$21,540
Donnybrook-Balingup:	$9,383
Manjimup:	$55,000
Nannup:	$40,000
Cranbrook:	$28,000
West Arthur:	$35,000

These impacts are expected to increase with every additional property acquired by the FPC unless a clear and reliable mechanism is established to return equivalent payments to affected local governments.

Affected councils have identified that this revenue supports essential local infrastructure and services, including road maintenance, parks and gardens, community facilities, emergency services support, medical services, recreation programs, and local events. The loss of this revenue is therefore forcing councils to consider service reductions, project deferrals, and other budget adjustments.

Local governments also remain responsible for maintaining infrastructure and services relied upon by plantation operations, including local roads, emergency management capability, community facilities, and broader local services. The removal of this revenue, without a corresponding remittance mechanism, places increased pressure on remaining ratepayers and undermines the long-term financial sustainability of affected councils.

There is also significant concern that, in the absence of formal confirmation from the Western Australian Treasury that rates-equivalent payments collected from the FPC will be remitted to affected local governments, councils cannot confidently prepare annual budgets or long-term financial plans. Every additional property acquired by the FPC creates the risk of a further reduction in a local government's rating base, without certainty that the lost revenue will be returned in full, in part, or at all.

This creates an unstable and increasingly unpredictable revenue environment for small regional local governments and makes it more difficult for councils to make responsible decisions regarding service delivery, asset renewal, workforce planning, and capital investment.

Affected local governments have also noted the inequity of the current arrangement, particularly as private plantation operators continue to pay rates directly to local governments, whereas the FPC does not under the current model.

WBAC, together with the Shires of Cranbrook and West Arthur, has sought the establishment of a cross-portfolio process involving Local Government, Forestry and Treasury to determine a fair and sustainable mechanism for 2026/27 and future years, including forward modelling in respect of future FPC land acquisitions.

This matter now presents not only an immediate budget impact, but an ongoing structural funding risk for affected local governments. Urgent advocacy is therefore required to secure clarity, certainty, and a fair long-term solution prior to the finalisation of 2026/27 local government budgets.

SECRETARIAT COMMENT

WALGA recognises the impact that the Forest Products Commission's (FPC) change to the payment of rates equivalent amounts has on Local Governments within the South West Country Zone (SWCZ), particularly given the timing of the application of the change prior to the 2025/26 financial year.

WALGA understands that the SWCZ and affected Local Governments, have already engaged directly with the Minister for Forestry on this matter and supports the SWCZ in seeking timely resolution of the immediate 2025/26 impacts and longer term certainty for future financial years.

WALGA acknowledges the significant impact that rating exemptions have on Local Government revenue, and their ability to provide essential community services.

This matter aligns with longstanding WALGA Advocacy Positions regarding rating, including the following:

> ***2.1.1 Rating Exemptions Review***
> *A broad review be conducted into the justification and fairness of all rating exemption categories currently prescribed under Section 6.26 of the Local Government Act 1995.*
>
> ***2.1.4 Rating Exemptions – Rate Equivalency Payment***
> *Legislation should be amended so rate equivalency payments made by LandCorp and other Government Trading Entities are made to the relevant Local Governments instead of the State Government.*

Additionally, WALGA's 2026-27 State Budget Submission calls for an independent organisation to undertake a broad review of rating exemptions.

A number of concerns regarding rating and rating exemptions have emerged across the sector, particularly over the past 6–12 months. WALGA is undertaking scoping work to consider the most effective way to address these matters through a coordinated, overarching and sector wide advocacy approach.

RESOLUTION

Moved: **President Cr Helen O'Connell**
Seconded: **President Cr Vivienne McCarthy**

1. **That the South West Country Zone request WALGA to advocate, as a matter of urgency, to the Western Australian Treasurer, Minister for Forestry and Minister for Local Government to:**
   a. **provide urgent written confirmation that the rates-equivalent payments made by the Forest Products Commission to the State under section 43 of the *Forest Products Act 2000* will be remitted in full to the affected Local Governments;**
   b. **establish, prior to the finalisation of 2026/27 Local Government budgets, a clear, transparent, and ongoing mechanism for the calculation, remittance, and payment of those rates-equivalent amounts to affected Local Governments for 2026/27 and future financial years; and**
   c. **Work with WALGA and affected Local Governments to develop and implement a fair and sustainable long-term solution, including policy and legislative reform if required, to ensure Local Governments are not financially disadvantaged by future Forest Products Commission land acquisitions.**
2. **That the South West Country Zone Member Local Governments individually advocate in support of WALGA's 2026-27 State Budget Submission which calls for an independent organisation to undertake a broad review of rating exemptions.**

CARRIED

9 WALGA STATE COUNCIL AGENDA

Zone Delegates are invited to read and consider the WALGA State Council Agenda which can be found via the link here.

The Zone can provide comment or submit an alternative recommendation on any of the items, including the items for noting. The Zone comment will then be presented to the State Council for consideration at their meeting.

The State Council Agenda items requiring a decision of State Council are extracted for Zone consideration below.

9.1 PROTECTING COUNCIL MEMBER AND EMPLOYEE PRIVACY ADVOCACY POSITION

By Meghan Dwyer, Governance Specialist

EXECUTIVE SUMMARY

- The South East Metropolitan Zone resolved to request WALGA advocate to amend s.5.95(1) of the *Local Government Act 1995* to specify that the right to inspect Primary and Annual Returns (Returns) contained in the Register of Financial Interests under s.5.94(b) does not extend to the residential address of the relevant person.
- Returns may include residential addresses, which are then made publicly accessible, creating privacy and safety risks.
- Council Members and employees are increasingly reluctant to disclose residential addresses due to safety and security risks, demonstrating that current legislation no longer aligns with contemporary expectations of privacy.
- Recent parliamentary scrutiny of similar requirements for Members of Parliament led to recommendations to remove full residential address disclosures, which the Government supported.
- In addition to Returns, Council Members must also provide a residential address when making their declaration of office.
- It would be appropriate for a review of all public disclosure requirements under the *Local Government Act 1995* to occur to ensure that they remain contemporary, effective, and aligned with modern standards of accountability and personal security.
- The Governance Policy Team endorsed the proposed advocacy position at its meeting on 23 March 2026.

ATTACHMENT

- Jurisdictional Comparison – Address Information in Council Member Returns and Declarations of Office (included below).

STRATEGIC PLAN IMPLICATIONS

The proposed advocacy position aligns to the WALGA 2025-2029 Strategic Plan, in particular:

- Influence – Lead advocacy on issues important to Local Government.
- Support – Anticipate, understand and respond to Member needs.

POLICY IMPLICATIONS
The recommendation is for State Council to endorse a new Advocacy Position.

Protecting Council Member and Employee Privacy
That WALGA advocates to the State Government to:

1. *Undertake a review of disclosure requirements for Local Government Council Members and employees under the Local Government Act 1995.*
2. *Undertake the necessary legislative amendments to strike an appropriate balance between transparency, personal safety, and contemporary community expectations of privacy, including:*
    a. *Amend section 5.95(1) to prescribe that the right to inspect primary and annual returns contained in the register of financial interests under s.5.94(b) does not extend to the full residential address of the relevant person, and is instead limited to the suburb or locality.*
    b. *Amend Form 7 of the Local Government (Constitutional) Regulations 1998 to remove the requirement to disclose a full residential address when making the declaration of office.*

BACKGROUND
At the 3 December 2025 meeting, State Council adopted new Advocacy Position 2.5.20 Electoral Material - Authorisation Statement Address Requirements in response to significant privacy and safety concerns arising from the obligation to publish a candidate's physical address on electoral materials.

When considering this item at the preceding round of Zone meetings, the South East Metropolitan Zone (SEMZ) resolved to request WALGA advocate to amend s.5.95(1) of the *Local Government Act 1995* (the Act) to specify that the right to inspect Primary and Annual Returns (Returns) contained in the Register of Financial Interests under s.5.94(b) does not extend to the residential address of the relevant person.

State Council resolved to refer the SEMZ comments to the Governance Policy Team.

The Governance Policy Team endorsed the proposed advocacy position at its meeting on 23 March 2026.

COMMENT
Public disclosure regimes must strike an appropriate balance between public transparency and personal safety. The inclusion of personal identifying information in publicly accessible documents has become increasingly problematic. As digital publication and internet search capabilities have expanded, material that once had limited circulation can be copied and distributed with ease. This environment has reinforced the need to carefully consider how much personal information is necessary to make publicly available, and the risks that may arise when doing so.

Local Government Act
The Act establishes a range of public disclosure obligations designed to promote transparency and accountability. However, digital publication, increased data availability, and heightened personal safety concerns have created new risks that were not contemplated when these provisions were first drafted.

Returns require relevant persons to disclose personal financial information. Information disclosed includes the address of each parcel of real property, located in the district or in

an adjoining district, in which the person had an interest and the nature of the interest in each parcel of real property (s.5.79). In practice, this often results in the disclosure of a Council Member or employee's residential address.

Returns are required to be included in the register of financial interests. Section 5.94(b) of the Act requires any register of financial interest to be made available to the public, and s.5.96 requires the Local Government to provide copies upon request.

Although s.5.93 of the Act establishes penalties for the improper use of information, information can now be copied and distributed almost instantly. In many cases, the harm may occur well before any investigation or action can be commenced.

In addition to the requirement for Council Members to disclose interests in real property as part of their returns, s.2.29 of the Act, together with Form 7 of the *Local Government (Constitution) Regulations 1998*, requires each Council Member to provide their full residential address when making their statutory declaration of office. Although this declaration is not required to be made publicly available under s. 5.94(b) of the Act, some Local Governments livestream or publish recordings of the proceedings. As a result, full residential address details become publicly accessible.

Emerging risks and issues
Local Governments have observed increasing reluctance from Council Members and employees to provide their residential address. Reasons include:

- being registered as a silent elector under the *Electoral Act 1907*,
- experiences or risks of family or domestic violence,
- concerns that leave of absence approvals may signal when a residence may be unoccupied,
- role-related risks, such as potential targeted harassment by dissatisfied community members.

Disclosure of personal residential addresses can also expose individuals to cybersecurity and identity-theft risks, as this information can be combined with other data to build detailed personal profiles. Publicly accessible addresses may make individuals more vulnerable to targeted scams, social engineering, and unwanted contact, increasing both digital and physical security risks.

Parliamentary disclosure obligations
The disclosure of the residential addresses of Members of Parliament in their Primary and Annual Returns has recently been considered by the Legislative Assembly Procedures and Privileges Committee in Report No.1: Protecting privacy and other reasons to update the *Members of Parliament (Financial Interests) Act 1992*.

The Committee recommended that the Government review the relevant legislation, "with a view to addressing the requirement for the disclosure of full residential addresses and to consider broader legislative updates necessary to ensure the Act remains contemporary, effective, and aligned with modern standards of accountability and personal security."

The Government response supported this recommendation.

Privacy and Responsible Information Sharing
The objectives of the new *Privacy and Responsible Information Sharing Act 2024* (PRIS Act) include promoting responsible and transparent practices in the handling of personal

information and balancing the public interests of protecting the privacy of personal information with the free flow of information by agencies.

Most privacy provisions in the PRIS Act come into effect on 1 July 2026.

The following sections of the PRIS Act intersect with the requirements of the *Local Government Act 1995*:

- The information privacy principles do not apply to information that is already publicly accessible. This includes information in documents that are either generally available to the public or made available for public inspection under another written law (s.22).
- An individual may request a public entity to remove their personal information from a public register if making the information publicly available would substantially affect any individual's safety or wellbeing. If the public entity is satisfied that the grounds exist, the public entity must comply with the request unless the public entity is satisfied that the public interest in maintaining public access to the information outweighs any individual interest in the information not being made publicly available (s.77).

While this appears to provide a mechanism for individuals to address specific safety and privacy concerns, it would be preferable to ensure that the legislative requirements avoid unnecessary risks to all Council Members and employees.

WALGA will seek to engage with the Information Commissioner and Deputy Privacy Commissioner to clarify the way in which these and other PRIS Act provisions will apply to Council Members.

Review and amendments to the Local Government Act

As Local Government Council Members and employees share the same safety concerns as Members of Parliament it would be appropriate to echo the Procedures and Privilege Committee and advocate for a broad review of all public disclosure requirements under the *Local Government Act 1995* to ensure that they remain contemporary, effective, and aligned with modern standards of accountability and personal security. A review would allow a clearer, risk-aware framework to be established that protects individuals while preserving appropriate transparency.

Within this broader reform, several targeted amendments are necessary. It is proposed that s. 5.95(1) be amended so that the right to inspect information in the register of financial interests under s. 5.94(b) is limited to the suburb or locality of each property, rather than the full residential address of the relevant person. Additionally, the requirement for Council Members to provide their full residential address in the statutory declaration of office should be removed. These amendments are consistent with practices adopted in other Australian jurisdictions and reflect the approach now being reconsidered for Members of Parliament.

Importantly, these changes would not weaken transparency or accountability. Council Members and employees would still be required to disclose their full residential address in Returns, and would continue to declare direct financial, indirect financial, proximity, and impartiality interests when they arise in decision-making processes. This ensures that relevant interests remain publicly recorded when they matter, without unnecessarily exposing personal residential details. By limiting public access to only what is necessary,

the legislative framework can better protect individual safety while preserving the integrity of the disclosure regime.

ATTACHMENT: JURISDICTIONAL COMPARISON – ADDRESS INFORMATION IN COUNCIL MEMBER RETURNS AND DECLARATIONS OF OFFICE

DISCLOSURES IN RETURNS	
Victoria *Local Government Act 2020* *Local Government (Governance and Integrity) Regulations 2020*	CEO must prepare **summary** of personal interests information disclosed in the last personal interest return. • Includes the town or suburb, **but not the street address or number** of the land that is the place of residence Other matters to be included or excluded are prescribed. Includes that a specified person may request in writing information not be included if the CEO consider including the information would: • be reasonably likely to place the personal safety of any person at risk, or • unreasonably expose a business, commercial or financial undertaking to disadvantage Summary of personal interest returns available to members of the public. Detailed personal interests returns are only available to certain persons.
New South Wales *Government Information (Public Access) Act 2009*	From the *Information Access Guideline 1 - For Local Councils on the disclosure of information* • Returns should be made **publicly available** on the council's website **unless there is an overriding public interest against release** or to do so would impose unreasonable additional costs on council. • A consideration against disclosure is where release of the information may expose a person to a risk of harm or of serious harassment or serious intimidation. • In the circumstances where council decides that there is an overriding public interest against disclosure, consideration should then be given to whether it is practicable to release an **edited copy of the record** (for example redacting the individual's signature or residential address) • If it is practicable to do so, then the information should be deleted from a copy of the record and the remainder of the return made available on the council's website. • Where information is deleted from a return, council should keep a record indicating, in general terms, the nature of the information redacted.
Queensland *Local Government Regulation 2021*	**Suburb or locality** of the land is required (**not full address**).

South Australia *Local Government Act 1999*	**Personal addresses are not to be published** nor are any addresses where the CEO is satisfied that the inclusion in the Register of the address of a person would place **at risk the personal safety of that person, a member of that person's family or any other person.**
Tasmania	Currently does not require councillors to lodge a personal interests return. The Tasmanian government is implementing a new framework to strengthen the management of local government councillor conflicts of interest, with reforms expected before the 2026 elections.

INFORMATION IN COUNCIL MEMBER DECLARATIONS OF OFFICE	
Victoria *Local Government Act 2020* *Local Government (Governance and Integrity) Regulations 2020*	Address not required.
New South Wales *Local Government Act 1993*	Address not required.
Queensland *Local Government Regulation 2021*	Address not required.
South Australia *Local Government (General) Regulations 2013*	Address not required.
Tasmania *Local Government (General) Regulations 2025*	Address not required.

WALGA RECOMMENDATION

That State Council endorse the following new Advocacy Position:

Protecting Council Member and Employee Privacy

That WALGA advocates to the State Government to:

1. *Undertake a review of disclosure requirements for Local Government Council Members and employees under the Local Government Act 1995,*
2. *Undertake the necessary legislative amendments to strike an appropriate balance between transparency, personal safety, and contemporary community expectations of privacy, including:*
   a. *Amend section 5.95(1) to prescribe that the right to inspect primary and annual returns contained in the register of financial interests under s.5.94(b) does not extend to the full residential address of the relevant person, and is instead limited to the suburb or locality.*
   b. *Amend Form 7 of the Local Government (Constitutional) Regulations 1998 to remove the requirement to disclose a full residential address when making the declaration of office.*

RESOLUTION

Moved: **President Cr Julia Jean-Rice**
Seconded: **Mayor Phill Cronin**

That the South West Country Zone supports the WALGA recommendation for State Council Agenda item 8.1, subject to the addition of point 2(c) as below:

c. Requests that WALGA urgently advocate to the State Government for legislative amendment to section 4.87 of the *Local Government Act 1995* to explicitly prevent candidates from being compelled, in practice, to disclose their residential address on electoral material, including by providing for alternative non-residential physical address options, while preserving electoral transparency and accountability.

CARRIED

9.2 WATER MANAGEMENT ADVOCACY POSITION

By Rebecca Brown, Policy Manager, Environment and Waste

EXECUTIVE SUMMARY

- A new Water Management Advocacy Position and the retirement of position 6.14 Planning for Water is proposed.
- The new Position has been developed following consultation and feedback on WALGA's *Water Management in Western Australia Discussion Paper*.
- 28 Local Governments provided more than 200 comments on the paper, with the main issues being:
    - equitable access to consistent and reliable water;
    - water licensing and allocation;
    - integrated regional and catchment-scale water planning;
    - water for Public Open Space (POS);
    - funding
    - for critical infrastructure - drainage and irrigation, alternative water sources and sewerage infill and headworks.
    - for water efficiency and water sensitive urban design initiatives.
    - expanding and improving the Waterwise Council Program;
    - access to data and information to inform decision making; and
    - addressing the impacts of stormwater runoff.
- The outcomes sought in 6.14 Planning for Water have been realised in the recently released State Planning Policy 2.9.
- The Environment Policy Team endorsed retiring the position and the new position at its meeting on 19 March 2026.

ATTACHMENT

- Water Management Discussion Paper
- Water Management Consultation Summary Report

STRATEGIC PLAN IMPLICATIONS

This item relates to the following WALGA Strategic Pillars:

- Influence
    - Lead advocacy on issues important to Local Government.
    - Empower the Local Government sector to build communities equipped for the future.

- Support - Anticipate, understand and respond to Member needs.

POLICY IMPLICATIONS
It is proposed that the following new Advocacy Position be **endorsed**:

Water Management

1. *Access to consistent, reliable and adequate water supplies is critical for Local Government operations, community health, amenity, environmental sustainability and economic activity.*
2. *WALGA is calling on the State Government to:*
    a. *Modernise water management legislation and regulation, including:*
        i. *Undertaking a review of the water licensing and allocation system to ensure equitable access and prioritise high value community use including for public open space.*
        ii. *Developing a State-wide framework for integrated regional and catchment-scale water planning.*
    b. *Adequately, sustainably and equitably fund critical water infrastructure programs for Local Government, including:*
        i. *Drainage and irrigation upgrades.*
        ii. *Alternative water sources (recycled water, stormwater harvesting, desalination and groundwater replenishment) and disused water asset transfer.*
        iii. *Small-scale sewerage infrastructure headworks and infill sewerage.*
    c. *Expand the Waterwise Council Program statewide and provide:*
        i. *Increased support and resources to assist Local Government in delivering water efficiency measures.*
        ii. *Incentives for Local Governments to undertake water efficiency initiatives.*
    d. *Improve water data access and capability for Local Governments to ensure evidence-based decision making.*
    e. *Provide effective leadership, guidance, education and enforcement to address the impacts of stormwater runoff.*

It is proposed that the following Advocacy Position be **retired**:

6.14 Planning for Water

As part of the Water Management Report endorsement process, formal support from the relevant Local Government should be required where:

1. *It is intended that the Local Government will become the infrastructure asset manager; or*
2. *The proposed location of water infrastructure assets will impact Local Government assets or facilities.*

The outcomes sought in Position 6.14 have been realised in the recently released State Planning Policy 2.9.

BACKGROUND
WALGA identified the need to consolidate and expand on current Water related Advocacy Positions and has undertaken initial consultation, through targeted engagement and consideration of issues raised by the sector previously. To inform the development of a new Advocacy Position, WALGA developed a Discussion Paper to gain feedback from the sector on their current challenges and needs in relation to water management across the state.

WALGA released the Discussion Paper for comment in late November 2025, with an initial deadline of 15 January 2026 for comment, however based on feedback from the sector this deadline was extended to Thursday, 12 March.

28 Local Governments have provided feedback, 14 of those Council/CEO level feedback. The feedback provided by Local Governments was comprehensive, with over 200 individual comments received across the submissions. WALGA acknowledges the significant time and consideration given by Members in providing that level of feedback.

The main themes of the feedback reflect those explored in the Discussion Paper and are consistent across Local Government:

- Legislation which is inequitable and outdated, particularly for licensing and allocation.
- State legislation should align with the National Water Agreement, particularly strategic, long term integrated planning and equitable access to drinking water.
- Aging and insufficient water infrastructure.
- Support and resourcing needed to explore and mainstream alternative water sources.
- Reactive approaches to headworks and sewerage servicing constraining development, particularly in regional and high-growth areas.
- Public Open Space (POS) in relation to planning decisions not accounting for the water needed to sustain these areas.
- Statewide expansion of the Waterwise Council program and improvement in program support and design.
- High interest in improving and supporting water efficiency and water sensitive urban design outcomes.
- Water data gaps and poor data sharing limits sound decision making.
- Water quality as an emerging and under-recognised issue.

WALGA has consolidated the feedback into a Consultation Report which summarises the main themes and issues raised by the sector and how it has been addressed in the draft Advocacy Position.

COMMENT

The new Position has been informed by the information, issues and priorities identified in feedback received from Local Governments on the WALGA Discussion Paper.

A new Advocacy Position is timely given the release of Made Possible by Water by the State Government on 21 March 2026, a document outlining WA's water future. A comprehensive Advocacy Position on this issue will be essential to assist WALGA's advocacy and influence how the Government delivers the priorities identified. Some of the matters identified in the draft Advocacy Position are reflected in Made Possible by Water, including expansion of the WaterWise Program and delivery of new water sources.

The Environment Policy Team endorsed the new Advocacy Position and the retirement of Position 6.14 at its meeting on 19 March 2026.

WALGA RECOMMENDATION
That State Council:
1. Endorse the following new Advocacy Position:

Water Management

1. *Access to consistent, reliable and adequate water supplies is critical for Local Government operations, community health, amenity, environmental sustainability and economic activity.*
2. *WALGA is calling on the State Government to:*
    a. *Modernise water management legislation and regulation, including:*
        i. *undertaking a review of the water licensing and allocation system to ensure equitable access and prioritise high value community use including for public open space*
        ii. *developing a state-wide framework for integrated regional and catchment-scale water planning.*
    b. *Adequately, sustainably and equitably fund critical water infrastructure programs for Local Government, including:*
        i. *drainage and irrigation upgrades*
        ii. *alternative water sources (recycled water, stormwater harvesting, desalination and groundwater replenishment) and disused water asset transfer*
        iii. *small-scale sewerage infrastructure headworks and infill sewerage.*
    c. *Expand the Waterwise Council Program statewide and provide:*
        i. *increased support and resources to assist Local Government in delivering water efficiency measures*
        ii. *incentives for Local Governments to undertake water efficiency initiatives.*
    d. *Improve water data access and capability for Local Governments to ensure evidence-based decision making.*
    e. *Provide effective leadership, guidance, education and enforcement to address the impacts of stormwater runoff.*

2. Retires Advocacy Position *6.14 Planning for Water*.

RESOLUTION

Moved: **President Donnelle Buegge**
Seconded: **President Cr Julia Jean-Rice**

That the South West Country Zone supports the WALGA recommendation for State Council Agenda item 8.2 as contained in the State Council Agenda and as provided above.

CARRIED

9.3 OFF ROADS VEHICLES ADVOCACY POSITION

By Rebecca Hicks, Policy Advisor Community

EXECUTIVE SUMMARY

- It is proposed that Advocacy Position 3.12 Off Road Vehicles (ORV) be retired.
- The *Control of Vehicles (Off-road Vehicles) Act 1978* (the ORV Act) provides the legislative framework for the use of off-road vehicles within permitted areas in WA.
- Nine Local Governments own and maintain Off Road Vehicle (ORV) areas.
- Advocacy Position 3.12 Off Road Vehicles was adopted by State Council in 2018 in response to concerns from Members about the use of permitted ORV areas.
- Amendments to the ORV Act in 2025 address the core objectives of the ORV Advocacy Position, particularly as it relates to registration and enforcement.
- The retirement of the ORV Advocacy Position was endorsed by the People and Place Policy Team at its meeting on 19 March 2026.

ATTACHMENT

- *Control of Vehicles (Off-road Areas) Amendment Act 2025*

STRATEGIC PLAN IMPLICATIONS

Retiring this Advocacy Position aligns with the following WALGA Strategic Pillars:

- Influence
  - Lead advocacy on issues important to Local Government.
  - Empower the Local Government sector to build communities equipped for the future.
- Support
  - Anticipate, understand and respond to Member needs.

POLICY IMPLICATIONS

It is proposed that Advocacy Position 3.12 Off Road Vehicles be **retired**.

Legislation relating to off road vehicles should be reviewed to align registration and licensing of off-road vehicles with other vehicle types are users. In addition, educational resources should be developed in consultation with users, regulators, and vendors relating to safety, regulatory compliance and other associated matters.

BACKGROUND

The *Control of Vehicles (Off-road Vehicles) Act 1978* (the ORV Act) prohibits the use of Off Road Vehicles (ORVs) in areas outside of permitted areas and makes provisions for the use of ORVs in permitted areas. The Department of Local Government, Industry Regulation and Safety (LGIRS) is responsible for administering the legislation and providing information and support to users and Local Governments. The legislation defines ORVs as including, but

not limited to, trail bikes, quad bikes, beach buggies and road licensed vehicles such as four-wheel drives when used in off-road locations.

The use of ORVs outside of permitted areas can have impacts on Local Governments and communities including community safety in public spaces, road safety and environmental impacts. These issues fall under the scope of other legislation.

Nine Local Governments currently maintain and operate permitted areas: the Cities of Greater Geraldton, Karratha, Kwinana and Swan and the Shires of Carnarvon, Dandaragan, Gingin, Port Hedland and York.

WALGA's Advocacy Position was adopted by State Council in 2018, in response to Member concerns regarding the use of permitted ORV areas.

The ORV Act was amended in 2025 to align penalties and enforcement expectations with other WA transport legislation. The *Amendment Act* includes provisions to introduce online and label registrations and increase penalties for existing offences. The majority of the ORV Amendment Act commenced with immediate effect in August 2025. Sections of the legislation relating to registration labels are dependent on system design changes to the online registration platform. The legislation regulations and commencement date are expected by the end of 2026.

In 2024, the State Government announced $4.8 million in grant funding for Local Governments to develop new and upgrade existing ORV areas. This funding recognises the key role Local Government plays in the upkeep and management of ORV areas.

COMMENT

The ORV Amendment Act addresses the core objectives of the WALGA ORV advocacy position, particularly as it relates to registration and enforcement. As the intended outcomes of the advocacy position have been achieved, it is proposed that Advocacy Position 3.12 Off Road Vehicles be retired. WALGA will work with LGIRS to provide advice and support on the commencement of the Act regulations for Members managing permitted areas.

WALGA has engaged with Members that currently manage ORV permitted areas. Six Local Governments have responded and provided their support for the retirement of the advocacy position.

WALGA will continue to monitor emerging issues associated with ORVs, with a particular focus on usage outside of permitted areas.

The proposed retirement of the ORV advocacy position was endorsed by the People and Place Policy Team at its meeting on 19 March 2026.

WALGA RECOMMENDATION

That State Council retire Advocacy Position 3.12 *Off Road Vehicles.*

RESOLUTION

Moved: **President Cr John Fergusson**
Seconded: **President Cr Julia Jean-Rice**

That the South West Country Zone supports the WALGA recommendation for State Council Agenda item 8.3 as contained in the State Council Agenda and as provided above.

CARRIED

9.4 HOMELESSNESS ADVOCACY POSITION

By Hannah Godsave, Manager Community Policy

EXECUTIVE SUMMARY

- It is proposed that the 2019 Advocacy Position 3.11 Homelessness be updated.
- While responding to homelessness is a State and Australian Government responsibility, the impacts of homelessness intersect with multiple areas of Local Government service delivery and requires them to manage community expectations.
- Western Australian Local Governments are reporting increased numbers of people experiencing homelessness, including Local Governments that have historically experienced minimal impact.
- WALGA undertook a survey of Members in early 2026 to better understand the impact on the sector and inform a review of the current Advocacy Position.
- The updated Position reflects the sector's view that the Australian and Western Australian Government should provide leadership, support and funding to prevent and respond to homelessness, in particular specialist services, social and affordable housing and wraparound services.
- The People and Place Policy Team endorsed the revised position at its meeting on 19 March 2026.

STRATEGIC PLAN IMPLICATIONS

This item relates to the following WALGA Strategic Pillars:

- Influence
  - Lead advocacy on issues important to Local Government.
  - Empower the Local Government sector to build communities equipped for the future.
- Support
  - Anticipate, understand and respond to Member needs.

POLICY IMPLICATIONS

It is proposed that the **existing** Advocacy Position 3.11 Homelessness:

WALGA recognises that Local Government through its planning, health, community development and regulatory powers can facilitate positive local and regional responses to end homelessness, however does not see that it has a lead role. Rather, Local Government's

role is one of a stakeholder that requires early engagement in the understanding of collaborative approaches that improve the quality of life for people experiencing homelessness in all of its manifestations.

be **replaced** with a new Advocacy Position as follows:

WALGA calls on the Western Australian and Australian Governments to provide leadership, support and funding to prevent and respond to homelessness, in particular:

1. *Ensuring specialist homelessness services are responsive to need, place-based and people-centred.*
2. *Investing in social and affordable housing and wraparound services.*

BACKGROUND

The Australian Bureau of Statistics (ABS) defines homelessness as when a person does not have suitable accommodation alternatives and their current living arrangement:

- is in a dwelling that is inadequate;
- has no tenure, or tenure is short and not extendable; or
- does not allow them to have control of, and access to space for social relations.

The ABS Census of Population and Housing provides the authoritative data source on people experiencing homelessness. The 2021 Census reported 9,729 people experiencing homelessness in WA. The Australian Institute of Health and Welfare provides more contemporary data based on interactions with specialist homelessness services. In 2024-25, almost 289,000 (1 in 115) people engaged with specialist homelessness services in WA, of which 47% were accessing homelessness support for the first time.

While responding to homelessness is a State and Australian Government responsibility, the impacts of homelessness intersect with multiple areas of Local Government service delivery, including the maintenance of public spaces, planning and zoning for appropriate services and revenue-related functions such as rates and grants administration. Local Governments must also manage community expectations about how they will respond to homelessness.

WALGA's current advocacy position was adopted by State Council in 2019 in the lead up to the release of *All Paths Lead to a Home: Western Australia's 10-Year Strategy on Homelessness 2020–2030* (the Strategy) released by the State Government. The Strategy sets out a vision for a whole of community response, led by the Department of Communities, working towards ending homelessness in Western Australia. The Strategy identifies a predominantly supportive role for the Local Government sector in addressing homelessness, while also acknowledging that some Local Governments directly provide homelessness and accommodation services. Suggested sector contributions in the Strategy include facilitating local partnerships, identifying rough sleepers, sharing local area knowledge to inform State Government resourcing decisions, and connecting people to specialist services. This supportive role for the Local Government sector is reflected in the current Advocacy Position.

At the National level, the National Agreement on Social Housing and Homelessness provides a five-year funding and accountability framework between the Australian and State/Territory Governments to support social housing and homelessness services until June 2029. The bilateral schedule for Western Australia sets out a $165.9 million homelessness funding contribution from both parties.

COMMENT

Local Governments have been reporting increased numbers of people experiencing homelessness, including Local Governments that have historically experienced minimal impact. Local Governments have shared that they are facing growing pressure to meet both their defined obligations and community expectations for comprehensive responses, including specialist homelessness services triage, investment in housing and support service provision.

To better understand the issues being raised by Members, WALGA conducted a sector survey on homelessness in early 2026. 68 responses (49%) were received, 26 metropolitan and 42 regional, with representation from all WALGA Zones. Key findings from the survey include:

- 74% of respondents report an increase in the significance of homelessness in their Local Government area in the last two years.
- 60% of respondents report an increase in enquires from community members regarding homelessness in the last two years.
    - Key issues raised in community enquiries are rough sleeping and persons living in vehicles.
- 23% of respondents consider there is no role beyond defined responsibilities for Local Government in response to homelessness.
- 61% of respondents consider preventative measures to reduce homelessness and facilitating connections to specialist service providers as an appropriate role for Local Government in response to homelessness.
- 83% of respondents rank State and Federal Government funding as the highest or second highest priority enabler to respond to homelessness.
- 51% of respondents report that current specialist homelessness services are not adequate within their Local Government area.
- Respondents rank affordable housing as the top priority for support/services to address homelessness, followed by wraparound services and specialist support services.

Informed by survey responses and acknowledging the support role of Local Government identified in the State Strategy, the updated position calls on the Australian and Western Australian Government to provide the necessary leadership, support and funding to prevent and respond to homelessness, in particular specialist services, social and affordable housing and wraparound services.

The People and Place Policy Team endorsed the revised position at its meeting on 19 March 2026 meeting.

WALGA RECOMMENDATION

That State Council replace Advocacy Position 3.11 Homelessness with the following:

WALGA calls on the Western Australian and Australian Governments to provide leadership, support and funding to prevent and respond to homelessness, in particular:

1. *Ensuring specialist homelessness services are responsive to need, place-based and people-centred.*
2. *Investing in social and affordable housing and wraparound services.*

RESOLUTION

Moved: **President Cr Julia Jean-Rice**
Seconded: **Mayor Phill Cronin**

That the South West Country Zone supports the WALGA recommendation for State Council Agenda item 8.4 as contained in the State Council Agenda subject to the addition of point 3 below:

3. **Improving the collection, analysis and timely sharing of homelessness data to ensure it is robust, contemporary and sufficiently granular to support local and regional decision-making, including enabling Local Governments to understand local needs, existing service delivery and gaps in service provision.**

CARRIED

Supporting commentary

Local Governments are increasingly experiencing dynamic and fluctuating patterns of homelessness, driven by factors including housing market pressures, seasonal employment, cost-of-living impacts, service accessibility and population movement. These changes often occur over short timeframes and are not captured in current national datasets.

The report appropriately references Australian Bureau of Statistics (ABS) Census data as the primary authoritative dataset on homelessness. However, Census data is lagged by design, collected at five-year intervals, and does not reflect the rapid changes in homelessness presentations occurring at the local level. The Australian Institute of Health and Welfare data referenced in the report is a more contemporary source, improves timeliness but is limited in its ability to support place-based planning, often lacking the geographic resolution required to inform Local Government understanding of conditions within their district.

Local Governments are expected to manage community expectations and advocate for preventative and responsive approaches, yet frequently do so without access to clear, current and localised data that identifies:

- the scale and nature of homelessness in their area;
- the services funded and operating locally;
- service capacity, accessibility and constraints; and
- emerging or unmet needs.

Strengthening homelessness data collection and sharing arrangements to provide current, granular and locally relevant information would improve the effectiveness of State Government investment, support coordinated place-based responses, and ensure Local Governments are meaningfully engaged.

9.5 OTHER STATE COUNCIL AGENDA ITEMS

Zone Delegates are invited to raise for discussion, questions or decision any of the items in the State Council Agenda, including the items for noting, Policy Team and Committee Reports or the Key Activity Reports.

10 OTHER BUSINESS

10.1 ACKNOWLEDGEMENTS

The Shire of Harvey acknowledged the passing of David Smith OAM

The Zone congratulated WALGA President, Mayor Mark Irwin on his work since commencing in the role, particularly acknowledging his efforts during a challenging period

10.2 PSYCHOSOCIAL HAZARDS FOR ELECTED MEMBERS

The City of Busselton raised the topic of psychosocial hazards for Elected Members. In particular, that there should be a support system around psychosocial hazards, especially for Mayors/Presidents and Deputy members.

The City suggested making the "Dealing with Difficult People" WALGA training compulsory for Elected Members.

The Zone AGREED to add an item for discussion in the June Agenda around this issue. WALGA will provide information about what current support exists, including training on leadership and communication skills, and support available through LGIS.

11 EXECUTIVE REPORTS

11.1 WALGA PRESIDENT'S REPORT

The President's Report was provided as an attachment within the Agenda.

Noted

11.2 WALGA STATE COUNCILLOR REPORT

South West Country Zone State Councillor, President Donelle Buegge presented on the previous State Council meeting.

Noted

12 FINANCIAL REPORT

12.1 SOUTH WEST COUNTRY ZONE FINANCIAL REPORT

April 2026 Report		
South West Country Zone		
Cashflow		
Period Ending 31 Dec 25		
		Actual
		$
Opening Cash Balance		23,636.43

Income	
Subscription Income	7,200
Total Income	**7,200**
Expenses	
Bank Charges	49
Sponsorship	-
Plaques	383
Total Expenses	**432**

The South West Country Zone AGREED that the financial report for April 2026 be deferred until the June meeting as the balance was not in the report.

13 EMERGING ISSUES

Nil.

14 2026 MEETING DATES AND LOCATIONS

Remaining meeting dates for 2026 are listed below. Please note if any changes need to be made.

MEETING DATE	HOST LOCAL GOVERNMENT
Friday, **19 June** 2026	Collie
Friday, **21 August** 2026	Dardanup
Friday, **20 November** 2026	Capel

15 NEXT MEETING

The next meeting of the South West Country Zone will be held on Friday, 19 June 2026 at the Shire of Collie commencing at 9:00am.

16 CLOSURE

There being no further business the Chair declared the meeting closed at 12:01pm

Climate Emergency Australia

Presentation to WALGA South-West Zone on Climate Emergency Australia

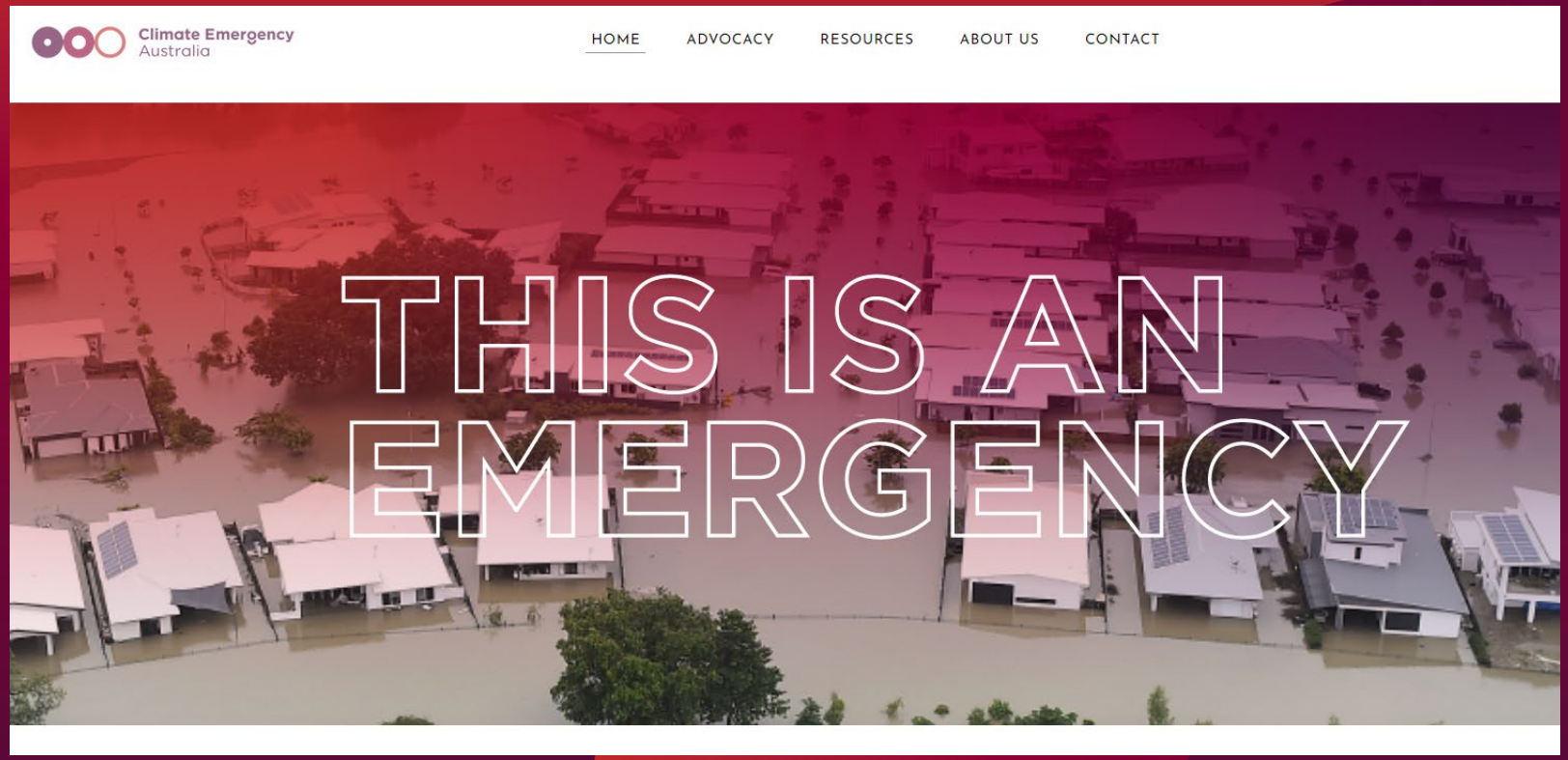
Sally MacAdams
Coordinator Climate Emergency Australia
sallym@hume.vic.gov.au
www.climateemergencyaustralia.org.au

PURPOSE

- Find out about Climate Emergency Australia
- Benefits of connecting and/or joining and how we can work with you
- Connect with Climate Emergency Australia and other councils

Climate Emergency Australia

Climate Emergency Australia is a network of Australian councils that have declared a climate emergency.



sallym@hume.vic.gov.au

www.climateemergencyaustralia.org.au

Climate Emergency Australia

Our councils

- Over 40 member councils
- Diverse in size, location and type
- Populations from 3,000 to over 200,000 people
- All states are represented, plus one territory.



Climate Emergency Australia

Our purpose

Vision: a safe climate

What we do:

- Build the capacity of the local government sector in Australia to respond to the climate emergency
- Advocate on behalf of our members





Why is this important?

Direct impacts on local government

- Community
- Council assets
- Council services
- Council staff
- Infrastructure and built environment
- Planned developments
- Natural environment and biodiversity



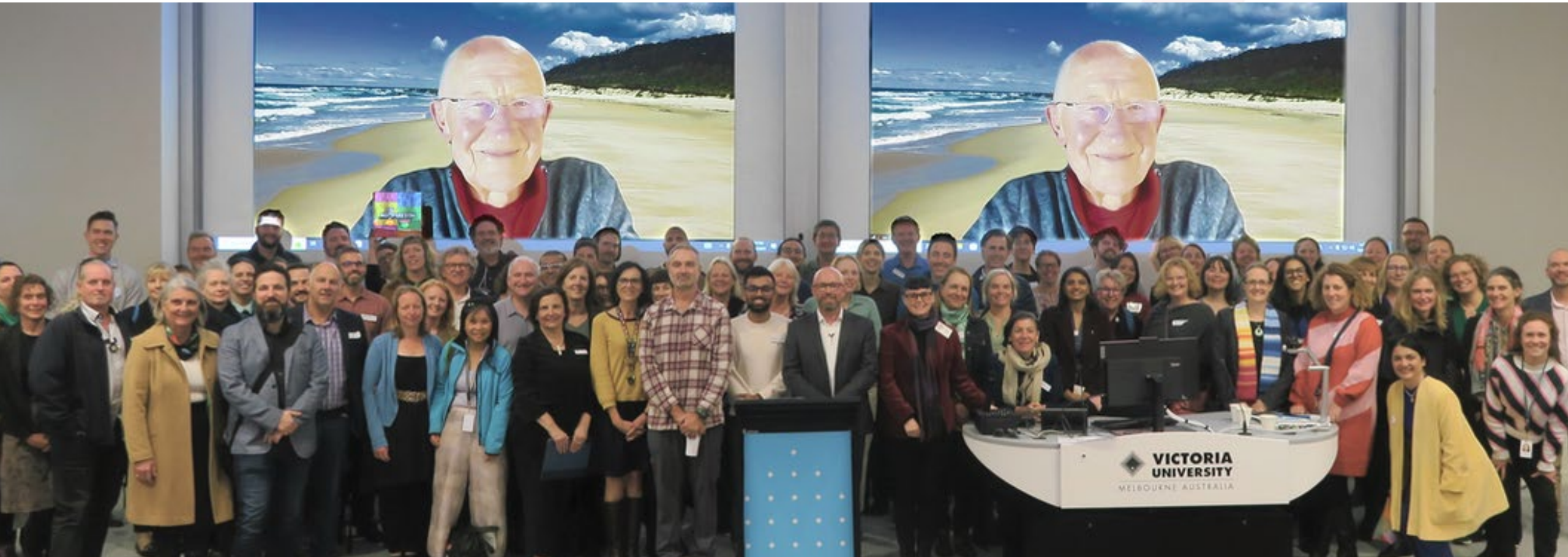
Indirect impacts on local government

- Costly clean up and repair work
- Flow-on effects on community and staff
- Increased demands on services
- Costs of future-proofing
- Rising insurance costs
- Changes outstripping adaptation efforts



Local government can also help lead on solutions - together

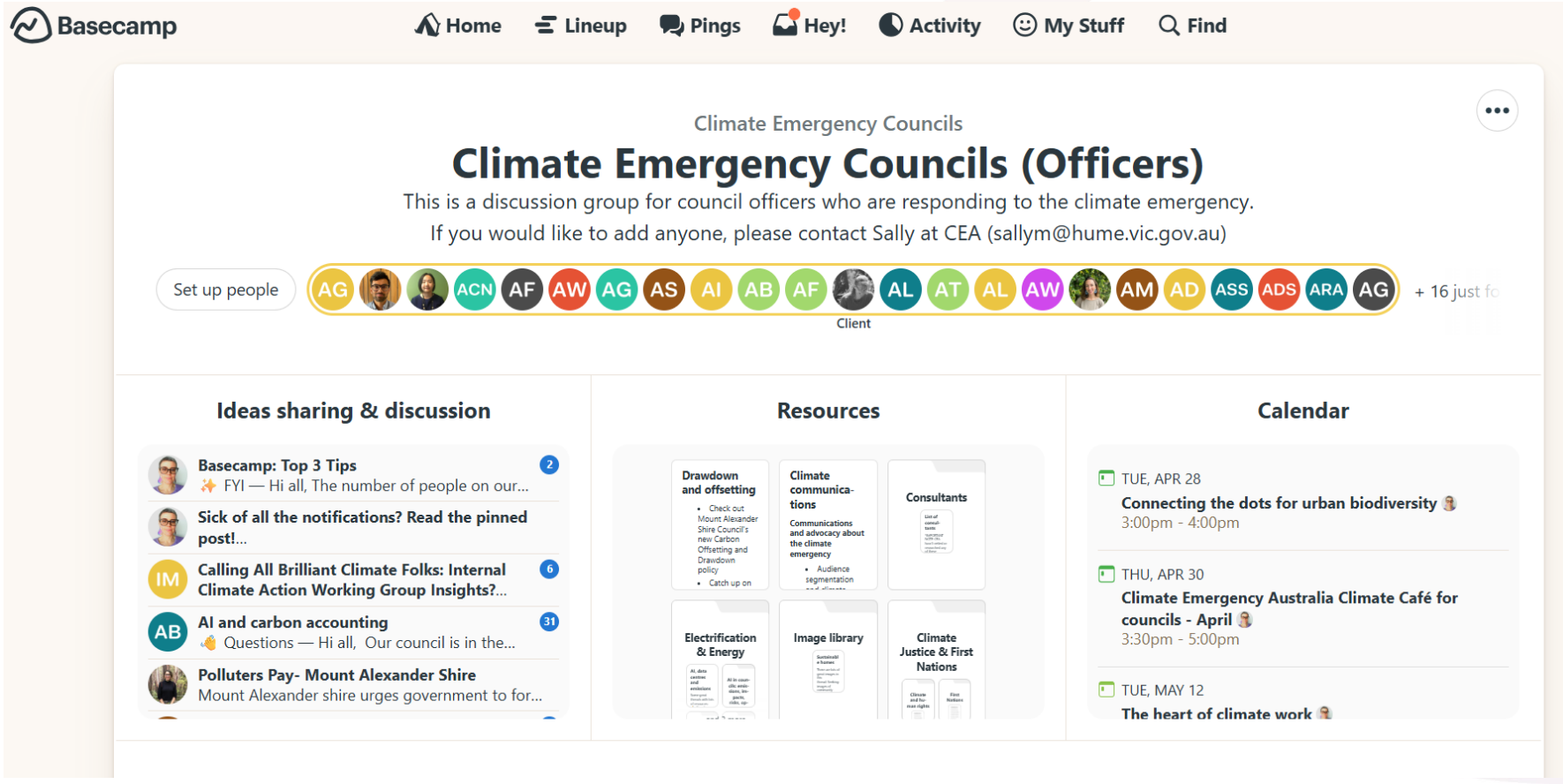
- Collaboration is our super-power
- CEA enables national conversations



Benefits of connecting with our national network

Free professional development for your officers and councillors

- Webinars and live discussion forums
- Online forum (Basecamp) - over 650 officers sharing learning around the country
- Resources, templates, tools on our website and Basecamp
- Support through climate cafes



Benefits of joining our national network as a member

Early access and discounts

- Discounts on training
- Discounts on conferences and events
- Early access to register for limited events

Other benefits

- Voice
- We keep going



About Governing in the Climate Emergency

“An inspiring course which will act as a catalyst to action.”
Cr Prapti Mehta, Shire of Mundaring, Western Australia (2024 participant)



Why do the course?

- Expand your climate leadership
- Deepen your understanding of what it means to govern well during the climate emergency
- Understand climate risk and the role of local government in managing it including legal responsibilities
- Strengthen your council’s climate emergency response
- Connect with and learn from peers around Australia.


Timor Sea
NORTHERN TERRITORY
Coral Sea
QUEENSLAND
Australia
WESTERN AUSTRALIA
SOUTH AUSTRALIA
risbane
Perth
NEW SOUT WALES
Sydney
Adelaide
Great Australian Bight
ACT
VIC
TASMANIA
Hobart

About Governing in the Climate Emergency

How does it work?

- 4 sessions ~10 hours over 7 weeks
- Monday July 27 to Monday 7 September
- Live, interactive videoconferencing format
- Connecting with peers around the nation
- Some reading and work required before and between sessions
- Expert speakers, discussion, guided interactive activities
- Focus on action learning.

What our graduates say



"It gave me space in my life to focus on this critical aspect of my leadership role."

Andrea Selvey, CEO
Shire of Augusta Margaret River, WA
(2025 participant)

Follow up

- To find out more and register for the training for senior leaders:

  www.climateemergencyaustralia.org.au/training

- To get in touch, join the mailing list or Basecamp, www.climateemergencyaustralia.org.au/contact or email sallym@hume.vic.gov.au

Costs

Governing in the Climate Emergency Training (all prices GST exclusive)

- Early bird (for member councils registering by 1 May 2026) - **$195**
- Member councils (individual) - **$295**
- Member councils (group) **$475** (total for up to 3 participants)
- Non-member councils (individual) - **$595**

CEA membership costs 2026-2027

Membership tier	Population/ considerations	2026-2027 membership fees
Small councils	>25,000 people	Min $600 (+ GST)
Medium councils	25,000-80,000 people	Min $1,280 (+ GST)
Large councils	80,000-100,000 people	Min $2,400 (+ GST)
Very large councils	<100,000 people and/or capital cities	Min $4,500 (+ GST)
Other councils	Councils with very small rates bases* Councils with large rates bases**	Price upon application/ variable

Shire of
Donnybrook Balingup

Notice of Bush Fire Advisory Committee Annual General Meeting

Held on 30 April 2026 and commencing at 5:00pm
At the Donnybrook Incident Control Centre
(80 Bentley Street, Donnybrook WA 6239)

Authorised:

Ross (Rosco) Marshall, Director Operations

Prepared: 4 May 2026

Disclaimer:

The advice and information contained herein is given by and to the Council without liability or responsibility for its accuracy. Before placing any reliance on this advice or information, a written inquiry should be made to the Council giving entire reasons for seeking the advice or information and how it is proposed to be used.

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1. Declaration of Opening / Announcement of Visitors

Acknowledgement of Country:

The Director of Operations 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 17:06pm and welcomed the public gallery.

2. Attendance

Committee Members

Chairperson & Upper Capel Bush Fire Brigade	Bevan Dix
Argyle Irishtown Bush Fire Brigade	Jayden Hitchcock
Balingup Bush Fire Brigade	Paul Davis
Beelerup Bush Fire Brigade	Stuart Simmonds
Donnybrook Town Bush Fire Brigade	David Tooke (Proxy J Cooper)
Stirling Park Bush Fire Brigade	Max Walker
Ferndale Bush Fire Brigade	Jamie Thomson
Kirup Bush Fire Brigade	Chris Wringe
Lowden Bush Fire Brigade	Michael Anderson (Proxy S Bartholomew)
Mullalyup Bush Fire Brigade	Andrew Scott
Mumballup Bush Fire Brigade	Garth Fitzpatrick & Brendon Guidici
Thomson Brook Bush Fire Brigade	Tim McNab

Guests

Dept. Fire & Emergency Services	Chris Sousa
Volunteer Fire & Rescue Service	Ben Anderson
Kirup Bush Fire Brigade & Shire Trainer	Mick Zwart
Donnybrook Town Bush Fire Brigade and SES	Sue Tooke

Shire Staff

Community Emergency Services Manager	Jess Cooper (Via Teams)
Director Operations	Ross Marshall
Ranger Services	Ange Browne

2.1. Apologies

Donnybrook Town Bush Fire Brigade	David Tooke
Lowden Bush Fire Brigade	Michael Anderson
Munro Bush Fire Brigade	Tas Thamo
Thomson Brook Bush Fire Brigade	Graham Foan
Elected Member	Cr Grant Patrick
Dept. Biodiversity Conservation & Attractions	Steve Ward

3. Declarations of Financial/Impartiality Interest

Paul Davis – Shire employee and Contractor
Scott Bartholomew - Contractor

4. Confirmation of Minutes – Previous Bush Fire Advisory Committee Meeting

4.1. Bush Fire Advisory Committee Annual General Meeting held on 13 October 2025

Minutes of the Bush Fire Advisory Committee Meeting held 13 October 2025 are attached as Attachment 4.1 (1).

That the Minutes from the Bush Fire Advisory Meeting held on 13 October 2025 be confirmed as a true and accurate record.

MOVED BY:	P Davis	**SECONDED BY:**	S Simmonds

5. Confirmation of Minutes – Bush Fire Brigade Annual General Meetings

Pursuant to Section 3.9 of the Shire of Donnybrook Balingup Bushfire Brigades Local Law, minutes of each of the Shire of Donnybrook Balingup Bush Fire Brigade's Annual General Meetings are attached in Attachments 5.1 (1)- 5.1(12) for BFAC noting.

That the Bush Fire Advisory Committee receives the minutes of each of the Shire of Donnybrook Balingup Bush Fire Brigade's 2026 Annual General Meetings.

MOVED BY:	A Scott	**SECONDED BY:**	M Walker

6. Correspondence

Incoming

Mumballup BFB: Email requesting discussion regarding pine plantation developments.

All Brigades AGM minutes via email

Mumballup BFB: Request for 2.4 and letter of support from Lowden BFB

Outgoing

CESM: request radio information from all brigades

CESM: various emails regarding Restricted Burning Period and Permit requirements

7. Business Arising from Previous Meetings

Officer	Topic	Agreed Action	Outcome
CESM	Poor WAERN Radio Reception	CESM to investigate grant funding to upgrade tower DO Nelson advised that fault reports need to be logged via CESM to DFES.	Ongoing. No suitable grant funding identified. Faults are being forwarded to DFES as they are received
All Brigades	Outstanding Fire reports	Brigade Leaders to complete and submit outstanding incident Fire Reports	Ongoing. CESM to email each FCO individually with outstanding report outline.
CESM	In-Cab Air Units and Blankets have reached their expiry date	All brigades to check their burnover blankets and in ca air units. If expired, report to CESM for replacement	Ongoing. Equipment has arrived, CESM rolling out replacements.
All Brigades	Audit of Brigade's financial expenditure	Recommend that all brigades facilitate special meetings and appoint an auditor prior to next AGM as per local law.	Ongoing
DO Nelson	Non-life threatening/emergency calls being made, resulting in brigades being unnecessarily turned out.	Request DFES obtain more information from 000 callers before mobilization.	Resolved

8. Ferndale Stirling Park Bush Fire Brigade

Ferndale Stirling Park Bush Fire Brigade is commonly called “Ferndale Bush Fire Brigade” as reflected in the brigade’s callsigns etc.

Traditionally, there has been two Fire Control Officers allocated to the Ferndale Stirling Park area, which in recent years has proven to be excessive as the Stirling Park area is predominantly DBCA managed tenure, resulting in the shire having very little jurisdiction within this area.

It is requested that BFAC consider the following motions as moved by Stirling Park FCO Max Walker:

1. That Ferndale Stirling Park Bush Fire Brigade name be amended to Ferndale Bush Fire Brigade
2. That the Stirling Park Fire Control Officer position be discontinued
3. That the Stirling Park Brigade area be absorbed by Ferndale Bush Fire Brigade
4. Acknowledge that a Shire-owned trailer/slip on unit remains at the Mader property

MOVED BY:	M Walker	**SECONDED BY:**	J Thomson

9. Endorsement of Nominated Fire Control Officers

Report Details:			
Prepared by:	Jess Cooper, Community Emergency Services Manager		
Manager:	Ross Marshall, Director Operations		
Applicant:	Shire of Donnybrook Balingup		
Location:	Shire of Donnybrook Balingup		
File Reference:	FRC 01, FRC 10A-FRC10L	**Voting Requirement:**	Simple Majority
Attachment(s):			

Executive Recommendation

That BFAC endorse the nominated Fire Control Officers listed for authorisation by the Shire of Donnybrook Balingup for the 2026/27 financial year.

That Council:

1. **Endorse the following persons as Fire Control Officers for the period 30/06/2026 until 01/07/2027 pursuant to section 38 of the *Bush Fires Act 1954*, and the persons to be advertised in accordance with the *Bush Fires Act 1954* subject to the following:**

2. **Request that the Chief Executive Officer authorise the following persons as Fire Control Officers for their respective brigade areas under Section 38 of the *Bush Fires Act 1954* delegation 3.1.8 *Appoint Bush Fire Control Officer/s and Fire Weather Officer*.**

BRIGADE AREA	OFFICER
Argyle Irishtown	Mr Jayden Hitchcock
Balingup Town	Mr Paul Davis
Beelerup	Mr Stuart Simmonds
Donnybrook Town	Mr David Tooke
Ferndale	Mr Jamie Thomson
Kirup	Mr Chris Wringe
Lowden	Mr Michael Anderson
Mullalyup	TBC
Mumballup / Noggerup	Mr Garth Fitzpartick Mr Brendon Giudici
Thomson Brook	Mr Graham Foan (Thomson Brook) Mr Tim McNab (Brookhampton)
Munro	Mr Tas Thamo
Upper Capel	Mr Bevan Dix

Strategic Alignment

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

Outcome: 3 - The natural environment is well managed for the benefit of current and future generations.

Objective: 3.2 - Develop community readiness to cope with natural disasters and emergencies.

Item: 3.2.4 - Provide support for emergency services volunteers.

Executive Summary

The Authorisation of Fire Control Officers is made pursuant to Section 38 of the *Bush Fires Act 1954*.

Background

In Accordance with Sections 3.6 and 3.7 of the *Shire of Donnybrook Balingup Bushfire Brigades Local Law*, Shire of Donnybrook Balingup Bush Fire Brigades are to hold an Annual General Meeting (AGM) during the month of March, where a person is to be nominated to the Bush Fire Advisory Committee (BFAC) for the position of Fire Control Officer (FCO) until the next AGM.

Endorsed nominations for FCO by the BFAC are then submitted to Council for consideration and further endorsement. Upon endorsement from Council, the Chief Executive Officer is then instructed to authorise the nominee for FCO under delegation 3.1.8 *Appoint Bush Fire Control Officer/s and Fire Weather Officer* and Section 3.11 of the *Shire of Donnybrook Balingup Bushfire Brigades Local Law.*

The following nominations for FCO have been received by the Shire of Donnybrook Balingup, for consideration of the BFAC in accordance with the *Shire of Donnybrook Balingup Bush Fire Brigades Local Law:*

BRIGADE AREA	OFFICER
Argyle Irishtown	Mr Jayden Hitchcock
Balingup Town	Mr Paul Davis
Beelerup	Mr Stuart Simmonds
Donnybrook Town	Mr David Tooke
Ferndale	Mr Jamie Thomson
Kirup	Mr Chris Wringe
Lowden	Mr Michael Anderson
Mullalyup	TBC
Mumballup / Noggerup	Mr Garth Fitzpatrick Mr Brendon Giudici
Thomson Brook	Mr Graham Foan (Thomson Brook) Mr Tim McNab (Brookhampton)
Munro	Mr Tas Thamo
Upper Capel	Mr Bevan Dix

Financial Implications

Nil

Policy Compliance

Fire Control Policy 8.2 – Bush Fire Advisory Committee Meetings

Statutory Compliance

Section 38, *Bush Fires Act 1954*
Section 3.6, *Shire of Donnybrook Balingup Bushfire Brigades Local Law*
Section 3.7, *Shire of Donnybrook Balingup Bushfire Brigades Local Law*
Section 3.11, *Shire of Donnybrook Balingup Bushfire Brigades Local Law*

Consultation

Shire of Donnybrook Balingup Bush Fire Brigades

Officer Comment/Conclusion

That BFAC endorse the nominated Fire Control Officers listed for authorisation by the Shire of Donnybrook Balingup for the 2026/27 financial year.

That Council:

1. **Endorse the following persons as Fire Control Officers for the period 30/06/2026 until 01/07/2027 pursuant to section 38 of the *Bush Fires Act 1954.***

2. **Request that the Chief Executive Officer facilitate the authorisation of the following persons as Fire Control Officers for their respective brigade areas under Section 38 of the *Bush Fires Act 1954* and delegation 3.1.8 *Appoint Bush Fire Control Officer/s and Fire Weather Officer.***

BRIGADE AREA	OFFICER
Argyle Irishtown	Mr Jayden Hitchcock
Balingup Town	Mr Paul Davis
Beelerup	My Stuart Simmonds
Donnybrook Town	Mr David Tooke
Ferndale	Mr Jamie Thomson
Kirup	Mr Chris Wringe
Lowden	Mr Michael Anderson
Mullalyup	Mr Andrew Scott
Mumballup / Noggerup	Mr Garth Fitzpatrick Mr Brendon Giudici
Thomson Brook	Mr Graham Foan (Thomson Brook) Mr Tim McNab (Brookhampton)
Munro	Mr Tas Thamo
Upper Capel	Mr Bevan Dix

MOVED BY:	A Scott	**SECONDED BY:**	P Davis

10 Election of BFAC Office Bearers

Report Details:			
Prepared by:	Jess Cooper, Community Emergency Services Manager		
Manager:	Ross Marshall, Director Operations		
Applicant:	Shire of Donnybrook Balingup		
Location:	Shire of Donnybrook Balingup		
File Reference:	FRC 01	**Voting Requirement:**	Simple Majority
Attachment(s):			

Nil.

Executive Recommendation

That BFAC recommend to Council the nominated office bearers for the Shire of Donnybrook Balingup Bush Fire Advisory Committee.

That Council:

1. Endorse the recommended office bearers of the Bush Fire Advisory Committee.

Strategic Alignment

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

Outcome:	3 - The natural environment is well managed for the benefit of current and future generations.
Objective:	3.2 - Develop community readiness to cope with natural disasters and emergencies.
Item:	3.2.4 - Provide support for emergency services volunteers.

Executive Summary

The election of Bush Fire Advisory Committee Office Bearers is a process that is undertaken annually as determined by Fire Control Policy 8.2.

Background

Pursuant to section 38 of the *Bush Fires Act 1954*, a Local Government is required to appoint a Chief Bush Fire Control Officer and a Deputy Chief Bush Fire Control Officer. The Bush Fire Advisory Committee nominates suitable persons for these and other office bearing positions for endorsement by Council annually.

The Shire of Donnybrook Balingup generally nominates two Deputy Chief Bush Fire Control Officers, to allow for rest periods during protracted incidents or local delegation of tasks for complex or multiple incidents.

Financial Implications

Nil

Policy Compliance

Fire Control Policy 8.2 – Bush Fire Advisory Committee Meetings

Statutory Compliance

Section 38 (1) *Bush Fires Act 1954*
Section 67 *Bush Fires Act 1954*

Consultation

Nil

Nomination of Office Bearers of BFAC

The Chairperson to declare all positions vacant and hand meeting to the Director Operations.

Director Operations to call for nominations for Chairperson. If more than one nomination received private ballot to be held with Director Operations to then hand control of meeting to newly elected Chairperson.

OFFICE	NOMINATION	MOVED	SECONDED
CHAIRPERSON	P Davis	B Dix	S Simmonds
CHAIRPERSON	B Dix	M Walker	B Dix did not accept the nomination

Chairperson to call for nominations for vacant positions. If more than one nomination received private ballot is to be held.

OFFICE	NOMINATION	MOVED	SECONDED
CHIEF BUSH FIRE CONTROL OFFICER	M Walker	B Dix	A Scott
1st DEPUTY CHIEF BUSH FIRE CONTROL OFFICER	B Dix	S Simmonds	B Giudici
2nd DEPUTY CHIEF BUSH FIRE CONTROL OFFICER	T McNab	J Thomson	B Dix
COMMUNICATIONS OFFICER	M Webb	M Walker	B Dix
FIRE WEATHER OFFICER	M Webb	M Walker	B Dix

11. Reports

11.1. Committee Members

1. Balingup Fire Control Officer (Attachment 11.1.2)
2. Upper Capel Fire Control Officer and Deputy Chief Bush Fire Control Officer (Verbal)
3. Chief Bush Fire Control Officer (Attachment 11.1.3)

11.2. Staff

1. Ranger Report (Attachment 11.2.1)
2. CESM Report (Attachment 11.2.2)
3. Director Operations
    a. Update on Argyle Irishtown Bush Fire Brigade Facility
    b. Update on proposed Upper Capel Bush Fire Brigade Facility
    c. Longterm asset management planning/ future needs (capital works) update Mumballup Bush Fire Brigade
    d. Appliance/ resourcing reviews – Mumballup Bush Fire Brigade
    e. Riding on the back of appliances on public roads without relevant permits
    f. Decision making authority in relation to resourcing
    g. Ongoing illegal burning in the Kirup Brigade area, update on action taken

11.3. Guests

1. DFES
2. VFRS (Attachment 11.3.2)

12. General Business

T McNab requested that Starlink be considered in appliances. C Sousa advised that there are no immediate plans being implemented by DFES and they are not currently eligible under LGGS.

S Simmonds requested that the generator located at the Beelerup Station be serviced. CESM to facilitate.

J Thomson raised concerns relating to the inability to start the pump from inside the cab of the new Ferndale 2.4. C Sousa took this on notice.

P Davis provided further feedback relating to the Shire of Donnybrook Balingup Bush Fire Brigade Local Laws, specially formatting.

B Dix raised further concerns relating to the safety of the new Upper Capel 1.4. C Sousa advised that these issues could be addressed during winter maintenance.

12.1. Outstanding Incident Reports

The Department of Fire and Emergency Services regularly provides data to the Shire of Donnybrook Balingup outlining the number of outstanding incident reports by brigade for the past two financial years.

It is requested that brigades refer to the table below and complete their outstanding reports by 30 June 2026.

A full list of incident details such as dates, brief incident description and incident numbers can be obtained upon request from the Shire's Community Emergency Services Manager.

Brigade	Number of Reports Outstanding as at 31st December 2025
Argyle Irishtown	5
Balingup	10
Beelerup	11
Donnybrook Town	0
Ferndale/Stirling Park	4
Kirup	9
Lowden	8
Mullalyup	1
Mumballup	4
Munro	12
Thomsons Brook	18
Upper Capel	1

12.2. Local Government Grants Scheme

As at 26/3/2026, a summary of LGGS Operational Grant expenditure for the Shire of Donnybrook Balingup Bush Fire Brigades is as follows:

Expenditure Category	Amount
Purchase Plant & Equipment <$1,500 per item	$ 4,119
Maintenance of Plant & Equipment	$ 327
Vehicle Maintenance	$ 70,750
Maintenance of Land & Buildings	$ 2,334
Clothing & Accessories	$ 29,634
Utilities, Rates & Taxes	$ 11,800
Other Goods & Services	$ 5,944
Insurance	$ 115,253
Total	**$ 240,161**
Amount Underspent	$3,739

Based on the figures provided, the operating grant is currently underspent by $3,739. It should be noted that as at 26/3/2026, several uniform orders, course expenses and vehicle repairs are outstanding.

12.3. Radio Allocations and Replacements

The Department of Fire and Emergency Services (DFES) provide the Bush Fire Service WAERN Radios. These radios are either vehicle mounted or base stations at residences. All costs associated with these radios are borne by DFES.

The Shire of Donnybrook Balingup has historically provided additional radios to volunteers at its expense. Over the past decade, it has become increasingly difficult and costly to maintain these radios. It is acknowledged that these shire-supplied radios are outdated and it is now not feasible or resource efficient to continue to source parts for these radios.

In March 2026, brigades were asked to provide the details of what radios they had allocated to them. To date, the Shire of Donnybrook Balingup is aware of the following radios, both DFES and Shire-supplied.

Due to several inconsistencies in allocation across the Shre of Donnybrook Balingup Brigades, it is requested that BFAC consider the following:

- How radios should be allocated within brigades. For Example, should radios be allocated to an individual based on:
    - Rank i.e. FCO
    - Location i.e. high vantage point
    - Availability i.e. retired person able to provide comms support during incidents

- How many radios should be allocated to each brigade based on:
    - Risk within brigade area
    - Will the radio be able to be regularly utilized

- How the Shire of Donnybrook Balingup can improve the support it provides its bushfire brigades by providing reliable and suitable communications equipment by determining:
    - Should the Shire continue to provide additional radios to its brigades? It is estimates that additional radios cost approximately $1,800 each.
    - If so, how many radios the Shire should supply its bushfire brigades in addition to what DFES already provide?
    - What would be an acceptable timeframe is to achieve BFAC's recommendations

It is intended that the Shire will develop allocation guidelines to address these issues as well as approach Council for further support if recommended by BFAC.

It is requested that BFAC provide guidance to the Local Government in this space to enable appropriate and fair distribution of resources.

BFAC Recommendation:
Requests that the Shire of Donnybrook Balingup facilitate a workshop to address the issues raised above and present a solution to Council for consideration.

12.4. Correspondence: Mumballup BFB – Pine Plantations

On 20th March 2026, Mumballup BFB submitted the following via email for BFAC discussion:

> *"Discussion around the current pine plantation developments at Lot 212 Hearle Rd Mumballup & Lots 3711 & 3734 Noggerup. The brigade would like to understand the*

activation protocol if there was a fire on a privately owned plantation. Also, we understand other shires have insisted that new plantation developments install high capacity water tanks for fire fighting response as not to rely on dams etc that will more than likely be dry during the fire season.

Would also like to understand the shires ability to make all future submissions public. Of the current developments, only Noggerup was opened for public submissions. Its is our understanding that even some neighbouring landowners were not made aware of the developments until late into the submission period by word of mouth."

The Shire of Donnybrook Balingup provides the following information in relation to this.

Activation Protocols
Should a fire be detected within a private plantation, the Shire is primarily responsible for coordinating an appropriate response based on several factors, including (but not limited to):

Safety
Should it be unsafe for crews to enter the affected plantation due to extreme fire behaviour, a defensive strategy would be implemented.

Seasonal conditions/fire behaviour
Should the fire behaviour be mild and incident safely and easily managed, crews would be requested to respond as normal and within their training and experience Should the fire behaviour be extreme and unsafe, crews are to communicate this to the Incident Controller and consider alternative strategies.

Assets at risk
Should an asset such as a structure be under threat, it is likely that a FRS or an appliance with urban capability be mobilized via the Incident Controller and CommCen

Available resources
Aircraft, DBCA and neighbouring Local government resources would all be considered should an incident occur within the plantation.

Ignition point
Should the plantation be subject to a fire that has started in another controlling agency's tenure i.e. DBCA or Shire of Collie, Mumballup BFB may be requested to assist via the CBFCO.

Firefighting water tank requirements
Where it is not a mandatory requirement to do so, it is recommended to Council that the installation of suitable water tanks be included as a condition of the planning application.

Planning applications for public comment
It should be noted that not all planning applications require public comment.

The Planning applications mentioned above were made available for public comment. Landowners within a 500m radius of these properties were also directly consulted. It was requested that the

Shire review this radius and consider notifying its Bush Fire Brigades of relevant planning applications.

12.5. Fire Prevention Order

Report Details:			
Prepared by:	Jess Cooper, Community Emergency Services Manager		
Manager:	Ross Marshall, Director Operations		
Applicant:	Shire of Donnybrook Balingup		
Location:	Shire of Donnybrook Balingup		
File Reference:	FRC 01, FRC 04	**Voting Requirement:**	Simple Majority
Attachment(s):			

12.5 Draft Fire Prevention Order

Executive Recommendation

That BFAC recommends Council:

1. **Endorse the 2026/27 Shire of Donnybrook Balingup Fire Prevention Order as drafted by Ranger Services.**

2. **Requests that the Chief Executive Officer facilitate the production and distribution of the 2026/27 Shire of Donnybrook Balingup Fire Prevention Order in accordance with Section 33 of the *Bush Fires Act 1954.***

Strategic Alignment

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

Outcome:	3 - The natural environment is well managed for the benefit of current and future generations.
Objective:	3.2 - Develop community readiness to cope with natural disasters and emergencies.
Item:	3.2.4 - Provide support for emergency services volunteers.

Executive Summary

The Shire of Donnybrook Balingup Fire Prevention order is a notice that is produced and distributed in accordance with Section 33 of the *Bush Fires Act 1954* and is presented for BFAC endorsement (Attachment 11.4(1)).

Background

The Shire of Donnybrook Balingup Fire Prevention Order determines the fire prevention requirements of owners or occupiers within the Shire of Donnybrook Balingup, such as the installation of firebreaks or the removal of flammable materials that may contribute to the spread of fire.

The Shire of Donnybrook Balingup Fire Prevention Order is included with the annual rates notice, which is distributed via post to all ratepayers within the Shire of Donnybrook Balingup. This notice is

also available to all residents via advertising in the Preston Press and is published on the Shire website.

Each year, the Shire of Donnybrook Balingup Bush Fire Advisory Committee is provided an opportunity to review the requirements contained within the Shire of Donnybrook Balingup Fire Prevention Order. Other updates such as dates and contact names are performed by Shire staff.

A workshop was held in March 2026, with several improvements identified. These suggestions are included in attachment Attachment 12.5 for BFAC's consideration.

Financial Implications

The total cost of the production and distribution for the 2025/26 Fire Prevention Order was $3,498

Policy Compliance

Nil

Statutory Compliance

Section 33, Bush Fires Act 1954
Section 67 Bush Fires Act 1954

Consultation

Shire of Donnybrook Balingup BFAC
Ranger Services

Officer Comment/Conclusion

It is recommended that the draft Shire of Donnybrook Balingup Fire Prevention Order as provided in attachment 12.5 be endorsed by BFAC

That BFAC recommends Council:

1. **Endorse the 2026/27 Shire of Donnybrook Balingup Fire Prevention Order as drafted by Ranger Services.**

2. **Requests that the Chief Executive Officer facilitate the production and distribution of the 2026/27 Shire of Donnybrook Balingup Fire Prevention Order in accordance with Section 33 of the *Bush Fires Act 1954*.**

MOVED BY:	B Dix	**SECONDED BY:**	J Thomson

12.6. Shire of Donnybrook Balingup Bush Fire Brigade Local Law and Operational Procedure Update

Report Details:

Prepared by: Jess Cooper, Community Emergency Services Manager

Manager: Ross Marshall, Director Operations

Applicant: Shire of Donnybrook Balingup

Location: Shire of Donnybrook Balingup

File Reference: FRC 01 **Voting Requirement:** Simple Majority

Attachment(s):

12.6.1 Summary of proposed changes to the Shire of Donnybrook Balingup Bush Fire Brigades Local Law

12.6.2 Summary of proposed changes to the Shire of Donnybrook Balingup Bush Fire Brigades Operational Procedures

Executive Recommendation

That BFAC recommends Council:

1. **Endorse the proposed updates to the Shire of Donnybrook Balingup Bush Fire Brigade Local Law as per attachment 12.6.1 including the correction of any formatting or grammatical errors.**
2. **Does not support the proposed change of Brigade AGM month and requests it remain in March annually**
3. **Request that the CEO facilitate the proposed updates to the Shire of Donnybrook Balingup Bush Fire Brigade Local Law.**
4. **Endorse the proposed updates to the Shire of Donnybrook Balingup Bush Fire Brigade Operational Procedures as per attachment 12.6.2**
5. **Request that the CEO facilitate the proposed updates to the Shire of Donnybrook Balingup Bush Fire Brigade Operational procedures.**

Strategic Alignment

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

Outcome:	3 - The natural environment is well managed for the benefit of current and future generations.
Objective:	3.2 - Develop community readiness to cope with natural disasters and emergencies.
Item:	3.2.4 - Provide support for emergency services volunteers.

Executive Summary

The Shire of Donnybrook Balingup Bush Fire Brigades Bush Fire Brigades Local Law and Operational Procedures have been identified as requiring a review as some processes and terminology is

considered to be outdated. Review of the Operational Procedures are performed periodically, and Council have approved the review of the Local Law. The proposed updates are attached.

Background

It is a requirement of the *Bush Fires Act* for the Shire of Donnybrook Balingup to have a Local Law in place for its Bush Fire Brigades. The current Bush Fire Brigade Local Law is based on the WALGA template and has proven to be outdated with some terminology and processes. In August 2025 Council resolved to review and update its suite of Local Laws, which includes the Bush Fire Brigades Local Law.

Based on feedback received, the CESM and Director Operations have performed an internal review of this local law as outlined in attachment 12.6.1.

Some key proposed amendments to the Local Law include:

- Changing brigade Annual General Meetings from March to May annually
- Improving processes to allow the Local Government to assist brigades with disciplinary matters.
- Removal of requirement for brigade members to pay membership fees

The Shire of Donnybrook Balingup Bush Fire Brigade Operational Procedures support the Local Law and provide operational guidance to brigades.

Financial Implications

Nil

Policy Compliance

Nil

Statutory Compliance

Section 41, Bush Fires Act 1954
Section 3.16 Local Government Act 1995

Consultation

Shire of Donnybrook Balingup BFAC

Officer Comment/Conclusion

It is recommended that the Shire of Donnybrook Balingup Bush Fire Advisory Committee endorse the proposed changes to the Shire of Donnybrook Balingup Bush Fire Brigades Local Law and the Shire of Donnybrook Balingup Bush Fire Brigade Operational Procedures.

That BFAC recommends Council:

1. **Endorse the proposed updates to the Shire of Donnybrook Balingup Bush Fire Brigade Local Law as per attachment 12.6.1 including the correction of any formatting or grammatical errors.**
2. **Does not support the proposed change of Brigade AGM month and requests it remain in March annually**

3. **Request that the CEO facilitate the proposed updates to the Shire of Donnybrook Balingup Bush Fire Brigade Local Law.**

4. **Endorse the proposed updates to the Shire of Donnybrook Balingup Bush Fire Brigade Operational Procedures as per attachment 12.6.2**

5. **Request that the CEO facilitate the proposed updates to the Shire of Donnybrook Balingup Bush Fire Brigade Operational procedures.**

MOVED BY:	S Simmonds	**SECONDED BY:**	T McNab

13. Closure

The Chairperson to advise that the next Bush Fire Advisory Committee Meeting will be advised.

The Chairperson declared the meeting closed at 19:24PM.

Shire of Donnybrook Balingup - Regional Road Group, 5-Year Forward Roadworks Program
2026/2027 to 2030/2031

LGA	Road Name	LGA Number	Road Number	SLK Start	SLK Finish	Work Description	Work Type**	Preservation Projects*** Note: Figures below outline total project funding with 2/3 coming from SWRRG and 1/3 from Shire					Improvement / Expansion Projects*** Note: Figures below outline total project funding with 2/3 coming from SWRRG and 1/3 from Shire				
								2026/27	2027/28	2028/29	2029/30	2030/31	2026/27	2027/28	2028/29	2029/30	2030/31
Shire of Donnybrook Balingup	Cundinup-Kirup Road	217	0154	4.40	6.00	Recondition shoulder and drainage, repair failing pavement, widen seal, reseal, install edge linemarking.	P	600,000									
Shire of Donnybrook Balingup	Cundinup-Kirup Road	217	0154	2.70	4.40	Recondition shoulder and drainage, widen seal & reseal, install edge linemarking (also includes a reseal of SLK 11 to 13.2)	P		570,000								
Shire of Donnybrook Balingup	Cundinup-Kirup Road	217	0154	0.01	2.70	Recondition shoulder and drainage, widen seal & reseal, install edge linemarking	P			600,000							
Shire of Donnybrook Balingup	Balingup-Nannup Road	217	0308	4.00	7.00	Recondition shoulder and drainage, widen seal & reseal, install edge linemarking	P	675,000									
Shire of Donnybrook Balingup	Balingup-Nannup Road	217	0308	7.00	8.50	Recondition shoulder and drainage, widen seal & reseal, install edge linemarking	P		540,000								
Shire of Donnybrook Balingup	Balingup-Nannup Road	217	0308	8.50	10.00	Recondition shoulder and drainage, widen seal & reseal, install edge linemarking	P			540,000							
Shire of Donnybrook Balingup	Balingup-Nannup Road	217	0308	10.00	12.00	Recondition shoulder and drainage, widen seal & reseal, install edge linemarking	P				690,000						
Shire of Donnybrook Balingup	Balingup-Nannup Road	217	0308	12.00	14.60	Recondition shoulder and drainage, widen seal & reseal, install edge linemarking	P					750,000					
Shire of Donnybrook Balingup	Southampton Road	217	0142	11.30	14.60	Finalise design, obtain clearing permits and undertake removal of trees/vegetation only	I						150,000				
Shire of Donnybrook Balingup	Southampton Road	217	0142	11.30	12.30	Reconstruct and 2 coat seal to 6.2m on 7.2m formation width.	I							570,000			
Shire of Donnybrook Balingup	Southampton Road	217	0142	12.30	13.20	Reconstruct and 2 coat seal to 6.2m on 7.2m formation width.	I								540,000		
Shire of Donnybrook Balingup	Southampton Road	217	0142	13.20	14.53	Reconstruct and 2 coat seal to 6.2m on 7.2m formation width.	I									660,000	
Shire of Donnybrook Balingup	Sandhills Road	217	0019	0.10	0.50	Installed drainage and kerbing, plus asphalt surface road and intersections	I						300,000				
Shire of Donnybrook Balingup	Upper Capel Road	217	0007	4.40	7.00	Recondition shoulder and drainage, widen seal & reseal	P	525,000									
Shire of Donnybrook Balingup	Upper Capel Road	217	0007	7.00	9.50	Recondition shoulder and drainage, widen seal & reseal	P		570,000								
Shire of Donnybrook Balingup	Upper Capel Road	217	0007	9.50	12.00	Recondition shoulder and drainage, widen seal & reseal	P			570,000							
Shire of Donnybrook Balingup	Brookhampton Road	217	0018	15.80	18.20	Renew shoulders, clean drains and reseal, plus survey and design future works	I									570,000	
Shire of Donnybrook Balingup	Brookhampton Road	217	0018	13.4	15.80	Renew shoulders, clean drains minor widening and reseal	I										600,000
Financial Year Total RRG Pool Contribution								**1,200,000**	**1,120,000**	**1,140,000**	**460,000**	**500,000**	**300,000**	**380,000**	**360,000**	**820,000**	**400,000**
Financial Year Total LGA Contribution								**600,000**	**560,000**	**570,000**	**230,000**	**250,000**	**150,000**	**190,000**	**180,000**	**410,000**	**200,000**
Grand Total								**1,800,000**	**1,680,000**	**1,710,000**	**690,000**	**750,000**	**450,000**	**570,000**	**540,000**	**1,230,000**	**600,000**

	2026/27	2027/28	2028/29	2029/30	2029/30
Total Annual RRG Funding Request (Preservation and Improvement)	**1,500,000**	**1,500,000**	**1,500,000**	**1,280,000**	**900,000**
Total Annual Shire Funding Contribution Amount (Preservation and Improvement)	**750,000**	**750,000**	**750,000**	**640,000**	**450,000**
Total Annual Funding Requested (Preservation and Improvement)	**2,250,000**	**2,250,000**	**2,250,000**	**1,920,000**	**1,350,000**

Shire of Donnybrook Balingup - R2R and Own Source, 5-Year Forward Roadworks Program
2026/2027 to 2030/2031

LGA	Road Name	LGA Number	Road Number	SLK Start	SLK Finish	Work Description	Work Type**	R2R & Special Projects Note: The current R2R funded program is from 1 July 2024 to 30 June 2029, with a total allocation of $3,726,166. For the remaining 3 years the Shire has $2,076,000 unallacated, thus remaining annual allocation for these years is $692,000 per year. For years beyond this current allocated program funding, it has been estimated to increase to $825,000 p.a.					Own Source Projects Note: Yearly capital own source road works program based on a annual spend of $854,000 from Shire's "Own Source" allocation in 2026/27, then with an estimated 3.5% increase per year. Note: Path & Bridge works excluded, unless they are identified to be undertaken with the road project).				
								2026/27	2027/28	2028/29	2029/30	2030/31	2026/27 $854,000	2027/28 $884,000	2028/29 $915,000	2029/30 $947,000	2030/31 $980,000
Shire of Donnybrook Balingup	Palmer Street -Dbk	217	0308	0.50	1.00	Recondition shoulder and drains, widen seal, install new drainage, kerb & reseal, plus extend path	I	550,000									
Shire of Donnybrook Balingup	Brockman and Bailey Heights Intesection - Balingup	217	0256	0.01	0.25	Asphalt corrections, resurfacing and kerbing renewal	P	92,000									
Shire of Donnybrook Balingup	Cullity Road	217	0135	2.50	3.16	Gravel Resheet	P/I	50,000									
Shire of Donnybrook Balingup	Brookhampton Road - Funded via the RRSP-Local Roads-Tranche 1-Project# 30004661	217	0018	0.01		Regional Road Safety Program (RRSP) Funded ProjectRecondition shoulders and drains, widen seal, reseal and install centre and edge line markings. Total project allocation is $1,036,900, which includes $104,000 of Shire allocation.	I	932,900					104,000				
Shire of Donnybrook Balingup	Argyle Road - Argyle	217	0040	0.20	1.50	Recondition shoulders and drains, widen seal & reseal.	P/I		450,000								
Shire of Donnybrook Balingup	Greenbushes Grimade Rd - Grimwade	217	0132	10.90	12.80	Reseal	P		60,000								
Shire of Donnybrook Balingup	Little Road	217	0199	0.01	1.40	Gravel Resheet	P		70,000								
Shire of Donnybrook Balingup	Morrisey Road	217	0102	0.01	2.70	Gravel Resheet	P		112,000								
Shire of Donnybrook Balingup	Allnut Street - Dbk	217	0011	0.01	0.26	Renewal of road section	I							134,000			
Shire of Donnybrook Balingup	Spina Lane	217	0249	0.01	0.35	Gravel Resheet	P										
Shire of Donnybrook Balingup	Ravenscliff Road	217	0122	0.01	2.00	Recondition shoulder and drains & reseal.	P			450,000							
Shire of Donnybrook Balingup	Reserve St - Dbk	217	0001	0.14	0.40	Recondition shoulder, install new drainage and kerbing, correct and asphalt overlay road.	P/I			242,000							
Shire of Donnybrook Balingup	Balingup Firestation Access Road and Carpark	217	N/A	N/A	N/A	Asphalting surfacing & resealing	P								45,000		
Shire of Donnybrook Balingup	Bailey Heights - Balingup	217	0256	0.25	0.90	Reseal	P								30,000		
Shire of Donnybrook Balingup	Eliott Rise Balingup	217	0257	0.01	0.50	Reseal	P								25,000		
Shire of Donnybrook Balingup	Balinga Drive - Balingup	217	0321	0.01	0.85	Shoulder and drains renewal, plus crack sealing and reseal	P								55,000		
Shire of Donnybrook Balingup	Grandis Grove - Balingup	217	0322	0.01	0.06	Reseal	P								5,000		
Shire of Donnybrook Balingup	Rose Gum Court - Balingup	217	0323	0.01	0.07	Reseal	P								5,000		
Shire of Donnybrook Balingup	Kirup Grimwade Road	217	0127	3.00	4.60	Recondition shoulders and drains, widen seal & reseal.	P/I				525,000						
Shire of Donnybrook Balingup	Beelerup Road - Beelerup	217	0017	0.01	0.90	Recondition shoulders and drains, widen seal & reseal.	P/I				300,000						
Shire of Donnybrook Balingup	Thompson Brook Road - Thompson Brook	217	0005	3.80	5.00	Recondition shoulders and drains, widen seal & reseal.	P/I									307,000	
Shire of Donnybrook Balingup	Kirup Grimwade Road	217	0127	1.50	3.00	Recondition shoulders and drains, widen seal & reseal.	P/I					525,000					
Shire of Donnybrook Balingup	Beelerup Road - Beelerup	217	0017	0.90	2.10	Recondition shoulders and drains and reseal.	P/I					300,000					
Shire of Donnybrook Balingup	Thompson Brook Road	217	0005	5.00	6.50	Recondition shoulders and drains, widen seal & reseal.	P/I										350,000
Shire of Donnybrook Balingup	Walter Street	217	0164	0.01	0.50	Recondition shoulders and drains, widen seal & reseal.	P/I										180,000
				Grand Total				**1,624,900**	**692,000**	**692,000**	**825,000**	**825,000**	**104,000**	**134,000**	**165,000**	**307,000**	**530,000**

	2026/27	2027/28	2028/29	2029/30	2030/31
Total Annual Own Source Spend from RRG (Preservation and Improvement) Projects	**750,000**	**750,000**	**750,000**	**640,000**	**450,000**
Total Annual Own Source Spend from Own Source Projects	**104,000**	**134,000**	**165,000**	**307,000**	**530,000**
Total Annual Own Source Spending	**854,000**	**884,000**	**915,000**	**947,000**	**980,000**

FIRST AND FINAL NOTICE – FIRE PREVENTION ORDER

IMPORTANT: The works outlined in this notice must be completed by the relevant dates, and are to be maintained to these standards to 31 March (inclusive)

PROPERTY CATEGORIES – WHAT APPLIES TO YOU?

CATEGORY 1 – Townsite Land *(2,024m² or less)*

Compliance required from 1 November to 31 March

✓ Remove all flammable material (except living plants)
✓ Keep grass trimmed below 10cm
✓ Vacant Land? Slash, mow, remove all flammable material

CATEGORY 2 – Land zoned Rural Residential, Rural Small Holding or Tourist *(properties over 2,024m², up to 4 hectares)*

Compliance required from 15 November to 31 March

✓ 2m wide firebreaks inside all property boundaries with 4m vertical clearance
✓ Slash and remove all flammable material around all buildings, haystacks and fuel storage areas (excludes living trees and shrubs/gardens)
✓ Keep grass trimmed below 10cm
✓ 2m clearance around all garden refuse and wood piles
✓ 20m low-fuel zone around all buildings
✓ Unmanaged land must have firebreaks and full fuel reduction
✓ Managed land must have active fuel reduction throughout the compliance period by means of slashing, bailing and/or grazing

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CATEGORY 3 – Rural Properties zoned General Agriculture or Priority Agriculture *(over 4 hectares)*

Compliance required from 15 November to 31 March

✓ Access tracks to all buildings (3m wide, 4m clearance)
✓ Keep grass trimmed below 10cm
✓ 20m low-fuel zone around buildings, haystacks and fuel storage areas
✓ Unmanaged land, excludes plantations, must have firebreaks as near as practical to the permitter of the property or full fuel reduction (excluding living trees and shrubbery)

✓ Managed land, excludes plantations, must have active fuel reduction throughout the compliance period by means of slashing, bailing and/or grazing. Firebreaks, while not compulsory, are encouraged in strategic locations.

CATEGORY 4 –Plantations and Harvested Plantations

Compliance required from 15 November to 31 March

✓ 10m wide firebreaks inside all property boundaries
✓ Internal firebreaks, minimum 6m wide, to limit compartment size to 28ha (hectares) in area
✓ Minimum 5m vertical clearance above firebreaks

CATEGORY 5 – Fuel and/or Gas Depots

Compliance required from 15 November to 31 March inclusive

✓ Entire property to be kept cleared of all flammable material

REGULATED ACTIVITIES (APPLIES TO ALL CATEGORIES)

The following activities have extra fire safety requirements, and apply to all property categories

Grinding, Welding & Cutting Equipment

- Only permitted if an operational 400L firefighting unit is within 200m
- A cleared area of at least 5m surrounding the work area must be free of all flammable materials

Burning Garden Refuse or Rubbish

- Not permitted on land less than 2024m^2 or situated in the townsite without approval from the Shire – refer to the *Animals, Environment and Nuisance Local Law 2017*
- 3m cleared area around the burn site
- Not permitted during the Prohibited Burning Period
- Permit required during Restricted Burning Periods

Slashing

• Residential lawn mowing is exempt
• Operational 9kg fire extinguisher required during Restricted and Prohibited Burning Periods
• Operational 400L firefighting unit required during Prohibited Periods (in addition to above)

Campfires & Solid Fuel Cooking

• **Permits required** during Restricted Periods, and when Fire Danger Rating is High or above during Unrestricted Burning Period
• **Not permitted** during the Prohibited Burning Period or during a Total Fire Ban
• Gas barbecues permitted within **5m cleared area**

Roadside Verges

Council's Permits for Road Verges Policy (EMERG/CP-02) states that no verge is burnt without a permit for that specific purpose – please contact the Shire Administration Office to discuss

Incinerators

Incinerators must not be used when the Fire Danger Rating is High or above for that area. An open drum, with or without a lid, is NOT an authorised incinerator

BURNING PERMITS & FUEL HAZARD REDUCTION WORKS

- A list of **contractors** is available from the Shire (☎ 9780 4200).
  Contacts are supplied as a community resource only. Council does not recommend or endorse contractors.
- **Permits to burn** are required during all Restricted Burning Periods and may only be issued by an authorised Bush Fire Control Officer (BFCO) – minimum three (3) days' notice required when applying for a Permit
- Permit holders **must comply with all conditions** and any special conditions imposed.
- Shire Rangers will monitor compliance from 1 November to 31 March each year

Notification Requirements (Permit Holders)

Before burning, Permit Holders must:

1. **Register their burn with the Department of Fire & Emergency Services (DFES) on (08) 9395 9209**
2. Notify the **Shire Administration Office** at least one (1) day before the day of burning, or by close of business on Friday for weekends
3. Notify owners/occupiers of **adjoining land at least four (4) days in advance,** unless otherwise agreed
4. **Notify the Department of Biodiversity, Conservation & Attractions (DBCA)** if the area to be burned is within 3km of State Forest (nearest offices located in Busselton and Collie)

Fire Bans

Refer to Emergency WA to see current alerts, warnings and Fire Danger Ratings

Total Fire Bans (DFES):

- Prohibit all open-air fires and high-risk activities
- Penalties up to **$25,000 and/or 12 months imprisonment**

Harvest & Vehicle Movement Bans (Shire):

- may be declared by the Shire during high fire risk periods, restricting machinery use, vehicle movement, and harvesting. These are advertised via ABC radio, our website, and SMS. Register (QR code/link) to receive SMS alerts when a HVMB is in place.

DEFINITIONS

Access Tracks
A formed track or driveway that provides vehicle access to buildings or assets, suitable for use by residents and emergency vehicles, including firefighting appliances.

Firebreak
A strip of land that helps stop fire spread and allows firefighting access, cleared to bare mineral earth and free of grass and flammable material.
Note: Firebreaks and Low Fuel Zones are not the same, and are separate from one another – see final page for further details.

Flammable Material or Fuel Hazard
Anything that can carry fire such as grass over 10cm, leaves, bark, twigs, timber or rubbish (excludes living trees, shrubs and gardens).

Fuel Storage Area
Any location or place where flammable fuels are stored or kept on a property such as:
- Fuel tanks (diesel, petrol or similar)
- Gas bottles or LPG tanks
- Drums or containers of fuel or oil
- Areas to dispense or transfer fuel
- Fuel stored for machinery, generators or pumps

Haystack or Wood pile
Any grouped or stacked hay, fodder or firewood.

Plantation
Land planted with pine, eucalypt or other commercial trees (excludes orchards or vineyards).

Managed land
Land over 4 hectares that is actively used for agriculture, viticulture, horticulture, or similar purposes.

Unmanaged land
Land over 4 hectares that is not actively used, and where active fuel reduction is not occurring.

FIRE PREVENTION ORDER 2026-2027

Shire of Donnybrook Balingup

DRAFT

In accordance with Section 33 of the *Bush Fires Act 1954*, all owners and occupiers of land within the Shire of Donnybrook Balingup are legally required to carry out fire prevention and fuel hazard reduction works on their property.

The requirements in this notice are the minimum standard needed to help reduce the risk of bushfire to people, property and the community.

Even if your property is subject to a Bushfire Management Plan, development conditions or previous approvals, you must still comply with this Notice. Alternative measures may only apply if you have written approval from the Shire.

IMPORTANT – ACTION REQUIRED

All required works must be completed by the following:

Within a townsite:	**Outside of townsites:**
1 November 2026	15 November 2026

Works on all properties must be maintained until 31 March 2027, or within 14 days of becoming an owner/occupier of land. Failure to comply may result in:

- On-the-spot fines (from $250)
- Prosecution (up to $5,000)
- Council carrying out works at your cost

BURNING PERIODS

RESTRICTED *(Permits required)*
- 1 November - 14 December
- 1 April - 26 April

PROHIBITED *(no burning allowed)*
- 15 December - 31 March

UNRESTRICTED *(no Permits required)*
- 27 April - 31 October

COMPLIANCE *(all properties)*
- Inspections from 1 November
- Must stay maintained until 31 March

JUL ✓
AUG ✓
SEPT ✓
OCT ✓
NOV 🔍 !
DEC ⊗
JAN ⊗
FEB ⊗
MAR ⊗
APR ! ✓
MAY ✓
JUN ✓

No burning is allowed at any time, regardless of the Burning Period, when:

- A **Total Fire Ban** has been called
- The **Fire Danger Rating** is High or above

DRAFT

KEEP CLEAR FOR MAGNET

BFCO Contact List

The contacts listed below are authorised Bush Fire Control Officers (BFCO) for the 2026-2027 period.

CHIEF BFCO	Max Walker – (08) 9764 1021 / 0428 641 021
DEPUTY CHIEF BFCO	Bevan Dix – 0429 579 571 Tim McNab – 0419 094 606
ARGYLE & IRISHTOWN	Jayden Hitchcock – 0459 990 087
BALINGUP TOWNSITE	Paul Davis – 0439 091 717
BEELERUP	Stuart Simmonds – 0429 371 842
BRAZIER & KIRUP	Chris Wringe – (08) 9731 6168 / 0427 316 168
BROOKHAMPTON	Tim McNab – 0419 094 606
DONNYBROOK TOWNSITE	David Tooke – (08) 9731 1330 / 0428 920 045
FERNDALE	Jamie Thomson – 0448 836 463
LOWDEN	Andrew Rohrbach – 0431 990 469 Michael Anderson – 0408 321 316
MULLALYUP	Andrew Scott – 0428 641 197
MUMBALLUP	Brendon Giudici – 0488 591 458 Garth Fitzpatrick – 0438 761 982
MUNRO	Tas Thamo – 0427 641 148
STIRLING PARK	Max Walker – (08) 9764 1021 / 0428 641 021
THOMSON BROOK	Graham Foan – (08) 9731 8104 / 0429 311 840
UPPER CAPEL	Bevan Dix – 0429 579 571

IN AN EMERGENCY, CALL 000

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Refer to Emergency WA for current alerts, warnings and Fire Danger Ratings

www.emergency.wa.gov.au

QR code

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Visit the Shire website to browse a range of resources, and to see our latest news and notices

www.donnybrook-balingup.wa.gov.au

QR code

9.1.2 Development Application P25071 – Pine Plantation, Noggerup

Report Details:

Prepared by: Principal Planner

Manager: Manager Development Services

Applicant: Delta Forestry Pty Ltd for Cultura Australia Pty Ltd

Location: Lot 3711 and Lot 3734 (3543) Donnybrook-Boyup Brook Road, Noggerup

File Reference: A2205 (P25071) **Voting Requirement:** Simple Majority

Attachment(s):

9.1.2(1) Application letter
9.1.2(2) Forest Management Plan
9.1.2(3) Fire Management Plan
9.1.2(4) Agency submissions
9.1.2(5) Public submissions
9.1.2(6) Assessment under Clause 67
9.1.2(7) Applicant's reply to submissions
9.1.2(8) Development Application Plan received 5 March 2026
9.1.2(9) Petition

Executive Recommendation

That Council:

A. Pursuant to Schedule 2, Part 9, Clause 68(2)(b) of the *Planning and Development (Local Planning Schemes) Regulations 2015* and the provisions of the Shire of Donnybrook Balingup Local Planning Scheme No. 7 (LPS7), approves the Development Application P25071 for a Tree Plantation (Pine) on Lot 3711 and Lot 3734 (3543) Donnybrook-Boyup Brook Road, Noggerup, subject to the following conditions and advice:

1. The layout of the lots, firebreaks, exclusion, and planting areas to be in accordance with the Forest Management Plan and Development Application Plan (Attachment 9.1.2(8)) **and the conditions of approval and must not be altered or modified without the further written consent of the Shire. Where specific or more detailed requirements are imposed under any other condition of this approval the condition(s) shall prevail.**

2. Prior to the commencement of any planting works, the Fire Management Plan prepared by Delta Forestry shall be amended to the satisfaction of the Shire.
The amended Fire Management Plan shall include:

a) Inclusion of the relevant local fire agency contact details at the beginning of the Fire Management Plan;

b) A georeferenced map clearly identifying the precise location of the property, access points, water supply points, assembly areas and other critical infrastructure; and

c) Provision of a minimum 50,000 litre firefighting water tank to provide a permanently available water supply for initial use during fire response.

Once approved, the amended Fire Management Plan shall form part of this development approval and must thereafter be implemented and maintained to the satisfaction of the Shire.

3. The applicant shall ensure that a single-page plantation map, containing the information required under condition 2. above and including details of fire management, is:

a) Stored at all property entrances in secure, weatherproof, and clearly labelled containers at all times; and

b) Provided to the Department of Biodiversity, Conservation and Attractions, the Department of Fire and Emergency Services Regional Office, and the relevant local bushfire control brigades.

The provision, storage, and accessibility of this map must be maintained to the satisfaction of the Shire.

4. Prior to the first restricted burning period following planting, access tracks, firebreaks, and turnaround areas for emergency fire vehicles, as depicted in the approved plans, must be adequately installed with a trafficable surface. These areas must include appropriate surface water engineering structures to control and capture surface water, minimizing the risk of soil erosion. The access tracks, firebreaks, and turnaround areas must thereafter be maintained to the satisfaction of the Shire.

5. The applicant shall, within 3 months of this approval, prepare and submit a Pest/Weed and Dieback Management Plan to the Shire. The plan must address the mitigation of dieback spread from the plantation into the adjacent Department of Biodiversity, Conservation, and Attractions managed land. The plan will be reviewed and approved by the Shire in consultation with the Department of Biodiversity, Conservation, and Attractions. Once approved, the Pest/Weed and Dieback Management Plan shall form part of this approval and must be adhered to at all times for the duration of the approval.

6. Setbacks:

i. A minimum 6-metre setback must be maintained on either side of the watercourse and/or any drains, and a minimum 6-meter setback must be provided between all proposed plantation operation areas (this includes planting areas, access tracks and fire breaks) and existing native vegetation areas, with the setback located on the outside of the tree crown drip line if this line is further than 6m. The applicant

must ensure that vehicles and planting works remain outside of these areas, to the satisfaction of the Shire.

ii. **The plantation shall maintain a minimum 20-metre setback from all State Forest land; 15m from all other boundaries (excluding the front boundary), and 100m from the front boundary, to minimise the spread of pine wildlings and provide an appropriate fire management buffer.**

7. **Any erosion and/or sedimentation issues that occur due to insufficient drainage and/or stormwater management from the proposed development, including any firebreak or accessway, is to be rectified, so as not to impact any surrounding waterways and/or properties, including any road infrastructure, to the satisfaction of the Shire.**

8. **At least eighteen (18) months prior to any harvesting activities a Harvesting Plan is to be submitted to the Shire for assessment and approval under a separate development application. The Plan shall be referred to relevant authorities, including Main Roads WA and the Public Transport Authority (PTA). No harvesting activities shall occur until the Harvesting Plan has been approved to the satisfaction of the Shire.**

9. **Prior to the commencement of any plantation planting, the proponent shall submit a revised access/crossover location and design to the specifications of Main Roads WA and to the satisfaction of the Shire. No planting shall commence until the revised access design has been approved and the crossover has been constructed in accordance with Main Roads WA specifications to the satisfaction of the Shire.**

10. **Prior to the commencement of any plantation planting the exiting dwelling on Lot 3711 is to be demolished.**

ADVICE NOTES

a. **It is recommended that the applicant undertake public consultation, including to surrounding residences as well as the Noggerup townsite and affected agencies prior to:**
- **Planned/Prescribed burns;**
- **Boundary fencing;**
- **Use of herbicides/insecticides; and**
- **Any other activity that the applicant considers may impact surrounding residences.**

b. **The Department of Water and Environmental Regulation has advised:**

i. **Clearing of native vegetation is subject to the *Environmental Protection Act 1986 (EP Act)*, and in the event any clearing of native vegetation is proposed, the applicant must contact the Department's Native Vegetation Regulation section by email admin.nvp@dwer.wa.gov.au or by telephone 6364 7098 to determine if a clearing permit is required under the *EP Act*.**

ii. **All operations must comply with the *Code of Practice for Timber Plantations in Western Australia (FIFWA 2014)*, with the following commitments:**
- **Machinery shall not enter the waterway or its foreshore areas.**
- **Maintain a minimum 6-metre non-planted buffer from the edge of the waterway, measured separately for each bank of the waterway. The buffer should be measured from the farthest of:**
  - **the outer edge of wetland vegetation, or**
  - **the two- to three-year average recurrence interval floodway, or**
  - **the high-water mark / bankfull level if no riparian vegetation exists.**
- **Detailed measures must be implemented to protect the waterway during operations and harvesting, including the design and construction of creek crossings, in accordance with Sections 4.3 and 4.5.1.7 of the Code of Practice.**
- **Pine wildlings must be managed within remnant vegetation areas over the life of the plantation.**
- **The use of herbicides, pesticides, and other pest control methods shall comply with all relevant State policies, procedures, and approved usage.**
- **Contact DWER's Bunbury Water Licensing Branch (9726 4111) to obtain a 'bed and banks' permit under the *RIWI Act* where any interference with the watercourse bed and banks occurs (e.g., for creek crossings).**

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

d. **The Department of Biodiversity, Conservation and Attractions have advised:**

i. **Prior to undertaking any fencing, the proponent should liaise with the DBCA Wellington District Manager at wellington@dbca.wa.gov.au to confirm any requirements or approvals that may apply.**

ii. **The proponent is advised to update the Forest Management Plan (FMP) to:**
- **Remove references to Blackwood district contact details, ensuring only DBCA Wellington District contacts are listed.**
- **Include liaison with DBCA Wellington District prior to undertaking any prescribed burning program to minimise potential fire spread to the adjacent national park.**
- **Any harvest debris, including heaping or burning of vegetated material, shall be located a sufficient distance from the Preston National Park to minimise the risk of weed spread, fire, or scorch. The location and management of debris must be confirmed with DBCA Wellington District prior to any works.**

iii. The proponent should ensure that wildling pine monitoring and control is undertaken along the boundary with the national park at the same frequency as weed and pest monitoring, in accordance with the Forest Management Plan, to minimise the spread of pine wildlings into the park.

e. In relation to the existing dwelling proposed to be demolished, the applicant is advised that a Demolition Permit approval must be obtained from the Shire prior to the commencement of any demolition works. Any demolition, removal, or relocation of structures containing asbestos must be undertaken in accordance with the requirements of the *Health (Asbestos) Regulations 1992* by an appropriately licensed contractor.

f. The applicant is advised that Donnybrook–Boyup Brook Road is under the control of Main Roads WA. In relation to the proposed new crossover, Main Roads WA advises that vehicle sight lines must be considered in accordance with the relevant Restricted Access Vehicle (RAV) Guidelines. This includes providing a minimum sight distance of 250 metres to the west to ensure safe vehicle movements.

g. Applicant is advised that all rainwater tanks with a capacity greater than 5,000 L, including firefighting water tanks, require prior approval from the Shire through the issue of a Building Permit. Such tanks must also comply with the setback requirements specified under Local Planning Scheme No. 7 (LPS7).

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

B Notes that the concerns raised within the petition i.e. town's safety, water security and rural aesthetic have been considered in the assessment of the development application.

Strategic Alignment

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

Outcome:	3 - The natural environment is well managed for the benefit of current and future generations.
	6 - The built environment is responsibly planned and well maintained.
Objective:	3.1 - Care for the natural environment, including weed and pest management.
	6.1 - Ensure sufficient land is available for residential, industrial and commercial uses.
Item:	Nil.

Executive Summary

The purpose of this report is for Council to consider an application for development approval for a Pine Plantation on Lot 3711 and Lot 3734, as detailed in the application letter, Forest Management Plan, and Fire Management Plan (Attachments 9.1.2(1)–(3)).

A total of 14 public submissions and a petition with 17 signatures were received during the referral period. Submissions raised key concerns regarding bushfire risk, noting the plantation could create a high-fuel corridor threatening the Noggerup townsite, evacuation points, and nearby properties, compounded by narrow roads and limited firefighting resources. Other concerns included water security, environmental impacts (chemical use, reduced biodiversity, soil erosion, dust), traffic hazards, visual and rural amenity, and potential policy conflicts. In response, the applicant amended the proposal. Officers consider that the amended proposal, together with the recommended conditions and advice, adequately addresses the matters raised in public and agency submissions.

As the use of land for a Plantation is a permitted 'P' use within the General Agriculture zone, the application cannot be refused; however, conditions may be imposed to ensure compliance with Local Planning Scheme No. 7 (LPS7). Officers recommend that Council grant approval subject to conditions and advice consistent with previous plantation approvals and LPS7 requirements.

Background

Proposal

The applicant proposes to establish a Pinus radiata (softwood) plantation for future supply to domestic and international markets, primarily for timber house frames and related products. The combined area of Lot 3711 and Lot 3734 (refer Figure 1) is 224 hectares, with the proposed plantation covering 147 hectares. The remaining land will be retained as native vegetation (43 hectares), used for buffers and watercourses (9 hectares), firebreaks and tracks (24 hectares), and dams (1 hectare).

The plantation will be arranged into 14 cells, ranging in size from 1.3 to 16.3 hectares, as shown in Figure 2 (Development Application Plan). Plantation development activities, including mounding, spraying, planting, buffer establishment, and ongoing maintenance, are detailed in the Forest Management Plan (Attachment 9.1.2(2)). The property has been previously used for grazing, with existing dams and sheds to be retained. The dwelling on Lot 3711 is uninhabitable and will be demolished prior to the commencement of planting.

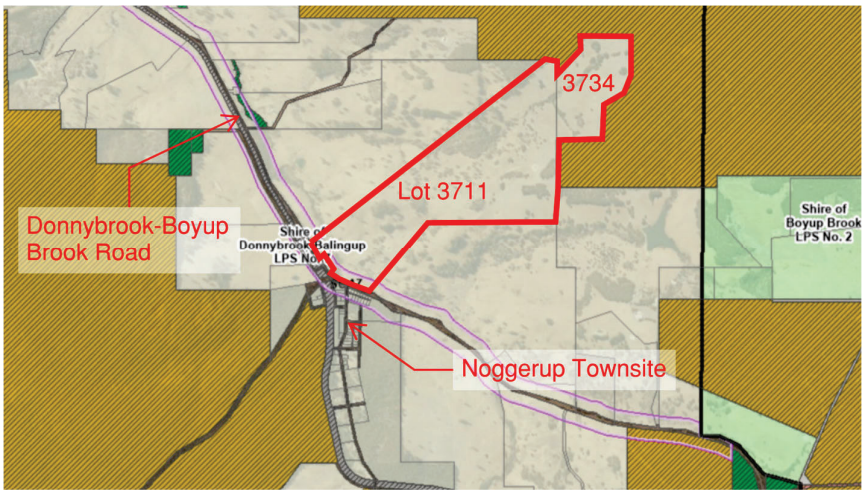


Figure 1 – Location Plan

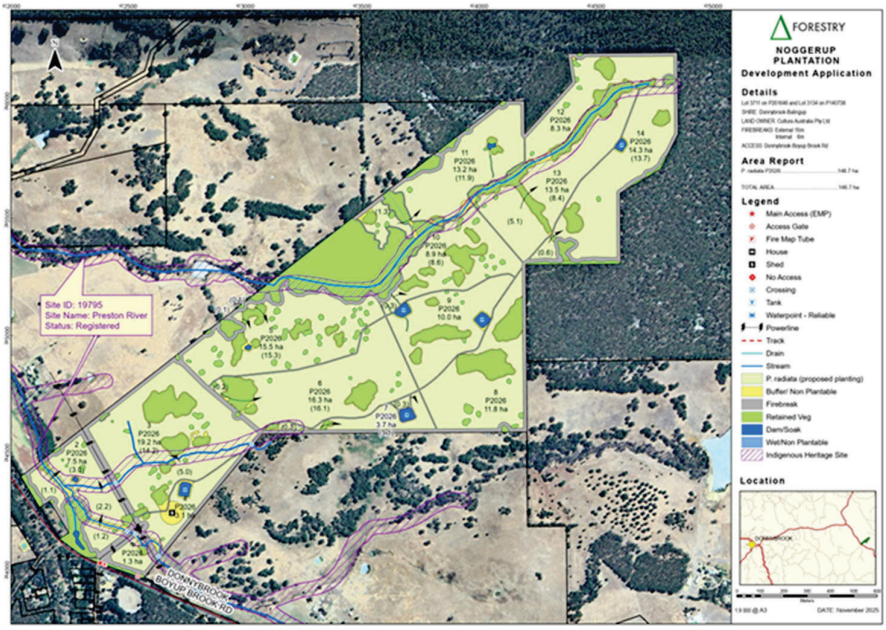


Figure 2 – Development Application Plan received with the application

As plantation forestry is a permitted use within the applicable zone, officers exercised discretion in undertaking consultation and limited referral to landowners considered most directly affected, which were considered to be those within 200m of the subject properties. A total of 14 public submissions were received during the consultation period. The proposal was also referred to relevant State agencies for comment, and all submissions and agency advice were subsequently provided to the applicant for consideration.

In addition to the public submission period a petition containing 17 signatures was separately presented to Council at its Ordinary meeting held 25 February 2026 where Council resolved the following:

"COUNCIL RESOLUTION 3/02-26

That Council acknowledge the receipt of the petition."

The applicant acknowledges the concerns raised by the Noggerup community, particularly in relation to bushfire risk, and has proposed a modification to the plantation layout in response to the submissions. The amended design increases the setback of planting along the South Western Highway frontage, with planting now commencing north of the Preston River/waterway, as shown in Figure 3. This amendment is intended to create an additional exclusion zone and strategic firebreak between the plantation and the town of Noggerup, ensure planting occurs more than 100 m from the highway with further separation provided by the road reserve and waterway. This increases the separation distance to the Noggerup Hall to approximately 180 m, and removes plantation planting entirely from within Special Control Area 7 (SCA7) of LPS7 (illustrated by the purple outline in Figure 1).

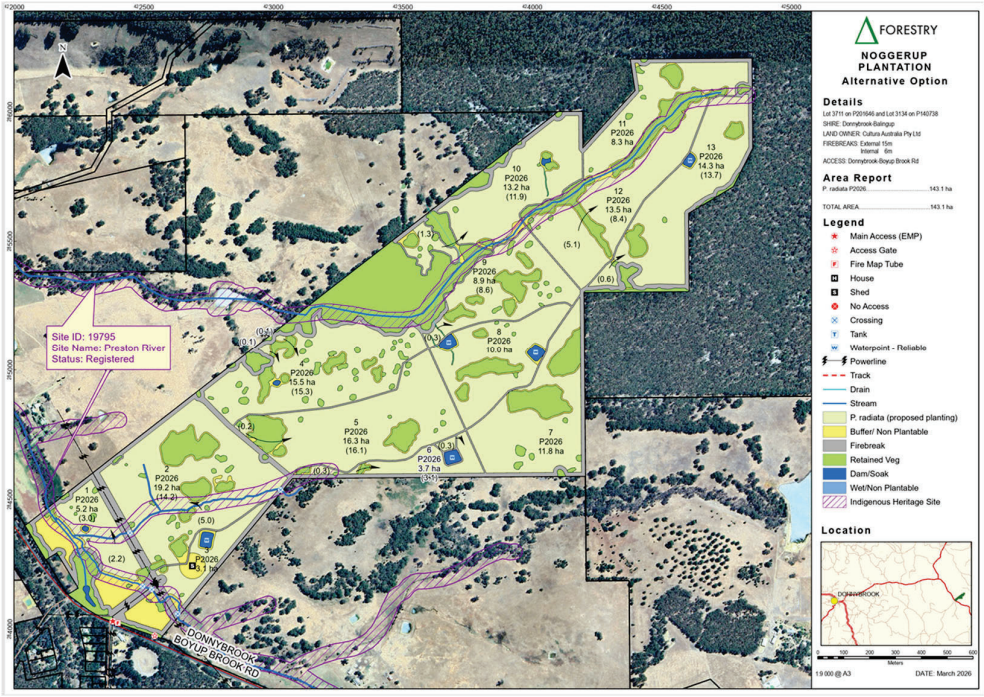


Figure 3 – Revised Development Application Plan received 5 March 2026

The applicant also advised that the plantation will incorporate active fire management practices, including compartmentalised planting, strategic firebreaks, pruning to maintain low-fuel zones and ongoing maintenance. The company is a member of the Forestry Industry Federation of Western Australia (FIFWA) and participates in cooperative fire management arrangements with agencies such as DFES and DBCA. In addition, the applicant has indicated a willingness to assist the local community with fire preparedness measures, including the provision of a fast-fill device and potential support for upgrades to the water tank at the Noggerup Hall. Overall, the key amendment to the proposal is the increased setback and relocation of planting away from the highway and town interface, creating a larger buffer area while maintaining the operational and fire management measures originally proposed.

Risk Management

Risk:	Likelihood:	Consequence:	Risk Rating:
Environment	Possible	Insignificant	Low (3)
Risk Description:	Sloped areas and drainage channels on the site are at risk of erosion and sediment mobilisation during heavy machinery operations, particularly during storm events, which could result in contaminants or sediment runoff entering the Preston River tributary, potentially impacting water quality and downstream ecosystems.		
Mitigation:	This risk can be mitigated by maintaining a strict 6-metre buffer from waterways and scheduling machinery operations during dry months.		
Risk:	Likelihood:	Consequence:	Risk Rating:
Health	Possible	High	High (10)

Risk Description:	Increased risk of bushfire threatening life and property due to high-density planting in proximity to the Noggerup community.
Mitigation:	Issue conditional development approval to ensure appropriate bushfire risk management measures are implemented and maintained. The applicant has modified their application and increased the separation distances between the front boundary (closest to the townsite) and the plantation area.

Financial Implications

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

Policy Compliance

See details in Cl.67 assessment (Attachment 9.1.2(6)).

Statutory Compliance

A petition comprising 17 signatories has been received. The petition was reviewed against the requirements for petitions under the *Local Government Act 1995*. While all signatories are electors of the Shire, the petition does not fully meet the prescribed requirements. In particular, the petition is not addressed to the Shire President and does not state the name of a person, and an address to notice the petitioners. As a result, there is no nominated contact person for correspondence in relation to the petition. Notwithstanding these matters, the petition has been accepted for consideration and the matters raised are addressed in this report.

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

The proposed plantation is a permitted land use within the General Agriculture zone under LPS7 and is generally consistent with the intent of the zone, which supports agricultural production and associated rural land uses. The proposal is considered compatible with the purpose and objectives of the General Agriculture zone.

The subject land is located within Special Control Area 7 (SCA7) – Road Protection Area, which aims to protect key travel routes, maintain the amenity and visual character of adjoining land, and apply special land use and development controls. In accordance with SCA7 requirements, the proposal was referred to Main Roads WA, as Donnybrook–Boyup Brook Road falls under their control. Their submission is discussed in the Consultation section of this report.

The Shire sought legal advice that confirms that due to the planation (initially) being located within a Special Control Area and required considerations of variations to development standards within LPS7,

development approval is required. As development approval is required, the application then becomes the subject of a full assessment, including consultation and all considerations identified within clause 67 of the Deemed Provisions (Attachment 9.1.2(6)).

Overall, staff consider that the application satisfies the requirements of orderly and proper planning and therefore recommend conditional retrospective approval of the proposal.

Consultation

Public Submissions and Petition

As plantation is a permitted use within the zone, officers exercised discretion under Clause 64(1)(c) of the Deemed Provisions to refer the application to owners of nearby properties who, in the opinion of the local government, may be affected by the granting of development approval. The application was referred to adjoining and nearby landowners within 200 m of the subject properties. No notice was placed on site, nor was the proposal advertised in local newspapers or on the Shire website. A total of 14 public submissions were received, along with a petition containing 17 signatures. Some submissions as well as the petition were received after the referral period had closed, but before the Officer Report had been finalised so have been considered in the assessment. The full set of public submissions is provided in Attachment 9.1.2(5).

Below is a thematic summary of the objections raised regarding the proposed Noggerup pine plantation:

Objection	Comment
1. Bushfire and Fire Management Risks • Increased fire risk / fuel corridor: Multiple submissions highlight that the plantation would create a high-fuel corridor linking state forests north and south of Noggerup, directly threatening the town, evacuation points (Noggerup Hall), homes, farms, and local infrastructure. Pine plantations are noted as highly flammable ("gasoline trees"), with intense heat generation and rapid fire spread. • Emergency access constraints: Narrow, single-lane roads (Macquarie Street, Hundley Road), limit evacuation and firefighting access. The main highway is the only practical exit and may become congested during emergencies. • Volunteer fire brigade capacity: Local volunteer brigades have limited water	The Shire sought advice from the Department of Fire and Emergency Services (DFES) in relation to the concerns raised by the community. DFES confirmed that its advice considered both State Planning Policy 3.7 – Planning in Bushfire Prone Areas (SPP 3.7) and the Plantation Fire Protection Guidelines (2011). DFES noted that, as no habitable buildings are proposed within the development area, SPP 3.7 is not triggered. DFES recommended that the proposal consider additional public road access and ensure certainty of a permanent firefighting water supply. Furthermore, DFES advised that the applicant comply with the relevant measures outlined in the Plantation Fire Protection Guidelines. In response, the applicant has modified the plantation layout to address community concerns, increasing setbacks along the Donnybrook-Boyup Brook Road frontage, commencing planting north of the Preston River/waterway, creating an additional exclusion

Objection	Comment
and appliance resources. Internal plantation access (rip and mound establishment) may hinder firefighting response. • Safe zones compromised: Planting close to the Noggerup Hall and evacuation areas could make them unsafe during a fire. • Regional fire behaviour concerns: The proposed plantation may exacerbate fire spread beyond the site, increasing risk to neighboring communities (Dwellingup and Yarloop referenced as examples). • Recommendations from residents: Greater setbacks from town and roads, on-site firefighting equipment, large water tanks outside burnable areas, and consultation with the local BFB on fire management.	zone and strategic firebreak, ensuring planting is more than 100 m from the highway, increasing the separation to Noggerup Hall to approximately 180 m. The applicant has also committed to active fire management measures, including compartmentalised planting, strategic firebreaks, pruning, and ongoing maintenance, and participates in cooperative fire management through FIFWA with DFES and DBCA. Officers consider that the amended setbacks, buffer zones, and the applicant's compliance with DFES recommendations, including installation of a 50,000-litre water tank, adequately address the bushfire and fire management concerns raised by the community. It is also important to note that the Noggerup Hall is not listed as an evacuation area in the event of a bushfire.
2. Water Security and Management • Groundwater depletion: Pine trees have high water requirements; concern that 147 hectares of Pinus radiata will act as "biological pumps," lowering the water table relied on by residents and for fire suppression. • Catchment and bore impacts: Location at the headwaters of the Preston River raises concerns about aquifer depletion and reduced water availability for human, agricultural, and firefighting needs. • Stormwater / runoff concerns: Steep slopes may increase erosion and sediment transport to the Preston River, with potential downstream impacts on water quality.	The regulation and management of groundwater resources, aquifer allocation and water licensing fall under the jurisdiction of the Department of Water and Environmental Regulation (DWER) pursuant to the *Rights in Water and Irrigation Act 1914 (RIWI Act)*. Any abstraction of groundwater (for example, through licensed bores) requires approval under this legislation, and DWER is responsible for managing water resources at a catchment scale to ensure sustainable allocation. The proposal itself does not involve the direct abstraction of groundwater and therefore does not trigger a water licensing requirement. In relation to the site's location within the headwaters of the Preston River catchment, DWER has provided advice regarding waterway protection. This includes the maintenance of minimum buffer setbacks to waterways, management of erosion and sediment during establishment and harvesting, and appropriate design and approval of any creek crossings. With respect to stormwater and runoff from steeper slopes, erosion and sediment control measures are addressed through the Code of

Objection	Comment
	Practice and standard agricultural land management practices. A condition is included in the Executive Recommendation.
3. Chemical Management and Environmental Impacts • Herbicides and pesticides: Use of atrazine, hexazinone, and alpha-cypermethrin poses risks to aquatic ecosystems, groundwater, soil health, and non-target flora and fauna. Persistence in the environment may last decades. • Environmental degradation: Dense monoculture plantations may reduce biodiversity, displace native species, acidify soils, and degrade riparian and riverine ecosystems. • Erosion and dust: Site preparation and exposure to strong winds may cause soil erosion, dust, and air quality concerns.	The Department of Water and Environmental Regulation (DWER) has provided advice regarding the protection of waterways, particularly in relation to chemical runoff, ground disturbance, and impacts to riparian zones. These matters are addressed through compliance with the *Code of Practice for Timber Plantations in Western Australia (2014)*, which requires appropriate buffer setbacks to waterways, restrictions on machinery within foreshore areas, implementation of risk mitigation measures during establishment and harvesting, and chemical application in accordance with State policies and procedures. The Code also includes measures to manage erosion, sediment movement and plantation impacts on surrounding vegetation. In addition, the use of agricultural chemicals in Western Australia is regulated under separate State and Commonwealth legislation, including requirements relating to registration, approved uses, and application rates. Any interference with proclaimed watercourses (including creek crossings) is regulated under the *Rights in Water and Irrigation Act 1914 (RIWI Act)* and requires separate approval from DWER. Environmental matters raised are capable of being appropriately managed through compliance with the applicable Code of Practice and conditions of approval.
4. Proximity to Townsite and Community Safety • Close location to Noggerup townsite: Several objections note that the plantation is immediately opposite the town centre, near homes, farms, and the emergency assembly point (Noggerup Hall). • Inadequate setbacks: Concerns that current setbacks from roads and the Hall are insufficient to protect residents, infrastructure, and evacuation routes.	As noted in item 1, Noggerup Hall is not an emergency assembly point or nominated evacuation point in the event of a bushfire within the Shire. In response to community concerns, the applicant has revised their application to create a 100m separation from the boundary opposite the Noggerup townsite to planted areas. Main Roads has advised that the proposed plantation access is not supported due to substandard vehicle sight lines at the existing crossover and it is recommended that an alternative access location be investigated that

Objection	Comment
• Traffic hazards: Plantation access off a high-speed highway could create risks for firefighting vehicles, residents evacuating, and general road users.	satisfies the required sight line standards before works proceeds. Traffic hazards have been addressed as a condition within the Executive Recommendation.
5. Visual and Rural Amenity • Loss of scenic character: Dense pine rows would replace open pastures, block scenic views from Donnybrook–Boyup Brook Road, and negatively affect tourism and rural character. • Noise and disturbance: Plantation establishment, maintenance, and harvesting may generate ongoing dust, noise, and other disruptions to nearby residences. • Impact on farming and local economy: Replacing productive grazing land with a "set and forget" monoculture diminishes local economic and agricultural value.	The subject land is located within Special Control Area 7 (SCA7) – Road Protection Area. One of the objectives of SCA7 is to maintain the amenity and visual character of adjacent land and to apply special land use and development controls to achieve these outcomes. However, in response to community comments, the applicant has lodged an amended development plan, which removes any plantings from within SCA7. This results in the revised plantation being visually buffered by existing vegetation along the river corridor, with planting on the opposite side of the river which is considered to minimise visual impacts on surrounding properties and road users. In relation to potential dust and noise impacts, such effects are generally associated with agricultural activities, including plantation establishment and harvesting. The locality is zoned General Agriculture, and it is reasonable to expect that agricultural operations may generate intermittent noise, dust and disturbance. Exemptions from compliance with the noise regulations apply for farm vehicles on rural premises so residents within Noggerup should anticipate and accept impacts consistent with lawful agricultural land uses. With respect to the impact on farming and the local economy, a plantation use is a permitted 'P' use within the General Agriculture zone under LPS7. The proposal does not remove the land from agricultural production, as plantation forestry is recognised as an agricultural activity.
6. Strategic Planning and Policy Concerns • Conflict with local planning framework: Objections cite Local Planning Policy LPP 9.3, the Local Planning Strategy, and State Planning Policy 3.7 (SPP3.7) regarding bushfire safety, townsite	The amended plantation proposal achieves a 100m setback from the lot boundary achieving recommended buffers from habitable buildings. There are no habitable buildings within the development area, as confirmed by DFES the proposal does not trigger SPP 3.7 requirements for hazard separation.

Objection	Comment
protection, watercourse protection, and scenic amenity. • Precautionary principle: Residents urge the Shire to consider cumulative, landscape-scale risks rather than site-specific mitigation, and to prioritise community safety over commercial interests.	Setback and buffer requirements have been incorporated into the development conditions to manage visual impacts, prevent the spread of pine wildlings, and provide a fire management buffer. Landscape-scale risks have been considered with recommendations addressing access, firebreaks, and permanent water supply for firefighting.

Consultation with Government/Service Agencies

The proposal was referred to the Department of Primary Industries and Regional Development (DPIRD), Department of Biodiversity, Conservation and Attractions (DBCA), Department of Fire and Emergency Services (DFES), Public Transport Authority (PTA), Main Roads WA, Department of Planning Lands and Heritage (DPLH), and Department of Water and Environmental Regulation (DWER) for comment. Not all agencies responded. Submissions were received only on the initial proposal and are contained in (Attachment 9.1.2(4)) and summarized below:

Submission	Comment
Department of Primary Industries and Regional Development (DPIRD)	
The Department of Primary Industries and Regional Development (DPIRD) does not object to the proposed Pine Plantation at the abovementioned lots.	No objection noted.
Department of Water and Environmental Regulation (DWER)	
The Department has identified that the proposal has the potential for impact on the environment and water resource values management. Key issues and recommendations are provided below, and these matters should be addressed: Issue 1: Native vegetation Advice 1: An advice note be included that the clearing of native vegetation is subject to the *Environmental Protection Act 1986* (EP Act), and in the event any clearing of native vegetation is proposed, to contact the Department's Native Vegetation Regulation section by email admin.nvp@dwer.wa.gov.au or by telephone 6364 7098 to determine if a clearing permit is required under the EP Act.	An advice note is included in the Executive Recommendation.

Submission	Comment
Discussion 1: The Department notes that based on the information provided, this proposal avoids the clearing of native vegetation by locating the planation outside of the remnant stands (Screenshot 2). In the unlikely event there is to be any clearing of native vegetation, the following is advised: o Under section 51C of the EP Act, clearing of native vegetation is an offence unless: • it is undertaken under the authority of a clearing permit, • it is done after the person has received notice under Section 51DA (5) that a clearing permit is not required, • the clearing is subject to an exemption. o Exemptions for clearing that are a requirement of written law, or authorised under certain statutory processes, are contained in Schedule 6 of the EP Act. Exemptions for low impact routine land management practices outside of environmentally sensitive areas (ESAs) are contained in the *'Environmental Protection (Clearing of Native Vegetation) Regulations 2004'* (the Clearing Regulations).	
Issue 2: Waterway protection Advice 2: The proponent is advised to: o abide by the Code of Practice for Timber Plantations in Western Australia (FIFWA 2014) to the satisfaction of the Shire with the following commitments:	An advice note is included in the Executive Recommendation.

Submission	Comment
• Machinery should not enter the waterways or their foreshore areas • To maintain a minimum 6-metre non-planted buffer to the edge of the waterway, as measured separately for each bank of the waterway[1]: o outwards from either the outer edge of wetland vegetation, o the two- to three- year average recurrence interval floodway or o the high-water mark/bankfull level (if there is no riparian vegetation) • Risk mitigation measures to protect the waterway be detailed for the operations/harvesting, and design and construction of the creek crossings as per Sections 4.3 and 4.5.1.7 of the Code of Practice (Screenshot 3 & 4) • Pine wildlings are controlled within remnant vegetation areas over the life of the plantation • Use of chemicals, such as herbicides and pesticides, and other pest control methods in plantation operations will be in accordance with State policies, procedures and approved usage. o contact DWER's Bunbury water licensing branch on 97264111 for a 'band and banks' permit under the RIWI Act in the event there is any interference with the bed and banks of the watercourse – such as for the creek crossings. Discussion 2: The proponent has stated that "the buffers and setbacks set out in our Plan are designed to minimise the risk of any potential offsite movement, especially to the local waterways", but the Forest Management Plan lacks detail on how the waterways are to be protected	

Submission	Comment
from the site operations. The use of herbicides and pesticides can adversely affect water quality, as rainfall can carry chemical residues into the waterway via sheet flow in large storm events. Heavy machinery can negatively impact waterways and their riparian zones resulting in ground disturbance, erosion, and sediment mobilisation. There is little detail provided regarding waterway crossings (Screenshot 2). As such, the above is advised, consistent with the Code of Practices for Timber Plantations in Western Australia. The Department also notes that the watercourses on the subject lots are shown on our GIS to be proclaimed under the *Rights in Water and Irrigation Act 1914* (RIWI Act) – Preston River and Tributaries. [1] as per 'Operational policy 4.3: Identifying and establishing waterways foreshore areas' (by the then DoW, now DWER), Sept 2012.	
Issue 3: Aboriginal heritage site Advice 3: The proponent is advised to consult the Department of Planning, Lands and Heritage (DPLH) in regard to the Aboriginal heritage site (Blackwood River). Discussion 3: DWER notes there is an aboriginal heritage site over the waterway as shown in Screenshot 2	An advice note is included in the Executive Recommendation.
Public Transport Authority (PTA)	
Conditions 1. Six months prior to harvesting activities, a Timber Harvesting Plan is to be submitted and reviewed by the Public Transport Authority. Advice a. The Timber Harvesting Plan should include information regarding traffic management	A condition is included in the Executive Recommendation.

Submission	Comment
measures in the event of the re-opening of the Donnybrook-Boyup Brook Railway.	
Department of Biodiversity, Conservation and Attractions (DBCA)	
Lot 3734, and a portion of the Lot 3711 boundaries, adjoin the Preston National Park, which is managed by DBCA. There should be no direct or indirect impacts, including surface water run-off, drainage, erosion, pollution and/or weed spread from the proposed pine plantation to the adjacent national park. Vegetation clearing Lots 3734 and 3711 contain vegetation considered suitable habitat for black cockatoos and western ringtail possums (WRP) which are listed as a threatened species under the *BC Act*. Other species of conservation significance likely to be within the area include the quenda, south-western brush tailed phascogale and quoll. If clearing of native vegetation is required, the proponent should be aware of their obligations and approval requirements under section 40 of the BC Act, which requires Ministerial authorisation to take or disturb threatened species. DBCA recommends that when vegetation clearing or pruning is required, the proponent should seek advice from DBCA's Species and Communities branch at speciesandcommunities@dbca.wa.gov.au prior to clearing works, in relation of section 40 authorisation requirements. If vegetation clearing is required, the proponent should seek advice from the Department of Water and Environmental Regulation (DWER) in relation to clearing permit requirements.	DWER is the determining authority for native vegetation clearing permits. An advice note consistent with DWER's requirements has been included in the Executive Recommendation.
Forest Management Plan The Forestry Forest Management Plan (undated) (FOMP) Section 8 – Standard Prescriptions table –	Advice notes regarding fencing and wildling control has been included in the Executive Recommendation.

Submission	Comment
refers to the maintenance of external fencing. The proponent should liaise with the DBCA Wellington District Manager (wellington@dbca.wa.gov.au) prior to any fencing construction works being undertaken to check whether there are any DBCA requirements. FOMP Section 10 Silviculture and Management Regime – Management Schedule table -Monitoring refers to monitoring weekly and at least quarterly thereafter for weeds, pests and other activities. The FOMP Monitoring table also refers to wildling control being undertaken as required. DBCA recommends that wildling monitoring and management be undertaken adjacent to the national park boundary as often as the proposed weed and pest monitoring, to minimise the spread of pine-wildlings spreading into the national park.	
Fire Management Plan The Forestry Fire Management Plan (undated) (FMP) Section 7 – Internal Access - refers to piping and/or hard surfacing material being applied to watercourse crossover points. DBCA recommends the proponent seek advice from DWER regarding permits to Interfere with the Bed or Banks of a Watercourse, prior to any development near watercourses. FMP Section 8 – Plantation Species and Design – includes a table indicating plantation design setbacks with a 15-metre setback to lot boundaries being proposed. DBCA's preference is for a 20-metre lot boundary setback between planted areas and the adjacent national park to minimise pine wilding and weed spread into the national park and an increased fire management buffer between the plantation and DBCA-managed land. FMP Section 8 Plantation Species and Design table refers to a 6-metre minimum setback to retained	Advice from DBCA has been considered, and the following measures will be implemented within the Executive Recommendation: • Advice from DWER regarding permits to interfere with the bed or banks of watercourses has already been included. • A condition requires a 20-metre setback from the plantation to DBCA-managed land, increasing the proposed 15-metre setback to reduce the risk of pine wildling spread and improve fire management buffers. • A condition requires that plantation buffers extend to beyond the tree crown drip line rather than the 6-metre setback proposed in the FMP, protecting retained vegetation from vehicle damage and soil compaction. • The FMP to be amended to remove reference to the Blackwood district contact details, and to ensure the

Submission	Comment
remnant vegetation. The FMP Noggerup Plantation Development Application map (Plantation map) depicts the location of buffers between native vegetation and planted areas. DBCA recommends that the buffer to retained native vegetation be outside the tree crown drip zone, consisting of suitable demarcation materials to protect the retained native vegetation and tree roots, from accidental vehicle damage and soil compaction. FMP Section 13 Fire Contact Information – the key contact information includes both DBCA Wellington and Blackwood district contact numbers. Lots 3711 and 3734 are located entirely within the DBCA Wellington district and it is recommended that the Blackwood district contact details are removed. FMP Section 18 Fuel Reduction Considerations – refers to fuel reduction in the form of prescribed burning. DBCA recommends the proponent liaise with the DBCA Wellington district prior to any proposed prescribed burning program being undertaken to minimise potential fire spread to the adjacent national park. FMP Section 19 refers to harvest debris being treated or removed. Harvest debris heaping or burning of vegetated debris should be located a sufficient distance from the National Park to protect the DBCA-managed bushland from the spread of weeds, scorch or initiation of bushfire. The proponent should liaise with the DBCA Wellington District regarding the location of heaps and fire protection measures in areas adjacent to the national park.	applicant liaises with the DBCA Wellington District prior to any prescribed burning program. • The applicant must liaise with the DBCA Wellington District regarding the location and management of harvest debris heaps and fire protection measures adjacent to the national park to minimise risk of fire, scorch, or weed spread. These measures ensure that the FMP aligns with DBCA recommendations and minimises impacts to the adjacent Preston National Park.
Phytophthora Dieback Disease The adjacent national park is a gazetted Disease Risk Area (DRA). A DRA is managed to ensure that there is minimal risk from activities that may	A condition is included in the Executive Recommendation.

Submission	Comment
introduce or spread Phytophthora dieback. It is important that any development works within Lots 3711 and 3734 do not significantly increase the potential for the spread of dieback to the adjacent national park. DBCA recommends the proposal be subject to dieback management measures to minimise the threat of disease spread to the adjacent national park.	
Main Roads WA	
Main Roads does not support the proposed plantation, given that vehicle sight lines are substandard at the existing access location, as discussed below. Existing sight distances from the crossover to the west are approx. 150m, which is well below the recommended RAV Guideline of 250 metres. It is recommended that an alternative crossover be investigated which meets the above sight line requirement and that a revised access proposal be submitted for consideration.	A condition is included in the Executive Recommendation.
Department of Planning Lands and Heritage (DPLH)	
A review of the Register of Places and Objects (Register) concludes that the proposed activity area intersects with the boundary of Registered Aboriginal site Preston River (ID 19795). Therefore, based on the current information held by the Department, approval under the *Aboriginal Heritage Act 1972 (AHA)* is required for any works within the boundary of the above site that may impact or harm Aboriginal heritage. More information about approvals can be found at Aboriginal Heritage Approvals. Please note, because this development application facilitates future development of the land, future works proponents must seek advice from DPLH before commencing any physical work on the land. The proposed activity area may not have been comprehensively surveyed, so there may be unrecorded Aboriginal heritage in the area. The AHA protects all Aboriginal sites in Western Australia, regardless of their presence on the Register or not. Should a person become aware of unreported Aboriginal heritage while undertaking an activity or project, they are required to report it to the Department. The public *Aboriginal Cultural Heritage Inquiry System* (ACHIS) is updated as new	An advice note is included in the Executive Recommendation.

Submission	Comment
information about Aboriginal heritage is recorded. The Department recommends regularly checking ACHIS in case any new information is reported within the proposed activity area. Search tips and user guides can be accessed at *Find Aboriginal cultural heritage in WA*. Further information can be found at *Aboriginal Heritage Act in Western Australia.*	
Department of Fire and Emergency Services	
Fire Management Plans - 3(b) - Local Fire Agency contact It is recommended that this section be placed at the beginning of the FMP to ensure quick and easy access in the event of an emergency.	A condition has been included in the Executive Recommendation.
Fire Management Plans - 3(g), (h), (i) – Maps Where feasible, a georeferenced map of the site should be included in the FMP to enable emergency services to readily identify the precise location of the property, access points, water supply points, assembly areas and other critical infrastructure. The inclusion of a QR code linking to the map is also recommended.	A condition has been included in the Executive Recommendation.
Plantation Fire Protection Specifications 4.2 - Fire Breaks and Access There appears to be an opportunity to provide more than one access and egress point to a public road. As the development site is located partially within a bushfire prone area, DFES recommends that an additional access and egress point to the public road be provided to support bushfire management and emergency evacuation and response.	A condition has been included in the Executive Recommendation, noting that any additional crossovers onto a Main Roads controlled road will require prior Main Roads consideration.
Plantation Fire Protection Specifications 4.3 - Water Supplies The FMP states that the property has five reliable water points with a combined estimated capacity of 3,000 kilolitres, which are labelled with 'W' on the plantation map. In addition, there are two water tanks at the rear of the existing shed with a combined capacity of 25,000 litres. The FMP further states that in the event the water point becomes unreliable, a 50,000 litre tank with 50 millimetre and 80 millimetre camlock fittings will be installed for firefighting purpose. It is noted that the definition of 'reliable' has not	A condition has been included in the Executive Recommendation.

Submission	Comment
been provided. The use of a dam as a water source would not be supported as 'reliable' unless the proposal is accompanied by a hydrology report which demonstrates that the water level would be maintained above the highest fire brigade suction points in perpetuity. In the absence of such a hydrology report, DFES recommends that the proposed 50,000 litre firefighting water tank be required to provide a permanently available water supply for initial use during fire response.	
Thank you for your email dated 3 March 2026 seeking DFES' further comments on the abovementioned development application. DFES' advice in letter dated 27 February 2026 has considered both State Planning Policy 3.7 Bushfire (SPP 3.7) and the FESA Guidelines for Plantation Fire Protection 2011 (Plantation Guidelines). As the development application does not involve habitable buildings, it appears that the application of SPP 3.7 is not triggered, in accordance with section 4 of and the Figure in SPP3.7. If the Shire believes that SPP 3.7 should apply, then a Bushfire Management Plan should be provided to address SPP 3.7, in accordance with policy measure 7.1 ii. DFES' assessment comments on the proposal against the Plantation Guidelines have been included in our response letter. An additional public road access and greater certainty on permanent firefighting water supply have been recommended for the Shire's consideration. On the basis of the above, DFES has no further comments to add in this instance.	Further clarification from DFES is noted.

Officer Comment

1. Planning Framework and Land Use
    - Plantation is a permitted ("P") use within the General Agriculture zone and aligns with the zone's objectives of supporting agricultural production and sustainable land management.
    - Submissions highlighted potential conflicts with Local Planning Policy LPP 9.3, the Local Planning Strategy, and SPP 3.7 relating to bushfire risk, townsite protection, watercourse protection, and scenic amenity.
    - Officers note that the amended proposal includes a 100 m setback from the lot boundary abutting Donnybrook-Boyup Brook Road, and appropriate boundary setbacks elsewhere (20 m from State Forest(DBCA-managed land), 15 m from other

boundaries), which mitigate risks to the community, infrastructure, and scenic amenity.

2. Bushfire Risk and Fire Management
    - Bushfire concerns were the most prominent issue in submissions, including fuel corridors, emergency access, and volunteer fire brigade capacity.
    - The applicant has modified the plantation layout to include:
        - Increased road and townsite setbacks,
        - Installation of a 50,000 L dedicated firefighting water tank.
    - DFES has reviewed the Fire Management Plan and Forest Management Plan, confirming that SPP 3.7 is not triggered (as no habitable buildings are proposed). DFES recommended additional access and permanent water supply, both of which are incorporated through conditions.

3. Water Resources and Environmental Management
    - Submissions raised concerns regarding groundwater use, catchment impacts, and waterway protection.
    - The proposal does not involve direct groundwater abstraction; any future water use is subject to DWER licensing under the RIWI Act.
    - Minimum 6 m waterway buffers are incorporated, along with measures to manage erosion, sediment, and chemical use during establishment and harvesting.
    - DBCA recommendations regarding vegetation retention, wildling control, and riparian protection are incorporated into conditions.

4. Community Safety and Townsite Proximity
    - Concerns about proximity to Noggerup and emergency assembly points have been addressed through increased setbacks, additional firebreaks, and internal plantation design. It is also important to note that the Noggerup Hall is not a recognised emergency assembly area in the event of a bushfire in the Shire.
    - Access to Donnybrook–Boyup Brook Road requires relocation to meet Main Roads WA sight distance standards. Conditions require investigation of alternative access locations.

5. Visual and Rural Amenity
    - Planting within Special Control Area 7 (SCA7) – Road Protection Area has been removed from the proposal to maintain visual character and scenic amenity along Donnybrook–Boyup Brook Road.

6. Heritage and Cultural Considerations
    - The proposed activity intersects with a registered Aboriginal site (Preston River, ID 19795). The applicant must comply with the *Aboriginal Heritage Act 1972,* and any future works must be coordinated with DPLH to prevent impact to Aboriginal heritage values.

- Advice notes regarding heritage, dieback management, and Aboriginal site consultation are included in the Executive Recommendation.

Development considerations

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

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

a) Granting development approval without conditions; or
b) Granting development approval with conditions; or
c) Refusing to grant development approval.

Conclusion

The proposal has been assessed against the relevant provisions of the Shire of Donnybrook–Balingup Local Planning Scheme No. 7, the objectives of the General Agriculture zone, State and local planning policies, and advice from government agencies and internal Shire service divisions. Public submissions and potential impacts on bushfire risk, water resources, visual amenity, and community safety have been carefully considered. Officers consider that, with the recommended conditions, the amended proposal is consistent with the orderly and proper planning of the locality and the objectives of the zone. Accordingly, approval of the application subject to conditions is recommended.

Cr MacCarthy moved a motion to defer making a decision on item 9.1.2.

COUNCIL RESOLUTION:	36/03-26		
MOVED BY:	Cr Vivienne MacCarthy	**SECONDED BY:**	Cr Tyler Hall

That Council:

1. **Defer making a decision on item 9.1.2, for further advice to be provided to the Shire of Donnybrook Balingup, concerning the following:**
   a. **How the proposed plantation will impact the groundwater resource relied upon by the Noggerup townsite**
2. **Note the following reason for deferral:**
   2.1. The Council considered there was insufficient information provided to determine the application and that opportunity should be provided to address the matters outlined above.
3. **Request the Chief Executive Officer to bring a report back to Council by May OCM for consideration.**

For: Cr Bailey, Cr Hall, Cr Lindemann, Cr MacCarthy, Cr Purich
Against: Cr McNab, Cr Patrick
Carried: 5/2

9.1.3 Proposed Upper Capel Station

Report Details:

Prepared by: Community Emergency Services Manager

Manager: Ross Marshall, Director Operations

Applicant: Upper Capel Bush Fire Brigade

File Reference: FRC 10L **Voting Requirement:** Simple Majority

Attachment(s):

9.1.3(1) Letter from Upper Capel BFB requesting consideration for a new facility
9.1.3(2) Map depicting Upper Capel brigade area, old facility and proposed new facility
9.1.3(3) Preliminary design for new facility, based on the Wandillup Bush Fire Brigade Station in the Shire of Bridgetown Greenbushes

Executive Recommendation

That Council:

1. **Supports the application to the Department of Fire and Emergency Services for funding for a 1 bay facility for Upper Capel Bush Fire Brigade.**
2. **Provides in principle support for site works should the application to the Department of Fire and Emergency Services for a new facility be successful.**
3. **Endorses the disposal of the existing Upper Capel Bush Fire Brigade facility in accordance with the *Local Government Act 1995* and remove from the Shires assets.**

Strategic Alignment

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

Outcome: 3 - The natural environment is well managed for the benefit of current and future generations.

Objective: 3.2 - Develop community readiness to cope with natural disasters and emergencies.

Item: 3.2.4 - Provide support for emergency services volunteers.

Executive Summary

The current Upper Capel Bush Fire Brigade Facility is now considered to be no longer be fit-for-purpose.

Shire Officers seek Council's support to make application for funding from the Department of Fire and Emergency Services for an improved facility at a more suitable location, and Council's in principle support for future site works costs.

It is also requested that Council support the disposal of the existing Upper Capel Bush Fire Brigade facility.

Background

In 2025, Upper Capel Bush Fire Brigade wrote to the Shire of Donnybrook Balingup and requested that the Shire consider facilitating a new station for the brigade, outlining the following concerns:

Location

The current Upper Capel Bush Fire Brigade Facility is located near the intersection of Vernon Road and Goodwood Road, approximately 2km from the Shire of Capel Boundary. This current location has been considered conducive to the timely response to bushfire on Local Government-managed land within the Upper Capel brigade area. The current facility is predominantly surrounded by Department of Biodiversity and Conservation Attractions-managed tenure, for which Local Government is not responsible for primary response to fire.

Amenities

The current facility also lacks the following amenities, which pose a health and safety risk to the volunteers at Upper Capel Bush Fire Brigade:

- No mains power
- No running water
- No ablutions or hygiene facilities
- No change rooms

These factors are believed to have impacted the brigade's ability to attract and retain members as coordinating training has proven to be challenging in these conditions.

Space

The current facility is a basic 6x6 metre garage that is no longer large enough to house the brigade appliance (1.4), which was replaced and upgraded by DFES in 2025. The appliance is currently housed on private property, which poses numerous security and accessibility risks.

Through consultation with the brigade's leadership, a suitable location for a new facility has been identified on Pearls Road along with a fit-for-purpose design that would better suit the brigade's requirements and is strategically placed closer to the greater membership for the brigade.
Funding for new facilities can be applied for through the Department of Fire and Emergency Services' (DFES) Local Government Grants Scheme (LGGS), however, funding for site works are ineligible through this grant. It is requested that Council provide in principle support for the costs of this ineligible expenditure.

Risk Management

Risk:	Likelihood:	Consequence:	Risk Rating:
Service Interruption	Possible	Moderate	Moderate (9)
Risk Description:	Theft of existing appliance or associated equipment from current private property housing address		
Mitigation:	Construct a fit-for-purpose facility on Shire-managed/owned land		

Risk:	Likelihood:	Consequence:	Risk Rating:
Reputational	Likely	Minor	Low (4)
Risk Description:	Shire continues to house its asset (1.4 appliance) on private property		
Mitigation:	Provide suitable location to house the asset		

Financial Implications

Future Budget consideration for earthworks, estimated to be approximately $80,000 - $100,000 based on costing for current construction projects. The forecast costs will be accounted for in the 2027/2028 budget period.

Policy Compliance

Nil

Statutory Compliance

Local Government Act 1995

Disposal of the existing Upper Capel Bush Fire Brigade facility in accordance with "3.58 Disposing of Property".

Consultation

Consultation has taken place with the leadership group of Upper Capel Bush Fire Brigade, who have agreed on a location and preliminary design.
Consultation was carried out at the October BFAC Meeting as a discussion item.
Should funding for this project be approved, further consultation with neighboring landholders will take place.

Officer Comment

The Current Upper Capel Bush Fire Brigade facility is ageing, in a poor location for effective bushfire response, lacks basic amenities, and is not large enough to accommodate the brigade's firefighting appliance. Support for a more contemporary facility in an improved location is requested.

COUNCIL RESOLUTION:	37/03-26		
MOVED BY:	Cr Anita Lindemann	**SECONDED BY:**	Cr Grant Patrick

That Council:

1. **Supports the application to the Department of Fire and Emergency Services for funding for a 1 bay facility for Upper Capel Bush Fire Brigade.**
2. **Provides in principle support for site works should the application to the Department of Fire and Emergency Services for a new facility be successful.**
3. **Endorses the disposal of the existing Upper Capel Bush Fire Brigade facility in accordance with the *Local Government Act 1995* and remove from the Shires assets.**

For: Cr Bailey, Cr Hall, Cr Lindemann, Cr MacCarthy, Cr McNab, Cr Patrick, Cr Purich
Against: Nil.
Carried: 7/0 by en-bloc resolution 28/03-26

14 November 2025

Mr Nick O'Connor
Chief Executive Officer
Shire of Donnybrook-Balingup
1 Bentley Street,
Donnybrook WA 6239

(By email to: shire@donnybrook.wa.gov.au)

Dear Nick,

RE: Development Application – Plantation Use

Our client Cultura Australia Pty Ltd ("Cultura") has entered into a conditional contract to purchase the property listed in the table below. In accordance with the Shire of Donnybrook-Balingup Local Planning Scheme No. 7 (the "Scheme") Cultura is seeking Donnybrook-Balingup approval for a change of use from Agriculture-extensive to Plantation. Plantation land use is permitted in the General Agriculture Zone and the plantation will be established in accordance with clause 4.11 of the Scheme, the Department of Fire and Emergency Services' Guidelines for Plantation Fire Protection, and the Code of Practices for Timber Plantations in Western Australia. Furthermore, included in our plans are the establishment of strategic firebreaks and reduced fuel buffers to reduce fire intensity. Combined these will provide defensible positions in the unlikely event fire is within the plantation. Our plans also include the provision of additional resources to the local volunteer fire brigade in the form of a trailerable quick-fill and stand, and access to a 50,000L water tank which can be located either on the property or at the Noggerup Hall after consultation with the appropriate parties. Further property and contact details can be found in the table below.

Property	Lot 3711 on Plan 201646, Certificate of Title Volume 1355, Folio 759 Lot 3734 on Plan 140738, Certificate of Title Volume 219, Folio 190A
Address	3543 Donnybrook-Boyup Brook Road, Noggerup 6225
Owner	Cultural Australia Pty Ltd
Agent	Delta Forestry Pty Ltd
Contact email	admin@deltaforestry.com.au
Contact name	Glen Samsa
Contact mobile	0427126164
Mailing Address	C/- Delta Forestry, PO BOX 1885 Busselton WA 6280

Please do not hesitate to contact us as if you require any further information in addition to the contents of this email and enclosures.

Yours sincerely,

[redacted]

Glen Samsa
Managing Director
Delta Forestry Pty Ltd

Enc.
Development Application
Certificate of Title
Forest Management Plan
Fire Management Plan

1. DETAILS

Forest Management Plan Details			
Name:	Noggerup		
Address	3543 Donnybrook-Boyup Brook Road, Noggerup		
Locality:	Noggerup	Nearest town:	Noggerup
Local Government Authority:		Shire of Donnybrook-Balingup	
Local Fire Brigade:		Mumballup	

Owner's Details			
Name:	Cultura Australia Pty Ltd		
Primary Contact Number:		0493 166 159	
Email:	b.donaldson@greshamhouse.com		
Address:	East 13, Federal Mills Park, 33 Mackey Street, North Geelong		
Postcode:	3215	Country:	Australia

Agent's Details			
Organisation:	Delta Forestry Pty Ltd		
Primary Contact Number:		08 9778 9995	
Email:	admin@deltaforestry.com.au		
Address:	33 Headstay Cove, Geographe		
Postcode:	6280	Country:	Australia

2. CODE OF PRACTICE PROTOCOL COMPLIANCE[1]

Protocol Criteria	Recommended Content	Check
Plantation Map:	A map of the plantation should provide the following: • plantation manager details; • an area statement showing plantation categories and areas; • a locality plan and access roads; • cadastral information; • known environmental and OHS hazards; • improvements: • buildings; • roads, tracks, firebreaks, bridges, creek crossings; • fences, gates, utilities, water points; • natural features: • watercourses and wetlands; • areas of native vegetation; and • significant values.	Complies.
Establishment Plan:	This should outline the following topics and how they are to be managed: • areas of native vegetation and significant values; • setback distances to watercourses, wetlands, reservoirs and significant values; • statutory setback distances to dwellings and gazetted infrastructure; • management of harvest residue; • control of declared animals, declared plants and other pest plants; • areas to be planted, compartment sizes; • species to be planted;	Complies.

[1] The Code states "*A plantation management plan is prepared to provide relevant information in respect of the way in which plantations are developed and managed, and to demonstrate the means by which the principles of environmental care, cultural, heritage social and economical management objectives are achieved. Plantation management plans are dynamic documents and may change from time to time as a result of new information, new or revised laws, or for strategic or operational imperatives. Plantation management plans are recommended content; however land managers/owners and/or plantation owners may have other requirements.*"

	• direction of planting lines in relation to contours and natural drainage; • description of soil preparation methods; • pest and weed control prescription; • planting prescription; • access and firebreaks • fertilising prescription; • sensitive neighbours; • sensitive property; and• security management	
Maintenance Plan:	This should outline the following management activities to be conducted during the rotation of the plantation and how they intend to be managed: • native vegetation management; • pruning and thinning regimes; • control of declared animals, declared plants and other pest plants; • weed and pest control prescription; • fertilising prescription; • access and firebreak maintenance; • grazing strategy; • inventory; • bio-security issues; • infrastructure maintenance; and • significant feature management.	Complies.
Fire Management Plan:	The fire management plan should contain the following details: • Plantation manager's telephone numbers; • names and addresses of local fire control agencies; • locality plans showing access roads, firebreaks, water points etc.; • methods of access and firebreak maintenance; • specific measures to protect services (e.g. power lines and gas pipelines); • a fire fighting equipment register for the locality and details of cooperative arrangements; • direction indicators to water points, road signs and other features; • details of coordination and cooperation between plantation managers, local	Provided separately.

	government authorities, local volunteer fire brigades, State agency in fire prevention, detection and suppression activities.; and • a fuel reduction program, if applicable.	

3. PURPOSE

The purpose of this forest management plan (**Plan**) is to outline the key features and characteristics of the property and document the sustainable forest management practices to be utilised in undertaking the development and ongoing management.

4. SCOPE

The Plan has been developed in accordance with the Code of Practice for Timber Plantations in Western Australia (**Code**) and the Department of Fire and Emergency services (DFES) Guidelines for Plantation Fire Protection (**Guidelines**). The Plan is specific for the property and any surrounding areas detailed within. The scope of use shall include but not limited to site preparation, plantation establishment, ongoing management, thinning and clear fell harvest of a softwood *Pinus radiata* pine plantation.

5. PROPSED DEVELOPMENT

The establishment and harvesting of a *P. radiata* softwood plantation to supply forest products to domestic and international markets. The Australian Bureau of Agricultural and Resource Economics and Sciences (ABARES) reported in its 'Australian plantation statistics 2023 update', that Australia's total plantation area had decreased by 15% (304,200 hectares) between 2008–09 and 2021–22. Over the same period, Western Australia's plantation estate decreased by 134,469 hectares (contributing to 44% of the national decrease).

As a result of the reduction in plantation area and the under investment in plantation development reported by ABARES, the Australian Forest Products Association (AFPA) and Master Builders Australia (MBA) are predicting a 250,000

timber house frame supply gap by 2035[2]. Furthermore, in Western Australia, AFPA and MBA are expecting a supply gap of 40,855 timber house frames - the number of house frames to build a city the size of Bunbury. AFPA and MBA predict Australia will need to increase the area of plantations by 400,000 ha to meet the looming national supply deficit. The 400,000 ha represents one tenth of one percent of the land used for agriculture in Australia and is essentially replacing the plantation area which has been recently lost during the period between 2008–09 and 2021–22 reported by ABARES. The development will also contribute to Australia reducing greenhouse gas emissions by 43% below 2005 levels by 2030 and achieving net zero emissions by 2050 by sequestering carbon in trees, soil, and forest products.

6. PROPERTY DESCRIPTION

Planning	
Title Information:	P201646 3711, P140738 3734
Address:	3543 Donnybrook-Boyup Brook Road, Noggerup
Planning Scheme:	Shire of Donnybrook-Balingup Scheme no. 7
Planning Zone:	General Agriculture
Planning Overlays:	SCA7
Existing Land Use:	Grazing livestock
Proposed Use:	Plantation

The plantation is located in the General Agriculture zone in the Shire of Donnybrook-Balingup and is surrounded by other primary production land uses, general grazing, plantations and small vegetated holdings (see Attachment 1&6). The plantation setbacks are designed to minimise the risk of any adverse impact to surrounding land uses. In determining the setbacks in this Plan, we have considered the risk of bushfire, off-site movement in the use of chemicals/fertilisers, and encroachment of machinery into sensitive areas (refer Attachment 2).

Furthermore, there are additional measures which can be taken to minimise the

[2] https://ausfpa.com.au/wp-content/uploads/2022/08/220804_250000_house_frames_short_by_2035_new_report_confirms_looming_cliff_without_new_plantings_.pdf

risk of bushfire and any adverse impacts to surrounding land uses such as operational planning, standard operating procedures, training and competency assessments, supervision, and buffers.

Plantation Design Setbacks	
Public Roads:	15 m minimum
Title Boundary:	15 m minimum
Compartment Boundary:	6 m minimum
Remnant Vegetation:	6 m minimum
Watercourses:	6 m minimum
Dwellings	100 m minimum
Buildings	50 m minimum
Powerlines	20 m minimum

7. SITE DESCRIPTION

The property lies within a moderate rainfall area which combined with the gentle to moderate slopes and soils found on the property gives the property a moderate erosion risk rating[3]. Nonetheless, planting and cultivation will be aligned off contour to slow the rate of fall and accumulation of water where required (refer Attachment 7a&b).

Site Features	
Mean Annual Rainfall:	773 mm
Geology:	Granite and gneiss
Land Units:	Balingup moderate slopes, Hester subsystem, Yarragil subsystem, Wilga subsystem
Soils:	Loams to loamy or sandy gravels
Topography:	Gentle to moderate slopes (5-20%)
Catchment	Preston

Biodiversity and Conservation Values

The property has been extensively cleared, and areas with biodiversity and conservation value occur generally along natural drainage lines and an area of

[3] 1A Method of Assessing Water Erosion Risk in Land Capability Studies – Swan Coastal Plain and Darling Range. Resource Management Technical Report No.73: 1998. Department of Agriculture Western Australia.

remnant vegetation located on the norther boundary (refer Attachment 3).

The property resides in the Preston River River catchment which has been altered via river straitening near Bunbury and the Glen Mervyn dam. The Preston River has had reducing salinity in recent years potentially due to increased plantation establishment in the catchment reversing the effects of clearing deep-rooted vegetation for agriculture. The establishment of a plantation will continue to improve the water quality of the Preston River.

Biodiversity and Conservation Features	
Vegetation Types:	Medium marri and jarrah forests
Potential Occurrence of Threatened Species[4] (CR[5],VU[6],EN[7]):	Western Ring-tail Possum, Forest Red-tailed Black Cockatoo, Carnaby's Cockatoo, Baudin's Cockatoo
TEC[8]:	Nil
Vegetation Condition:	Good to poor

Water Management

The property resides in the Preston River catchment. Surface water interception and water usage by a deep-rooted, multi-rotation plantation forest (including firebreaks, buffers and setbacks) will be commensurate with the native vegetation which previously occupied the site. The clearing of the land for agriculture has increased the level of surface water that reaches the waterways. While there are some benefits of increased flow rates with land clearing, it comes with trade-offs such as elevation of water tables, salinisation, erosion and the runoff of sediment, nutrients and other pollutants into waterways and rivers. Carefully prepared and managed, the plantation will moderate surface water flow towards waterway systems via drainage or cultivation which will fall at 1:100 or 1% (refer Attachment 4).

[4] May or may not be found on or near the property (5km radius from property).
[5] Critical
[6] Vulnerable
[7] Endangered
[8] Threatened ecological community.

Water Management

The use of chemicals on the property are regulated by the Australian Pesticides and Veterinary Medicines Authority. Chemical use is in accordance with the label rates and applied by licenced and appropriately qualified contractors.

Our chemical use within the plantation is generally limited to the first 18 months of the plantation and targeted to the planting strip. For example, for commonly used chemicals in forestry plantations and canola cropping, the plantation use is less than 1% when compared to canola over a full rotation. The setbacks and buffers in the Plan take into consideration the low level of chemical input and the ground-based, targeted nature of their application.

The short rooted annual pasture species on the property are subject to annual inputs of phosphorus and nitrogenous fertilisers. Trees have developed mechanisms quite different to short-rooted annuals to deal with pulses of nutrient availability (e.g., deep roots, internal storage processes for nutrient uptake over and above their requirements, mycorrhizal associations) and nutrient cycling in plantation forests is highly conserved unlike short-rooted annual species found in cropping and pasture systems (i.e., limited export of nutrients off site).

Soil and foliar tests will be undertaken to determine the requirement for any fertiliser applications to remediate any nutrient deficiencies or imbalances. The plantation industry in conjunction with leading forest scientists have developed novel decision support tools to guide nutrition management in plantations. Given the property's most recent history, it is expected there will be limited requirement to use any fertiliser at establishment or during maintenance of the plantation. Nonetheless, the buffers and setbacks set out in in our Plan are designed to minimise the risk of any potential offsite movement, especially to the local waterways. No chemicals or fertilisers will be stored at the property other than for their immediate use.

Cultural Heritage

Cultural Heritage Features	
Representatives:	South West Aboriginal Land and Sea Council
ILUA[9]:	Gnaala Karla Booja Indigenous Land Use Agreement
Regional Corporation:	Gnaala Karla Booja Aboriginal Corporation

Cultural Heritage Sites	
Site ID 19795	Preston River

Site 19795 overlays some of the watercourses on the property, and the Owner is aware of their obligations under the *Aboriginal Heritage Act 1972.*

Stakeholders and Land Use

Neighbouring stakeholders are listed below. Delta Forestry maintains a database of neighbours which will be used for the communication and management of sensitive operations (e.g., aerial spraying, vermin control, harvesting). For privacy reasons, names and contact details of private residence have been omitted.

Stakeholders		
Property identification	Contact	Land use
3637 Donnybrook-Boyup Brook Road		Grazing
Lot 1 Donnybrook-Boyup Brook Road		Grazing
Townsite		Rural residential
3472 Donnybrook-Boyup Brook Road		Grazing
3851 Donnybrook-Boyup Brook Road		Grazing
Reserve 47661	DBCA Wellington District (08) 9735 1988	Forest
Reserve 18567	Shire of Donnybrook-Balingup (08) 9780 4200	Recreation

[9] Indigenous Land Use Agreement

Forest Description

Forest Area Statement (ha)	
Plantation:	147
Native Vegetation:	43
Buffers and Water Courses:	9
Firebreaks and Tracks:	24
Dams:	1
Total:	**224**

8. SILVICULTURE AND MANAGEMENT REGIME

Regime		
Measure	Un-thinned	Thinned
Type:	Pulp/house frame	House frame
Species:	*P. radiata*	*P. radiata*
Initial Stocking:	800 stems/ha	1,250 stems/ha
Thinning Year:	None.	10-14
Clear Fell Year:	25-30	20-30

Many management activities are reactive and therefore not determined by a prescriptive schedule in a long-term forest management plan (as described in the following management plan). To cope with the reactive nature of operations, planning is broken down into the following categories:

- long-term or strategic plans (20+ years horizon);
- tactical plans (3-5 year horizon); and
- operational plans (1 year horizon).

The level of detail in operational planning increases as the planning horizon becomes less. The Plan is considered a long-term or strategic plan and does not have the specificity of an operational plan.

Management schedule		
Activity	Year	Description
Road Infrastructure:	<1	Where possible, existing access points and roads will be used to minimise disturbance. Where required, new access points and roads will be established to allow for the safe access and egress through the plantation.
Weed Management:	<2	Generally, occurs in the first 18 months of plantation establishment, weeds will be managed to minimise competition within the tree crop using appropriately qualified organisations and operators and will comply with the Australian Pesticides and Veterinary Medicines Authority regulations. Firebreaks may be sprayed annually using the same techniques.
Site Preparation:	<1	Planting lines will be designed to follow closely to the contour at 4 m intervals using either rip/mound or straight rip soil amelioration techniques. Site preparation is required to optimise tree growth.
Planting:	<1	Seedlings will be planted by hand using spades or planting tubes during the winter period.
Pest Management:	As required	Undertaken where plantation damage is occurring that will lead to economic loss. Applications will be ground based.
Monitoring:	<6 months weekly and at least quarterly thereafter	Access, hazards, weeds, pests and diseases, survival, firebreaks, and water points.
Nutrition:	As required	Based on precision forestry principles the nutrition status will be monitored and any economic imbalances remedied by the application of fertiliser.
Plant Health:	As required	The movement and cleanliness of plant and equipment will be in accordance with our Biosecurity Management Plan to minimise the risk of spread of weeds, pests and diseases within and outside of the plantation estate.
Road Maintenance:	As required	Roads will be inspected and maintained to ensure access and to minimise any adverse impacts (e.g., erosion, poor drainage).
Firebreak	Annual	Firebreaks will be maintained in accordance

Maintenance:		with this Plan and the relevant firebreak and fuel reduction notice published by the Local Government Authority.
Declared Plants and Animals:	As required	Declared plants and animals will be identified through monitoring and declarations and control will be in accordance with the Biosecurity and Agricultural Management Act 2007 and Biosecurity Management Plan.
Wildling Control:	As required	Volunteer pine seedlings will be monitored and controlled outside of the plantation area.
Inventory:	>10	Undertaken to monitor plantation performance and forward planning.

Standard Prescriptions

Standard Prescriptions	
Pre-Plant Broad Spray:	2-5 L/ha biactive glyphosate (Roundup), 5-15 g/ha metsulfuron methyl (Brush Off) plus suitable wetting agent. Applied to pasture after autumn break.
Site Preparation:	Rip-mound to 1 m, rip only to 1 m, no mound or rip. Prescription tailored to soil and topography. Mounds usually orientated along contour with a 1:100 fall to minimise risk of erosion.
Pre-Plant Strip Spray:	2-5 L/ha biactive glyphosate, 20 g/ha metsulfuron methyl (Brush Off) and/or 3 – 5 kg/ha Atrazine plus suitable wetting agent. Applied to planting strip at least three weeks prior to planting.
Post-Plant Spray:	11-15 L/ha hexazinone (Velpar). Applied to planting strip or broad sprayed one month after planting. Only applied if there is a spring flush of competitive weeds along the strip spray lines.
Establishment Fertiliser:	100-150 g/seedling diammonium phosphate granules or compound blend depending on foliar or soil analysis buried within 10 cm of planted seedling. Generally, not required on fertile ex-pastured sites.
Maintenance Fertiliser:	100-300 kg/ha diammonium phosphate or urea or compound blend depending on foliar or soil analysis. Can occur at anytime not less than 10 years prior to harvest. Generally, not required on fertile ex-pastured sites.
Firebreaks:	2-5 L/ha biactive glyphosate (Roundup), 5-15 g/ha metsulfuron methyl (Brush Off) plus suitable wetting agent. Applied to pasture after autumn break. Mechanical grading.
Pest Control	160 mL/ha alpha-cypermethrin (Dominex)
Vermin Control	Trapping, baiting and professional shooting.
Grazing:	None after establishment.
Fencing:	Internal fencing removed and external fences maintained. Expenses shared with neighbours.
Access and Security:	Permits or licences. Locked gates. Cameras.

Water Supplies and Use

The property is in a proclaimed area under the *Rights and Water Irrigation Act 1914*. The property has several water points strategically located across the land for the purpose of watering livestock. These water points have a combined estimated capacity of 3,000 kilolitres. The Owner's use of the water supply will be restricted to limited quantities for ordinary and domestic purposes (<5,000 L/annum over the life of the plantation), and fire-fighting.

There is no requirement for a water licence for the planned sources and uses of water. There is no requirement for a bed and banks permit to undertake the development.

Harvest

The intent is to deploy a cut-to-length harvest system to produce logs for delivery to local and export markets. Prior to any harvest operations a harvest management plan will be developed for endorsement by the local government authority and communication to stakeholders. The harvest management plan shall include appropriate water, dust and noise management plans to adequately manage potential adverse impacts to the environment and stakeholders.

Around the final clear-felling of the plantation an assessment will be made on the future use of the property including the appropriate management of harvest residue.

9. HAULAGE AND MARKET INFORMATION

The property has direct access to Donnybrook-Balingup Road allowing for the efficient haulage of logs to key markets via the preferred haulage route found in Attachment 8. Prior to any haulage operations a haulage and traffic management plan will be provided to the Local Government Authority and communicated to stakeholders.

Forest Products	Destination
Environmental Credits:	ACCU Scheme, voluntary markets
Fence Posts:	Timber Treaters Bridgetown
Pulplogs:	Laminex Dardanup, Bunbury Port
Sawlogs:	Wespine Dardanup, Local Sawmillers
Power Poles:	Koppers Dardanup

Attachments:

1. District Context Map
2. Plantation Map
3. Native Veg Map
4. Waterways Map
5. Landuse Map
6. Contour Maps
    a. With photo
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7. Haulage Route Map
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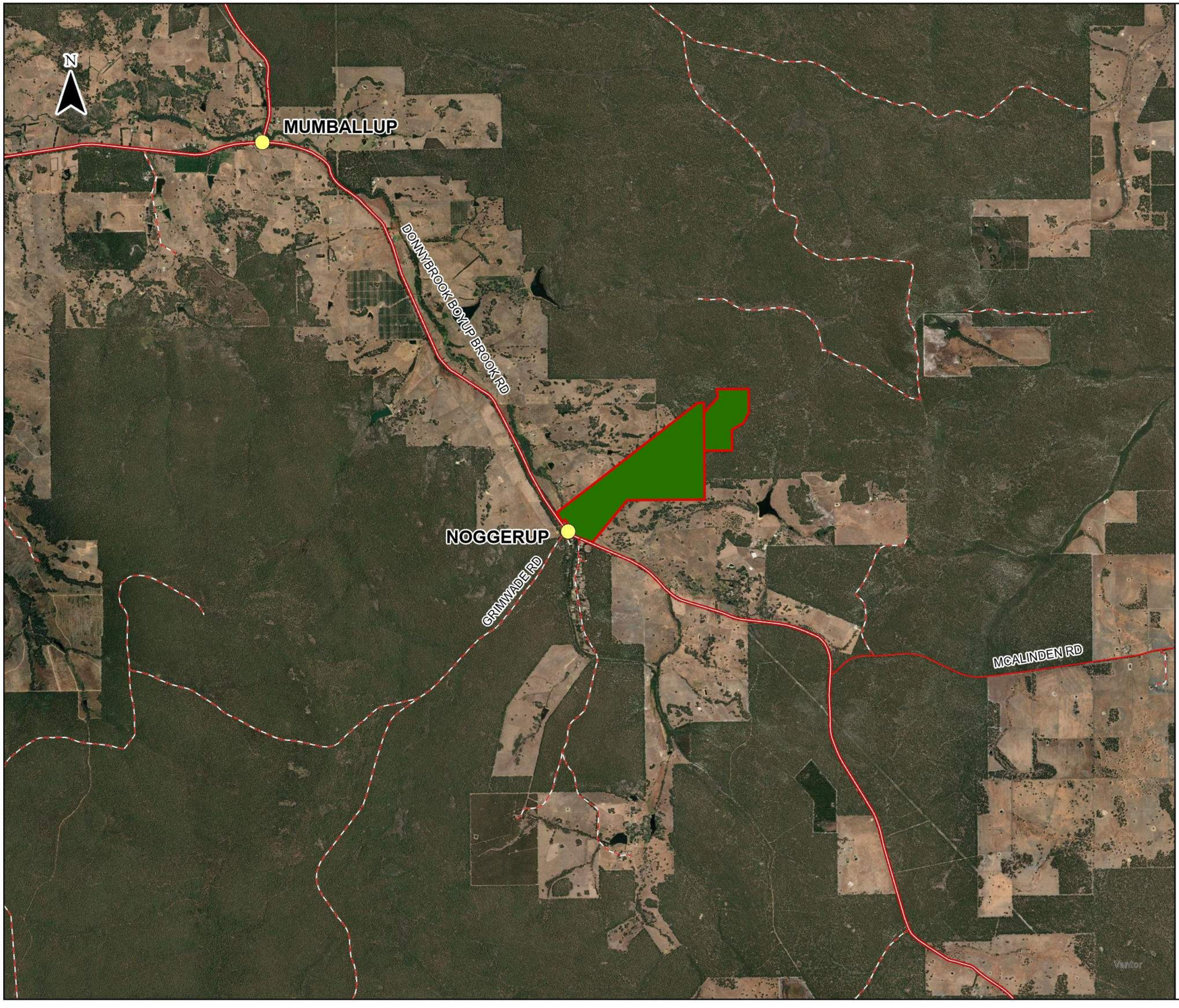
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16. Cultural Heritage Extract



FORESTRY

NOGGERUP PLANTATION

District Context Plan

Details

Lot 3711 on P201646 and Lot 3134 on P140738

SHIRE: Donnybrook-Balingup

LAND OWNER: Cultura Australia Pty Ltd

ACCESS: Donnybrook-Boyup Brook Rd

Legend

- Town
- Highway/Main Road - Sealed
- Minor Road - Sealed
- Minor Road - Unsealed
- Noggerup Plantation

0 0.5 1 2 3

Kilometers

1:50 000 @ A3

DATE: November 2025

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Search Criteria

Aboriginal Cultural Heritage (ACH) Register ID 19795

Disclaimer

Aboriginal heritage holds significant value to Aboriginal people for their social, spiritual, historical, scientific, or aesthetic importance within Aboriginal traditions, and provides an essential link for Aboriginal people to their past, present and future. In Western Australia Aboriginal heritage is protected under the *Aboriginal Heritage Act 1972*.

All Aboriginal cultural heritage in Western Australia is protected, whether or not the ACH has been reported or exists on the Register.

The information provided is made available in good faith and is predominately based on the information provided to the Department of Planning, Lands and Heritage by third parties. The information is provided solely on the basis that readers will be responsible for making their own assessment as to the accuracy of the information. If you find any errors or omissions in our records, including our maps, it would be appreciated if you provide the details to the Department via https://achknowledge.dplh.wa.gov.au/ach-enquiry-form and we will make every effort to rectify it as soon as possible.

South West Settlement ILUA Disclaimer

Your heritage enquiry is on land **within or adjacent to** the following Indigenous Land Use Agreement(s): Gnaala Karla Booja Indigenous Land Use Agreement.

On 8 June 2015, six identical Indigenous Land Use Agreements (ILUAs) were executed across the South West by the Western Australian Government and, respectively, the Yued, Whadjuk People, Gnaala Karla Booja, Ballardong People, South West Boojarah #2 and Wagyl Kaip & Southern Noongar groups, and the South West Aboriginal Land and Sea Council (SWALSC).

The ILUAs bind the parties (including 'the State', which encompasses all State Government Departments and certain State Government agencies) to enter into a Noongar Standard Heritage Agreement (NSHA) when conducting Aboriginal Heritage Surveys in the ILUA areas, unless they have an existing heritage agreement. It is also intended that other State agencies and instrumentalities enter into the NSHA when conducting Aboriginal Heritage Surveys in the ILUA areas. It is recommended a NSHA is entered into, and an 'Activity Notice' issued under the NSHA, if there is a risk that an activity will ‘impact’ (i.e. by excavating, damaging, destroying or altering in any way) an Aboriginal heritage site. The Aboriginal Heritage Due Diligence Guidelines, which are referenced by the NSHA, provide guidance on how to assess the potential risk to Aboriginal heritage.

Likewise, from 8 June 2015 the Department of Energy, Mines, Industry Regulation and Safety (DEMIRS) in granting Mineral, Petroleum and related Access Authority tenures within the South West Settlement ILUA areas, will place a condition on these tenures requiring a heritage agreement or a NSHA before any rights can be exercised.

If you are a State Government Department, Agency or Instrumentality, or have a heritage condition placed on your mineral or petroleum title by DEMIRS, you should seek advice as to the requirement to use the NSHA for your proposed activity. The full ILUA documents, maps of the ILUA areas and the NSHA template can be found at https://www.wa.gov.au/organisation/department-of-the-premier-and-cabinet/south-west-native-title-settlement.

Further advice can also be sought from the Department of Planning, Lands and Heritage via https://achknowledge.dplh.wa.gov.au/ach-enquiry-form.

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Terminology

ID: ACH on the Register is assigned a unique ID by the Department of Planning, Lands and Heritage using the format: ACH-00000001. For ACH on the former Register the ID numbers remain unchanged and use the new format. For example the ACH ID of the place Swan River was previously '3536' and is now 'ACH-00003536'.

Access and Restrictions:

- **Boundary Reliable (Yes/No):** Indicates whether to the best knowledge of the Department, the location and extent of the ACH boundary is considered reliable.
- **Boundary Restricted = No:** Represents the actual location of the ACH as understood by the Department..
- **Boundary Restricted = Yes:** To preserve confidentiality the exact location and extent of the place is not displayed on the map. However, the shaded region (generally with an area of at least 4km²) provides a general indication of where the ACH is located. If you are a landowner and wish to find out more about the exact location of the place, please contact the Department of Planning, Lands and Heritage.
- **Culturally Sensitive = No:** Availability of information that the Department of Planning, Lands and Heritage holds in relation to the ACH is not restricted in any way.
- **Culturally Sensitive = Yes:** Some of the information that the Department of Planning, Lands and Heritage holds in relation to the ACH is restricted if it is considered culturally sensitive information. This information will only be made available if the Department of Planning, Lands and Heritage receives written approval from the people who provided the information. To request access please contact via https://achknowledge.dplh.wa.gov.au/ach-enquiry-form.
- **Culturally Sensitive Nature:**
  - **No Gender / Initiation Restrictions:** *Anyone* can view the information.
  - **Men only:** Only *males* can view restricted information.
  - **Women only:** Only *females* can view restricted information.

Status:

- **Register:** Aboriginal cultural heritage places that are assessed as meeting Section 5 of the *Aboriginal Heritage Act 1972*.
- **Lodged:** Information which has been received in relation to an Aboriginal cultural heritage place, but is yet to be assessed under Section 5 of the *Aboriginal Heritage Act 1972.*
- **Historic:** Aboriginal heritage places assessed as not meeting the criteria of Section 5 of the *Aboriginal Heritage Act 1972*. Includes places that no longer exist as a result of land use activities with existing approvals.

Place Type: The type of Aboriginal cultural heritage place. For example an artefact scatter place or engravings place.
Legacy ID: This is the former unique number that the former Department of Aboriginal Sites assigned to the place.

Coordinates

Map coordinates are based on the GDA 2020 Datum.

Basemap Copyright

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Topographic basemap sources: Esri, HERE, DeLorme, Intermap, increment P Corp., GEBCO, USGS, FAO, NPS, NRCAN, GeoBase, IGN, Kadaster NL, Ordnance Survey, Esri Japan, METI, Esri China (Hong Kong), swisstopo, MapmyIndia, © OpenStreetMap contributors, and the GIS User Community.

Aboriginal Cultural Heritage Inquiry System

List of Aboriginal Cultural Heritage (ACH) Register

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ID	Name	Boundary Restricted	Boundary Reliable	Culturally Sensitive	Culturally Sensitive Nature	Status	Place Type	Knowledge Holders	Legacy ID
19795	Preston River	No	Yes	No	No Gender / Initiation Restrictions	Register	Creation / Dreaming Narrative	*Registered Knowledge Holder names available from DPLH	

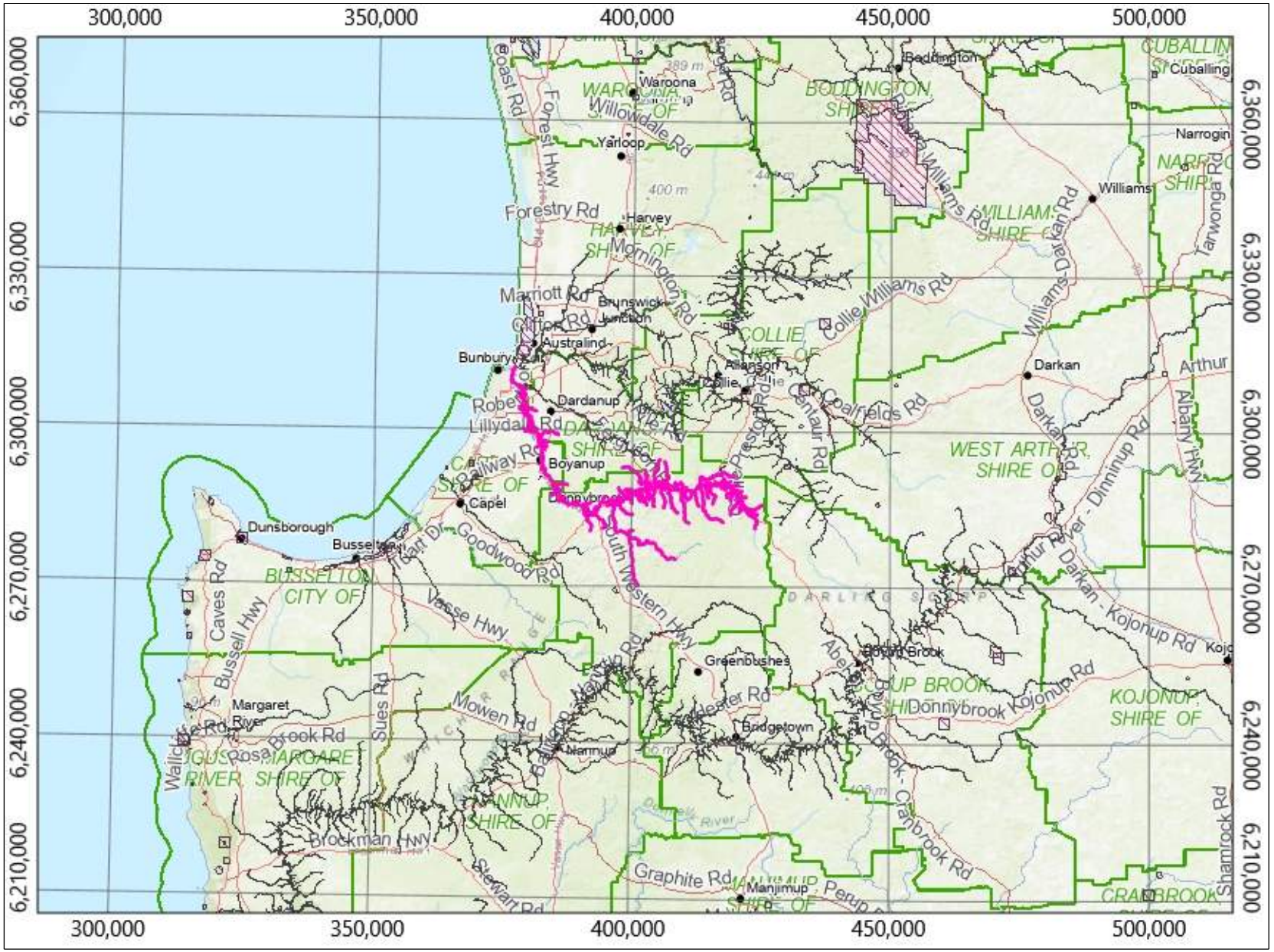
Department of Planning, Lands and Heritage

GOVERNMENT OF WESTERN AUSTRALIA

Aboriginal Cultural Heritage Inquiry System

Map of Aboriginal Cultural Heritage (ACH) Register

For further important information on using this information please see the WA.gov.au website's Terms of Use at https://www.wa.gov.au/terms-of-use



Legend

- Aboriginal Cultural Heritage (ACH) Register
- Aboriginal Community
  - *Permanent*
  - *Seasonal*
  - *Town Based*
- Town
- Road
- River
- Local Government Authority

44.31 kilometres

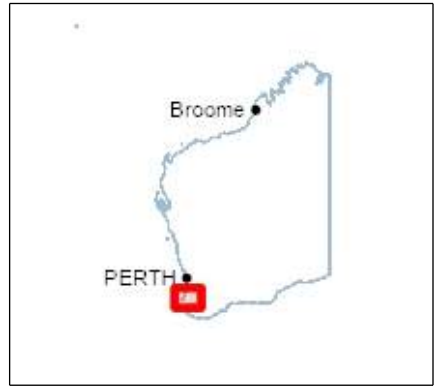
Map Scale 1 : 1,340,000

MGA Zone 50 (GDA2020)

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Map created: 14/11/2025 7:43:40 AM by: GIS_NET_USER

Identifier: 1063983

422000 422500 423000 423500 424000 424500 425000

286000 285500 285000 284500 284000

N

Site ID: 19795
Site Name: Preston River
Status: Registered

12
P2026
8.3 ha

14
P2026
14.3 ha
(13.7)

11
P2026
13.2 ha
(11.9)

13
P2026
13.5 ha
(8.4)

(1.3)

(5.1)

10
P2026
8.9 ha
(8.6)

(0.6)

(0.1)

(0.1)

(0.3)

9
P2026
10.0 ha

5
P2026
15.5 ha
(15.3)

(0.2)

6
P2026
16.3 ha
(16.1)

7
P2026
3.7 ha
(3.1)

(0.3)

8
P2026
11.8 ha

(0.3)

3
P2026
19.2 ha
(14.2)

2
P2026
7.5 ha
(3.0)

(5.0)

(1.1)

(2.2)

4
P2026
3.1 ha

(1.2)

P2026
1.3 ha

DONNYBROOK BOYUP BROOK RD

FORESTRY

NOGGERUP PLANTATION

Development Application

Details

Lot 3711 on P201646 and Lot 3134 on P140738
SHIRE: Donnybrook-Balingup
LAND OWNER: Cultura Australia Pty Ltd
FIREBREAKS: External 15m
Internal 6m
ACCESS: Donnybrook-Boyup Brook Rd

Area Report

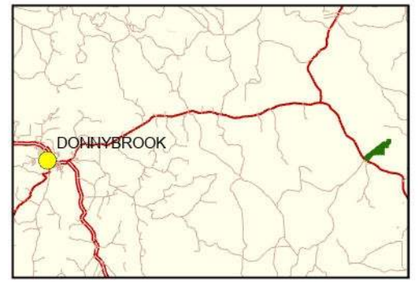
P. radiata P2026.....146.7 ha

TOTAL AREA.....146.7 ha

Legend

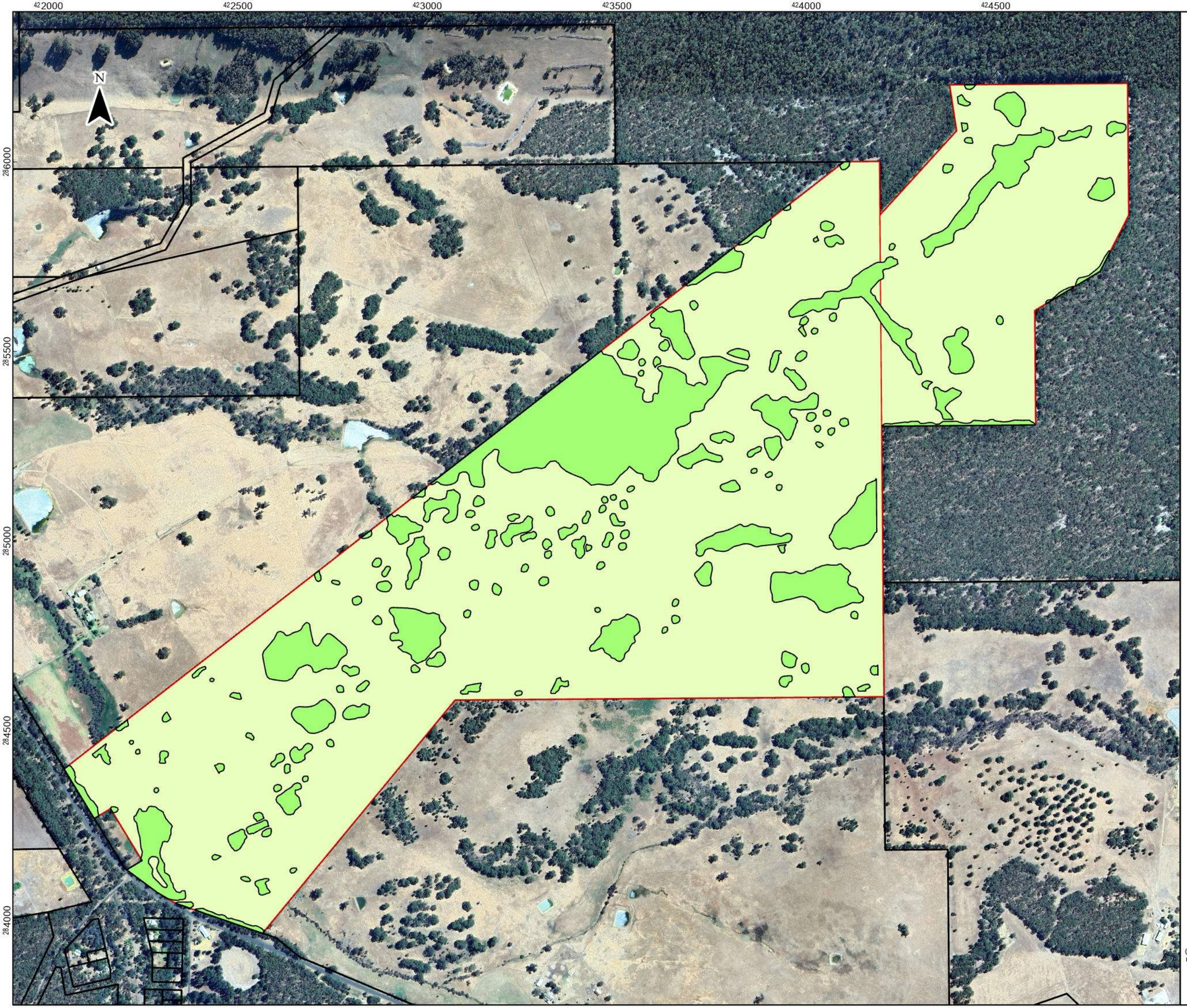
- Main Access (EMP)
- Access Gate
- Fire Map Tube
- House
- Shed
- No Access
- Crossing
- Tank
- Waterpoint - Reliable
- Powerline
- Track
- Drain
- Stream
- P. radiata (proposed planting)
- Buffer/ Non Plantable
- Firebreak
- Retained Veg
- Dam/Soak
- Wet/Non Plantable
- Indigenous Heritage Site

Location



1:9 000 @ A3

DATE: November 2025



FORESTRY

NOGGERUP PLANTATION

Native Vegetation

Details

Lot 3711 on P201646 and Lot 3134 on P140738

SHIRE: Donnybrook-Balingup

LAND OWNER: Cultura Australia Pty Ltd

Area Statement

Remnant Vegetation.....42.9 ha

Legend

- Declared Rare Flora
- Remnant Vegetation
- Noggerup Property

Sources

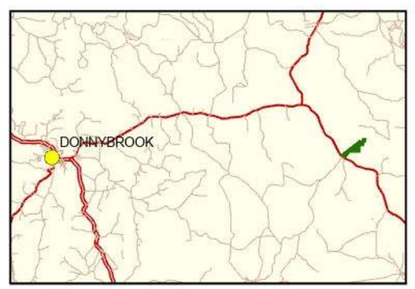
Declared Rare Flora

https://dandjoo.bio.wa.gov.au/

Remnant Vegetation

Digitised from Google Earth imagery dated Apr 2024

Location



1:9 000 @ A3

DATE: November 2025

422000 422500 423000 423500 424000 424500

286000 285500 285000 284500 284000

FORESTRY

NOGGERUP PLANTATION

Waterways

Details

Lot 3711 on P201646 and Lot 3134 on P140738

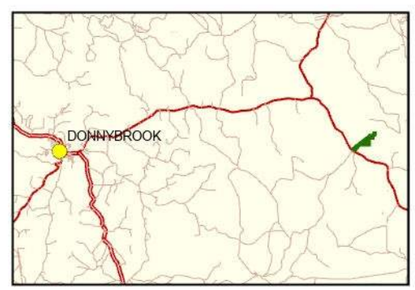
SHIRE: Donnybrook-Balingup

LAND OWNER: Cultura Australia Pty Ltd

Legend

- Drain
- Waterway
- Dams/Soaks
- Wet Area
- Cadastre

Location



0 100 200 300 400 500 600

Meters

1:9 000 @ A3

DATE: November 2025

421500 422000 422500 423000 423500 424000 424500 425000 425500 426000

287000 286500 286000 285500 285000 284500 284000 283500 283000

N

FORESTRY

NOGGERUP PLANTATION

Land Use

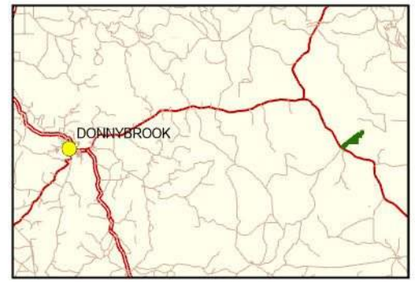
Details

Lot 3711 on P201646 and Lot 3134 on P140738
SHIRE: Donnybrook-Balingup
LAND OWNER: Cultura Australia Pty Ltd

Legend

- D Dwelling
- S Shed
- Noggerup
- General Grazing
- Town Site
- Forested
- Softwood Plantation
- Softwood Plantation
- Cadastre
- Indigenous Heritage Site

Location

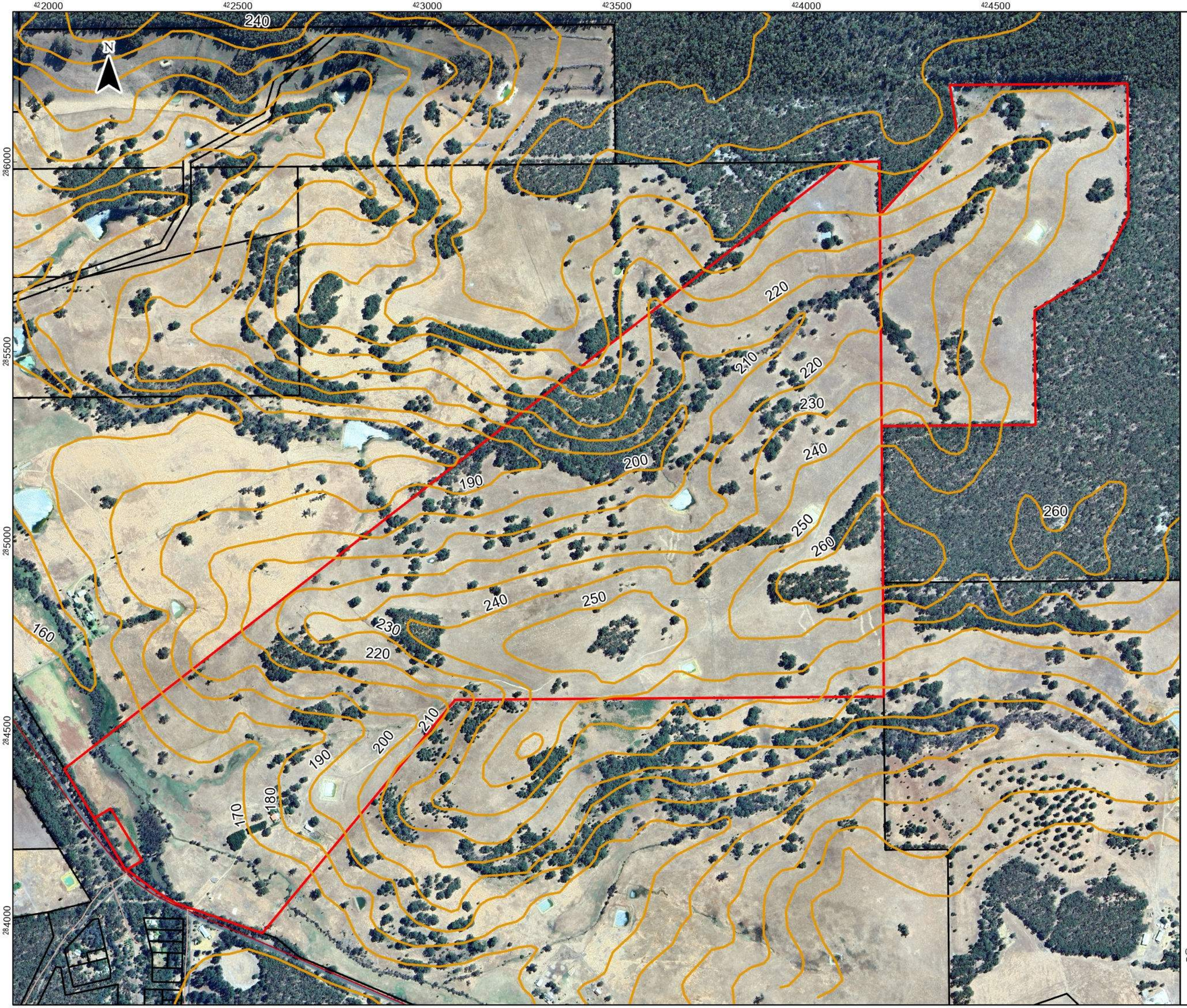


0 200 400 600 800
Meters

1:15 000 @ A3

DATE: November 2025

Source: Esri, Maxar, Earthstar Geographics, and the GIS User Community



FORESTRY

NOGGERUP PLANTATION

Contour Map

Details

Lot 3711 on P201646 and Lot 3134 on P140738
SHIRE: Donnybrook Balingup
LAND OWNER: Cultura Australia Pty Ltd
ACCESS: Donnybrook-Boyup Brook Rd

Legend

- Contour Line (10m interval)
- Noggerup Boundary
- Surrounding Cadastre

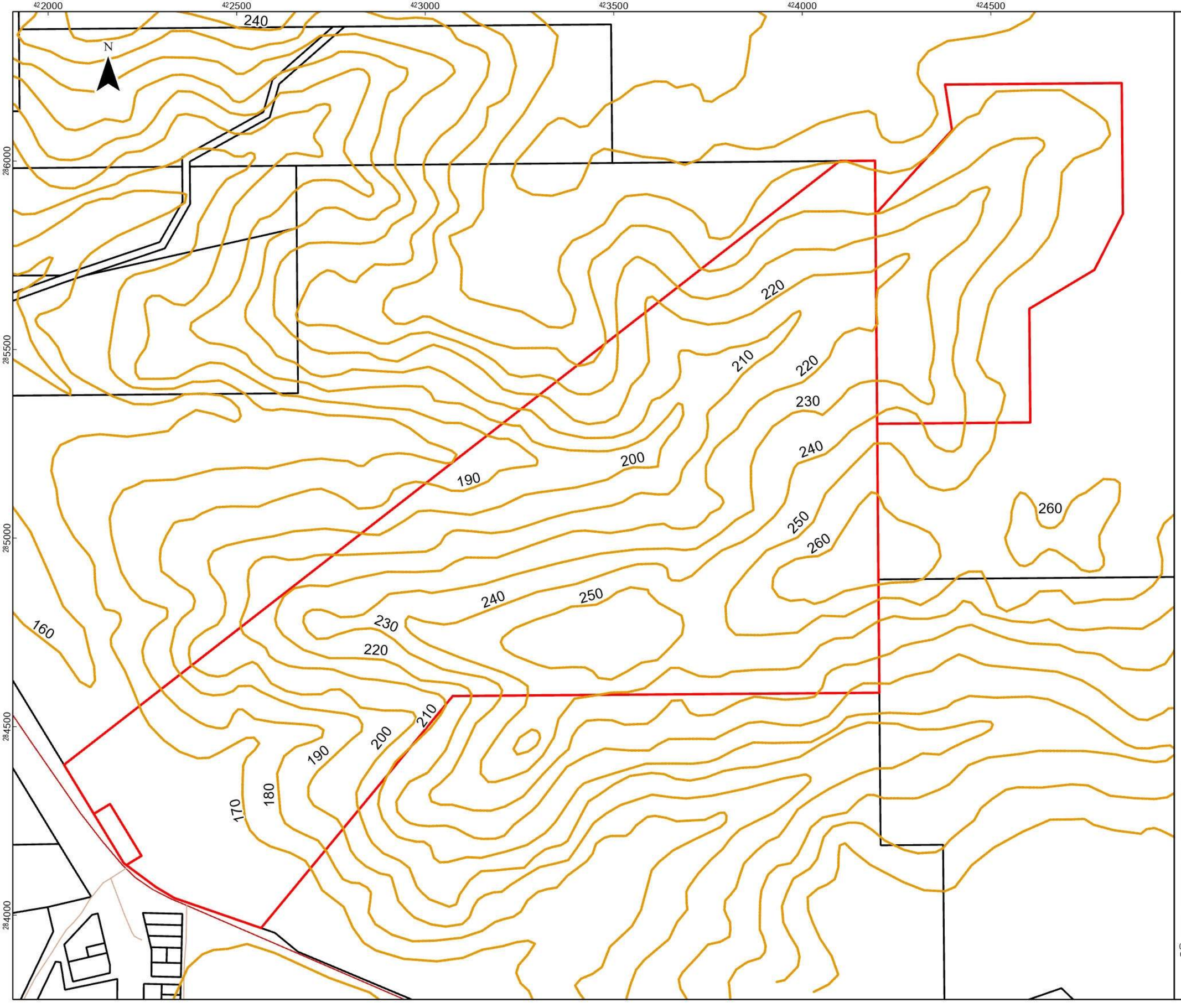
Location



0 100 200 300 400 500 600
Meters

1:9 000 @ A3

DATE: November 2025



FORESTRY

NOGGERUP PLANTATION

Contour Map

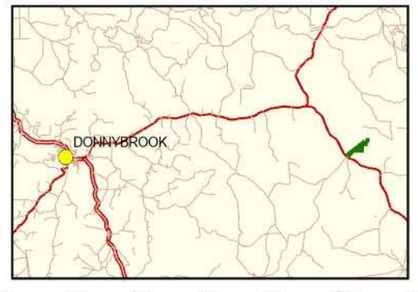
Details

Lot 3711 on P201646 and Lot 3134 on P140738
SHIRE: Donnybrook Balingup
LAND OWNER: Cultura Australia Pty Ltd
ACCESS: Donnybrook-Boyup Brook Rd

Legend

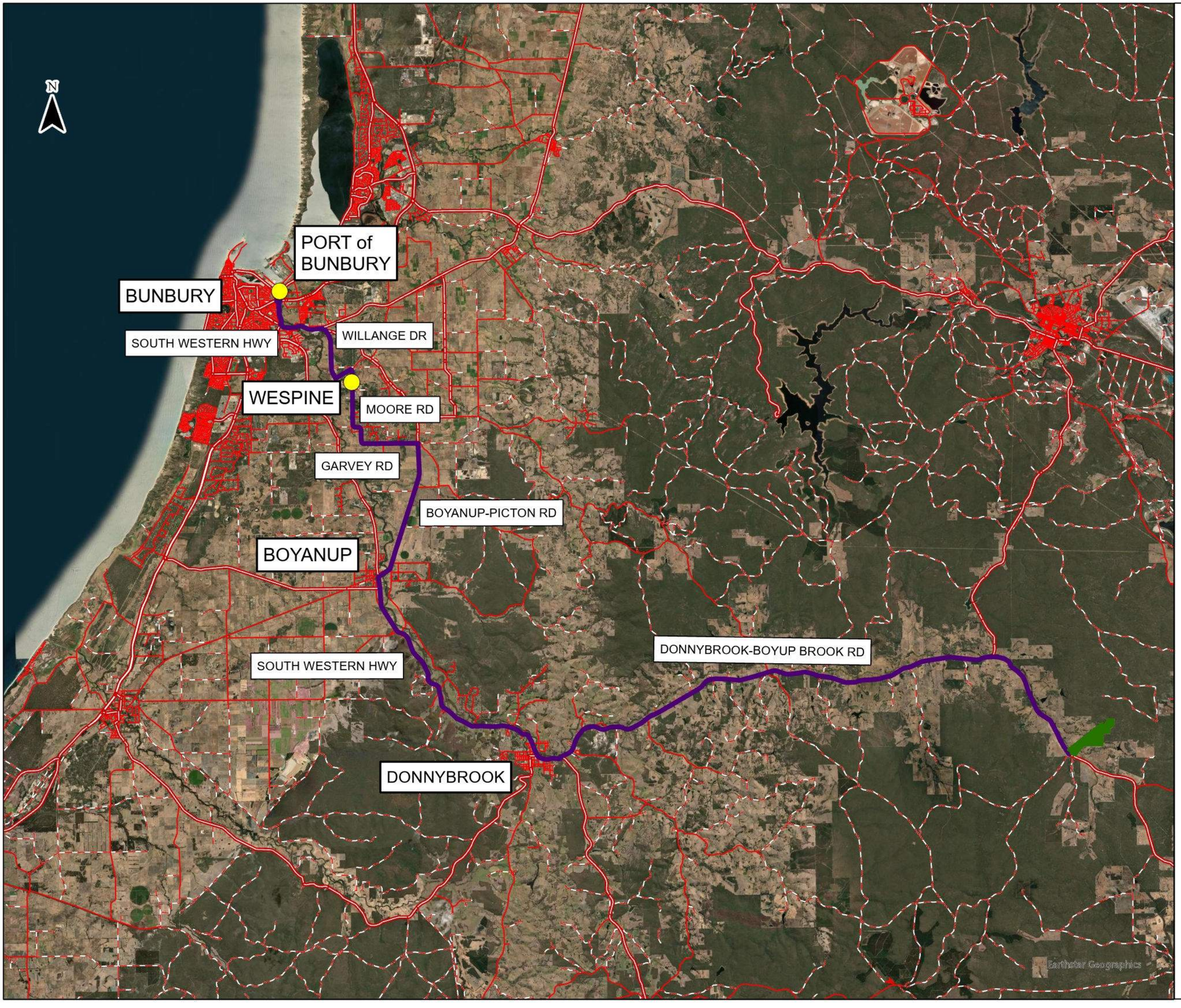
- Contour Line (10m interval)
- Noggerup Boundary
- Surrounding Cadastre

Location



1:9 000 @ A3

DATE: November 2025



FORESTRY

NOGGERUP PLANTATION

Proposed Haulage Route

Details

Lot 3711 on P201646 and Lot 3134 on P140738
SHIRE: Donnybrook-Balingup
LAND OWNER: Cultura Australia Pty Ltd
ACCESS: Donnybrook-Boyup Brook Rd

Destination

1. WESPINE INDUSTRIES
   241 Moore Rd, Dardanup

2. PORT OF BUNBURY
   54 Casuarina Dr, Bunbury

Legend

- Destination
- Haulage Route
- Highway/Main Road - Sealed
- Minor Road - Sealed
- Minor Road - Unsealed
- Noggerup Plantation

0 2 4 6 8 10
Kilometers

DATE: November 2025

1. DETAILS

Fire Management Plan Details			
Plantation:	Noggerup		
Address	3543 Donnybrook-Boyup Brook Road, Noggerup		
Locality:	Noggerup	Nearest town (distance):	Noggerup (<1km)
Species:	*Pinus radiata*	Area:	147 ha
Fire Weather District		Blackwood	
Local Government Authority:		Shire of Donnybrook-Balingup	
Local Fire Brigade:		Mumballup	

Owner's Details			
Name:	Cultura Australia Pty Ltd		
Primary Contact Number:		0493 166 159	
Email:	b.donaldson@greshamhouse.com		
Address:	East 13, Federal Mills Park, 33 Mackey Street, North Geelong		
Postcode:	3215	Country:	Australia

Forest Manager's Details			
Organisation:	Delta Forestry Pty Ltd		
24 Hour Contact Number:		08 9778 9995	
Email:	admin@deltaforestry.com.au		
Address:	33 Headstay Cove, Geographe		
Postcode:	6280	Country:	Australia

Author's Details	
Name:	Glen Samsa
Title	Managing Director
Mobile Number:	0427 126 164
Email:	gsamsa@deltaforestry.com.au

2. PREAMBLE

The Noggerup property, is subject to a conditional purchase agreement between the current proprietor and Cultura Australia Pty Ltd, to be managed by Delta Forestry. The Purchase Agreement is conditional upon obtaining development

approval for the establishment of a *Pinus radiata* plantation on the property. This fire management plan (**Plan**) is provided in support of this, as part of the separate Forest Management Plan.

The farm has been planned by experienced foresters and with specific regard to the Code of Practice for Timber Plantations in WA (Code) which sets out goals and guidelines for good plantation management, and particularly the Department of Fire and Emergency Services Guidelines for Plantation Fire Protection (DFES Guidelines). The DFES Guidelines establish industry best practice fire risk management protocol for Tree Farms in WA.

3. GUIDELINES FOR PLANTATION FIRE PROTECTION COMPLIANCE[1]

Criteria	Check
Landowner and/or occupier information such as identification of the plantation company and all relevant contact details, including 24 hour fire contact phone number:	Complies.
A firefighting equipment register and details of any cooperative arrangements:	Complies.
Plantation species, area, layout including compartment size:	Complies.
Fire protection measures such as: • Fire detection and reporting mechanisms. • Initial response and attack of fires, including resource dispatch and communication with relevant authorities. • Identification of potential ignition sources. • Access in and around the plantation. • Access roads in and around the plantation. • Access roads must be clearly signed. • Methods of firebreak maintenance. • Measures to protect services (e.g., power lines and gas pipelines. • Water supplies and approximate capacities of these supplies. • Surrounding vegetation type, age since last burn and the site is being effectively managed, if available. • Sites fire history, where available. • Harvesting procedures and other measures used to reduce hazards (e.g., slashing and thinning programs).	Complies.

[1] Department of Fire and Emergency Services Guidelines for Plantation Fire Protection 2011.

• Fuel reduction program, if applicable, including herbicide weed control and controlled grazing.	
Surrounding local features including: • Existing plantations. • Proximity to towns/settlements. • Remnant vegetation. • Significant values relevant to site.	Complies.
Provision of a map at a suitable scale: • Plantation maps must be provided to local government and to DFES, and provide additional maps if requested by DFES or the local government. • These maps are to held in suitable containers and sign posted at the main property entrances or other local government approved locations for use by personnel attending a fire. • Plantations managers must check and update these maps annually to ensure their quality and accuracy, dates on the maps may assist with this.	Complies.
Fire management maps will include: • Compartment boundaries and size. • Water supplies including irrigation channels and dams. • Emergency access/egress (fire breaks). • Structures houses, sheds etc. • Significant features e.g., creek crossings, dead end access tracks, areas of remnant vegetation.	Complies.
Standardised map legends are to be applied across the plantation industry:	Does not comply. Standard has not been developed.

4. PURPOSE

The purpose of this fire management plan is to outline the response and protection measures to be implemented at the property to respond to fire and minimise the fire risk to the plantation whilst protecting human life and local community assets.

5. SCOPE

The Owner and Forest Manager are obligated under the *Bush Fires Act 1954* to, upon becoming aware of a bushfire, to take all possible measures to extinguish the fire. The Plan has been developed in accordance with the Code of Practice for

Timber Plantations in Western Australia (**Code**) and the Department of Fire and Emergency services (DFES) Guidelines for Plantation Fire Protection ("Guidelines"). The Plan is specific for the property and any surrounding areas detailed within. The scope of use shall include but not limited to fire risk management, plantation design and access, fuel and firebreak management, fire identification and response, water resources and availability, firefighting resources and availability, stakeholder communication, emergency contacts, and cooperative fire management measures.

6. PROPERTY DESCRIPTION

Particulars	
Title Information:	P201646 3711, P140738 3734
Planning Scheme:	Shire of Donnybrook-Balingup Scheme no. 7
Planning Zone:	General Agriculture
Planning Overlays:	Bushfire Prone, SCA7
Existing Land Use:	Grazing livestock
Land Units:	Balingup moderate slopes, Hester subsystem, Yarragil subsystem, Wilga subsystem
Topography:	Gentle to moderate slopes (5-20%) (See Appendix 1 – Topographical Information)
Soil Types:	Loams to loamy or sandy gravels

7. ACCESS DECRIPTION

The Noggerup property is situated adjacent to the north of the Noggerup townsite and is accessed via the Donnybrook-Boyup Brook Road. (See Appendix 2).

Main Access

The main access point is located on the Donnybrook-Boyup Brook Road directly across from Macquarie Street.

Secondary Access

The secondary access point is via the Donnybrook-Boyup Brook Road to the property access gates. Travel distance along Donnybrook-Boyup Brook Road from the Macquarie street junction is 150 m in an east-south-east direction.

Internal Access

The plantation is well serviced by an internal road network and firebreak systems that has been strategically incorporated into the landscape to reduce navigation uncertainty, provide ease of access for light vehicles and heavy fire equipment. All firebreaks can exceed a 15 tonne load limit during the restricted and prohibited burning periods.

Where a firebreak crosses a gully or stream, piping and/or hard surfacing material will be applied to the crossover point to ensure these areas are trafficable during the restricted and prohibited burning periods and shall be compliant with minimum 15 tonne load limits (See Attachment 3 - Roads and Firebreaks).

Emergency access and egress roads and tracks are shown on the Fire Management Plan and direct internal plantation traffic to designated Access Gateways on the Donnybrook-Boyup Brook Road (See Attachment 4 - Emergency Access and Egress Roads and Tracks).

All internal fencing will be removed as part of the plantation development to allow for unimpeded fire access. External boundary fencing will be maintained for security purposes.

8. PLANTATION SPECIES AND DESIGN

The plantation will be established to *P. radiata* (softwood pine) at 1,100 stems per hectare. The site will be prepared using two different establishment methods. These being:

- Rip and mounding
- Ripping only

Both establishment methods will be at 4 metre intervals and the spacing of tree seedlings will be at approximately 2.0 metres along the rows to achieve an 1,100 stems per hectare standing stocking level. (See Appendix 5 – Plantation Design Plan)

Access within the confines of the planted compartment area will be limited by the

establishment method. The very nature of rip/mounding creates barriers for fire appliance vehicles traversing internally through the compartment. In a fire event, Fire Controllers should be made aware of the rip/mounding impediments and use nominated firebreak accessways as primary traffic ways through and around the plantation area.

Plantation setbacks are designed to minimise the risk of any adverse bushfire impact to surrounding land uses and conversely protect the plantation from external risk factors. In determining the setbacks in this Plan, we have considered the risk of bushfire from internal and external sources of ignition including the DBCA managed crown land and state forest.

Plantation Design Setbacks	
Public Roads:	15 m
Title Boundary:	15 m
Compartment Boundary:	6 m
Remnant Vegetation:	6 m minimum
Watercourses:	6 m minimum
Dwellings	100 m
Buildings	50 m
Powerlines	20 m minimum

Biodiversity and Conservation Values

There are several degraded watercourses running through the property, isolated stands of medium marri, and jarrah forest in various states of condition. These areas can be managed for their conservation and biodiversity values with the exclusion of grazing animals and potential of reintroduction of controlled burning to stimulate recruitment and germination of native species. Appropriate plantation design and fire management will enhance the biodiversity and conservation values of the property.

Biodiversity and Conservation Features	
Vegetation Types:	Medium jarrah and marri
Threatened Species[2] (CR[3],VU[4],EN[5]):	Western Ring-tail Possum, Forest Red-tailed Black Cockatoo, Carnaby's Cockatoo, Baudin's Cockatoo
TEC[6]:	Nil
Vegetation Condition:	Good to poor

9. STAKEHOLDERS, LAND USE AND FIRE HISTORY

Neighbouring stakeholders are listed below. Delta Forestry maintains a database of neighbours which will be used for the communication and management of sensitive operations (e.g., fire, spraying, vermin control, harvesting). For privacy reasons, names and contact details of private residences have been omitted. There is no recent fire history for the property and a prescribed burn was undertaken in the reserve surrounding the townsite in 2009.

[2] May or may not be found on or near the property (5km radius from property).
[3] Critical
[4] Vulnerable
[5] Endangered
[6] Threatened ecological community.

Stakeholders			
Property identification	Contact	Land use	Last Fire
3637 Donnybrook-Boyup Brook Road		Grazing	Unknown
Lot 1 Donnybrook-Boyup Brook Road		Grazing	2018
Townsite		Rural residential	2009
3472 Donnybrook-Boyup Brook Road		Grazing	Unknown
3851 Donnybrook-Boyup Brook Road		Grazing	Unknown
Reserve 47661	DBCA Wellington District (08) 9735 1988	Forest	2009
Reserve 18567	Shire of Donnybrook-Balingup (08) 9780 4200	Recreation	Unknown

10. FOREST DESCRIPTION

Forest Area Statement (ha)	
Plantation:	147
Native Vegetation:	43
Buffers and Water Courses:	9
Firebreaks and Tracks:	24
Dams:	1
Total:	**224**

11. SURROUNDING FEATURES

Direction	Feature
South	Adjoining – Townsite and native vegetation types Beyond – Native forest vegetation types
West	Adjoining – Pastures and grazed native forest vegetation types. Beyond – Native forest vegetation types
South West	Adjoining - Pasture Beyond - Native forest vegetation types
North	Adjoining- Native forest vegetation types Beyond – Native forest vegetation types
East	Adjoining - Pasture and grazed native forest vegetation types Beyond – Pasture and grazed native forest vegetation types
South East	Adjoining – Pasture and grazed native forest vegetation types Beyond – Native forest vegetation types

12. RISK TO WIDER COMMUNITY

The landscape in the Noggerup area is generally pastured valleys including plantations, surrounded by forested National Parks managed by the Department of Biosecurity, Conservation and Attractions (DBCA). The risk levels associated with the rural landscape in the Noggerup locality are recognised by the local community and land management agencies.

The establishment of the plantation will create a fuel bridge from National Park areas to the north to National Parks areas south of the townsite (Greater Preston National Park). To minimise the spread of fire through the plantation to the townsite and beyond, this Plan includes the implementation of Fuel Reduced Buffers (FRBs), and strategic firebreaks strategically located within the plantation confines to manage a potential fire spread, and act as defensible positions or potential back burn positions with reduced fuel loads.

In the immediate surrounds adjoining the plantation, the risk is managed by identification, compliance and regulation. There are significant areas of defensible space between the plantation boundary and surrounding townsite. In addition to the 15 metre external firebreak network around the plantation edge there is a powerline setback (40 m in total) running west-north-west to east-south-east with a take-off in a south west direction and the Donnybrook-Boyup Brook Road which provides a strategic firebreak. Furthermore, a 20 m wide strategic firebreak will be installed between compartments 3, 5 and 6.

13. FIRE CONTACT INFORMATION

Key Contact Information	
Fire Emergency:	000
Delta Forestry (24 hr):	08 9778 9995

Entity	Name	Contact number
DFES	Lower South West	(08) 9771 6800
DFES Duty Officer		1800 512 111
CBFCO	Max Walker	0428 641 021
DCBFCO	Ian Ralph	0407 959 325
DCBFCO	Bevan Dix	0429 579 571
Mumballup	Brad Kettle	0414 533 355
DBCA Wellington		08 9735 1988
DBCA Blackwood		08 9752 5555
Shire of Donnybrook-Balingup		08 9780 4200
WAPOL		000

14. FIRE DETECTION AND INITIAL RESPONSE

Protecting the plantation from fire is critical given *P. radiata* is not tolerant of severe fire. An overarching annual fire management plan will be prepared for the fire control activities within plantations and activities undertaken will comply with:

- The Guidelines;
- Shire of Donnybrook-Balingup Firebreak and Fuel Hazard Reduction Notice; and
- The Code.

Fire events within the plantation area are likely to be detected by Department of Biodiversity, Conservation and Attraction's (DBCA) aerial fire surveillance, neighbouring landowners, Delta Forestry surveillance patrols, and members of the public passing by the property. Delta Forestry also monitors the Bureau of Meteorology, Digital Earth Australia Hotspots and Emergency WA Warnings and

Incidents for fire weather, lightning, and fire activity.

Plantation GIS data sets will be supplied to DFES and DBCA for inclusion in emergency service directories and for fire co-ordination centres. Maps and our overarching annual fire management plan will be provided to local government when requested. In addition, plantation signposting will have relevant fire contact information and location details for efficient fire notifications.

In the event of a wildfire within the plantation area, the following suppression methods will be considered by the Forest Manager along with fire suppression priority values.

Fire Response Matrix		
Fire danger index	Suppression type	Management unit
No Rating:	Direct attack on head fire and flank fire – earthmoving	Small fire area confined within a compartment cell
Moderate:	Flank fire attack – earthmoving machine and aerial water bombing assisted	Fire area confined to a single compartment cell
High:	Tail fire suppression – earthmoving machine and, aerial water bombing assisted	Fire area confined to multiple compartment cells or perimeter breaks
Extreme or Catastrophic:	Aerial water bombing and machine assisted suppression	Fire area confined to low fuel areas within or outside the plantation area

Should a plantation fire occur, the Forest Manager will respond to suppress the fire on behalf of the Owner and will be responsible for mop up and ongoing monitoring within the property boundaries once the wildfire has been brought under control and running fire is contained with mineral earth firebreaks.

15. FIRE FIGHTING RESOURCES AND REGISTER

The Forest Manager will have the following resources available to respond to fire.

Resource	Location
500 litre slip on	Manjimup
400 litre slip on	Dardanup
2,300 litre heavy tanker	Glenoran
2,300 litre heavy tanker	Manjimup
2,300 litre heavy tanker	Collie
Quickfill pump with stand pipe trailer	Mumballup[7]

The Forest Manager will review its resourcing requirements from time to time and will include the services of third-party providers to increase the number and availability of resources during the fire season. Future resourcing will be detailed in our annual fire management plan.

16. FIRE REPONSE

There will be a 30-minute response time from the closest available Forest Manager deployed resource from the property.

17. FIREBREAK AND FUEL MANAGEMENT

Firebreaks will be inspected annually and maintained in a trafficable condition cleared of all flammable material in line with the annual the Shire's annual compliance notice. Firebreaks at a minimum shall have a clearance of 15 metres in width for external breaks and 6 metres in width internal breaks and 6 metres in vertical height, allowing the safe passing of fire-fighting appliances. Firebreaks will be maintained by either herbicide application preceding the onset of the fire season and/or firebreak grading to remove flammable material. A 20 m strategic firebreak will be installed between compartment 3, 5 and 6.

Annual grass inspections will be carried out prior to the commencement of the Restricted Fire Season to ascertain whether controls are needed to reduce potential fire spread risk. As the plantation achieves tree canopy closure, grasses will be shaded out of the plantation area. Grasses will therefore predominately frequent areas outside of the tree crop area along firebreaks and within non plant areas where they are able to be managed effectively using herbicides and/or

[7] To be provided to Mumballup Volunteer Brigade for community use.

mechanical treatments.

Building setbacks will be observed for outbuildings. There is no habitable dwelling on the Noggerup property. A derelict dwelling situated close to the Donnybrook – Boyup Brook Road will be demolished as part of the plantation development under a BA5 Application for Demolition Permit.

A powerline runs in a west-north-west to east-south-east direction with a take-off in a south west direction towards the Townsite, on the front of Lot 3711. A setback of 20 metres either side (40 m in total) of the powerline and take-off will be installed as part of the plantation establishment plan. The powerline easements will be treated with herbicides or mechanical means to remove fuel loads and will serve as a strategic firebreak. Building setbacks will be implemented where neighbouring infrastructure is within proximity to cadastral boundaries.

No flammable hydrocarbons are to be stored on the property.

18. FUEL REDUCTION CONSIDERATIONS

As detailed in the development application, the property been recently grazed which has led to the decline in understorey native vegetation species and a structure change to predominately grasslands with mixed upper canopy forest types. By removing grazing animals, it is likely that there will be a return to of some native understorey species within remnant native vegetation islands within the confines of the plantation. Remnant vegetation areas will be closely monitored and measured and should fuel levels exceed 8 tonnes/hectare, some means of fuel reduction will be contemplated. This could be in the form of prescribed burning however, where prescribed burning is a "fire risk" (potential destruction or damage that would deem the plantation to be unmerchantable) to the plantation then herbicide treatments or mechanical fuel mitigation will be used as an alternative. Furthermore, the Owner and Forest Manager, under the directions of the local FCO, commit to providing resources to the Mumballup Volunteer Fire Brigade and Noggerup community for prescribed burning surrounding the townsite and adjacent reserves.

19. OTHER MEASURES TO REDUCE FUEL LOADS

Plantation firebreak edge trees will be assessed annually to determine whether there is limb intrusion into the firebreak accessway. Tree limbs encroaching into the firebreak will be pruned to maintain vertical height specifications as detailed in the Local Authority's Firebreak Orders.

To minimise the risk of fire to the Noggerup townsite and create defensible positions, the following Fuel Reduced Buffers (FRBs) will be installed:

- Compartments 1 and 2 will have high pruned pine trees established between 5 years to 10 years of age to 6 metres in height to a depth of 20 metres from the plantation edge.
- Compartment 3 along the strategic firebreak separating compartments 3,5 and 6 will have low pruned pine trees established at 5 years to 10 years of age to 2.1 metres in height to a depth of 20 metres.

Furthermore, harvest debris will be treated by mulching or removal from compartments 1 and 2 following thinning and clearfell harvest operations prior to the proceeding fire season.

20. POTENTIAL IGNITION SOURCES

Ignition Point	Likelihood	Controls
1. Within Plantation – normal operations	Unlikely	Access via firebreaks and roads only.
2. Within Plantation – harvest - powerline	Unlikely Possible	Implement harvest bans on high fire danger index. Harvest equipment fitted with suppression systems. One fire unit for each harvester onsite during operational hours. Powerline easements to be treated with herbicides or by mechanical means to limit fire spread in the event of a downed powerline or pole fire.
2. Roadside fire	Possible	Firebreaks well managed.
3. Neighbouring property activity or fire escape	Possible	Firebreaks well managed. Consider fuel loads along connected forest corridors. Participate in interagency prescribed burning activities in high fuel loads outside the plantation area on DBCA, local government or local government land tenures
4. Fire escape DBCA managed land (Forest, Reserves or National Park)	Possible	Be aware of fuel reduction burning in the general vicinity. Assist with prescribed burning where land unit adjoins property boundary.
6. Lightning Strike	Unlikely	Monitor weather. Strategic positioning of Plantation Management staff and contractors for fire monitoring.
7. Arson and illegal activities	Possible	Firebreaks well managed. Security, surveillance and monitoring. Liaison with government agencies, neighbours and local police.

Likelihood
Very Unlikely - Rare / not expected but remotely possible
Unlikely - Improbable but could happen / not expected
Possible - Could happen or plausible
Likely - Will probably happen / is likely to happen
Certain - 100% likely / almost 100% likely

21. WATER SUPPLIES

Water point location information is shown on the FMP and identified by a "W" symbol contained within fine blue line work. The property has 5 reliable water points strategically located across the land for the purpose of watering grazing animals. These water points have a combined estimated capacity of 3,000 kilolitres. Two water tanks situated at the rear of the shed with a combined capacity of 25,000 litres fitted with 50 mm camlock fittings will also supplement existing water sources.

Accessways from firebreaks or compartment boundaries will be installed to access these reliable water points for fire control purposes. The water point volume, access and egress will be monitored prior to and during each fire season. Reliable water points are marked on maps and by signage on the property. In the event water points become unreliable they will be removed from maps and not signed. In the event all water points become un-reliable, a 50,000L tank with a 50 mm and 80 mm camlock fittings will be installed for fire-fighting purposes at either the property entrance point or the Noggerup Fire Shed.

22. FIRE DANGER PERIODS

Alertness will be increased as required during bushfire season, particularly on extreme and catastrophic fire danger rating days. Our response to increased risk may include standby of additional fire suppression resources (Asset Land Management Pty Ltd – Collie based), fire detection patrols and stand down of contractors operating within the plantation area. The landowner, Plantation Manager and Contractors will comply with Total Fire Bans or Movement Bans. (See Appendix 7 – Fire Danger Rating Operation Restrictions).

23. FIRE MAPS

Fire management maps will be prepared and reviewed annually to reflect the current forest condition and the latest contact information. Fire maps will be made available to DFES, DBCA, Forest Industries Federation of Western Australia (FIFWA) Fire Co- operative Group through map revisions and GIS sharing and local volunteer fire brigades. Fire maps will also be held at the property's main entrance point in red coloured waterproof fire tubes at the property access points.

24. SIGNPOSTING

Plantation management signage will be placed at plantation entry points and will provide relevant plantation details and contact numbers for fire control purposes. Reliable water points will also be signposted from major access routes.

25. FIRE FIGHTING TRAINING

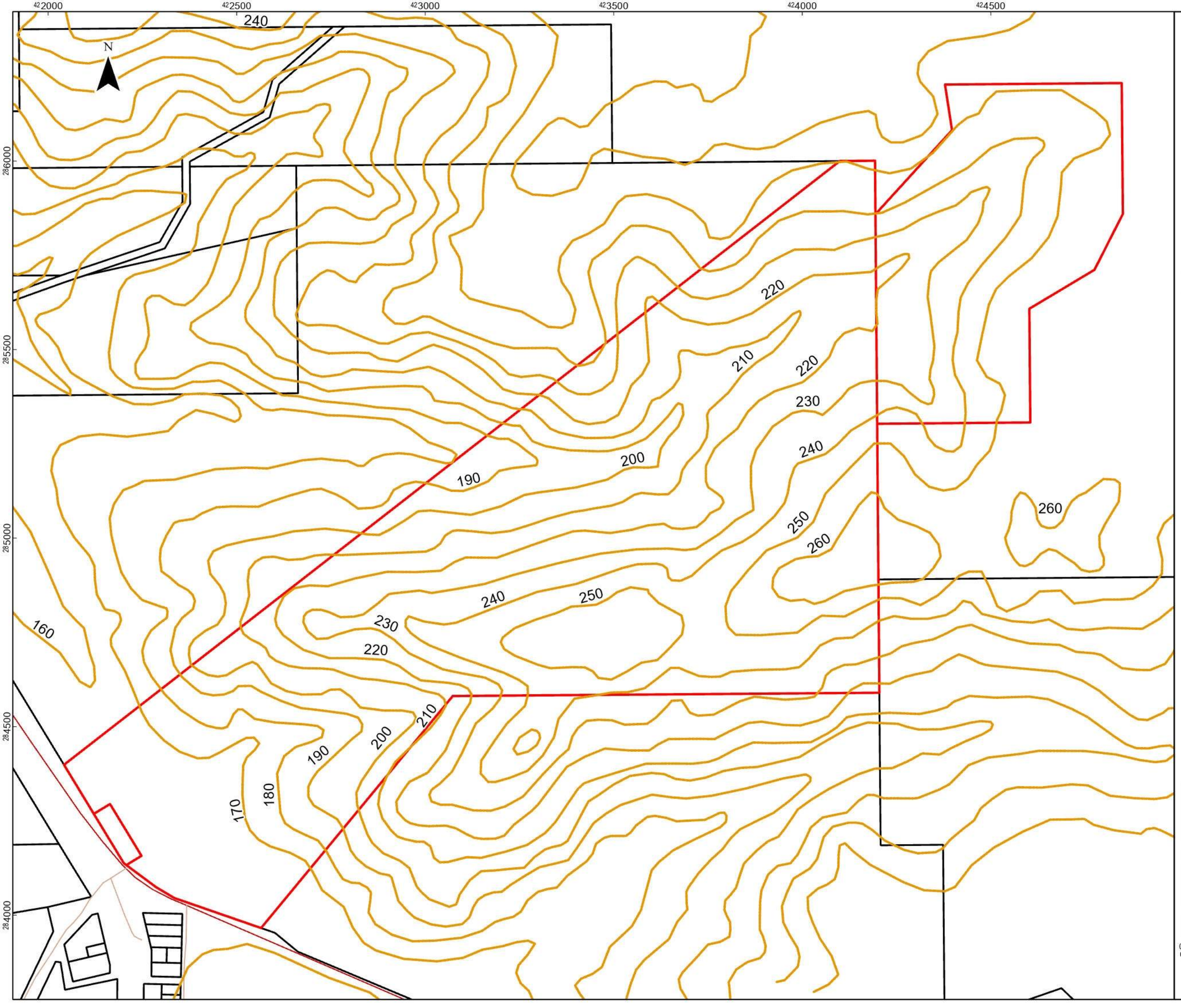
Plantation operational field staff and contractors used for fire control activities will have attained a Basic Fire Fighter training level or better.

26. HARVEST

The intent is to deploy a cut-to-length harvest system to produce logs for delivery to local and export markets. Prior to any harvest operations a harvest management plan will be developed for endorsement by the local government authority and communication to stakeholders. The harvest management plan shall include a section on harvest residue management to adequately manage fire risk (including the removal of harvest debris from compartments 1 and 2 prior to the proceeding fire season), include additional resources to managed heighted risk of fire from machinery, and all operations will comply with harvest and vehicle movement bans. A decision to continue with the plantation use or otherwise will be made after the clearfell harvest noting the management of stump residues will need to be incorporated into any plans if an alternative land use is contemplated.

Attachments:

1. Topographical Information
2. District Context Plan.
3. Roads and Firebreaks – FMP
4. Emergency Access and Egress Roads and Tracks
5. Plantation Design Plan
6. Surrounding Land Use
7. Fire Danger Rating Operation Restrictions



FORESTRY

NOGGERUP PLANTATION

Contour Map

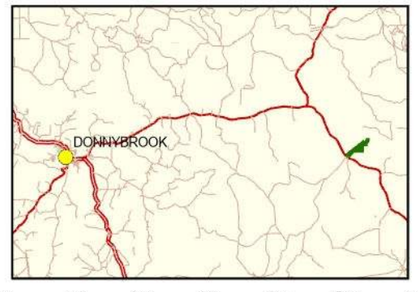
Details

Lot 3711 on P201646 and Lot 3134 on P140738
SHIRE: Donnybrook Balingup
LAND OWNER: Cultura Australia Pty Ltd
ACCESS: Donnybrook-Boyup Brook Rd

Legend

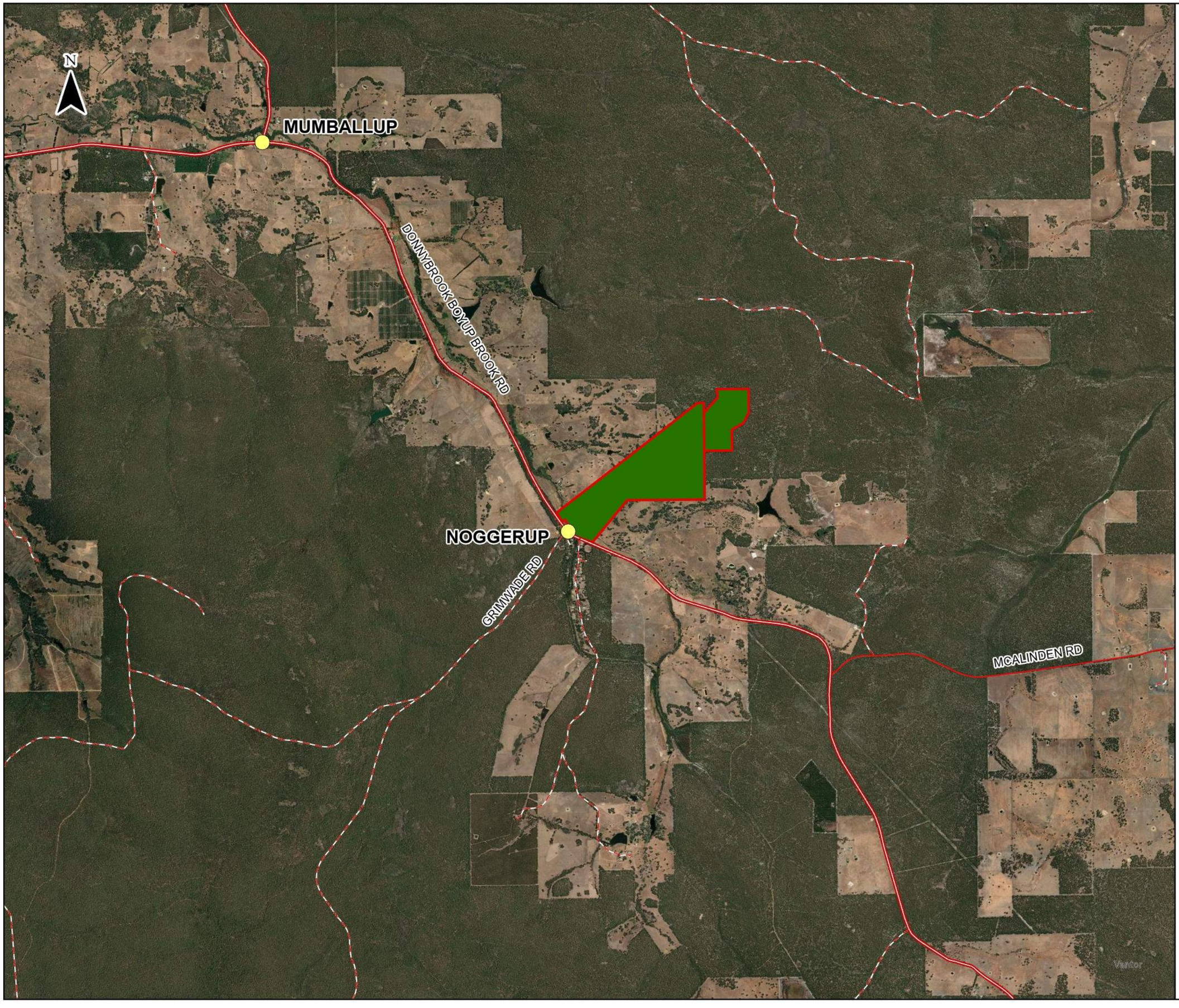
- Contour Line (10m interval)
- Noggerup Boundary
- Surrounding Cadastre

Location



1:9 000 @ A3

DATE: November 2025



FORESTRY

NOGGERUP PLANTATION

District Context Plan

Details

Lot 3711 on P201646 and Lot 3134 on P140738

SHIRE: Donnybrook-Balingup

LAND OWNER: Cultura Australia Pty Ltd

ACCESS: Donnybrook-Boyup Brook Rd

Legend

- Town
- Highway/Main Road - Sealed
- Minor Road - Sealed
- Minor Road - Unsealed
- Noggerup Plantation

0 0.5 1 2 3

Kilometers

1:50 000 @ A3

DATE: November 2025

422000 422500 423000 423500 424000 424500 425000

286000 285500 285000 284500 284000

N

Site ID: 19795
Site Name: Preston River
Status: Registered

12
P2026
8.3 ha

14
P2026
14.3 ha
(13.7)

11
P2026
13.2 ha
(11.9)

13
P2026
13.5 ha
(8.4)

(1.3)

(5.1)

10
P2026
8.9 ha
(8.6)

(0.6)

(0.1)

(0.1)

(0.3)

9
P2026
10.0 ha

5
P2026
15.5 ha
(15.3)

(0.2)

6
P2026
16.3 ha
(16.1)

7
P2026
3.7 ha
(3.1)

(0.3)

8
P2026
11.8 ha

(0.3)

3
P2026
19.2 ha
(14.2)

2
P2026
7.5 ha
(3.0)

(5.0)

(1.1)

(2.2)

4
P2026
3.1 ha

(1.2)

P2026
1.3 ha

DONNYBROOK BOYUP BROOK RD

FORESTRY

NOGGERUP PLANTATION

Development Application

Details

Lot 3711 on P201646 and Lot 3134 on P140738
SHIRE: Donnybrook-Balingup
LAND OWNER: Cultura Australia Pty Ltd
FIREBREAKS: External 15m
Internal 6m
ACCESS: Donnybrook-Boyup Brook Rd

Area Report

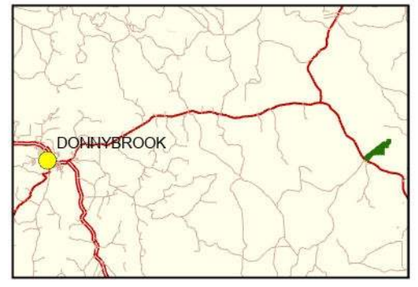
P. radiata P2026.....146.7 ha

TOTAL AREA.....146.7 ha

Legend

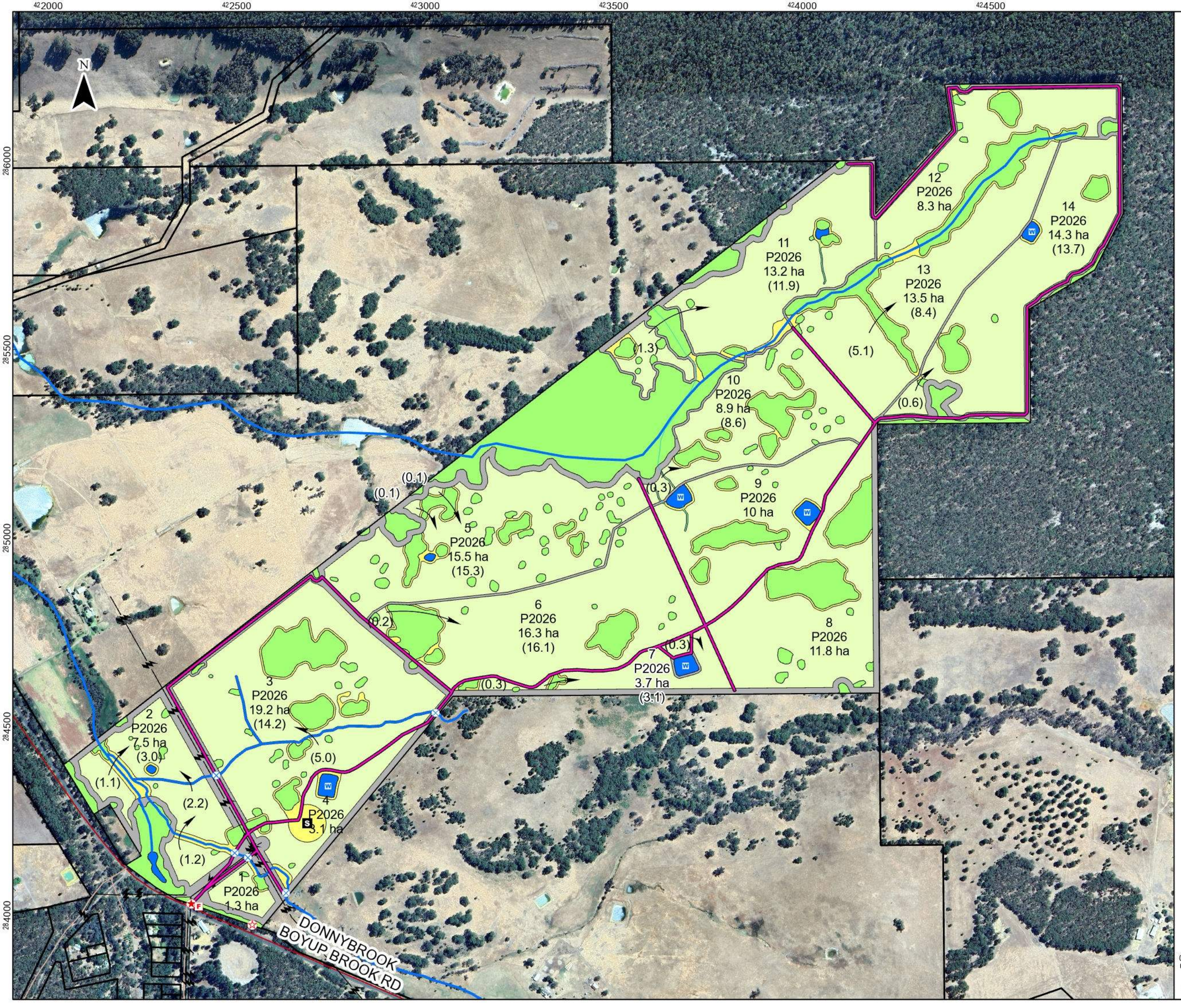
- Main Access (EMP)
- Access Gate
- Fire Map Tube
- House
- Shed
- No Access
- Crossing
- Tank
- Waterpoint - Reliable
- Powerline
- Track
- Drain
- Stream
- P. radiata (proposed planting)
- Buffer/ Non Plantable
- Firebreak
- Retained Veg
- Dam/Soak
- Wet/Non Plantable
- Indigenous Heritage Site

Location



1:9 000 @ A3

DATE: November 2025



FORESTRY

NOGGERUP PLANTATION Emergency Access and Egress Roads

Details

Lot 3711 on P201646 and Lot 3134 on P140738

SHIRE: Donnybrook-Balingup

LAND OWNER: Cultura Australia Pty Ltd

FIREBREAKS: External 15m
Internal 6m

ACCESS: Donnybrook- Boyup Brook Rd

Area Report

P. radiata P2026.....146.7 ha

TOTAL AREA.....146.7 ha

Legend

- Main Access (EMP)
- Access Gate
- Fire Map Tube
- House
- Shed
- No Access
- Crossing
- Waterpoint - Reliable
- Emergency Access/Egress
- Powerline
- Track
- Drain
- Stream
- P. radiata (proposed planting)
- Buffer/ Non Plantable
- Firebreak
- Retained Veg
- Dam/Soak
- Wet/Non Plantable

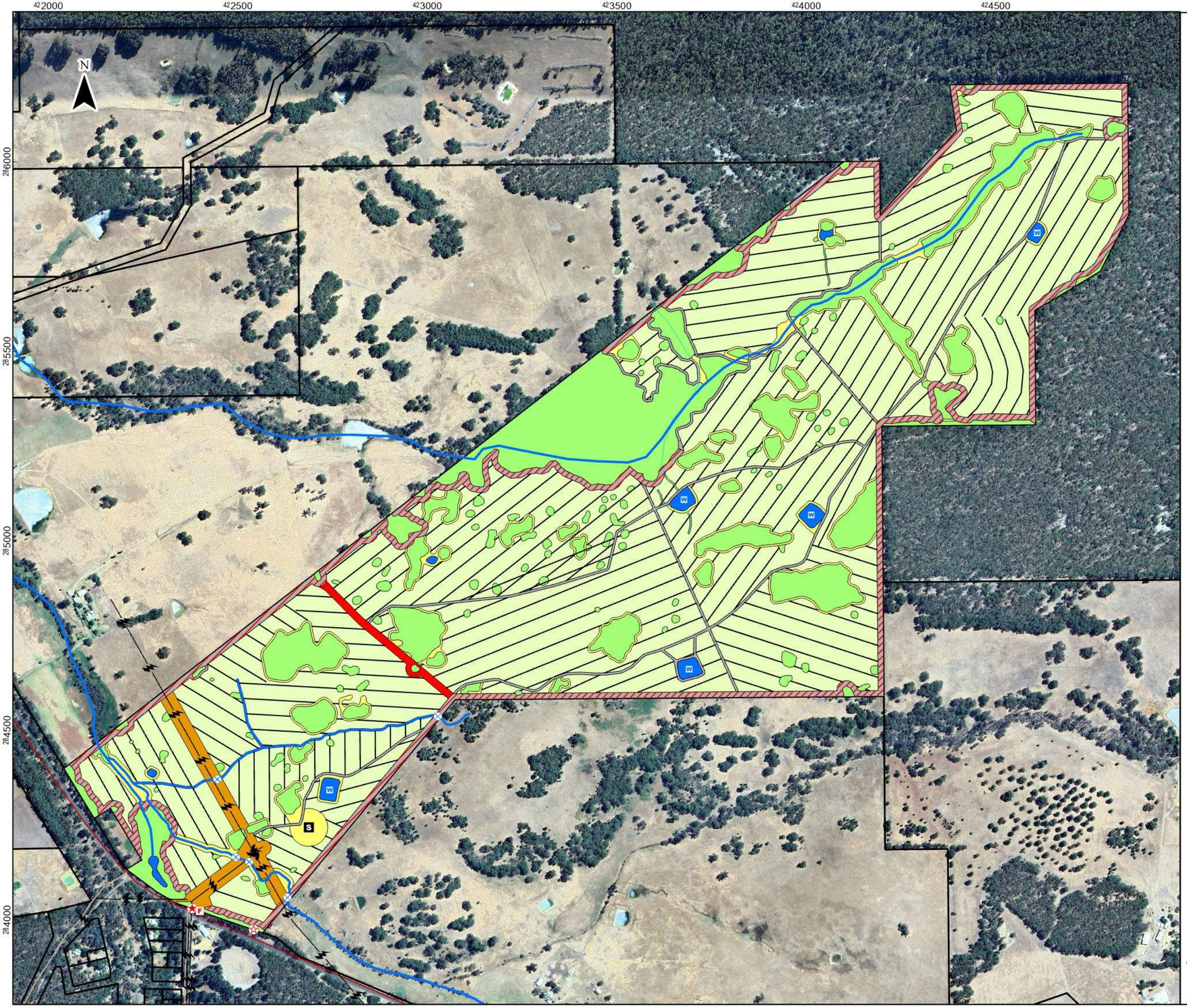
Location



0 100 200 300 400 500 600
Meters

1:9 000 @ A3

DATE: November 2025



FORESTRY

NOGGERUP PLANTATION
Plantation Design Plan

Details

Lot 3711 on P201646 and Lot 3134 on P140738
SHIRE: Donnybrook-Balingup
LAND OWNER: Cultura Australia Pty Ltd
FIREBREAKS: External 15m
Internal 6m
ACCESS: Donnybrook-Boyup Brook Rd

Area Report

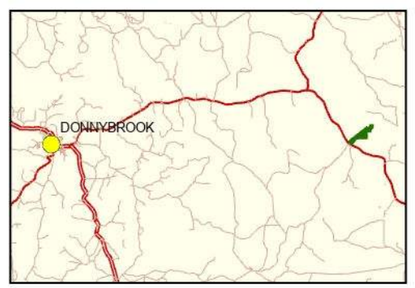
P. radiata P2026.....146.7 ha

TOTAL AREA.....146.7 ha

Legend

- Main Access (EMP)
- Access Gate
- Fire Map Tube
- House
- Shed
- No Access
- Crossing
- Waterpoint - Reliable
- Row Direction (4.0m spacing)
- Powerline
- Track
- Drain
- Stream
- P. radiata (proposed planting)
- Buffer/ Non Plantable
- Firebreak 6m Internal
- Firebreak 15m External
- Firebreak 20m Internal
- Firebreak Powerline 20m offset
- Retained Veg
- Dam/Soak
- Wet/Non Plantable

Location



1:9 000 @ A3

DATE: November 2025

421500 422000 422500 423000 423500 424000 424500 425000 425500 426000

287000 286500 286000 285500 285000 284500 284000 283500 283000

N

FORESTRY

NOGGERUP PLANTATION

Land Use

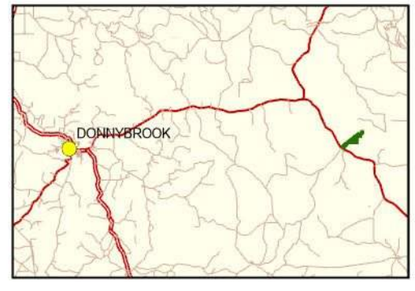
Details

Lot 3711 on P201646 and Lot 3134 on P140738
SHIRE: Donnybrook-Balingup
LAND OWNER: Cultura Australia Pty Ltd

Legend

- D Dwelling
- S Shed
- Noggerup
- General Grazing
- Town Site
- Forested
- Softwood Plantation
- Softwood Plantation
- Cadastre
- Indigenous Heritage Site

Location



0 200 400 600 800
Meters

1:15 000 @ A3

DATE: November 2025

Source: Esri, Maxar, Earthstar Geographics, and the GIS User Community

Delta Forestry Operation Restrictions during Fire Danger Period

Region	Operation	Forecast Fire Danger Ratings (Fire Behaviour Index)				
		<12 No rating	12-23 Moderate	24-49 High	50-99 Extreme	>=100 Catastrophic
Blackwood Capes Southern Forests Stirling West	All operations within the managed estate.	No restrictions required.		The fire risk of all operations should be considered in the regions. Managers should consider ceasing operations by 1500 hours or ealier if the Fire Behaviour Index is expected to be >=40. **Operations can continue beyond 1200 hrs where local weather conditions are recorded and considered satisfactory.**	No Total Fire Ban in place, operations cease 1200 hours. Operations suspended for all 24hrs of the Total Fire Ban. No approval will be given to return to work until after the Total Fire Ban is over. **Operations can continue beyond 1200 hrs where local weather conditions are recorded and considered satisfactory by the Forest Manager in consultation with the Duty Officer.**	**No operations will be authorised the day of the Total Fire Ban without the direct approval of the Forest Manager in consultation with the Duty Officer.** This includes patrolling activities. The location of fire crews and control equipment to be given careful consideration.

All operations subject to declared harvest and vehicle movement bans.

Department of **Planning, Lands and Heritage**

GOVERNMENT OF WESTERN AUSTRALIA

Addressee's ref:	CAS-112784-R9K9B0
Our ref:	ADV-10010831
file no:	A00009-26
Enquiries:	Isabella Tanti, 6551 9013

Ms Gabriella Hayward
Shire of Donnybrook-Balingup
Via email to: gabriella.hayward@donnybrook.wa.gov.au

Dear Ms Hayward,

ABORIGINAL HERITAGE COMMENT – DEVELOPMENT APPROVAL P25071 - NOGGERUP

Thank you for your enquiry dated 12 January 2026 regarding the proposed development of a pine plantation located Lot 3711 and Lot 3734 (3543) Donnybrook-Boyup Brook Road, Noggerup.

A review of the Register of Places and Objects (Register) concludes that the proposed activity area intersects with the boundary of Registered Aboriginal site Preston River (ID 19795).

Therefore, based on the current information held by the Department, approval under the *Aboriginal Heritage Act 1972* (AHA) is required for any works within the boundary of the above site that may impact or harm Aboriginal heritage. More information about approvals can be found at Aboriginal Heritage Approvals.

Please note, because this development application facilitates future development of the land, future works proponents must seek advice from DPLH before commencing any physical work on the land.

The proposed activity area may not have been comprehensively surveyed, so there may be unrecorded Aboriginal heritage in the area. The AHA protects all Aboriginal sites in Western Australia, regardless of their presence on the Register or not. Should a person become aware of unreported Aboriginal heritage while undertaking an activity or project, they are required to report it to the Department.

The public Aboriginal Cultural Heritage Inquiry System (ACHIS) is updated as new information about Aboriginal heritage is recorded. The Department recommends regularly checking ACHIS in case any new information is reported within the proposed activity area. Search tips and user guides can be accessed at Find Aboriginal cultural heritage in WA. Further information can be found at Aboriginal Heritage Act in Western Australia.

140 William Street Perth WA 6000 | Locked Bag 2506 Perth WA 6001 | (08) 6551 8002
info@dplh.wa.gov.au | www.dplh.wa.gov.au
ABN 68 565 723 484

Department of **Planning, Lands and Heritage**

GOVERNMENT OF WESTERN AUSTRALIA

Should you have any queries regarding this advice please contact Isabella Tanti, Project Support Officer, at Isabella.Tanti@dplh.wa.gov.au or on 6551 9013. For all other enquiries, please lodge an advice request through the ACHknowledge Portal.

[redacted]

[redacted]

[redacted] Tanti
Project Support Officer
Heritage and Property Services

27 February 2026

Department of
Primary Industries and Regional Development
GOVERNMENT OF WESTERN AUSTRALIA

Your reference: P25071
Our reference: LUP 2350
Enquiries: Leon van Wyk

Gabriella Hayward
Planning Officer
Shire of Donnybrook-Balingup
PO Box 94
DONNYBROOK WA 6239
gabriella.hayward@donnybrook.wa.gov.au

12 February 2026

Dear Gabriella

COMMENT: Notice of application for development approval P25071 - Lot 3711 and Lot 3734 (3543) Donnybrook-Boyup Brook Road, Noggerup

Thank you for the opportunity to comment on the proposed development of a Plantation at Lot 3711 and Lot 3734 Donnybrook-Boyup Brook Road, Noggerup.

The Department of Primary Industries and Regional Development (DPIRD) does not object to the proposed Pine Plantation at the abovementioned lots.

If you have any queries regarding the comments, please contact Leon van Wyk at (08) 9780 6171 or leon.vanwyk@dpird.wa.gov.au.

Yours sincerely

[redacted]
Anya Lam
Director Agriculture Resource Management and Assessment
Fisheries and Sustainability

1 Nash St, East Perth WA 6000
Telephone 08 9368 3383 landuse.planning@dpird.wa.gov.au
dpird.wa.gov.au
ABN: 18 951 343 745

GOVERNMENT OF WESTERN AUSTRALIA

Department of **Biodiversity, Conservation and Attractions**

PARKS AND WILDLIFE SERVICE

Your ref: P25071
Our ref: PRS 55251 2023/003114
Enquiries: Tracy Teede
Phone: 9725 4300
Email: swlanduseplanning@dbca.wa.gov.au

Chief Executive Officer
Shire of Donnybrook-Balingup
PO Box 94
DONNYBROOK WA 6239

ATTENTION: Gabriella Hayward

PROPOSED PINE PLANTATION –
LOTS 3711 & 3734 DONNYBROOK-BOYUP BROOK ROAD NOGGERUP

I refer to your email dated 9 January 2026 forwarding a development application for the Department of Biodiversity, Conservation and Attractions' (DBCA) Parks and Wildlife Service comment.

Parks and Wildlife Service's South-West Region provide the following advice in relation to the Department's responsibilities under the *Conservation and Land Management Act 1984* and the *Biodiversity and Conservation Act 2016* (BC Act).

Advice to Shire
Lot 3734, and a portion of the Lot 3711 boundaries, ajoin the Preston National Park, which is managed by DBCA. There should be no direct or indirect impacts, including surface water run-off, drainage, erosion, pollution and/or weed spread from the proposed pine plantation to the adjacent national park.

Vegetation clearing
Lots 3734 and 3711 contain vegetation considered suitable habitat for black cockatoos and western ringtail possums (WRP) which are listed as a threatened species under the BC Act. Other species of conservation significance likely to be within the area include the quenda, south-western brush-tailed phascogale and quoll.

If clearing of native vegetation is required, the proponent should be aware of their obligations and approval requirements under section 40 of the BC Act, which requires Ministerial authorisation to take or disturb threatened species. DBCA recommends that when vegetation clearing or pruning is required, the proponent should seek advice from DBCA's Species and Communities branch at speciesandcommunities@dbca.wa.gov.au prior to clearing works, in relation of section 40 authorisation requirements.

If vegetation clearing is required, the proponent should seek advice from the Department of Water and Environmental Regulation (DWER) in relation to clearing permit requirements.

Forest Management Plan
The Forestry *Forest Management Plan* (undated) (FOMP) Section 8 – Standard Prescriptions table – refers to the maintenance of external fencing. The proponent should liaise with the DBCA Wellington District Manager (wellington@dbca.wa.gov.au) prior to any fencing construction works being undertaken to check whether there are any DBCA requirements.

FOMP Section 10 Silviculture and Management Regime – Management Schedule table - Monitoring refers to monitoring weekly and at least quarterly thereafter for weeds, pests and other activities. The FOMP Monitoring table also refers to wildling control being undertaken as required. DCBA recommends that wildling monitoring and management be undertaken adjacent to the national park boundary as often as the proposed weed and pest monitoring, to minimise the spread of pine-wildlings spreading into the national park.

Fire Management Plan

The Forestry *Fire Management Plan* (undated) (FMP) Section 7 – Internal Access - refers to piping and/or hard surfacing material being applied to watercourse crossover points. DBCA recommends the proponent seek advice from DWER regarding permits to *Interfere with the Bed or Banks of a Watercourse* **,** prior to any development near watercourses.

FMP Section 8 – Plantation Species and Design – includes a table indicating plantation design setbacks with a 15-metre setback to lot boundaries being proposed. DBCA's preference is for a 20-metre lot boundary setback between planted areas and the adjacent national park to minimise pine wilding and weed spread into the national park and an increased fire management buffer between the plantation and DBCA-managed land.

FMP Section 8 Plantation Species and Design table refers to a 6-metre minimum setback to retained remnant vegetation. The FMP *Noggerup Plantation Development Application* map (Plantation map) depicts the location of buffers between native vegetation and planted areas. DBCA recommends that the buffer to retained native vegetation be outside the tree crown drip zone, consisting of suitable demarcation materials to protect the retained native vegetation and tree roots, from accidental vehicle damage and soil compaction..

FMP Section 13 Fire Contact Information – the key contact information includes both DBCA Wellington and Blackwood district contact numbers. Lots 3711 and 3734 are located entirely within the DBCA Wellington district and it is recommended that the Blackwood district contact details are removed.

FMP Section 18 Fuel Reduction Considerations – refers to fuel reduction in the form of prescribed burning. DBCA recommends the proponent liaise with the DBCA Wellington district prior to any proposed prescribed burning program being undertaken to minimise potential fire spread to the adjacent national park.

FMP Section 19 refers to harvest debris being treated or removed. Harvest debris heaping or burning of vegetated debris should be located a sufficient distance from the National Park to protect the DBCA-managed bushland from the spread of weeds, scorch or initiation of bushfire. The proponent should liaise with the DBCA Wellington District regarding the location of heaps and fire protection measures in areas adjacent to the national park.

Phythophthora Dieback Disease

The adjacent national park is a gazetted Disease Risk Area (DRA). A DRA is managed to ensure that there is minimal risk from activities that may introduce or spread *Phytophthora* dieback. It is important that any development works within Lots 3711 and 3734 do not significantly increase the potential for the spread of dieback to the adjacent national park. DBCA recommends the proposal be subject to dieback management measures to minimise the threat of disease spread to the adjacent national park.

Thank you for the opportunity to comment on this application. Please contact Tracy Teede at the Parks and Wildlife Service South-West Region office on 9725 4300 if you have any queries regarding this advice.

Yours sincerely



Aminya [redacted]
Regional Manager

20 February 2026

From: South West Region Planning Services <swrplanning@mainroads.wa.gov.au>
Sent: Wednesday, 25 February 2026 7:02 AM
To: Gabriella Hayward
Subject: Reply [PLR#0226-0007] Development Application - P25071 - Pine Plantation - Lot 3711 & 3734 (3543) Donnybrook-Boyup Brook Road, Noggerup

OFFICIAL

Hi Gabriella,

I refer to your email of 9 January 2026 and advise that Main Roads does not support the proposed plantation, given that vehicle sight lines are substandard at the existing access location, as discussed below.

Existing sight distances from the crossover to the west are approx. 150m, which is well below the recommended RAV Guideline of 250 metres.

It is recommended that an alternative crossover be investigated which meets the above sight line requirement and that a revised access proposal be submitted for consideration.

If you have any queries, please contact Kerry Jones on 9724 5661

Regards,

South West Region Planning Services
Tel: +97245600



Main Roads acknowledges the traditional custodians throughout Western Australia and their continuing connection to the land, waters and community. We pay our respects to all members of the Aboriginal communities and their cultures; and to Elders both past and present.

From: Cathy Hunter <cathy.hunter@mainroads.wa.gov.au>
Sent: Friday, 9 January 2026 12:57 PM
To: Craig Browne <craig.browne@mainroads.wa.gov.au>; Maricarmen Perez Rivas <maricarmen.perezrivas@mainroads.wa.gov.au>; Kerry Jones <kerry.jones@mainroads.wa.gov.au>
Subject: CM: [PLR#0226-0007] Development Application - P25071 - Pine Plantation - Lot 3711 & 3734 (3543) Donnybrook-Boyup Brook Road, Noggerup - Due 20.02.2026

OFFICIAL

For your action

From: Pinfold, Daniel <Daniel.Pinfold@pta.wa.gov.au>
Sent: Tuesday, 3 February 2026 2:15 PM
To: SM planning
Cc: Gabriella Hayward
Subject: PTA Response - Request for agency comment - Development Application - P25071 - Lot 3711 and Lot 3734 (3543) Donnybrook-Boyup Brook Road, Noggerup

Some people who received this message don't often get email from daniel.pinfold@pta.wa.gov.au. Learn why this is important

OFFICIAL

Hi Gabriella,

Re: Request for agency comment - Development Application - P25071 - Lot 3711 and Lot 3734 (3543) Donnybrook-Boyup Brook Road, Noggerup

Thank you for your email dated 09/01/2026, the Public Transport Authority (PTA) appreciates the opportunity to respond to this application and have the following conditions and advice.

Conditions

1. Six months prior to harvesting activities, a Timber Harvesting Plan is to be submitted and reviewed by the Public Transport Authority.

Advice

a. The Timber Harvesting Plan should include information regarding traffic management measures in the event of the re-opening of the Donnybrook-Boyup Brook Railway.

The PTA requests a final copy of determination, to be sent to WAPCreferrals@pta.wa.gov.au

Kind regards,

Daniel Pinfold

Assistant Planner | Infrastructure Planning & Land Services

Public Transport Authority of Western Australia
Public Transport Centre, West Parade, Perth, 6000
PO Box 8125, Perth Business Centre, WA, 6849
Tel: (08) 9326 2943 Fax: (08) 9326 2000
Email: daniel.pinfold@pta.wa.gov.au | Web: www.pta.wa.gov.au



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From: Daniel Wong <daniel.wong@dwer.wa.gov.au>
Sent: Wednesday, 21 January 2026 4:30 PM
To: Gabriella Hayward
Cc: SM Shire
Subject: REQ-0002399 - P25071 - Plantation at Lot 3711 & Lot 3734 (3543) Donnybrook-Boyup Brook Road, Noggerup

Follow Up Flag: Follow up
Flag Status: Flagged

OFFICIAL

21st January 2026
Our Reference: REQ-0002399
Your Reference: P25071
To: Shire of Donnybrook-Balingup
From: Department of Water and Environmental Regulation
Attention: Gabriella Hayward

Dear Gabriella,

RE: Proposed Pine Plantation at Lot 3711 & Lot 3734 (3543) Donnybrook-Boyup Brook Road, Noggerup

Thank you for providing the above proposal for the Department of Water and Environmental Regulation (Department) to consider.

This proposal is to establish 147 hectares of pine (*Pinus radiata*) at the above property (see Screenshots 1 & 2 below).

As provided in the referral documentation, to support this proposal, the '*Forest Management Plan'* and '*Fire Management Plan'* have been prepared.

The Department has identified that the proposal has the potential for impact on the environment and water resource values management. Key issues and recommendations are provided below, and these matters should be addressed:

- **Issue 1**: Native vegetation
- **Advice 1**: An advice note be included that the clearing of native vegetation is subject to the *Environmental Protection Act 1986* (EP Act), and in the event any clearing of native vegetation is proposed, to contact the Department's Native Vegetation Regulation section by email admin.nvp@dwer.wa.gov.au or by telephone 6364 7098 to determine if a clearing permit is required under the EP Act
- **Discussion 1:** The Department notes that based on the information provided, this proposal avoids the clearing of native vegetation by locating the planation outside of

the remnant stands (Screenshot 2). In the unlikely event there is to be any clearing of native vegetation, the following is advised:

- Under section 51C of the Environmental Protection Act 1986 (EP Act), clearing of native vegetation is an offence unless:
  - it is undertaken under the authority of a clearing permit,
  - it is done after the person has received notice under Section 51DA(5) that a clearing permit is not required,
  - the clearing is subject to an exemption.
- Exemptions for clearing that are a requirement of written law, or authorised under certain statutory processes, are contained in Schedule 6 of the EP Act. Exemptions for low impact routine land management practices **outside** of environmentally sensitive areas (ESAs) are contained in the 'Environmental Protection (Clearing of Native Vegetation) Regulations 2004' (the Clearing Regulations).

- **Issue 2:** Waterway protection
- **Advice 2**: The proponent is advised to:
  - abide by the *Code of Practice for Timber Plantations in Western Australia* (FIFWA 2014) to the satisfaction of the Shire with the following commitments:
    - Machinery should not enter the waterways or their foreshore areas
    - To maintain a minimum 6 meter non-planted buffer to the edge of the waterway, as measured separately for **each** bank of the waterway[1]:
      - outwards from **either** the outer edge of wetland vegetation,
      - the two- to three- year average recurrence interval floodway **or**
      - the high water mark/bankfull level (**if** there is no riparian vegetation)
    - Risk mitigation measures to protect the waterway be detailed for the operations/harvesting, and design and construction of the creek crossings as per Sections 4.3 and 4.5.1.7 of the Code of Practice (Screenshot 3 & 4)
    - Pine wildlings are controlled within remnant vegetation areas over the life of the plantation
    - Use of chemicals, such as herbicides and pesticides, and other pest control methods in plantation operations will be in accordance with State policies, procedures and approved usage
  - contact DWER's Bunbury water licensing branch on 9726411 for a 'band and banks' permit under the RIWI Act in the event there is any interference with the bed and banks of the watercourse – such as for the creek crossings
- **Discussion 2:** The proponent has stated that "the buffers and setbacks set out in in our Plan are designed to minimise the risk of any potential offsite movement, especially to

the local waterways" , but the *Forest Management Plan* lacks detail on how the waterways are to be protected from the site operations. The use of herbicides and pesticides can adversely affect water quality, as rainfall can carry chemical residues into the waterway via sheet flow in large storm events. Heavy machinery can negatively impact waterways and their riparian zones resulting in ground disturbance, erosion, and sediment mobilisation. There is little detail provided regarding waterway crossings (Screenshot 2). As such, the above is advised, consistent with the *Code of Practices* for *Timber Plantations in Western Australia*. The Department also notes that the watercourses on the subject lots are shown on our GIS to be proclaimed under the *Rights in Water and Irrigation Act 1914* (RIWI Act) – Preston River and Tributaries

- [1] as per *'Operational policy 4.3: Identifying and establishing waterways foreshore areas'* (by the then DoW, now DWER, Sept 2012)

- **Issue 3**: Aboriginal heritage site
- **Advice 3**: The proponent is advised to consult the Department of Planning, Lands and Heritage (DPLH) in regards to the Aboriginal heritage site (Blackwood River)
- **Discussion 3**: DWER notes there is an aboriginal heritage site over the waterway as shown in Screenshot 2

The Department has no objection to this proposal.

In the event there are modifications to the proposal that may have implications on aspects of environment and/or water management, the Department should be notified to enable the implications to be assessed.

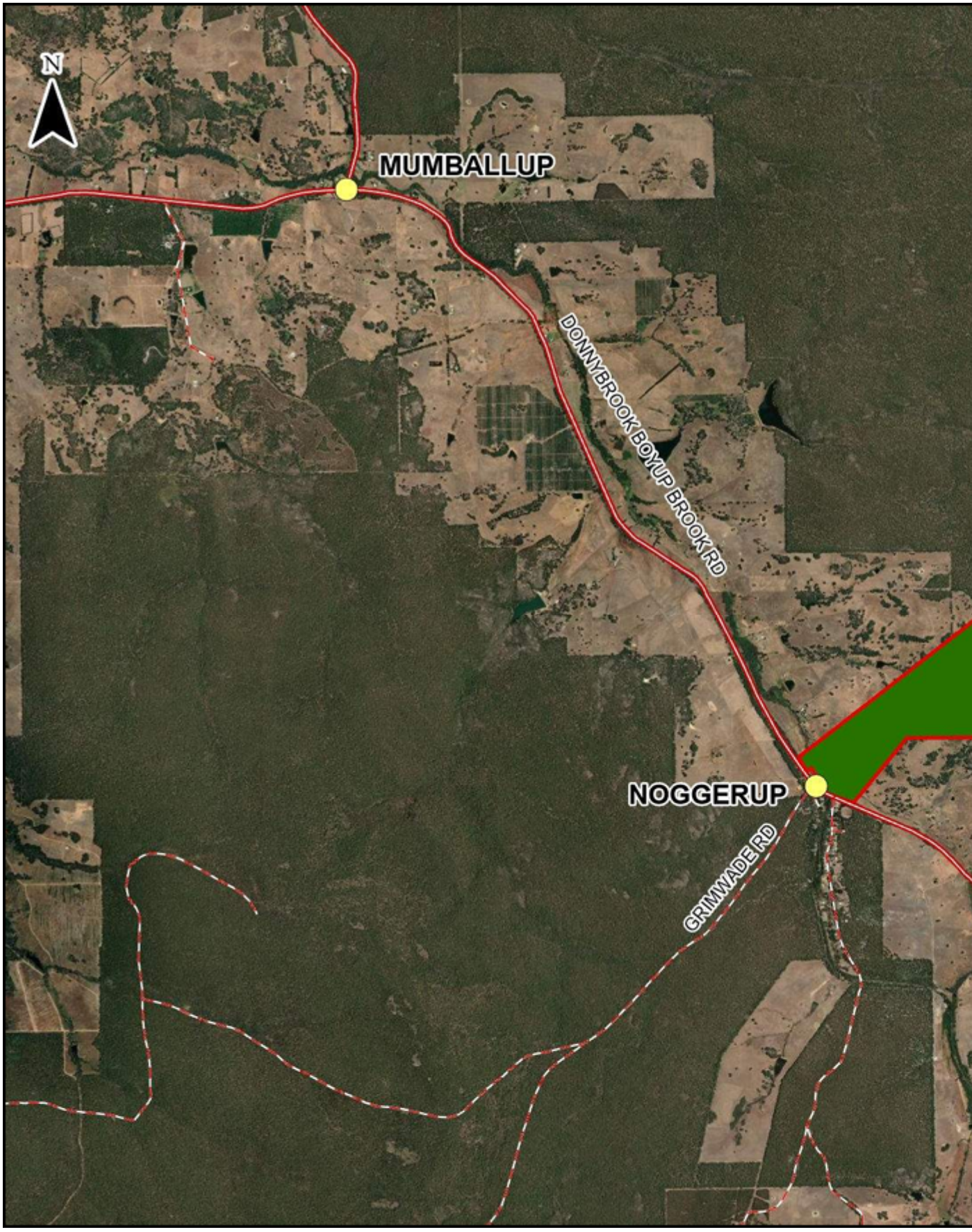
Should you require any further information on the comments please contact the undersigned.

Thank you.

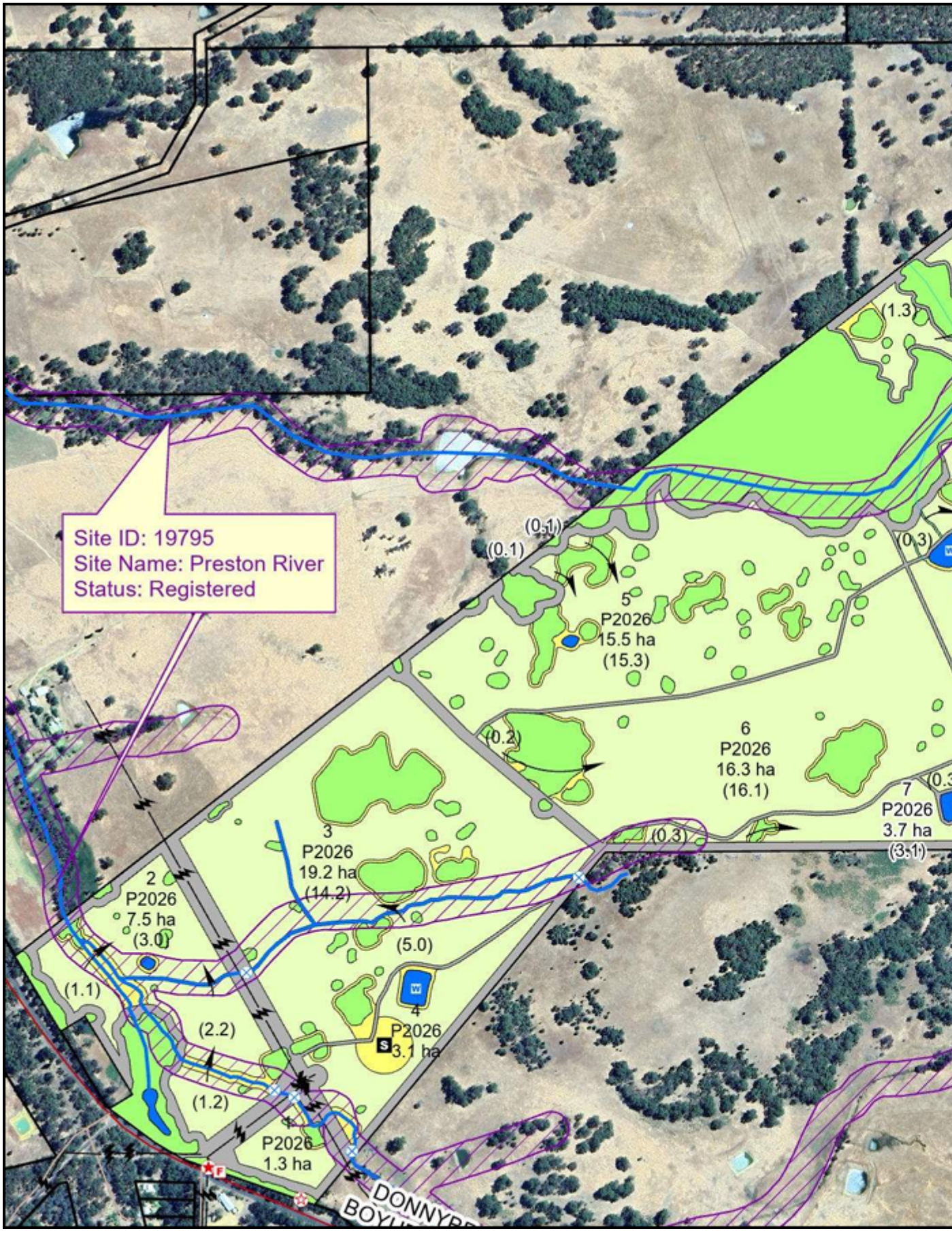
Yours sincerely,

Daniel Wong
Environmental Officer
Department of Water and Environmental Regulation
Planning Advice South West Region

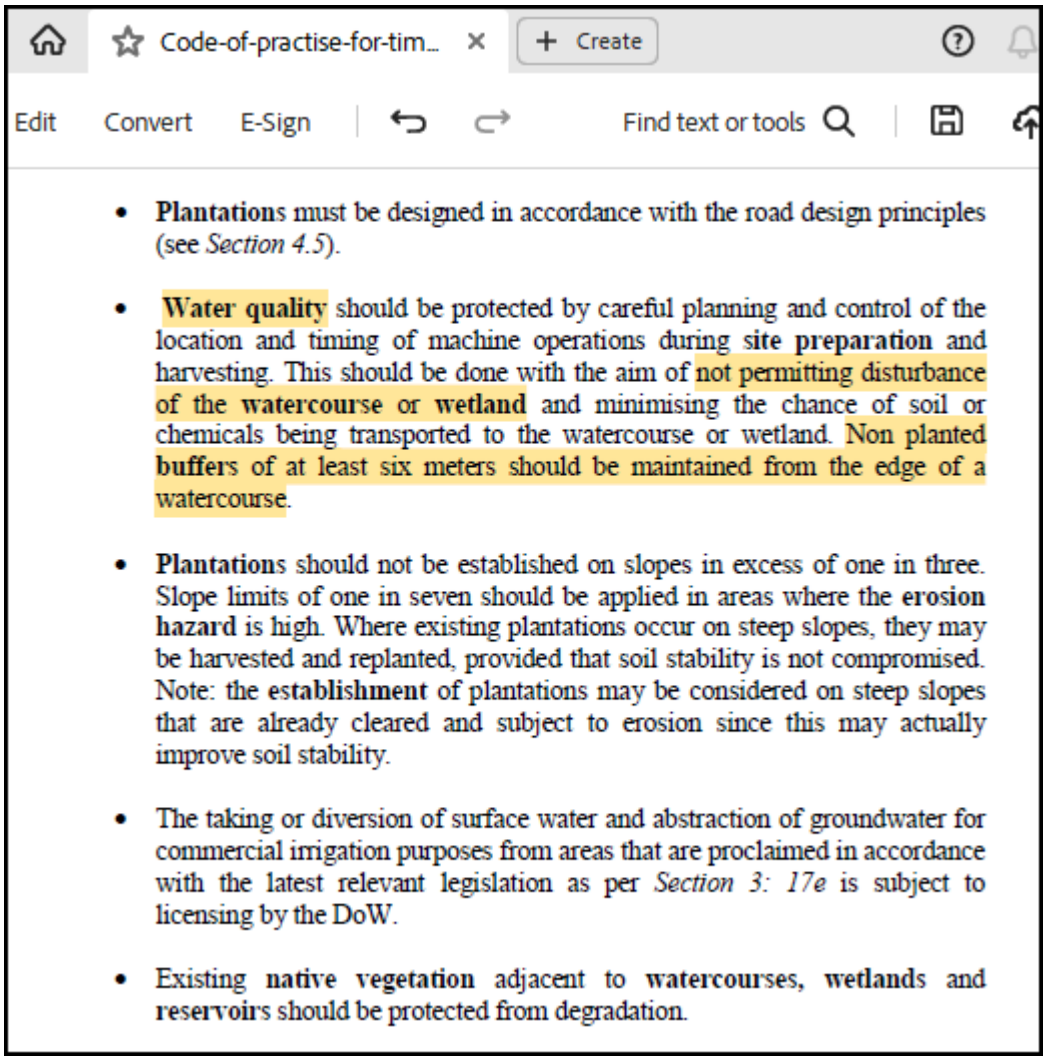
Email: daniel.wong@dwer.wa.gov.au
Phone: 08 9726 4113
Fax: 08 9726 4100
Postal: PO Box 261, Bunbury, WA 6231
Location: 35-39 McCombe Road, Bunbury, WA 6230



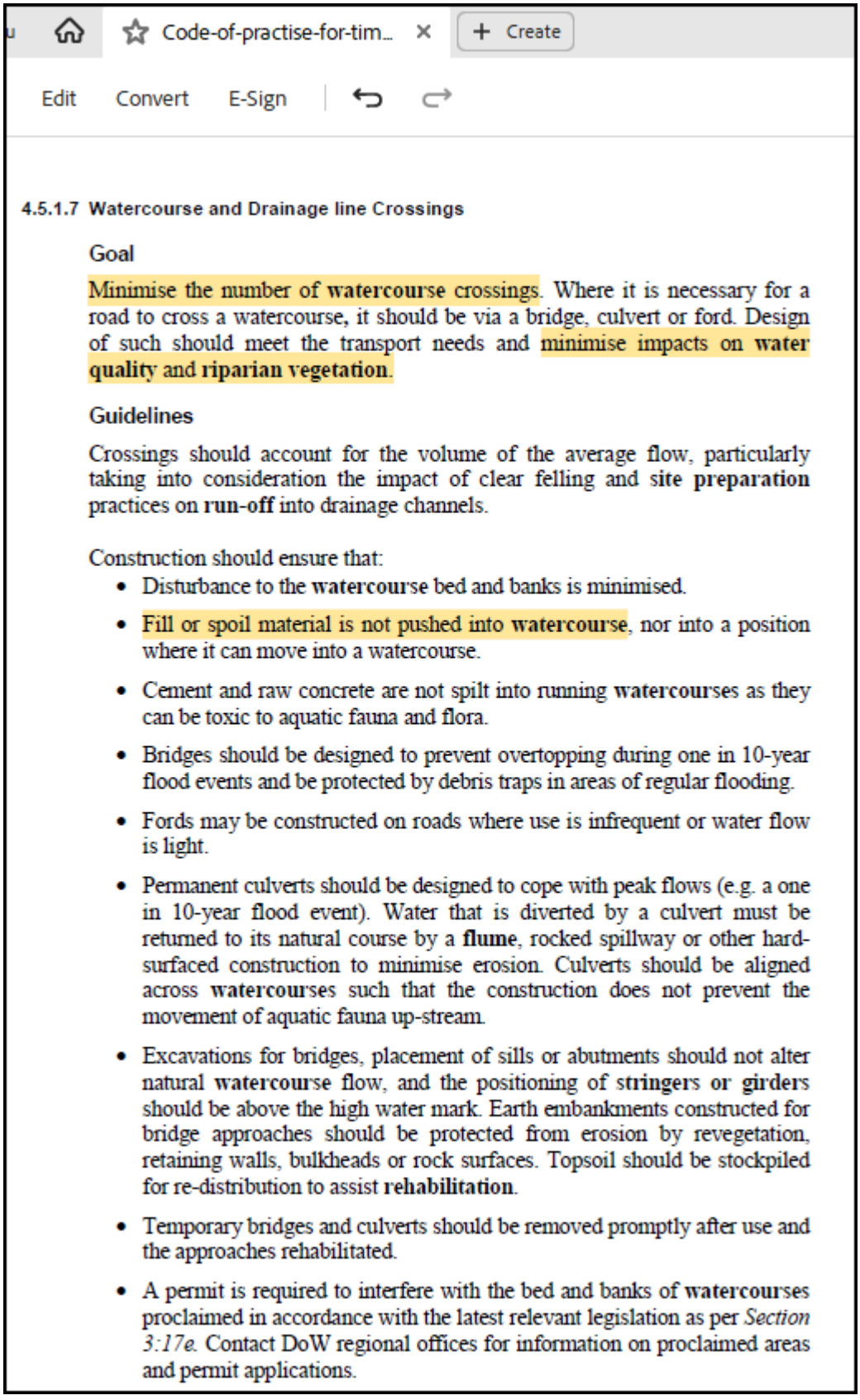
Screenshot 1: Location map



Screenshot 2: Plantation details and waterway crossings



Screenshot 3



Screenshot 4

The Department of Water and Environmental Regulation acknowledges the Traditional Owners of the lands on which we live and work throughout Western Australia and we pay our respects to Elders past and present. The Department recognises the practice of intergenerational care for Country and its relevance to our work and working with the

community. The Department continues to move forward with a shared commitment to protect and conserve Country for our future generations.

Disclaimer: This e-mail is confidential to the addressee and is the view of the writer, not necessarily that of the Department of Water and Environmental Regulation, which accepts no responsibility for the contents. If you are not the addressee, please notify the Department by return e-mail and delete the message from your system; you must not disclose or use the information contained in this email in any way. No warranty is made that this material is free from computer viruses.

Government of Western Australia
Department of Fire & Emergency Services

DFES
Department of Fire & Emergency Services

Our Ref: 2026/0538
Your Ref: P25071

Gabriella Hayward
Shire of Donnybrook Balingup
gabriella.hayward@donnybrook.wa.gov.au

Dear Ms Hayward

LOT 3711 AND LOT 3734 DONNYBROOK-BOYUP BROOK ROAD, NOGGERUP – PROPOSED PINE PLANTATION - DEVELOPMENT APPLICATION

I refer to your email dated 9 January 2026 regarding the submission of a Forest Management Plan and a Fire Management Plan (FMP), prepared by Cultura Australia Pty Ltd, for the above proposed development.

This advice relates only to the *FESA Guidelines for Plantation Fire Protection 2011* (Plantation Guidelines), as well as DFES' role and responsibilities as Hazard Management Agency for Fire in Western Australia.

It is the responsibility of the proponent to ensure the proposal complies with relevant planning and building requirements. This advice does not exempt the applicant/proponent from obtaining approvals that apply to the proposal including planning, building, environmental health or any other approvals required by a relevant authority under written laws.

Assessment

- DFES acknowledge that the development application seeks approval for the establishment of a *P. radiata* softwood plantation and the Shire is seeking comments of the technical details relating to bushfire.
- The plantation is partially located within an area designated as bushfire prone.
- The plantation is considered to involve an intensification of land use due to the change in use, presence of onsite workers and maturity of vegetation over long timeframes.
- Further clarification is required within the FMP as outlined in our assessment below.

Assessment against the *Guidelines for Plantation Fire Protection 2011*

A FMP should adequately address all management responsibilities for the plantation and elements raised in section 3 of the Plantation Guidelines.

[redacted]

Element	Assessment
Fire Management Plans	**3(b) - Local Fire Agency contact** It is recommended that this section be placed at the beginning of the FMP to ensure quick and easy access in the event of an emergency.
Fire Management Plans	**3(g), (h), (i) – Maps** Where feasible, a georeferenced map of the site should be included in the FMP to enable emergency services to readily identify the precise location of the property, access points, water supply points, assembly areas and other critical infrastructure. The inclusion of a QR code linking to the map is also recommended.
Plantation Fire Protection Specifications	**4.2 - Fire Breaks and Access** There appears to be an opportunity to provide more than one access and egress point to a public road. As the development site is located partially within a bushfire prone area, DFES recommends that an additional access and egress point to the public road be provided to support bushfire management and emergency evacuation and response.
Plantation Fire Protection Specifications	**4.3 - Water Supplies** The FMP states that the property has five reliable water points with a combined estimated capacity of 3,000 kilolitres, which are labelled with 'W' on the plantation map. In addition, there are two water tanks at the rear of the existing shed with a combined capacity of 25,000 litres. The FMP further states that in the event the water point becomes unreliable, a 50,000 litre tank with 50 millimetre and 80 millimetre camlock fittings will be installed for firefighting purpose. It is noted that the definition of 'reliable' has not been provided. The use of a dam as a water source would not be supported as 'reliable' unless the proposal is accompanied by a hydrology report which demonstrates that the water level would be maintained above the highest fire brigade suction points in perpetuity. In the absence of such a hydrology report, DFES recommends that the proposed 50,000 litre firefighting water tank be required to provide a permanently available water supply for initial use during fire response.

Recommendation

In light of the above assessment of the proposed plantation in context of the submitted FMP, it is recommended that the FMP be modified to demonstrate compliance with the Plantation Guidelines, namely the requirements relating to the following elements:

- Fire Management Plans; and
- Plantation Fire Protection Specifications.

As per section 9.2 of the *Planning for Bushfire Guidelines*, could the Shire please advise DFES' Office of Bushfire Risk Assessment (OBRM) at obrm@dfes.wa.gov.au if it approves the plantation as it will be considered in the next revision of the Map of Bush Fire Prone Areas.

I hope the above assessment and comments assist the Shire in its determination of the proposal. If you have any queries or require further information, please do not hesitate to contact Senior Land Use Planning Officer – Sean He on telephone number 9395 9702.

Yours sincerely

[redacted]

DESMOND ABEL
DIRECTOR LAND USE PLANNING

27 February 2026

cc: cecilia.muller@donnybrook.wa.gov.au

Cecilia Muller

From: [redacted]
Sent: Wednesday, 4 March 2026 11:02 AM
To: Cecilia Muller
Cc: Gabriella Hayward; Michelle Dennis
Subject: RE: RE: P25071 - Lot 3711 and Lot 3734 (3543) Donnybrook-Boyup Brook Road, Noggerup - Proposal Pine Plantation - Noggerup - DFES Response

DFES Ref: 2026/0538

Dear Ms Muller

Thank you for your email dated 3 March 2026 seeking DFES' further comments on the abovementioned development application.

DFES' advice in letter dated 27 February 2026 has considered both *State Planning Policy 3.7 Bushfire* (SPP 3.7) and the *FESA Guidelines for Plantation Fire Protection 2011* (Plantation Guidelines).

As the development application does not involve habitable buildings, it appears that the application of SPP 3.7 is not triggered, in accordance with section 4 of and the Figure in SPP3.7. If the Shire believes that SPP 3.7 should apply, then a Bushfire Management Plan should be provided to address SPP 3.7, in accordance with policy measure 7.1 ii.

DFES' assessment comments on the proposal against the Plantation Guidelines have been included in our response letter. An additional public road access and greater certainty on permanent firefighting water supply have been recommended for the Shire's consideration.

On the basis of the above, DFES has no further comments to add in this instance.

Please feel free to call me on 9395 9702 if you have further queries.

Kind Regards

Sean He
Senior Land Use Planning Officer | Land Use Planning

Department of Fire and Emergency Services
Cockburn Emergency Services Complex | 20 Stockton Bend, Cockburn Central WA 6164
T: 08 9395 9702 / **E:** **advice@dfes.wa.gov.au** / **W:** **dfes.wa.gov.au**

GOVERNMENT OF WESTERN AUSTRALIA | DFES Department of Fire & Emergency Services | FOR A SAFER STATE

From: Cecilia Muller <cecilia.muller@donnybrook.wa.gov.au>
Sent: Tuesday, 3 March 2026 16:41 PM
To: DFES Land Use Planning <advice@dfes.wa.gov.au>
Cc: Gabriella Hayward <gabriella.hayward@donnybrook.wa.gov.au>; Michelle Dennis <michelle.dennis@donnybrook.wa.gov.au>

From: [redacted]
Sent: Tuesday, 3 February 2026 7:18 AM
To: SM planning
Subject: Regarding development approval for P25071

To whom it concerns!!!
Firstly we did not receive any notification from the shire, a pamphlet was dropped in our letter box from a concerned resident.
And when we rang the shire on 30/1/2026 just got the run around and told out to lunch and someone will ring you back, which we are still waiting on. Pretty poor management regarding that we only have until the 4/2/2026 to dispute the above.
We strongly dispute the proposal.

#water management
We all rely on boar water, we are lucky to get 3 months of winter rain and rely on the boar for the other 9.
“Pine trees rely on deep soil moisture “ thus impacting human life sustained by our ground water.

#fire management
We have one - one lane bitumen street(Macquarie) that services most of Noggerup townsite. If a fire got into the town it would all go up, we already have native bush on 3 sides of the town, the main road is the only escape route
A fire can and does jump , the breaks and main road will not stop spot fires from spreading.

3 years ago their was a fire in the national park- 9kms from us, we had large chunks of burnt bark falling in our yard for 3 days and numerous emergency alerts.
Look back at what happened to Dwellingup and Yarloop.

#erosion
The winds whip through the valley here, it would cause havoc blowing topsoil , dust and sand everywhere and potentially causing breathing issues, while trying to establish themselves, which can take years.

Again we strongly object to this plantation going ahead
[redacted]

From: [redacted]
Sent: Thursday, 5 February 2026 5:37 PM
To: SM planning
Subject: Concerns over aplication #P25071

> You don't often get email from [redacted]

As a long time resident of Noggerup townsite and [redacted] I have very serious concerns of the increased risk of catastrophic bushfire impacting the town should the proposed pine plantation be allowed. This proposal represents a high fuel corridor linking Mumbalup state forest with the town centre. I have seen how much heat can be generated in a pine plantation fire and it is truly terrifying. Noggerup may be zoned general agriculture but the townsite has grown significantly over the last 30 years. For the many families that live here the risk of fire is very real and our volunteer fire brigade has worked hard to reduce hazards around the town. Macquarie Street/ Hundley Road is a dead end so a fire impacting the town from this direction would be particularly dangerous as it would cut off any escape route. I urge the shire to consider these points and block this proposal. There are much better sites.

Yours Sincerely

[redacted]

Sent from my Galaxy

From: [redacted]
Sent: Saturday, 7 February 2026 9:45 PM
To: SM planning
Subject: Objection to Proposed Pine Plantation – Noggerup Forest Management Plan

You don't often get email from [redacted]

Dear Shire of Donnybrook–Balingup Councillors,

I am writing to formally object to the proposed Pinus radiata plantation development at 3543 Donnybrook–Boyup Brook Road, Noggerup, based on concerns arising from the submitted Forest and Fire Management planning documentation.

My concerns relate primarily to community fire risk, environmental protection, and the adequacy of risk mitigation measures outlined in the management plan.

1. Increased regional fire risk and creation of a fuel corridor
The Fire Management Plan acknowledges that the plantation would create a fuel bridge between northern and southern national park areas surrounding the townsite. This is a significant regional bushfire risk, particularly given the location adjacent to a rural residential community. While fuel reduction buffers and firebreaks are proposed, these measures do not eliminate the fundamental landscape-scale risk created by connecting large fuel loads across the district.

2. Limited emergency response timeframe and access constraints
The plan states that response resources may take up to 30 minutes to reach the property. In high fire danger conditions, fire behaviour can escalate rapidly, and this response timeframe may be insufficient to prevent spread toward the townsite or surrounding native vegetation. Additionally, the plantation design itself acknowledges that rip and mound establishment methods create internal access barriers for firefighting vehicles, meaning responders may be forced to rely solely on perimeter access rather than rapid internal attack.

3. Inadequate environmental protection buffers for waterways
The proposed minimum setback from watercourses is only 6 metres. Given the presence of degraded watercourses and the known sensitivity of waterways to sediment, chemical runoff, and disturbance, this buffer appears insufficient for long-term protection. This is particularly concerning given the plan's reliance on herbicide use for firebreak and fuel load maintenance.

4. Reliance on herbicides for fuel and firebreak management
The plan states that firebreaks and fuel loads will be maintained through herbicide application and mechanical treatment. Large-scale, repeated herbicide use presents potential risks to soil health, waterways, biodiversity, and nearby agricultural operations, particularly in a landscape with multiple water points and drainage lines.

5. Proximity to townsite and community assets

The plantation is located immediately adjacent to the Noggerup townsite. While the plan references defensible space and setbacks, the proximity of a high fuel softwood plantation to residential areas raises long-term safety concerns, especially under extreme or catastrophic fire weather conditions.

6. Biodiversity impacts despite stated conservation intentions
While the plan suggests biodiversity outcomes may improve, it also confirms the presence of threatened species within the broader landscape. Converting grazing land and remnant vegetation mosaic into a dense pine monoculture risks habitat simplification and increased fire severity risk to native fauna.

Given these concerns, I respectfully request that Council:

- Require independent review of regional fire behaviour modelling for this proposal
- Reassess environmental buffer distances, particularly around waterways
- Require full disclosure and assessment of chemical use and runoff risk
- Consider cumulative landscape fire risk rather than site-only mitigation measures
- Undertake deeper community consultation given the proximity to Noggerup townsite

I urge Council to apply the precautionary principle when considering this proposal, given the potential long-term risks to community safety, environmental health, and regional fire behaviour.

Thank you for considering this submission.

Kind regards,
[redacted]

From: [redacted]
Sent: Thursday, 19 February 2026 4:10 PM
To: Gabriella Hayward
Subject: Proposed pine plantation-application No. P25071

Follow Up Flag: Follow up
Flag Status: Flagged

You don't often get email from [redacted]

CONCERNS FROM A VOLUNTEER FIRE FIGHT[redacted]

Hi Gabriella, Can I preface my concerns regarding the proposed pine plantation at Noggerup with the following background information:-
I have lived in the area at my property [redacted]
The comments in this submission are my own personal views as an experienced Volunteer Fire fighter. They do not represent nor seek to represent a Brigade position on this plantation proposal.

CONCERNS

1. **Increased fire risk and increased difficulty in bringing a fire under control.**

When a property is converted from open grazing pastures to dense plantation (1100 trees per hectare) the fire risk increases due to greater fuel load.

2. **Safety ..Property Access/Exit Congestion** The plantation access point opens onto a busy high- speed highway. In the event of a fire in the plantation or in farmland at either side, there is significant risk for fire fighting appliances coming into or out of the access due to the 110 kph speed limit, reduced visibility for on-coming traffic and exiting vehicles due to pines being planted up to 15 m from the road verge. In the event of a fire in this area- you would anticipate traffic congestion as residents from Macquarie Street seek to evacuate, fire appliances arriving, all mixing with general road traffic.
3. **Smoke Hazard** In the event of a major fire in the plantation there is high probability that the highway may have to be closed to traffic. This was the case several years ago when a hazard reduction burn got slightly out of control forcing the highway closure for 30 mins. Closure of the highway would significantly impact particularly the heavy haulage trucks using this highway around the clock carting grain, timber, woodchips, stock etc.
4. **Increased demands of the local volunteer bush fire Brigade** Whilst it should be acknowledged that volunteer brigades are not generally tasked with fighting plantation fires, we know from experience that wildfires have no respect for boundaries, roads, firebreaks. I have no doubt that should a fire start within the plantation our Brigade would be activated as there would be an expectation the fire would not remain within the plantation boundaries.

5. **Refill Points** It is noted that there a 5 dams withing the plantation boundary but these are all well inside the plantation boundary making access to these dams during a wildfire extremely dangerous. As a Captain I would refuse to direct my crews to any of the 5 on site dams during a plantation fire. The next nearest water source is the tank at the Noggerup Hall, however, this tank doesn't fully fill during Winter due to the gutters being rusted out.
6. **Creation Of A "Fire Bridge"** The proponent's own submission document describes a fire bridge being created from the National Park areas to the north and to the Preston National Park south of the townsite.
7. **Loss Of Safe Zone / Evacuation Point** During the early phase of the Jan 23 fire in the Preston National Park, when smoke and embers began to impact the Noggerup residents, many evacuated to the Noggerup Oval beside the hall. This is a large, mowed area easily accessible from Macquarie Street and around which the Shire regularly conducts hazard reduction burns. Having a plantation directly across the road would make this area unsuitable as a safe zone for residents to retreat to.
8. **Fire Fighting Resources / Response Times** The local B.F.B. Appliances consist of 2 light tankers which have a combined water carrying capacity of approx 1200 litres. When in wildfire suppression mode, crews are capable of pumping water for about 15 minutes before needing to be refilled. It has been identified and acknowledged at a B.F.A.C. Meeting several years ago, that there is a glaringly obvious lack of large fire fighting appliance capacity at this end of the Shire. The nearest tanker is Lowden's 3.4, with the next being Beelerup's 1.4.

When I reviewed the resources available to the plantation Manager (as per pg 12 of the proponent's 'Fire Management Plan'), this does little to ease my concerns regarding initial fire suppression due to the location of these appliances. Two of the 2300L tankers are located 1.5 - 2.0 hours from site, at Glenoran and Manjimup. Even Collie's 2300 L tanker is a minimum 30 minutes from site.
NOTE: The proponents have stated they intend to provide the local BFB with a piece of equipment - a quick fill pump with standpipe trailer.
Whilst this is a generous offer, no contact has been made with the Brigade to seek an opinion on whether this is a piece of equipment we need. As a matter of courtesy, the Brigade should have been approached on this matter.
I am also concerned that by donating a piece of rapid refill equipment to the local BFB, there would be an expectation that in the event of a plantation fire, the local brigade would be tasked with bringing this donated equipment to the fireground to establish a water point for appliances attending a plantation fire.

In Summary, my recommendations to the proponents and the Shire is that the following measures are given serious consideration and possibly made mandatory.

1. No pines to be planted in the 1.1 and 1.2 ha areas in 2P2026 and in the 1.3 ha area in 1P2026. This, coupled with the 15 metre boundary firebreak would reduce the risk of a fire front crossing the Boyup Brook Rd and impacting the Hall Evacuation Area and Macquarie St residents. This measure would also

increase visibility for all road users in the area,and in particular, vehicles entering and exiting the plantation.

2. A large capacity tank be supplied and located outside the plantation area so water can be accessed without risk of burnover for crews refilling.
3. The proponents consult with the Shire and the local BFB on ways to improve the fire fighting capabilities/resources of the local B.F.B.
4. The proponents commit to having a fire fighting appliance on site at all times.

Yours sincerely,

[redacted]

[redacted]

Comment Submission Form

Shire of Donnybrook Balingup

Notice of Application for Development Approval P25071

Application for the establishment of a Pine Plantation at Lot 3711 and Lot 3734 (3543) Donnybrook-Boyup Brook Road, Noggerup.

Your Name: [redacted]

Your Address: [redacted]

Suburb: [redacted] Postcode: [redacted]

Email: [redacted]

Phone: [redacted]

Please choose from the following your response to the application:

☐ SUPPORT ☑ OBJECT ☐ COMMENT ONLY (no other response)

Please leave your comments in the space provided below. If your require additional space, please attach separate pages and ensure you submit them together.

I strongly object, to the above proposal for a pine plantation at Lot 3711 and 3734 on Donnybrook Boyup Brook Road, Noggerup. It poses an extremely high fire risk to the town site (including [redacted] Lot 55, Bligh Street), the Noggerup Hall, the Preston National Park and the surrounding farms in the area. There are many local people who have not been informed about the proposal and would like more time to express their objections. The bushfire that swept through the Mumballup area 3 years ago is very much fresh in my mind and many of the locals. The change in wind direction was our only saving grace.

Signature: [redacted] Date: 09/02/2026

Please complete and return this submission via post, email, or in person to the Shire Administration Office.

6/02/2026

[redacted]

[redacted]

[redacted]

Dear Sir/Madam,

We are writing to you as concerned residents regarding the proposed planting of a pine plantation within the Noggerup townsite. This was recently brought to our attention by means of a flyer by another concerned resident, not by mail from the Shire.

While we understand the economic value that commercial forestry plantations can bring in some contexts, we have serious concerns about the suitability of a pine plantation so close to our community.

One of our foremost concerns is the very real risk of bushfire. As you will be aware we have experienced significant fire events within the past few years, coming so close and forcing residents to evacuate and highlighting the intensity with which fires can spread through dry landscapes. Pine plantations are known to burn intensely due to their dense growth and highly flammable needles and resins. Locating such a plantation near homes could potentially place residents at unnecessary risk, particularly given the increasing frequency of extreme weather.

Additionally, to this, looking at the proposed site, it is very close to the Hall at Noggerup, which is our evacuation point and the main exit route from the townsite should a bushfire occur.
At this stage we are opposed to the proposal in its current form. Our main concern is the minimal setbacks. We feel that the setback is by far inadequate bearing in mind that our only evacuation point is the Donnybrook -Boyup Brook road. In the event of a bushfire, this is the only safe and designated evacuation point for community residents. Therefore it is essential that this area is not impacted by the close proximity of the pine plantation, should the fire be coming from that direction. Whether the setback is 50m from the Hall or 15m from the road, we are firmly convinced that this distance is not safe enough for the residents of Noggerup.
A significantly greater setback is essential to properly protect the community.

I respectfully request that alternative options be considered. I also urge the decision makers to engage meaningfully with the community and consider the long-term environmental and social impacts before proceeding.

Thank you for taking the time to consider our concerns. I trust that the wellbeing and safety of the residents, will be given careful consideration.

Yours sincerely

[redacted]

From: [redacted]
Sent: Monday, 9 February 2026 9:59 AM
To: SM planning
Cc: SM ITsupport; Cr Vivienne MacCarthy; Cr Alex Purich; Michelle Dennis; Gabriella Hayward
Subject: Application/Proposal #P25071 - OBJECTION : Pinus Radiata Softwood Plantation in Noggerup

You don't often get email fr [redacted]

To whom it may concern,

I am writing to formally object to the proposed Noggerup pine plantation (application P25071). The applicant's Fire Management and Forest Management Plans reveal critical risks that threaten the safety, water security, and protected scenic character of the Noggerup community and the wider Preston River catchment.

1. Public Safety Hazard - Fire "fuel bridge"

The application itself highlights a key issue with using this location to establish a pine plantation:

"*The establishment of the plantation will create a fuel bridge from National Park areas to the north to National Parks areas south of the townsite (Greater Preston National Park).*"

Linking two areas of National Park to each other with highly flammable pines, with a townsite in the middle, is in direct violation of the State Planning Policy 3.7, and the Shire's duty of care. The State Planning Policy 3.7, Objective 6.1 states that any development should: *"Avoid broader landscapes that present an unacceptable bushfire risk to people, property and infrastructure."* Due to the creation of a continuous fuel path, the proposed location introduces an "*unacceptable bushfire risk*", compromising the safety of property and lives.

The State Planning Policy also states that applicants must *"Avoid the bushfire risk in the first instance, but where unavoidable, manage and/or mitigate the risk to people, property and infrastructure, to* ***ensure the risks are acceptable and appropriate to the land use and the location.****"* The establishment of a pine plantation at this site presents a risk that is neither acceptable nor appropriate for the location, as the threat far exceeds the capability of the proposed firebreaks to mitigate.

The Shire is required to prioritise the protection of human life over the commercial interests of the plantation developer. Because the only tenable egress route for Macquarie Street residents leads directly toward the proposed fuel bridge, the proposal fails to meet the safety standards required to protect life and emergency personnel.

2. Public Safety Hazard - Noggerup Hall Evacuation Point

The proposed Fire Management Plan is flawed as it fails to acknowledge Noggerup Hall as a designated Emergency Assmbly Point. Under State Planning Policy, the intensification of fuel loads adjacent to an Emergency Assembly Point is unacceptable. The proximity of the planned pine plantation renders the Hall neither defensible nor safe for the community during a fire.

3. Threat to Water Security -"Biological pumps"

Noggerup residents are dependent on groundwater bores. Planting 147 hectares of high water uptake Pinus radiata at the headwaters of the local catchment acts as a biological pump, intercepting rainfall and depleting aquifers. The applicant has not provided a Hydrological Impact Assessment to prove that this will not dry up the bores essential for our community's survival and ability to fight fires. The proposal fails to account for Hydrological Impact on fire safety. The potential lowering of the water table paired with the plantation's high fuel density greatly diminishes our capacity to fight fires. This outcome is an unacceptable risk that does not align with the Shire's duty of care.

4. Failure to Protect Scenic Views

According to the Shire's Local Planning Policy 9.3, The Shire **"**will not approve" plantations that adversely affect scenic views from the Donnybrook-Boyup Brook Road. The proposal will create a wall of pine along a designated tourist drive, blocking the rolling hills and rural character of the area by masking elevation and replacing bucolic pasture with uniform rows of non native trees. This is also in direct conflict with the Shire's Strategic Community Plan, which relies on the rural vistas of the Preston Valley to drive the local tourism economy. Also according to the plan, *"Community aspirations include… …that pine plantations are reclaimed and repurposed for agriculture."* The proposed plantation will do the opposite – destroy agriculture and rural character and replace it with bland monoculture.

If approved, the proposed plantation will create a major threat to community safety: it maximizes fire risk by creating a fire corridor aimed directly at the town while diminishing our capacity to respond due to the impact on local water resources. The placement of such a hazard adjacent to the Noggerup Hall, our primary Emergency Assembly Point, is also an unacceptable risk. We expect the Shire to fulfill its Duty of Care to its residents and refuse this proposal.

Can you please inform me when the shire will be meeting to decide on this matter, as I would like to attend.

Kind regards,

From: [redacted]
Sent: Sunday, 8 February 2026 7:55 PM
To: SM planning
Subject: Formal Objection to Proposed Pine Plantation – Lots 3711 & 3734, Donnybrook–Boyup Brook Road, Noggerup

You don't often get email from [redacted]

[redacted]

Chief Executive Officer
Shire of Donnybrook-Balingup
49 Collins Street
Donnybrook WA 6239

Dear Sir/Madam,
Re: Formal Objection to Proposed Pine Plantation – Lots 3711 and 3734 (3543) Donnybrook–Boyup Brook Road, Noggerup
I am writing as a resident and landowner in the Noggerup area to formally object to the proposed pine plantation on **Lot 3711 and Lot 3734 (3543) Donnybrook–Boyup Brook Road, Noggerup**. The subject land is located on the **Preston River**, directly opposite the Noggerup town centre, and within approximately [redacted] **of my home and farming operation**.
While I acknowledge that plantation forestry can be an appropriate rural land use in suitable locations, I submit that this **specific site is unsuitable** for a pine plantation and that the proposal is inconsistent with the planning objectives and policies of the Shire of Donnybrook-Balingup. In particular, the proposal raises serious concerns in relation to **environmental protection, bushfire risk, public safety, visual and rural amenity, and sustainable land use**.

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1. Inconsistency with Local Planning Policy LPP 9.3 – Private Tree Plantations / Agroforestry
Local Planning Policy **LPP 9.3 – Private Tree Plantations / Agroforestry** provides guidance for the assessment of plantation proposals and allows Council to refuse applications where plantations would detrimentally affect **visual landscape values, environmental assets, or surrounding land uses**.
The policy also promotes the protection of **watercourses and riparian environments**, including appropriate setbacks and the retention or enhancement of native vegetation. Given that the proposed plantation is located immediately adjacent to the **Preston River**, I am concerned that the establishment of a large-scale pine plantation at this location would

compromise water quality, riparian health, and the environmental values the policy seeks to protect.

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2. Local Planning Strategy – Townsite Protection, Visual Amenity and Fire Risk

The Shire of Donnybrook-Balingup **Local Planning Strategy** identifies plantation exclusion principles around townsites to address **visual impact and bushfire risk**, recognising that intensive tree plantations near settled areas can adversely affect community safety and amenity.

Although Noggerup is a smaller settlement, the intent of this strategy is clearly applicable. The proposed plantation would be located **directly opposite the Noggerup town centre**, on a main approach road into the town, and in close proximity to existing homes and farms. Establishing a dense pine plantation in this location would undermine the Strategy's objectives to protect townsite edges, rural living amenity, and community safety.

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3. Amenity and Rural Living Impacts

The proposal would have ongoing adverse impacts on nearby residents and landowners, including:

- **Loss of rural and scenic amenity**, with a visually dominant plantation altering the open landscape character of the Noggerup area.
- **Noise, dust, and disturbance** associated with plantation establishment, management, and harvesting operations.
- **Incompatibility with surrounding farming and rural living uses**, particularly given the proximity of the plantation to existing homes.

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4. Bushfire Risk and Emergency Management

Pine plantations are a recognised **high-fuel land use** and pose elevated bushfire risks. The proposed location raises particular concern due to:

- Proximity to homes, farms, and the Noggerup town centre
- Location along **Donnybrook–Boyup Brook Road**, which serves as an important access and evacuation route
- Increased risk of **radiant heat, ember attack, smoke impact, and falling trees** during bushfire events

These factors elevate bushfire risk beyond an individual landowner issue and into a matter of **public safety and emergency response**.

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5. Steep Topography, Erosion and Preston River Impacts

A critical issue is that the subject land is located on a **steep downhill slope that descends directly toward the Preston River**. Plantation establishment on steep slopes significantly increases the risk of:

- **Soil disturbance and erosion** during site preparation and harvesting
- **Sediment-laden and nutrient-rich runoff** during rainfall events
- Degradation of **river water quality, riparian ecosystems, and downstream environments**

Given the slope and direct drainage pathway to the river, the risk of off-site environmental harm is substantial and, in my view, unacceptable for this location.

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6. Road Safety and Main Roads Considerations

The subject lots front **Donnybrook–Boyup Brook Road**, a major regional transport route. The combination of steep topography and plantation development raises serious **road safety concerns**, including:

- Runoff, sediment, or debris entering the roadway
- Reduced driver visibility due to smoke, dust, or vegetation
- Tree fall or damage during storms or fire events
- Increased heavy vehicle movements during plantation operations

Given these risks, the proposal warrants referral to **Main Roads Western Australia** and careful consideration of public safety impacts. These matters further demonstrate that the site is unsuitable for a pine plantation.

Conclusion and Request

For the reasons outlined above, I submit that the proposed pine plantation on **Lots 3711 and 3734, Donnybrook–Boyup Brook Road, Noggerup** is inappropriate and inconsistent with the Shire's planning framework, including Local Planning Policy LPP 9.3 and the Local Planning Strategy.

I respectfully request that the Shire:

1. **Refuse approval for the proposed plantation in its current form**.
2. Ensure that **environmental protection, bushfire risk, public safety, road safety, and community amenity** are given significant weight in the assessment of this proposal.
3. Refer the proposal to **relevant authorities**, including Main Roads WA, where required.

I request written confirmation of receipt of this objection and notification of any future decisions or consultation relating to this matter.

Thank you for your consideration.

Yours sincerely,

[redacted]

This message and any attached files may contain information that is confidential and/or subject of legal privilege intended only for use by the intended recipient. If you are not the intended recipient or the person responsible for delivering the message to the intended recipient, be advised that you have received this message in error and that any dissemination, copying or use of this message or attachment is strictly forbidden, as is the disclosure of the information therein. If you have received this message in error please notify the sender immediately and delete the message.

From: [redacted] [redacted]>
Sent: Tuesday, 17 February 2026 7:49 AM
To: SM planning <planning@donnybrook.wa.gov.au>
Subject: Re application #P25071

> You don't often get email from [redacted]

To Whom it may Concern,
I am a resident of Noggerup townsite and object to the above application on the grounds of the increased fire risk the project would expose the town to.
Another concern is the proposed use of Atrazine and Hexazinone which are both well documented risks to aquatic life and groundwater contamination.
Im happy to elaborate further on these issues if required.
Regards
[redacted]

[redacted]

From: [redacted]
Sent: Monday, 9 February 2026 3:40 PM
To: SM planning
Cc: SM ITsupport; Cr Vivienne MacCarthy; Cr Alex Purich; Michelle Dennis; Gabriella Hayward
Subject: Objection to Proposal #P25071

Some people who received this message don't often get email from [redacted]
this is important

TO WHOM IT MAY CONCERN.

I am writing to object to Application/Proposal #P25071: “Establishment and harvesting of a Pinus radiata softwood plantation”.

Beyond the fire and water risks, this project doesn't actually help Noggerup. It replaces active farming that supports local jobs with a "set it and forget it" monoculture that only benefits a distant developer. Once those trees go in, the land is essentially locked away for decades, providing zero value to the people who actually live here.

The location of the proposed plantation is at the head of the Preston River. Seeds of the Pinus Radiata are known to be carried by wind and water. There is nothing stopping seeds from this invasive species of tree, floating down the river and establishing along the riparian zone of the river.

This proposal creates a massive fire corridor, threatens our water, risks an invasive species establishing down-river, and ruins the scenic character of our home. It’s just not the right fit for this location. As someone who only bought a house in Noggerup two months ago, I’m asking the Shire to do the right thing and knock this proposal back to protect the safety and future of Noggerup.

Yours faithfully

[redacted]

Comment Submission Form

Shire of Donnybrook Balingup

Notice of Application for Development Approval P25071

Application for the establishment of a Pine Plantation at Lot 3711 and Lot 3734 (3543) Donnybrook-Boyup Brook Road, Noggerup.

Your Name: [redacted]

Your Address: [redacted]

Email: [redacted]

Phone: [redacted]

Please choose from the following your response to the application:

☐ SUPPORT ☒ OBJECT ☐ COMMENT ONLY (no other response)

Please leave your comments in the space provided below. If your require additional space, please attach separate pages and ensure you submit them together.

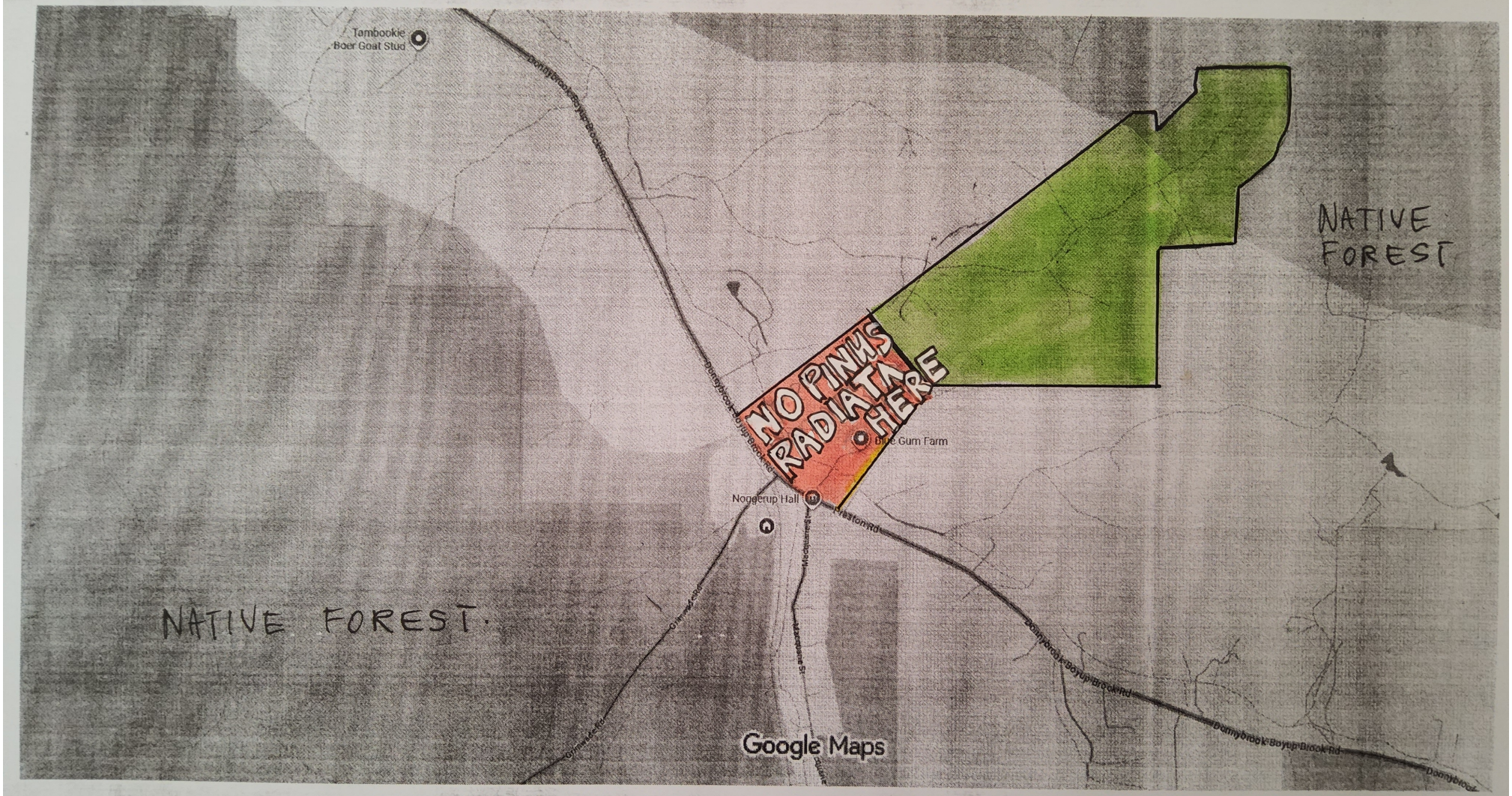
IN ITS PRESENT FORM I OBJECT TO THE PROPOSAL. A PINE PLANTATION PLANTED THIS CLOSE TO A TOWNSHIP WOULD BE DANGEROUS. THE PROPERTY COULD EASILY CHANNEL FIRES FROM THE NATIVE BUSHLAND TO THE NORTH AND NORTHEAST AND PUT THE TOWNSHIP OF NOGGERUP IN DANGER. I ALSO WORRY THAT IT COULD BLOCK LOCAL TRAFFIC AND PREVENT LOCALS FROM LEAVING THE AREA. SHOULD THERE BE AN EMERGENCY THE TANK NEXT TO THE HALL AND OUR FIRE BRIGADE VEHICLE NEED TO BE ACCESSABLE (PLUS THE HALL ITSELF!) !!! I PERSONALLY WOULD HAVE FAVOURED A COMPROMISE AND LOBBIED FOR A MUCH LARGER THAN USUAL SETBACK THAT WOULD LEAVE GRASING LAND OR A MUCH LESS FLAMABLE SPECIES GROWING ALONG THE HIGHWAY. IN THE USA PINUS RADIATA ARE CALLED GASOLINE TREES. THEY SHOULDN'T BE THIS CLOSE!

Signature: [redacted]

Date: 9TH Feb 2026

Please complete and return this submission via post, email, or in person to the Shire Administration Office.

Google Maps



Map data ©2026 Google 200 m

From: [redacted]
Sent: Saturday, 7 February 2026 9:19 PM
To: SM planning
Subject: Application number p25071: objection

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To Planning Department,

I am writing to formally express my concern and objection to the proposed Pine Plantation development in Noggerup.

I outline my concerns below.

1. Chemical Management

The Forest Management Plan lists the use of 160 mL/ha alpha-cypermethrin (Dominex) as a standard prescription under pest control. This is of significant concern given that the Preston River runs through the property and chemical runoff has the potential to reach surrounding waterways. Alpha-cypermethrin is widely recognised as highly toxic to bees and aquatic species.

In addition, the standard prescription for post-plant spraying includes the application of 11–15 L/ha hexazinone (Velpar). Hexazinone presents environmental risks due to its ability to leach into groundwater and contaminate water sources. It is also known to be toxic to aquatic life.

The standard prescription for pre-plant strip spraying includes an application rate of 5 kg/ha atrazine. Atrazine at this application rate poses significant environmental risks, primarily through runoff and spray drift. It has the potential to contaminate both surface and groundwater and cause harm to aquatic ecosystems. Scientific evidence indicates that fish can experience reproductive effects at very low concentrations, while aquatic plant communities can be damaged over time.
Non-target terrestrial and aquatic plants, amphibians, fish, small mammals, and certain bird species may also be affected through habitat disruption, impacts to food supply, or direct chemical exposure. Atrazine and its breakdown products are known to be persistent in soil and water and may remain in the environment for extended periods, potentially decades.

In summary, I object to the proposed Pine Plantation in Noggerup on the basis of chemical management risks. The Forest Management Plan presents multiple unacceptable risks to a sensitive local environment, particularly given the proximity of the Preston River to the proposed plantation area.

2. Increased Fire Risk

The establishment of a Pine Plantation directly opposite the Noggerup town hall and fire station presents an increased fire risk to residents of the Noggerup townsite. This represents an unnecessary increase in fire hazard.
In the event of a plantation fire, there is also potential to significantly impact established fire evacuation routes, particularly for residents located on Grimwade Street and Macquarie Street.

Thank you for considering this objection.

Yours sincerely,
[redacted]

From: [redacted]
Sent: Sunday, 8 February 2026 8:42 PM
To: SM planning
Subject: Formal Objection to Proposed Pine Plantation at 3543 Donnybrook–Boyup Brook Road, Noggerup

You don't often get email from [redacted]

To
Shire of Donnybrook–Balingup,

I am writing to formally object to the proposed pine plantation development at 3543 Donnybrook–Boyup Brook Road, Noggerup.

This objection is based on serious concerns regarding bushfire risk, environmental impacts, and the limited capacity for emergency response within this locality. I believe the proposal is inconsistent with community safety objectives and responsible land-use planning within the Shire of Donnybrook–Balingup.

Bushfire Risk
Pine plantations are widely recognised as posing an increased bushfire hazard due to high fuel loads, resinous vegetation, and the rapid rate at which fire can spread through dense monoculture plantings. The subject land is located within a rural area already subject to elevated bushfire risk, particularly during periods of extreme heat and high winds. Establishing a pine plantation in this location has the potential to significantly increase fire intensity and spread, placing nearby residents, properties, livestock, and road users at risk.

Environmental Impacts
Pine plantations are not native to the Noggerup area and can negatively affect local ecosystems. Potential impacts include reduced biodiversity, displacement of native flora and fauna, soil acidification, and altered surface and groundwater regimes. Large-scale monoculture plantations may also undermine the long-term environmental values of the area when compared with native vegetation retention or mixed agricultural land uses.

Emergency Access and Response Limitations
The site is accessed by rural roads that are narrow and limited in capacity. In the event of a bushfire or other emergency, access for firefighting appliances and evacuation may be constrained by road width, distance from emergency services, and limited alternative access routes. Increasing fire risk in an area with known emergency response limitations presents an unacceptable risk to public safety.

For these reasons, I respectfully request that the Shire of Donnybrook–Balingup give careful consideration to this objection and reconsider approval of the proposed development. I urge the Shire to prioritise community safety, environmental protection, and realistic emergency management outcomes in its assessment of this proposal.

Thank you for the opportunity to make this submission. I request that this objection be formally recorded and considered as part of the decision-making process.

From: [redacted]
Sent: Sunday, 8 February 2026 3:57 PM
To: SM planning
Subject: Objection to Pine Plantation Development in Noggerup

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Notice of Application for Development Approval P25071

Application for the establishment of a Pine Plantation at Lot 3711 and Lot 3734 (3543) Donnybrook – Boyup Brook Road, Noggerup.

[redacted]

[redacted]
[redacted]

[redacted]

8th February 2026

Please accept this form as a substitution for the form mailed to me on 20th Jan – Ref; P25071/A2205

OBJECTION To The Development

On behalf of my family and business I would like to object to the pine plantation development as noted above for the following reasons;-

1. Significant increase in Fire Risk to the Noggerup settlement

The Noggerup town site is surrounded by state forest that has little or no fuel management system. We also have a retired rail reserve running through the townsite that we only managed to have that cleared by AIM last year after many years of lobbying for them to do.

We live in constant fear of a repeat of the fire a few years ago that came close to over running Noggerup. Only an overnight wind shift saved the village. Even as I write this we are monitoring a fire on just started near Grimwade. Please note I am a member of the local bush fire brigade and we are working hard to reduce the bush fire danger in our area, this development will make it worse and potentially overwhelm the work we have done to date.

Hence, if this plantation goes ahead the increased fire risk would be unacceptable, the additional fuel load, particularly of a species that burns explosively as Pine does, is even more

unacceptable. I live only 100m from the DB-BB road, the plantation will be within 120m of my house. If there is a fire with even the lightest wind, we will be open to ember attack in no time.

2. Chemical Application in the plantation

I understand a range of highly toxic chemicals are used in pine plantation establishment and management. These chemicals will very likely poison the Preston River by run off, and leach into the ground hence poisoning our ground water. Both of which will seriously affect the farming in the area as well as the health and wellbeing of the residents and wildlife.

3. Reduction in water table

Pine trees originate from Scandinavian countries where their daily rainfall often surpasses the annual rainfall in the Preston Valley area. The amount of water required to establish and mature a pine plantation in the proposed location will almost certainly alter the local water table.

I have spent the past 5 years developing tourist accommodation and a small vineyard on my property, as well as veggies for the family and habitat for local fauna. This started as a hobby, but I hope the vineyard may provide some income in my retirement. Any reduction in the water table, or any compromise of the quality of the ground water will kill my vines, and worse, affect our health as we rely on a combination of rainwater and ground water for existence. There is no scheme water in Noggerup.

In summary, I respectfully request our Shire of Donnybrook and Balingup terminates this development to protect the Noggerup settlement, it's inhabitants and the fauna and flora of the area.

Kind Regards,

[redacted]

Petition to the Shire of Donnybrook-Balingup:
Request to reject pine plantation proposal at Noggerup townsite

Action petitioned for	We, the undersigned, are owners and/or residents of Noggerup townsite, concerned about the inevitable impacts the proposed pine plantation (P25071) will have on our town's safety, water security and rural aesthetic. We request the Shire reject this proposal as it is fundamentally incompatible with the location.

Printed Name	Signature	Address	Comment	Date
[redacted]	[redacted]	[redacted]		19/2
				19/2
				19/2
				19/2
				19/2
				19/2
				19/2
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				19/2.
				19/2
				19/12
				19/2/26
				19-2-26

Petition to the Shire of Donnybrook-Balingup:
Request to reject pine plantation proposal at Noggerup townsite

Action petitioned for	We, the undersigned, are owners and/or residents of Noggerup townsite, concerned about the inevitable impacts the proposed pine plantation (P25071) will have on our town's safety, water security and rural aesthetic. We request the Shire reject this proposal as it is fundamentally incompatible with the location.

Printed Name	Signature	Address	Comment	Date
[redacted]	[redacted]	[redacted]		19/2/26
				19/2/26
				19/2/26
				19/2/26
				19/2/26

P&D (LPS) REGULATIONS 2015 MATTERS FOR CONSIDERATION - (Schedule 2, Part 9, Clause 67) Development Application P25071 – Plantation Lot 3711 and Lot 3734 (3543) Donnybrook-Boyup Brook Road, Noggerup	
(2) In considering a DA application the below must be considered if applicable.	
(a) the aims and provisions of the Scheme/any other local planning scheme operating within the Scheme area	The proposed plantation is a permitted 'P' use within the General Agriculture zone under the Local Planning Scheme and is generally consistent with the intent of the zone, which supports agricultural production and associated rural land uses. During the assessment of the application, a number of submissions from the community raised concerns regarding the compatibility of the proposed plantation with the nearby rural townsite. In particular, concerns related to the potential intensification of land use and perceived risks to human health and safety associated with bushfire. These matters were referred to the applicant for consideration. In response, the proposal was amended to increase the setback of the plantation from the relevant lot boundary to 100 m, providing an increased separation distance between the plantation and nearby sensitive land uses. The applicant also provided responses to the other matters raised through the consultation process. Having considered the amended plans, the agency advice received, and the matters raised in submissions, officers consider that the proposal, in its amended form, is compatible with the objectives of the zone and consistent with the aims and provisions of the Scheme.
(b) requirements of orderly and proper planning taking into account any proposed changes to the scheme.	While the land use class *Plantation* is a permitted use within the General Agriculture zone, all aspects of the development must be considered as part of the assessment process, including any site works, traffic generation, access arrangements associated with establishing the plantation.
(c) any approved State planning policy	*State Planning Policy 2.5 – Rural Planning* provides relevant considerations under Clause 5.6 'Tree Farming' for tree plantation developments. The policy recognises that tree plantations are an appropriate land use within rural areas and may be permitted within the General Agriculture zone where they contribute to the diversification of rural economies and provide economic and environmental benefits. SPP 2.5 also acknowledges that tree plantations can create additional bushfire risks and therefore emphasises that such developments should be planned and managed to ensure they do not create an extreme or unacceptable level of bushfire risk. To address this matter, the applicant has prepared a Fire Management Plan and Forest Management Plan to support the application and demonstrate how bushfire risk associated with the plantation will be managed. The Department of Fire and Emergency Services (DFES) and Department of Biodiversity, Conservation and Attractions (DBCA) have reviewed the submitted plans and provided comments recommending several modifications. These comments are noted, and it is recommended that a condition of approval be imposed requiring the Fire Management Plan to be amended.
(d) any environmental protection policy approved under the *Environmental Protection Act 1986* section 31(d)	Any clearing of native vegetation requires a clearing permit unless the works are exempt under the *Environmental Protection Act 1986* or the associated regulations administered by the Department of Water and Environmental Regulation. Advice is provided accordingly.

P&D (LPS) REGULATIONS 2015 MATTERS FOR CONSIDERATION - (Schedule 2, Part 9, Clause 67) Development Application P25071 – Plantation Lot 3711 and Lot 3734 (3543) Donnybrook-Boyup Brook Road, Noggerup	
(2) In considering a DA application the below must be considered if applicable.	
(e) any policy of the Commission;	Not applicable.
(f) any policy of the State	Not applicable.
(fa) any local planning strategy for this Scheme endorsed by the Commission	<u>Approved 2014 Local Planning Strategy</u> The subject lot is identified as General Agriculture under the *Shire of Donnybrook–Balingup Local Planning Strategy (2014)*. Clause 5.4.1 of the Strategy outlines that, when considering development proposals within General Agriculture areas, the Shire will take into account the following matters: • Discourage land uses unrelated to agriculture from locating on agricultural land unless exceptional circumstances are demonstrated and the use can be shown to be compatible with agricultural activities to the satisfaction of the local government; • Provide adequate separation distances between potentially conflicting land uses; • Introduce management requirements that protect existing agricultural land uses; • Discourage development that may result in land or environmental degradation; and • Ensure appropriate land management and consideration of sequential land use change. The establishment of a plantation is considered an agricultural land use and is therefore consistent with the intent of the General Agriculture designation. The proposal incorporates a 100 m setback from the relevant lot boundary adjoining the rural townsite of Noggerup, located to the south of Donnybrook–Boyup Brook Road, and includes management measures to address matters such as bushfire risk and visual amenity. While the development would change the current use of the land from grazing to plantation forestry, the proposal remains consistent with the Strategy's broader objective of supporting a range of agricultural activities within rural areas. Accordingly, the plantation is considered to align with the strategic intent for rural land, which seeks to accommodate a variety of agricultural activities, including tree farming, outside of identified plantation exclusion areas. <u>Draft Local Planning Strategy</u> Under the draft Shire of Donnybrook Local Planning Strategy, the subject lot is identified as Rural. The draft Strategy includes Planning Direction 21.1, which states: "Facilitate opportunities for agroforestry, tree farming and plantations in suitable locations where bushfire risk and land use conflict can be appropriately managed."

P&D (LPS) REGULATIONS 2015 MATTERS FOR CONSIDERATION - (Schedule 2, Part 9, Clause 67) Development Application P25071 – Plantation Lot 3711 and Lot 3734 (3543) Donnybrook-Boyup Brook Road, Noggerup	
(2) In considering a DA application the below must be considered if applicable.	
	The proposal is considered broadly consistent with this direction, subject to the implementation of appropriate management measures to address access arrangements and environmental considerations.
(g) any local planning policy for the Scheme area	TPP 9.3 Private Tree Plantations/Agroforestry The Policy includes: 1. Objective: To assist Council in determining applications for private tree plantations/agroforestry within the Scheme Area. 2. Aims: • To reduce potential adverse impacts from inappropriate siting and development of private tree plantations. • To encourage the integration of private tree plantations in conjunction with traditional (e.g. grazing, cropping) rural uses. • Actively encourage agroforestry as an alternative to tree plantations in the 'Intensive Farming' and 'General Farming Scenic' zones. • To actively encourage private tree plantations/agroforestry in areas subject to land degradation, including remediating areas subject to salinity, waterlogging and high levels of chemical contamination, where there is a clear natural resource management benefit. • To encourage the establishment of permanent tree, cover on steep slopes and along watercourses. • To encourage the preparation of management plans for harvesting of private tree plantations/agroforestry. <u>*Planning Officer response*</u> *The amended plantation proposal incorporates a 100 m setback from the southern boundary of the application site and is therefore considered to appropriately satisfy Policy Provision 4.3, which states that no plantation shall be established within 100 m of any existing dwelling on an adjoining property, also allowing a sufficient setback from the nearest dwelling in Noggerup. The site is not located within a designated Plantation Exclusion Area. While the property is situated along an identified tourist route, it is not located within the Road Protection Special Control Area (SCA7). In addition, the plantation will be visually buffered by existing vegetation along the river corridor. Planting is proposed only on the opposite side of the river, which will provide a natural visual screen and assist in minimising potential visual impacts on surrounding properties and road users.* 4. Policy Measures: 4.1 General a Council will not approve plantations that will, in Council's opinion, adversely affect existing scenic views from the following major tourist routes: • South Western Highway

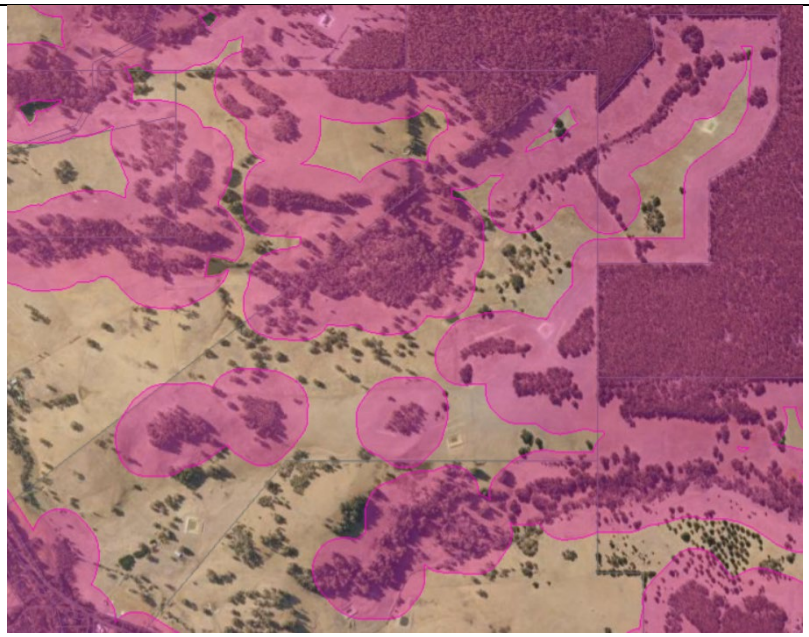
P&D (LPS) REGULATIONS 2015 MATTERS FOR CONSIDERATION - (Schedule 2, Part 9, Clause 67) Development Application P25071 – Plantation Lot 3711 and Lot 3734 (3543) Donnybrook-Boyup Brook Road, Noggerup	
(2) In considering a DA application the below must be considered if applicable.	
	• Donnybrook-Boyup Brook Road • Balingup-Nannup Road b Existing plantations on State Forest and private property, within the delineated areas around Donnybrook and Balingup will have a continuing use right but if they are established strict fire control and prevention measures must be taken. <u>*Planning Officer response*</u> *Visual amenity has already been addressed as noted above.* 4.2 Road Infrastructure and Impacts a as part of an application seeking approval for a plantation/agroforestry, the applicant will be required to outline the preferred route/s for future harvesting. b Should an application for a plantation/agroforestry be conditionally approved, Council will require the submission of detailed Timber Harvesting Plan at least 6 months prior to proposed harvesting. c The Council, in conjunction with relevant agencies will consider whether the proposed access to/from the application site and the proposed haulage route/s are suitable and safe. d Where the Council considers the existing road infrastructure is not adequate to service the future harvest, the applicant operator will be required to make suitable and safe access arrangements. e Prior to harvesting the applicant shall provide a road maintenance bond at a rate of $0.50/tonne. Such a bond shall be retained by the Shire for the purpose of road maintenance. The Shire will recover the bond, or part of the bond, as appropriate, including administrative costs, of completing or rectifying the road. <u>*Planning Officer response*</u> *Prior to any harvesting of the timber resource, a Timber and Silviculture Harvesting Plan must be prepared and submitted to the Shire for separate assessment and approval. Donnybrook–Boyup Brook Road, being under the control of Main Roads WA, has been identified as having safety concerns due to limited sight distances, and Main Roads WA has requested that the site access be relocated further west. Approval will be conditioned to require the access relocation prior to planting. The Timber and Silviculture Harvesting Plan will form a condition of approval and will be subject to detailed assessment by the Shire. It will also be referred to relevant internal departments and external agencies, including Main Roads WA and the Public Transport Authority (PTA). Advice from these agencies will guide any further road upgrades or traffic management measures required at the time of harvesting and silviculture works.* 4.3 Fire Risk and Management a as part of the planning application, Council will require the applicant to submit an appropriate Fire Management Plan in accordance with

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(2) In considering a DA application the below must be considered if applicable.	
	Council and Fire & Emergency Services Authority requirements for plantations. b Firebreaks not less than 10 metres in width immediately around the perimeter of the tree plantation area. c Not less than 6 metres in width in such positions that no part or compartment of a plantation shall exceed 28 ha in area. d Where 10 metre breaks are required in accordance with this section of Council's Fire Break Order, pruning of overhang shall be carried out up to a height of five (5) metres above the firebreak (ground level). e in addition to breaks specified, plantations traversed by Western Power transmission lines have additional obligations under the Electricity Act. f No plantation shall be allowed within 100m of any existing dwelling on any adjoining property, or within a 50m radius from any dwelling on the plantation site. <u>*Planning Officer response*</u> *The applicant has submitted a Fire Management Plan and Forest Management Plan, which outline measures including proposed compartment sizes and firebreaks intended to manage bushfire risk and ensure compliance with relevant policy requirements. These plans were referred to the Department of Fire and Emergency Services (DFES) for review, and DFES provided comments requiring certain amendments. The applicant will be required to update the plans to address the DFES comments to the satisfaction of the Shire prior to implementation. The applicant has also confirmed that the existing dwelling located on the front lot will be demolished. As a result, a 100 m setback around this structure is not required, as it will not remain as a habitable building.* 4.4 Water Quantity and Quality a Where it is proposed to develop a plantation on a property that contains a perennial or non-perennial watercourse the Council may seek advice from the Department of Water and Environment Regulation to assist in determining the application. <u>*Planning Officer response*</u> *The Forest Management Plan includes 6m setbacks to the waterways on the property. The proposal was referred to the Department of Water and Environmental Regulation and their recommendations are incorporated into the approval as conditions and advice.* 4.5 Visual Impact a The Council seeks to carefully consider planning applications for agroforestry/tree plantations on properties which adjoin or are near major tourist routes identified in clause 4.1 of this policy. b The Council's assessment of visual impact is primarily concerned when viewed from the designated major tourist routes.

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(2) In considering a DA application the below must be considered if applicable.	
	c The Council may refuse applications where they detrimentally impact on the visual landscape values of the locality. <u>*Planning Officer response*</u> *Visual impact has already been addressed.* 4.6 Natural Resource Management a In establishing a tree plantation, no native vegetation shall be removed from any land for the purpose of being replaced by plantation species. Native vegetation includes individual trees which have been retained on rural land. b For the purposes of tree preservation, the protection of remnant vegetation and to maintain water quality, ecological values of waterways and to prevent erosion, Council will require that plantations be setback a distance of 6 metres from watercourses and 6 metres from stands of remnant vegetation greater than 1 hectare in area in addition to the firebreak. c The Council encourages the retention and regeneration of riparian vegetation where appropriate, replanting areas adjacent to watercourses with local indigenous vegetation. This is in order to promote better overall natural resource management practices that will maintain and improve ecosystem function and water quality. <u>*Planning Officer response*</u> *The Forest Management Plan includes 6m setbacks to protect existing native vegetation areas and 6m setbacks around existing dams on the property.* 5. Implementation Council will assess all applications based on all relevant information and advice in accordance with this policy and LPS7. It is expected that all agroforestry and tree plantation applications, when approved, will be implemented under the principle of sustainable land management based on endorsed Best Management Practice/Code of Practice documents and natural resource management targets for key land, water and biodiversity areas. Additionally, any approved application, if implemented, shall be carried out in full compliance with any conditions imposed with that planning approval. <u>*Planning Officer response*</u> *The proposal has been assessed against LPS7 requirements and is required to be developed in accordance with the conditions of approval. The proposed plantation is considered to generally comply with the Policy Measures.*
(h) any structure plan or local development plan that relates to the development	Not applicable.

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(2) In considering a DA application the below must be considered if applicable.	
(i) any report of the review of the local planning scheme that has been published	Not applicable.
(j) in the case of land reserved under this Scheme, the objectives for the reserve and the additional and permitted uses identified in this Scheme for the reserve	Not applicable.
(k) the built heritage conservation of any place that is of cultural significance;	Not applicable.
(l) the effect of the proposal on the cultural heritage significance of the area in which the development is located	Portions of the lot along the river and creek lines have been identified as areas of Aboriginal Cultural Heritage significance (refer to the pink hatching in the image below). The construction of firebreaks, access tracks, or other site works within these areas may impact heritage values and would require separate approval under the relevant legislation. It is recommended that works within these areas be avoided wherever possible. Where avoidance is not feasible, the applicant must ensure that all necessary approvals are obtained prior to the commencement of any works. The applicant has been provided with relevant advice regarding these requirements. 
(m) the compatibility of the development with its setting, including:	
(i) the compatibility of the development with the desired future character of its setting	The proposal, in its amended form, is considered compatible with the character and range of rural activities anticipated within the General Agriculture zone of the Shire. The establishment of the plantation, subject to the recommended conditions, is not expected to have an adverse impact on the surrounding rural landscape.

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(2) In considering a DA application the below must be considered if applicable.	
(ii) the relationship of the development to development on adjoining land or on other land in the locality including, but not limited to, the likely effect of the height, bulk, scale, orientation and appearance of the development	The proposal will alter the appearance of the property from open pasture area to a pine plantation.
(n) the amenity of the locality including	
(i) environmental impacts of the development	The plantation is not expected to result in any adverse environmental impacts, as conditions and advice are recommended to address the concerns raised by the Department of Water and Environmental Regulation (DWER) and the Department of Biodiversity, Conservation and Attractions (DBCA), refer to the Consultation section of the Council report.
(ii) the character of the locality	The proposal is considered compatible with the existing rural character of the locality within the Shire.
(iii) social impacts of the development	The proposal is not expected to generate any adverse social impacts on the surrounding community.
(o) likely effect of the development on the natural environment or water resources and any means that are proposed to protect or to mitigate their impact	Planting works will maintain a minimum 6 m setback from any watercourse or drain, thereby reducing the risk of adverse effects. A condition has been included to ensure compliance with this requirement.
(p) whether adequate provision has been made for the landscaping of the land to which the application relates and whether any trees or other vegetation on the land should be preserved	Based on the information provided by the applicant, existing native vegetation on the site will be retained. No additional landscaping is considered necessary.
(q) the suitability of the land for the development taking into account the possible risk of flooding, tidal inundation, subsidence, landslip, bush fire, soil erosion, land degradation or any other risk	Parts of the property have been designated as bushfire prone, as mapped by the Department of Fire and Emergency Services (DFES) (see image below). These areas primarily occur along the lot boundaries adjoining State Forest and areas of existing native vegetation on the site and surrounding properties. As the plantation vegetation matures, it is anticipated that the entire property may be reclassified as bushfire prone. The applicant has submitted a Fire Management Plan and Forest Management Plan, which outline measures to manage and mitigate these fire risks. These plans have been reviewed by DFES and will be updated as necessary to ensure compliance with DFES recommendations.

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(2) In considering a DA application the below must be considered if applicable.	
	
(r) the suitability of the land for the development taking into account the possible risk to human health or safety	No other risks have been identified in relation to the proposal, aside from the bushfire risk, which has already been addressed through the submitted Fire Management Plan and Forest Management Plan and associated mitigation measures.
(s) the adequacy of:	
(i) the proposed means of access to and egress from the site	Donnybrook–Boyup Brook Road, under the control of Main Roads WA, has been identified as having safety concerns due to limited sight distances. Main Roads WA has requested that the site access be relocated further west. Approval will be conditioned to require this access relocation prior to planting.
(ii) arrangements for the loading, unloading, manoeuvring and parking of vehicles	All loading, manoeuvring and parking of vehicles will occur within the property.
(t) amount of traffic likely to be generated by the development, particularly in relation to the capacity of the road system in the locality and the probable effect on traffic flow and safety	Vehicle movements during the plantation's initial planting and establishment phases are typical of standard agricultural operations, including tractors, trucks, and utility vehicles. However, due to the current access limitations, Main Roads WA has required that the access be relocated further west. During the harvesting phase, truck traffic will increase. Operators are required to submit a Timber and Silviculture Harvesting Plan at least 18 months prior to harvesting for Shire approval. This plan will enable the Shire, in consultation with Main Roads WA and the Public Transport Authority (PTA), to ensure that the local road network can safely accommodate the additional traffic and implement any required traffic management measures. A condition of approval has been included to ensure compliance with these requirements.
(u) the availability and adequacy for the development of the following:	
(i) public transport services	Not required.

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(2) In considering a DA application the below must be considered if applicable.	
(ii) public utility services	Not required.
(iii) storage, management and collection of waste;	Not applicable.
(iv) access for pedestrians and cyclists (including end of trip storage, toilet and shower facilities)	Not applicable.
(v) access by older people and people with disability;	Not applicable.
(v) potential loss of any community service or benefit resulting from the development other than potential loss that may result from economic competition between new and existing businesses	No loss identified.
(w) history of the site where the development is to be located	It appears that the property has been used in recent years for grazing activities.
(x) the impact of the development on the community as a whole notwithstanding the impact of the development on particular individuals	No impact identified.
(y) any submissions received on the application;	See Consultation section of the Council report.
(za) the comments or submissions received from any authority consulted	See Consultation section of the Council report.
(zb) any other planning consideration the local government considers appropriate	Not applicable.

Schedule of Submissions

P25071- A2205 – Lot 3711 & Lot 3734 Donnybrook Boyup Brook Rd, Noggerup – Pine Plantation

<table>
<tr><th colspan="2">Agency Submissions</th><th>Applicant Comments</th></tr>
<tr><td>DFES</td><td>This advice relates only to the FESA Guidelines for Plantation Fire Protection 2011 (Plantation Guidelines), as well as DFES' role and responsibilities as Hazard Management Agency for Fire in Western Australia. It is the responsibility of the proponent to ensure the proposal complies with relevant planning and building requirements. This advice does not exempt the applicant/proponent from obtaining approvals that apply to the proposal including planning, building, environmental health or any other approvals required by a relevant authority under written laws.
Assessment
• DFES acknowledge that the development application seeks approval for the establishment of a P. radiata softwood plantation and the Shire is seeking comments of the technical details relating to bushfire.
• The plantation is partially located within an area designated as bushfire prone.
• The plantation is considered to involve an intensification of land use due to the change in use, presence of onsite workers and maturity of vegetation over long timeframes.
• Further clarification is required within the FMP as outlined in our assessment below.

Assessment against the Guidelines for Plantation Fire Protection 2011
A FMP Plan should adequately address all management responsibilities for the plantation and elements raised in section 3 of the Plantation Guidelines.

<table><tr><td>Fire Management Plans</td><td>3(b) - Local Fire Agency contact
It is recommended that this section be placed at the beginning of the FMP to ensure quick and easy access in the event of an emergency.</td></tr><tr><td>Fire Management Plans</td><td>3(g), (h), (i) – Maps</td></tr></table></td><td>As a P-permitted use, and when there are no works proposed, just usual broadacre cropping techniques, it is unclear why a DA is required, including relative to the SCA7 which is concerned with signs and buildings.

Regardless, this application has been prepared with regards to the DFES Guidelines for Plantation Fire Protection 2011 (the Guidelines), as well as the Code of Practice for Timber Plantations in Western Australia (the Code).

The layout of the Management Plans follows the Guidelines, which are DFES Guidelines. In the event of an emergency, it is the single page Fire Management Plan which includes contact details, not the more cumbersome and multiple page Management Plan report, that will be provided accessible on site in the red tubes for quick action.

Given this, it is not purposeful to emergency response to move fire contact details to the front of the Fire Management Plan that sits in the Shire Offices. The suggestion of</td></tr>
</table>

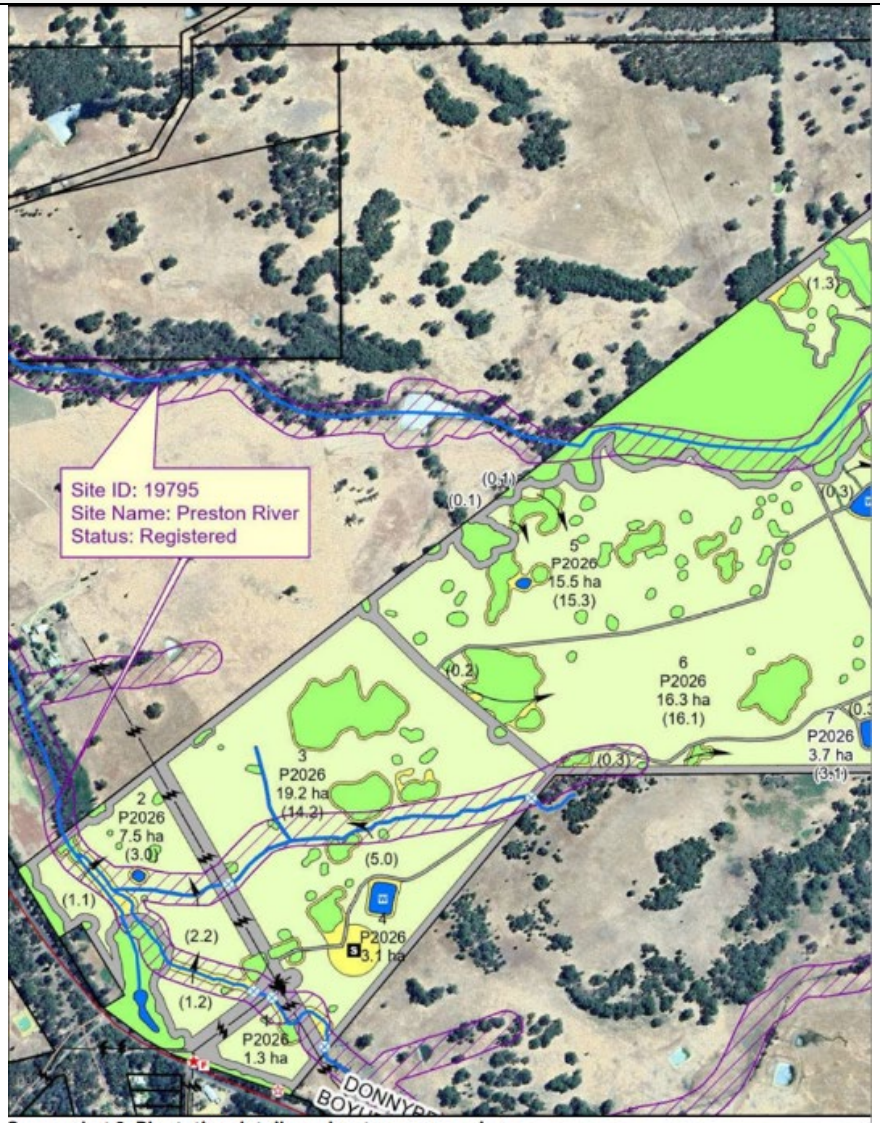
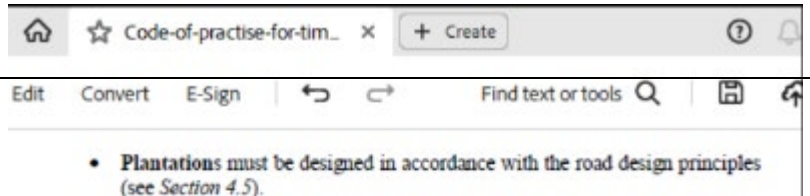
Agency Submissions			Applicant Comments
		Where feasible, a georeferenced map of the site should be included in the FMP to enable emergency services to readily identify the precise location of the property, access points, water supply points, assembly areas and other critical infrastructure. The inclusion of a QR code linking to the map is also recommended.	georeferencing and a QR code is noted, but this is not presently emergency response best practice. It is not what emergency responders look for and during an emergency, mobile phone coverage could become limited. Maps are also included in the South-West Plantation Industry Atlas. The suggestion of a second access is not required by the DFES Guidelines; a Plantation is not habitable development. Suggestion of a firefighting tank in addition to the supply provided on site is not required by the DFES Guidelines. Adequate water supply is a critical element in the pre-purchase process because pine does not regenerate after fire. A plantation is a valuable crop which requires careful management by qualified foresters to mitigate risks. Water points denoted on the Fire Management Plan are deemed reliable given their size and capacity. It is unrealistic to expect that water levels will be maintained the same in perpetuity even with a
	Plantation Fire Protection Specifications	4.2 - Fire Breaks and Access There appears to be an opportunity to provide more than one access and egress point to a public road. As the development site is located partially within a bushfire prone area, DFES recommends that an additional access and egress point to the public road be provided to support bushfire management and emergency evacuation and response.	
	Plantation Fire Protection Specifications	The FMP states that the property has five reliable water points with a combined estimated capacity of 3,000 kilolitres, which are labelled with 'W' on the plantation map. In addition, there are two water tanks at the rear of the existing shed with a combined capacity of 25,000 litres. The FMP further states that in the event the water point becomes unreliable, a 50,000 litre tank with 50 millimetre and 80 millimetre camlock fittings will be installed for firefighting purpose. It is noted that the definition of 'reliable' has not been provided. The use of a dam as a water source would not be supported as 'reliable' unless the proposal is accompanied by a hydrology report which demonstrates that the water level would be maintained above the highest fire brigade suction points in perpetuity. In the absence of such a hydrology report, DFES recommends that the proposed 50,000 litre firefighting water tank be required to provide a permanently available water supply for initial use during fire response	

Agency Submissions		Applicant Comments
		hydrology report. This is a clear lack of understanding about water and climate. The Plantation Manager has the responsibility of checking ALL water points prior to the onset of every fire season. Where water points are either shallow or a distance to water beyond the capability of suction hoses, the Plantation Manager will signpost and amend mapping information to RELIABLE water sources. Worst case is a tank would be installed but this is not a necessity from the outset. Fire risk and hence likely emergency response also change as the trees grow over time. Water theft and vandalism is a known issue with tanks. The land is also abutting the Noggerup township where there is a water tank, plus Delta offer of a new standpipe. As the tank is not in great condition, Delta, together with the Shire, is also willing to assist to upgrade this. See more comments below at submissions.
DPIRD	The Department of Primary Industries and Regional Development (DPIRD) does not object to the proposed Pine Plantation at the abovementioned lots.	Noted

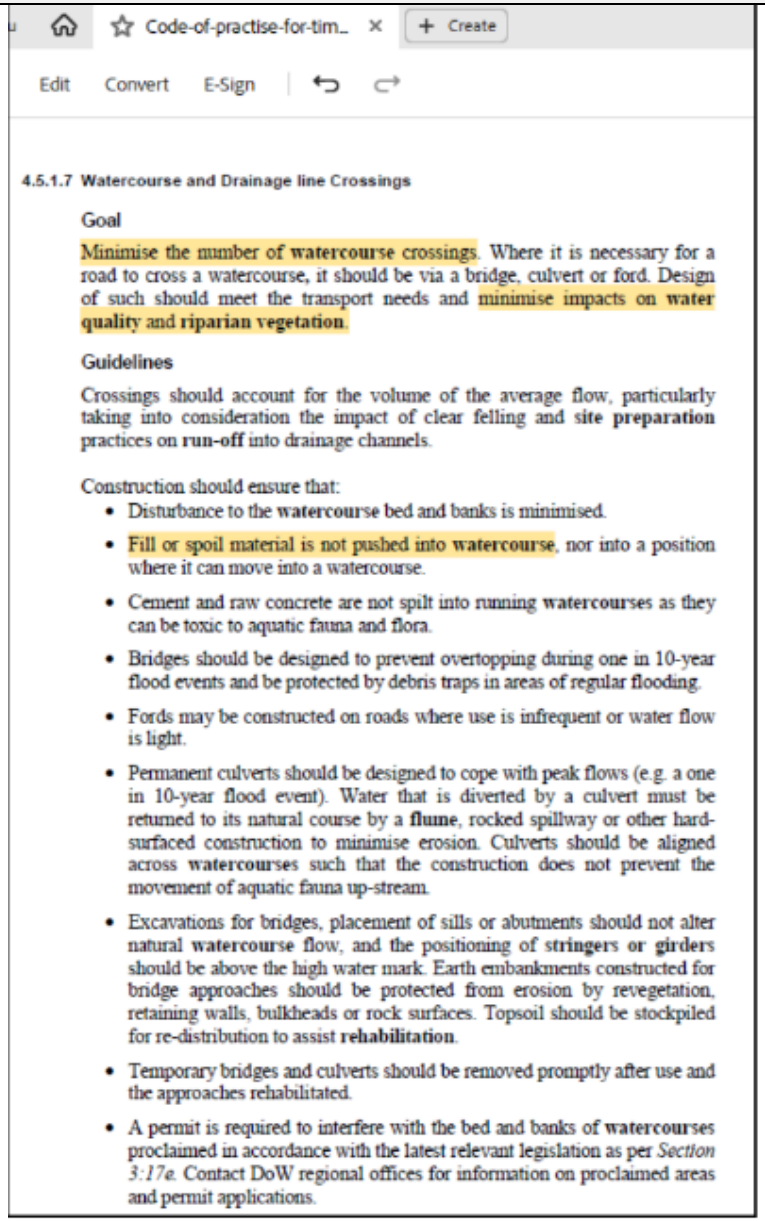
Agency Submissions		Applicant Comments
DWER	The Department has identified that the proposal has the potential for impact on the environment and water resource values management. Key issues and recommendations are provided below, and these matters should be addressed: Issue 1: Native vegetation Advice 1: An advice note be included that the clearing of native vegetation is subject to the Environmental Protection Act 1986 (EP Act), and in the event any clearing of native vegetation is proposed, to contact the Department's Native Vegetation Regulation section by email admin.nvp@dwer.wa.gov.au or by telephone 6364 7098 to determine if a clearing permit is required under the EP Act. Discussion 1: The Department notes that based on the information provided, this proposal avoids the clearing of native vegetation by locating the planation outside of the remnant stands (Screenshot 2). In the unlikely event there is to be any clearing of native vegetation, the following is advised: o Under section 51C of the Environmental Protection Act 1986 (EP Act), clearing of native vegetation is an offence unless: ▪ it is undertaken under the authority of a clearing permit, ▪ it is done after the person has received notice under Section 51DA (5) that a clearing permit is not required, ▪ the clearing is subject to an exemption. o Exemptions for clearing that are a requirement of written law, or authorised under certain statutory processes, are contained in Schedule 6 of the EP Act. Exemptions for low impact routine land management practices outside of environmentally sensitive areas (ESAs) are contained in the 'Environmental Protection (Clearing of Native Vegetation) Regulations 2004' (the Clearing Regulations).	No vegetation is being cleared. The setbacks and operational management proposed accord with the DFES Guidelines as well as the Code of Practice. These require planting in compartments surrounded by firebreaks, setback from waterways, boundaries, powerlines, existing vegetation protected etc. These setbacks cater to fire risk, as well as other separation considerations. These in combination are comprehensive, designed to capture all key considerations. The 6m setback for example to waterways and existing vegetation provides separation for more reasons than just to protect the vegetation, they also ensure separation for any (minimal and infrequent) chemical application and it protects banks etc. Chemical use in Plantation is limited, far less than other types of traditional cropping practices. This is potentially two applications in the life of the Plantation. Bed and Banks approvals are third party legislation, separate to DA considerations. Arguably, using and maintaining existing waterway crossings does not require approval. An Advice Note is accepted which

Agency Submissions		Applicant Comments
	Issue 2: Waterway protection Advice 2: The proponent is advised to: o abides by the Code of Practice for Timber Plantations in Western Australia (FIFWA 2014) to the satisfaction of the Shire with the following commitments: ▪ Machinery should not enter the waterways or their foreshore areas ▪ To maintain a minimum 6-metre non-planted buffer to the edge of the waterway, as measured separately for each bank of the waterway[1]: ➢ outwards from either the outer edge of wetland vegetation, ➢ the two- to three- year average recurrence interval floodway or ➢ the high-water mark/bankfull level (if there is no riparian vegetation) ▪ Risk mitigation measures to protect the waterway be detailed for the operations/harvesting, and design and construction of the creek crossings as per Sections 4.3 and 4.5.1.7 of the Code of Practice (Screenshot 3 & 4) ▪ Pine wildlings are controlled within remnant vegetation areas over the life of the plantation ▪ Use of chemicals, such as herbicides and pesticides, and other pest control methods in plantation operations will be in accordance with State policies, procedures and approved usage o contact DWER's Bunbury water licensing branch on 9726411 for a 'band and banks' permit under the RIWI Act in the event there is any interference with the bed and banks of the watercourse – such as for the creek crossings	refers to obligations under other third-party legislation. This includes with regards to Aboriginal Heritage, which the applicant has investigated and sought its own advice about. Although it is a separate third-party consideration, the setbacks, protections, management regime and planting proposed is understood not to offend Aboriginal Heritage obligations.

Agency Submissions		Applicant Comments
	Discussion 2: The proponent has stated that “the buffers and setbacks set out in in our Plan are designed to minimise the risk of any potential offsite movement, especially to the local waterways”, but the Forest Management Plan lacks detail on how the waterways are to be protected from the site operations. The use of herbicides and pesticides can adversely affect water quality, as rainfall can carry chemical residues into the waterway via sheet flow in large storm events. Heavy machinery can negatively impact waterways and their riparian zones resulting in ground disturbance, erosion, and sediment mobilisation. There is little detail provided regarding waterway crossings (Screenshot 2). As such, the above is advised, consistent with the Code of Practices for Timber Plantations in Western Australia. The Department also notes that the watercourses on the subject lots are shown on our GIS to be proclaimed under the Rights in Water and Irrigation Act 1914 (RIWI Act) – Preston River and Tributaries. [1] as per 'Operational policy 4.3: Identifying and establishing waterways foreshore areas' (by the then DoW, now DWER), Sept 2012. Issue 3: Aboriginal heritage site Advice 3: The proponent is advised to consult the Department of Planning, Lands and Heritage (DPLH) in regard to the Aboriginal heritage site (Blackwood River). Discussion 3: DWER notes there is an aboriginal heritage site over the waterway as shown in Screenshot 2	

Agency Submissions	Applicant Comments
 **Screenshot 2: Plantation details and waterway crossings** 	

Agency Submissions		Applicant Comments

Agency Submissions	Applicant Comments
	

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4.5.1.7 Watercourse and Drainage line Crossings

Goal

Minimise the number of **watercourse** crossings. Where it is necessary for a road to cross a watercourse, it should be via a bridge, culvert or ford. Design of such should meet the transport needs and minimise impacts on **water quality** and **riparian vegetation**.

Guidelines

Crossings should account for the volume of the average flow, particularly taking into consideration the impact of clear felling and **site preparation** practices on **run-off** into drainage channels.

Construction should ensure that:

- Disturbance to the **watercourse** bed and banks is minimised.
- Fill or spoil material is not pushed into **watercourse**, nor into a position where it can move into a watercourse.
- Cement and raw concrete are not spilt into running **watercourses** as they can be toxic to aquatic fauna and flora.
- Bridges should be designed to prevent overtopping during one in 10-year flood events and be protected by debris traps in areas of regular flooding.
- Fords may be constructed on roads where use is infrequent or water flow is light.
- Permanent culverts should be designed to cope with peak flows (e.g. a one in 10-year flood event). Water that is diverted by a culvert must be returned to its natural course by a **flume**, rocked spillway or other hard-surfaced construction to minimise erosion. Culverts should be aligned across **watercourses** such that the construction does not prevent the movement of aquatic fauna up-stream.
- Excavations for bridges, placement of sills or abutments should not alter natural **watercourse** flow, and the positioning of **stringers** or **girders** should be above the high water mark. Earth embankments constructed for bridge approaches should be protected from erosion by revegetation, retaining walls, bulkheads or rock surfaces. Topsoil should be stockpiled for re-distribution to assist **rehabilitation**.
- Temporary bridges and culverts should be removed promptly after use and the approaches rehabilitated.
- A permit is required to interfere with the bed and banks of **watercourses** proclaimed in accordance with the latest relevant legislation as per *Section 3:17e.* Contact DoW regional offices for information on proclaimed areas and permit applications.

Screenshot 4

Agency Submissions		Applicant Comments
PTA	Conditions 1. Six months prior to harvesting activities, a Timber Harvesting Plan is to be submitted and reviewed by the Public Transport Authority. Advice a. The Timber Harvesting Plan should include information regarding traffic management measures in the event of the re-opening of the Donnybrook-Boyup Brook Railway.	As in all other Plantation DAs, the applicant accepts a standard condition for a Harvest Management Plan to be lodged prior to harvesting occurring. If the circumstances of the Donnybrook-Boyup Brook Railway change compared to now, this will be a relevant traffic management consideration in the Harvest Management Plan in 25-30 years' time.
DBCA	Lot 3734, and a portion of the Lot 3711 boundaries, adjoin the Preston National Park, which is managed by DBCA. There should be no direct or indirect impacts, including surface water run-off, drainage, erosion, pollution and/or weed spread from the proposed pine plantation to the adjacent national park. <u>Vegetation clearing</u> Lots 3734 and 3711 contain vegetation considered suitable habitat for black cockatoos and western ringtail possums (WRP) which are listed as a threatened species under the BC Act. Other species of conservation significance likely to be within the area include the quenda, south-western brushtailed phascogale and quoll. If clearing of native vegetation is required, the proponent should be aware of their obligations and approval requirements under section 40 of the BC Act, which requires Ministerial authorisation to take or disturb threatened species. DBCA recommends that when vegetation clearing or pruning is required, the proponent should seek advice from DBCA's Species and Communities branch at speciesandcommunities@dbca.wa.gov.au prior to clearing works, in relation of section 40 authorisation requirements.	No vegetation is proposed to be cleared. Comments noted about separate ongoing management of shared fencing with DBCA. Suggestion of increased setback to the National Park have no basis, the layout complies with the DFES Guidelines and the Code, including with regards to setbacks and firebreaks. An increased setback will have no discernible benefit to the adjoining land. Agree with other DBCA comments which effectively just note and recognise the Code / Guideline requirements of the Forest and Fire Management Plans already adhere to, such as wilding management and maintaining 6m setback to existing

Agency Submissions		Applicant Comments
	If vegetation clearing is required, the proponent should seek advice from the Department of Water and Environmental Regulation (DWER) in relation to clearing permit requirements. <u>Forest Management Plan</u> The Forestry Forest Management Plan (undated) (FOMP) Section 8 – Standard Prescriptions table – refers to the maintenance of external fencing. The proponent should liaise with the DBCA Wellington District Manager (wellington@dbca.wa.gov.au) prior to any fencing construction works being undertaken to check whether there are any DBCA requirements. FOMP Section 10 Silviculture and Management Regime – Management Schedule table -Monitoring refers to monitoring weekly and at least quarterly thereafter for weeds, pests and other activities. The FOMP Monitoring table also refers to wildling control being undertaken as required. DCBA recommends that wildling monitoring and management be undertaken adjacent to the national park boundary as often as the proposed weed and pest monitoring, to minimise the spread of pine-wildlings spreading into the national park. <u>Fire Management Plan</u> The Forestry Fire Management Plan (undated) (FMP) Section 7 – Internal Access - refers to piping and/or hard surfacing material being applied to watercourse crossover points. DBCA recommends the proponent seek advice from DWER regarding permits to Interfere with the Bed or Banks of a Watercourse, prior to any development near watercourses. FMP Section 8 – Plantation Species and Design – includes a table indicating plantation design setbacks with a 15-metre setback to lot boundaries being proposed. DBCA's preference is for a 20-metre lot boundary setback between planted areas and the adjacent national park to minimise pine wilding and weed spread into the national park and an increased fire management buffer between the plantation and DBCA-managed land.	vegetation and waterways, liaising with DBCA prior to any prescribed burns etc. Agree, minor issue, can remove Blackwood DBCA contact details from FMP. Dieback, hygiene, and other biosecurity issues are separately managed in operational plans. It is noted the Plantation is downslope of the National Park.

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	FMP Section 8 Plantation Species and Design table refers to a 6-metre minimum setback to retained remnant vegetation. The FMP Noggerup Plantation Development Application map (Plantation map) depicts the location of buffers between native vegetation and planted areas. DBCA recommends that the buffer to retained native vegetation be outside the tree crown drip zone, consisting of suitable demarcation materials to protect the retained native vegetation and tree roots, from accidental vehicle damage and soil compaction. FMP Section 13 Fire Contact Information – the key contact information includes both DBCA Wellington and Blackwood district contact numbers. Lots 3711 and 3734 are located entirely within the DBCA Wellington district and it is recommended that the Blackwood district contact details are removed. FMP Section 18 Fuel Reduction Considerations – refers to fuel reduction in the form of prescribed burning. DBCA recommends the proponent liaise with the DBCA Wellington district prior to any proposed prescribed burning program being undertaken to minimise potential fire spread to the adjacent national park. FMP Section 19 refers to harvest debris being treated or removed. Harvest debris heaping or burning of vegetated debris should be located a sufficient distance from the National Park to protect the DBCA-managed bushland from the spread of weeds, scorch or initiation of bushfire. The proponent should liaise with the DBCA Wellington District regarding the location of heaps and fire protection measures in areas adjacent to the national park. <u>Phytophthora Dieback Disease</u> The adjacent national park is a gazetted Disease Risk Area (DRA). A DRA is managed to ensure that there is minimal risk from activities that may introduce or spread Phytophthora dieback. It is important that any development works within Lots 3711 and 3734 do not significantly increase the potential for the spread of dieback to the adjacent national park. DBCA recommends the proposal	

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	be subject to dieback management measures to minimise the threat of disease spread to the adjacent national park.	
Main Roads	Main Roads does not support the proposed plantation, given that vehicle sight lines are substandard at the existing access location, as discussed below. Existing sight distances from the crossover to the west are approx. 150m, which is well below the recommended RAV Guideline of 250 metres. It is recommended that an alternative crossover be investigated which meets the above sight line requirement and that a revised access proposal be submitted for consideration.	The proposal uses an existing access and outside of future harvest periods, the Plantation does not result in an increase in traffic activity compared to the existing use. There are no options available to move this entrance. Harvest is a temporary activity. As above, a standard condition requiring a Harvest Management Plan prior to Harvest is accepted. A second access point can be investigated in the future and this will require third-party approvals. A suitable throughfare is already in situ and would comply with the 250 metre RAV Guidelines in the event of B Double trailers being used, noting single trailers are also used. However, this other potential access point enters a Main Roads lay down area for blue metal storage during times of resurfacing. The area also acts as a pseudo parking bay but is not sign posted as such. Delta will

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		have to seek approvals to use this secondary access prior to harvest if the need arises to achieve compliance for RAV Network use.

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Applicant comments about submissions received

The applicant acknowledges the comments from the Noggerup community, and understands, when there is already fire risk apparent, why this change of land use is of interest and concern to them. Delta seeks to work with the community because fire risk is everyone's shared responsibility. This commentary is response to all submissions rather than responding individually. Delta is available to meet separately with the community outside of the DA process.

Delta takes its operational management and fire risk obligations seriously. Plantation is a slow growing crop, and Pine does not regenerate following fire. It would be a nonsensical business and risk management decision not to manage this Plantation well, and to quickly respond to any fire risk or fire emergency, both within and nearby.

Plantation is a P permissible land use in the General Agriculture zone that applies, and the Plantation has been designed to accord with the DFES Guidelines for Plantation Fire Protection 2011 (the Guidelines), as well as the Code of Practice for Timber Plantations in Western Australia (the Code). Both the Code and Guidelines are comprehensive, industry best practice. These require planting in compartments surrounded by firebreaks, setback from waterways, boundaries, powerlines, existing vegetation protected etc. These setbacks cater to fire risk management, fire containment, as well as other separation considerations.

With or without this Plantation there are fire risks associated with living in Noggerup. This comes from other land uses, including State Forest and other vegetated areas as well as the tracts of open farming paddocks. These existing circumstances do create risk. The current water tank at the Noggerup Hall is not in the best condition, and Delta, along with the Shire and the community, can assist with improving this. By comparison, and it is appreciated others may not agree, Plantation is managed fire risk; a risk response is inherent in how Plantations operate and remain compliant, quality assured.

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As per the DFES Guidelines, the advertised Plantation is setback 100m from habitable development in Noggerup. The powerlines through the front part of the subject land also provide strategic firebreak separation, 20m wide each side of the powerlines at the front of the Plantation. In the submitted Management plans, there is also a commitment to maintain a low fuel zone through pruning periods and to remove fuel.

Amendments proposed to the Plantation Layout

Considering submissions, Delta have revisited the proposed compartment layout. Delta agrees to amend the planting at the Highway frontage so this is setback further, with planting commencing from the northern side of the waterway / Preston River as per the provided amended Plantation Map.

This creates an additional exclusion zone and strategic firebreak to the town from the Plantation, on top of the firebreaks and management practices already included. Planting will be more than 100m from the Highway, further again with the wide road reserve also intersecting and the meandering of the waterway. At its nearest point to the Noggerup Hall, planting will be in order of 180m away, beyond the SCA7.

FIFWA

Delta Forestry are members of FIFWA (Forestry Industry Federation WA) and FIFWA has active management agreements in place with DFES, DBCA and a range of Local Governments – but not with the Shire of Donnybrook-Balingup – concerning fire risk management. It is open to the Shire to also become signatory. These agreements and Memorandums of Understanding include Annual Fire season equipment and standards, as well as shared resources in the event of a fire in or near Plantations. Regardless of the lack of this agreement, FIFWA members are active in this Shire. Forestry is an established, historical land use here and Plantation is a valuable, renewable slow growing broad acre crop.

There are many examples but the recent Queenwood fire, this involved an immediate joint response by forestry with DFES and DBCA which prevented this fire from spreading, and it was not within a Plantation. It is invalid to imply the private forestry industry or Delta are irresponsible or do not lift their own weight when it comes to fire. The offer of a fast fill device and even willingness to help improve or replace the tank and guttering is to benefit all, including Delta.

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DA requirements

As a P – permitted use, and when there are no works outside of typical broadacre practices proposed, Delta has requested and the Shire Officers have not been forthcoming in explaining why a Development Approval is required and what the scope of assessment is. At worst, this is due to the SCA7 across the small area at the front of the site however SCA7 relates to signage and new buildings, it does not relate to Plantation. As above, the additional setback of trees removes this area of Plantation planting from within SCA7, further reinforcing no DA requirement. Despite this, it has been appropriate to inform the community and hear their feedback.

Other comments:

- Some of the public commentary received make assertions, without source of technical data.
- A simple google search shows other data readily available which recommends Plantation as positive for many reasons, including preventing erosion, improving water quality, managing salinity, protecting and regenerating waterways, excluding areas of existing vegetation from traditional agricultural grazing and chemical applications, improving soil qualities etc.
- Commercial timber is an essential, renewable product required to build new homes and for other common uses. Commercial timber is increasingly important as we attempt to offset climate change impacts and reduce carbon.
- There is data available (for example see ABARES data) that demonstrates the rate of new planting has for years now fallen short of the rate of harvest. Planting peaked across the broader South West land division around 25 years ago, and replacement planting has not kept up, it has been in decline since. We are headed for a shortfall in future supply of commercial timber. There is redistribution of Plantation estate occurring at a time of harvesting and not replanting all older Plantations, but this is not rapid increase or flooding of Plantation taking over agricultural land, it is still short of replacement noting Plantation is a critical form of agriculture too.
- The subject land is not on the Swan Coastal Plain or sandy soils, and neither is the groundwater high here, which may be some of the factors elsewhere in WA that are less desirable for Plantation use.

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- In terms of fire, SPP3.7 does not apply. This only applies to the construction of new habitable development. It is unrealistic to say Plantation increases risk of fire.

- In a wildfire situation the lead combat agency would look to fall back to strategic firebreaks and perimeter roads which the Plantation caters for. DFES and DBCA follow "Risk Adverse" principles and volunteers are trained in these principles. Noggerup is already at risk of fire; places of refuge and emergency response are already important considerations. Arguably, the Plantation manages risk that is presently unmanaged from this part of the northern flank of the town.

- As in any fire, every landowner has responsibility for fire identification, response and suppression. If a fire is detected, to avoid escalation everyone responds, as Delta would were there a fire anywhere surrounding Noggerup.

- Delta, as part of the FIFWA agreement, is aware of other fire response capability in Collie as well as nearby in the Shire of Boyup Brook where there are other forestry interests – both private and public (FPC) – that are mobilised in the event of a fire as well. This is the existing arrangement without this Plantation, and despite this Shire not being party to the FIFWA agreement. The standpipe, if not water tank improvements add to this capability.

- Whilst the Management plans describe the fire bridge, what has not been identified or understood by submitters is that measures have been included to address this risk. On top of usual practices this includes for example additional pruning practice, fuel modification/mulching, additional width strategic breaks etc.

- The Forest and Fire Management Plans commit to ongoing management of the Plantation. A Development Approval is enforceable.

- The Shire's LPP Private Tree Plantations was adopted in 1999, 27 years ago. It has been superseded by SCA6, whereby the Shire has excluded certain areas from Plantation use. Since 1999 when this policy was adopted (which was when planting was peaking across the broader South West), both the Code of Practice and DFES Guidelines for Plantation have been developed, and these have guided preparation of this application and how this Plantation will operate. The current Shire Scheme is also a lot more recent, including Clause 4.11 which cross references to the DFES Guidelines. This is a suitable regulatory arrangement under the Scheme. Plantation should remain a P permitted use.

- Plantation and vistas of trees growing are an historical, existing land use across the Shire of Donnybrook-Balingup. Plantation is part of agriculture and character in this Shire.

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1	Objection #water management We all rely on bore water, we are lucky to get 3 months of winter rain and rely on the bore for the other 9. “Pine trees rely on deep soil moisture “thus impacting human life sustained by our ground water. #fire management We have one- one lane bitumen street (Macquarie) that services most of Noggerup townsite. If a fire got into the town, it would all go up, we already have native bush on 3 sides of the town, the main road is the only escape route. A fire can and does jump, the breaks and main road will not stop spot fires from spreading. Three years ago, there was a fire in the national park- 9kms from us, we had large chunks of burnt bark falling in our yard for 3 days and numerous emergency alerts. Look back at what happened to Dwellingup and Yarloop. #erosion The winds whip through the valley here, it would cause havoc blowing topsoil, dust and sand everywhere and potentially causing breathing issues, while trying to establish themselves, which can take years.	For all submission responses from the applicant, refer above.
2	As a long-time resident of Noggerup townsite and active member of the Mumballup/Noggerup volunteer bush fire brigade I have very serious concerns of the increased risk of catastrophic bushfire impacting the town should the proposed pine plantation be allowed. This proposal represents a high fuel corridor linking Mumballup state forest with the town centre. I have seen how much heat can be generated in a pine plantation fire and it is truly terrifying. Noggerup may be zoned general agriculture but the townsite has grown significantly over the last 30 years. For the many families that live here the risk of fire is very real and our volunteer fire brigade has worked hard to reduce hazards around the town. Macquarie Street/ Hundley Road is a dead end so a fire impacting the town from this direction would be particularly dangerous as it would cut off any	

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	escape route. I urge the shire to consider these points and block this proposal. There are much better sites.	
	Objection: My concerns relate primarily to community fire risk, environmental protection, and the adequacy of risk mitigation measures outlined in the management plan. 1. Increased regional fire risk and creation of a fuel corridor The Fire Management Plan acknowledges that the plantation would create a fuel bridge between northern and southern national park areas surrounding the townsite. This is a significant regional bushfire risk, particularly given the location adjacent to a rural residential community. While fuel reduction buffers and firebreaks are proposed, these measures do not eliminate the fundamental landscape-scale risk created by connecting large fuel loads across the district. 2. Limited emergency response timeframe and access constraints The plan states that response resources may take up to 30 minutes to reach the property. In high fire danger conditions, fire behaviour can escalate rapidly, and this response timeframe may be insufficient to prevent spread toward the townsite or surrounding native vegetation. Additionally, the plantation design itself acknowledges that rip and mound establishment methods create internal access barriers for firefighting vehicles, meaning responders may be forced to rely solely on perimeter access rather than rapid internal attack. 3. Inadequate environmental protection buffers for waterways The proposed minimum setback from watercourses is only 6 metres. Given the presence of degraded watercourses and the known sensitivity of waterways to sediment, chemical runoff, and disturbance, this buffer appears insufficient for long term protection. This is particularly concerning given the plan's reliance on herbicide use for firebreak and fuel load maintenance 4. Reliance on herbicides for fuel and firebreak management	

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	The plan states that firebreaks and fuel loads will be maintained through herbicide application and mechanical treatment. Large-scale, repeated herbicide use presents potential risks to soil health, waterways, biodiversity, and nearby agricultural operations, particularly in a landscape with multiple water points and drainage lines. 5. Proximity to townsite and community assets The plantation is located immediately adjacent to the Noggerup townsite. While the plan references defensible space and setbacks, the proximity of a high fuel softwood plantation to residential areas raises long-term safety concerns, especially under extreme or catastrophic fire weather conditions. 6. Biodiversity impacts despite stated conservation intentions While the plan suggests biodiversity outcomes may improve, it also confirms the presence of threatened species within the broader landscape. Converting grazing land and remnant vegetation mosaic into a dense pine monoculture risks habitat simplification and increased fire severity risk to native fauna. Given these concerns, I respectfully request that Council: • Require independent review of regional fire behaviour modelling for this proposal • Reassess environmental buffer distances, particularly around waterways • Require full disclosure and assessment of chemical use and runoff risk • Consider cumulative landscape fire risk rather than site-only mitigation measures • Undertake deeper community consultation given the proximity to Noggerup townsite Council to apply the precautionary principle when considering this proposal, given the potential long-term risks to community safety, environmental health, and regional fire behaviour.	
3	1. Increased fire risk and increased difficulty in bringing a fire under control. When a property is converted from open grazing pastures to dense plantation (1100 trees per hectare) the fire risk increases due to greater fuel load.	

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	2. Safety- Property Access/Exit Congestion The plantation access point opens onto a busy high- speed highway. In the event of a fire in the plantation or in farmland at either side, there is significant risk for firefighting appliances coming into or out of the access due to the 110 kph speed limit, reduced visibility for oncoming traffic and exiting vehicles due to pines being planted up to 15 m from the road verge. In the event of a fire in this area- you would anticipate traffic congestion as residents from Macquarie Street seek to evacuate, fire appliances arriving, all mixing with general road traffic 3. Smoke Hazard In the event of a major fire in the plantation there is high probability that the highway may have to be closed to traffic. This was the case several years ago, when a hazard reduction burn got slightly out of control forcing the highway closure for 30 mins. Closure of the highway would significantly impact particularly the heavy haulage trucks using this highway around the clock carting grain, timber, woodchips, stock etc. 4. Increased demands of the local volunteer bush fire Brigade Whilst it should be acknowledged that volunteer brigades are not generally tasked with fighting plantation fires, we know from experience that wildfires have no respect for boundaries, roads, firebreaks. I have no doubt that should a fire start within the plantation our Brigade would be activated as there would be an expectation the fire would not remain within the plantation boundaries. 5. Refill Points It is noted that there are 5 dams withing the plantation boundary but these are all well inside the plantation boundary making access to these dams during a wildfire extremely dangerous. The next nearest water source is the tank at the Noggerup Hall, however, this tank doesn't fully fill during Winter due to the gutters being rusted out	

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	6. Creation Of A "Fire Bridge" The proponent's own submission document describes a fire bridge being created from the National Park areas to the north and to the Preston National Park south of the townsite 7. Loss Of Safe Zone / Evacuation Point During the early phase of the Jan 23 fire in the Preston National Park, when smoke and embers began to impact the Noggerup residents, many evacuated to the Noggerup Oval beside the hall. This is a large, mowed area easily accessible from Macquarie Street and around which the Shire regularly conducts hazard reduction burns. Having a plantation directly across the road would make this area unsuitable as a safe zone for residents to retreat to. 8. Fire Fighting Resources / Response Times The local B.F.B. Appliances consist of 2 light tankers which have a combined water carrying capacity of approx 1200 litres. When in wildfire suppression mode, crews are capable of pumping water for about 15 minutes before needing to be refilled. It has been identified and acknowledged at a B.F.A.C. Meeting several years ago, that there is a glaringly obvious lack of large firefighting appliance capacity at this end of the Shire. The nearest tanker is Lowden's 3.4, with the next being Beelerup's 1.4. When I reviewed the resources available to the plantation Manager (as per pg 12 of the proponent's 'Fire Management Plan'), this does little to ease my concerns regarding initial fire suppression due to the location of these appliances. Two of the 2300L tankers are located 1.5- 2.0 hours from site, at Glenoran and Manjimup. Even Collie's 2300 L tanker is a minimum 30 minutes from site. NOTE: The proponents have stated they intend to provide the local BFB with a piece of equipment - a quick fill pump with standpipe trailer. Whilst this is a generous offer, no contact has been made with the Brigade to seek an opinion on whether this is a piece of equipment we need. As a matter of courtesy, the Brigade should have been approached on this matter.	

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	I am also concerned that by donating a piece of rapid refill equipment to the local BFB, there would be an expectation that in the event of a plantation fire, the local brigade would be tasked with bringing this donated equipment to the fireground to establish a water point for appliances attending a plantation fire. In Summary, my recommendations to the proponents and the Shire are that the following measures are given serious consideration and possibly made mandatory. 1. No pines to be planted in the 1.1 and 1.2 ha areas in 2P2026 and in the 1.3 ha area in 1P2026. This, coupled with the 15-metre boundary firebreak would reduce the risk of a fire front crossing the Boyup Brook Rd and impacting the Hall Evacuation Area and Macquarie St residents. This measure would also increase visibility for all road users in the area, and in particular, vehicles entering and exiting the plantation. 2. A large capacity tank be supplied and located outside the plantation area so water can be accessed without risk of burnover for crews refilling. 3. The proponents consult with the Shire and the local BFB on ways to improve the firefighting capabilities/resources of the local B.F.B. 4. The proponents commit to having a fire fighting appliance on site at all times.	
4	Objection: It poses an extremely high fire risk to the town site (including my studio workshop at Lot 55, Bligh St), the Noggerup Hall, the Preston National Park and the surrounding farms in the area. There are many local people who have not been informed about the proposal and would like more time to express their objections. The bushfire that swept through the Mumballup area 3 years ago is very mush fresh in my mind and many of the locals. The change in wind direction was our only saving grace.	
5	Objection:	

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	We are writing to you as concerned residents regarding the proposed planting of a pine plantation within the Noggerup townsite. This was recently brought to our attention by means of a flyer by another concerned resident, not by mail from the Shire. While we understand the economic value that commercial forestry plantations can bring in some contexts, we have serious concerns about the suitability of a pine plantation so close to our community. One of our foremost concerns is the very real risk of bushfire. As you will be aware we have experienced significant fire events within the past few years, coming so close and forcing residents to evacuate and highlighting the intensity with which fires can spread through dry landscapes. Pine plantations are known to burn intensely due to their dense growth and highly flammable needles and resins. Locating such a plantation near homes could potentially place residents at unnecessary risk, particularly given the increasing frequency of extreme weather. Additionally, to this, looking at the proposed site, it is very close to the Hall at Noggerup, which is our evacuation point and the main exit route from the townsite should a bushfire occur. At this stage we are opposed to the proposal in its current form. Our main concern is the minimal setbacks. We feel that the setback is by far inadequate bearing in mind that our only evacuation point is the Donnybrook-Boyup Brook road. In the event of a bushfire, this is the only safe and designated evacuation point for community residents. Therefore, it is essential that this area is not impacted by the close proximity of the pine plantation, should the fire be coming from that direction. Whether the setback is 50m from the Hall or 15m from the road, we are firmly convinced that this distance is not safe enough for the residents of Noggerup. A significantly greater setback is essential to properly protect the community. I respectfully request that alternative options be considered. I also urge the decision makers to engage meaningfully with the community and consider the long-term environmental and social impacts before proceeding.	
6	Objection:	

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	The applicant's Fire Management and Forest Management Plans reveal critical risks that threaten the safety, water security, and protected scenic character of the Noggerup community and the wider Preston River catchment. 1. Public Safety Hazard- Fire "fuel bridge" The application itself highlights a key issue with using this location to establish a pine plantation: *"The establishment of the plantation will create a fuel bridge from National Park areas to the north to National Parks areas south of the townsite (Greater Preston National Park)."* Linking two areas of National Park to each other with highly flammable pines, with a townsite in the middle, is in direct violation of the State Planning Policy 3.7, and the Shire's duty of care. The State Planning Policy 3.7, Objective 6.1 states that any development should: "*Avoid broader landscapes that present an unacceptable bushfire risk to people, property and infrastructure*." Due to the creation of a continuous fuel path, the proposed location introduces an "*unacceptable bushfire risk*", compromising the safety of property and lives. The State Planning Policy also states that applicants must "*Avoid the bushfire risk in the first instance, but where unavoidable, manage and/or mitigate the risk to people, property and infrastructure, to ensure the risks are acceptable and appropriate to the land use and the location*." The establishment of a pine plantation at this site presents a risk that is neither acceptable nor appropriate for the location, as the threat far exceeds the capability of the proposed firebreaks to mitigate. The Shire is required to prioritise the protection of human life over the commercial interests of the plantation developer. Because the only tenable egress route for Macquarie Street residents leads directly toward the proposed fuel bridge, the proposal fails to meet the safety standards required to protect life and emergency personnel.	

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	2. Public Safety Hazard- Noggerup Hall Evacuation Point The proposed Fire Management Plan is flawed as it fails to acknowledge Noggerup Hall as a designated Emergency Assembly Point. Under State Planning Policy, the intensification of fuel loads adjacent to an Emergency Assembly Point is unacceptable. The proximity of the planned pine plantation renders the Hall neither defensible nor safe for the community during a fire. 3. Threat to Water Security-"Biological pumps" Noggerup residents are dependent on groundwater bores. Planting 147 hectares of high water uptake Pinus radiata at the headwaters of the local catchment acts as a biological pump, intercepting rainfall and depleting aquifers. The applicant has not provided a Hydrological Impact Assessment to prove that this will not dry up the bores essential for our community's survival and ability to fight fires. The proposal fails to account for Hydrological Impact on fire safety. The potential lowering of the water table paired with the plantation's high fuel density greatly diminishes our capacity to fight fires. This outcome is an unacceptable risk that does not align with the Shire's duty of care. 4. Failure to Protect Scenic Views According to the Shire's Local Planning Policy 9.3, The Shire "*will not approve*" plantations that adversely affect scenic views from the DonnybrookBoyup Brook Road. The proposal will create a wall of pine along a designated tourist drive, blocking the rolling hills and rural character of the area by masking elevation and replacing bucolic pasture with uniform rows of non native trees. This is also in direct conflict with the Shire's Strategic Community Plan, which relies on the rural vistas of the Preston Valley to drive the local tourism economy. Also, according to the plan, "*Community aspirations include… …that pine plantations are reclaimed and repurposed for agriculture.*" The proposed plantation will do the opposite – destroy agriculture and rural character and replace it with bland monoculture. If approved, the proposed plantation will create a major threat to community safety: it maximizes fire risk by creating a fire corridor aimed directly at the town while diminishing our capacity to	

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	respond due to the impact on local water resources. The placement of such a hazard adjacent to the Noggerup Hall, our primary Emergency Assembly Point, is also an unacceptable risk.	
7	Objection: The subject land is located on the Preston River, directly opposite the Noggerup town centre, and within approximately 1 kilometre of my home and farming operation. While I acknowledge that plantation forestry can be an appropriate rural land use in suitable locations, I submit that this specific site is unsuitable for a pine plantation and that the proposal is inconsistent with the planning objectives and policies of the Shire of Donnybrook-Balingup. In particular, the proposal raises serious concerns in relation to environmental protection, bushfire risk, public safety, visual and rural amenity, and sustainable land use. 1. Inconsistency with Local Planning Policy LPP 9.3 – Private Tree Plantations / Agroforestry Local Planning Policy LPP 9.3 – Private Tree Plantations / Agroforestry provides guidance for the assessment of plantation proposals and allows Council to refuse applications where plantations would detrimentally affect visual landscape values, environmental assets, or surrounding land uses. The policy also promotes the protection of watercourses and riparian environments, including appropriate setbacks and the retention or enhancement of native vegetation. Given that the proposed plantation is located immediately adjacent to the Preston River, I am concerned that the establishment of a large-scale pine plantation at this location would compromise water quality, riparian health, and the environmental values the policy seeks to protect. 2. Local Planning Strategy – Townsite Protection, Visual Amenity and Fire Risk The Shire of Donnybrook-Balingup Local Planning Strategy identifies plantation exclusion principles around townsites to address visual impact and bushfire risk, recognising that intensive tree plantations near settled areas can adversely affect community safety and amenity.	

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	Although Noggerup is a smaller settlement, the intent of this strategy is clearly applicable. The proposed plantation would be located directly opposite the Noggerup town centre, on a main approach road into the town, and in close proximity to existing homes and farms. Establishing a dense pine plantation in this location would undermine the Strategy's objectives to protect townsite edges, rural living amenity, and community safety. 3. Amenity and Rural Living Impacts The proposal would have ongoing adverse impacts on nearby residents and landowners, including: • Loss of rural and scenic amenity, with a visually dominant plantation altering the open landscape character of the Noggerup area. • Noise, dust, and disturbance associated with plantation establishment, management, and harvesting operations. • Incompatibility with surrounding farming and rural living uses, particularly given the proximity of the plantation to existing homes. 4. Bushfire Risk and Emergency Management Pine plantations are a recognised high-fuel land use and pose elevated bushfire risks. The proposed location raises particular concern due to: • Proximity to homes, farms, and the Noggerup town centre • Location along Donnybrook–Boyup Brook Road, which serves as an important access and evacuation route • Increased risk of radiant heat, ember attack, smoke impact, and falling trees during bushfire events These factors elevate bushfire risk beyond an individual landowner issue and into a matter of public safety and emergency response. 5. Steep Topography, Erosion and Preston River Impacts	

Public Submissions		Applicant Comments
	A critical issue is that the subject land is located on a steep downhill slope that descends directly toward the Preston River. Plantation establishment on steep slopes significantly increases the risk of: • Soil disturbance and erosion during site preparation and harvesting • Sediment-laden and nutrient-rich runoff during rainfall events • Degradation of river water quality, riparian ecosystems, and downstream environments. Given the slope and direct drainage pathway to the river, the risk of off-site environmental harm is substantial and, in my view, unacceptable for this location. 6. Road Safety and Main Roads Considerations The subject lots front Donnybrook–Boyup Brook Road, a major regional transport route. The combination of steep topography and plantation development raises serious road safety concerns, including: • Runoff, sediment, or debris entering the roadway • Reduced driver visibility due to smoke, dust, or vegetation • Tree fall or damage during storms or fire events • Increased heavy vehicle movements during plantation operations Given these risks, the proposal warrants referral to Main Roads Western Australia and careful consideration of public safety impacts. These matters further demonstrate that the site is unsuitable for a pine plantation. Conclusion and Request For the reasons outlined above, I submit that the proposed pine plantation on Lots 3711 and 3734, Donnybrook–Boyup Brook Road, Noggerup is inappropriate and inconsistent with the Shire's planning framework, including Local Planning Policy LPP 9.3 and the Local Planning Strategy.	

Public Submissions		Applicant Comments
	I respectfully request that the Shire: 1. Refuse approval for the proposed plantation in its current form. 2. Ensure that environmental protection, bushfire risk, public safety, road safety, and community amenity are given significant weight in the assessment of this proposal. 3. Refer the proposal to relevant authorities, including Main Roads WA, where required.	
8	Objection: I am a resident of Noggerup townsite and object to the above application on the grounds of the increased fire risk the project would expose the town to. Another concern is the proposed use of Atrazine and Hexazinone which are both well documented risks to aquatic life and groundwater contamination.	
9	Objection: Beyond the fire and water risks, this project doesn't actually help Noggerup. It replaces active farming that supports local jobs with a "set it and forget it" monoculture that only benefits a distant developer. Once those trees go in, the land is essentially locked away for decades, providing zero value to the people who actually live here. The location of the proposed plantation is at the head of the Preston River. Seeds of the Pinus Radiata are known to be carried by wind and water. There is nothing stopping seeds from this invasive species of tree, floating down the river and establishing along the riparian zone of the river. This proposal creates a massive fire corridor, threatens our water, risks an invasive species establishing down-river, and ruins the scenic character of our home. It’s just not the right fit for this location. As someone who only bought a house in Noggerup two months ago, I’m asking the Shire to do the right thing and knock this proposal back to protect the safety and future of Noggerup.	
10	Objection: 1. Chemical Management The Forest Management Plan lists the use of 160 mL/ha alpha-cypermethrin (Dominex) as a standard prescription under pest control. This is of significant concern given that the Preston River	

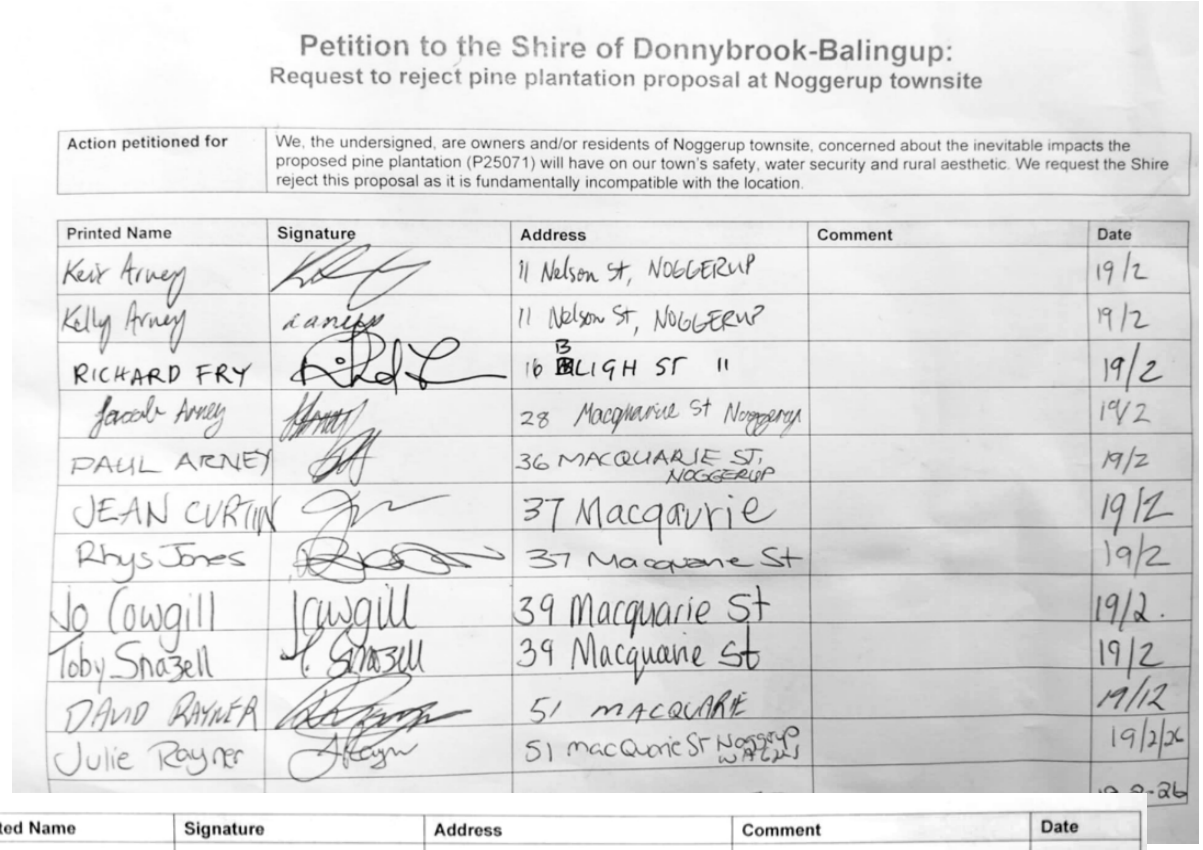
Public Submissions		Applicant Comments
	runs through the property and chemical runoff has the potential to reach surrounding waterways. Alpha-cypermethrin is widely recognised as highly toxic to bees and aquatic species. In addition, the standard prescription for post-plant spraying includes the application of 11–15 L/ha hexazinone (Velpar). Hexazinone presents environmental risks due to its ability to leach into groundwater and contaminate water sources. It is also known to be toxic to aquatic life. The standard prescription for pre-plant strip spraying includes an application rate of 5 kg/ha atrazine. Atrazine at this application rate poses significant environmental risks, primarily through runoff and spray drift. It has the potential to contaminate both surface and groundwater and cause harm to aquatic ecosystems. Scientific evidence indicates that fish can experience reproductive effects at very low concentrations, while aquatic plant communities can be damaged over time. Non-target terrestrial and aquatic plants, amphibians, fish, small mammals, and certain bird species may also be affected through habitat disruption, impacts to food supply, or direct chemical exposure. Atrazine and its breakdown products are known to be persistent in soil and water and may remain in the environment for extended periods, potentially decades. In summary, I object to the proposed Pine Plantation in Noggerup on the basis of chemical management risks. The Forest Management Plan presents multiple unacceptable risks to a sensitive local environment, particularly given the proximity of the Preston River to the proposed plantation area. 2. Increased Fire Risk The establishment of a Pine Plantation directly opposite the Noggerup town hall and fire station presents an increased fire risk to residents of the Noggerup townsite. This represents an unnecessary increase in fire hazard. In the event of a plantation fire, there is also potential to significantly impact established fire evacuation routes, particularly located on Grimwade Street and Macquarie Street.	

Public Submissions		Applicant Comments
11	Objection: This objection is based on serious concerns regarding bushfire risk, environmental impacts, and the limited capacity for emergency response within this locality. I believe the proposal is inconsistent with community safety objectives and responsible land-use planning within the Shire of Donnybrook–Balingup. Bushfire Risk Pine plantations are widely recognised as posing an increased bushfire hazard due to high fuel loads, resinous vegetation, and the rapid rate at which fire can spread through dense monoculture plantings. The subject land is located within a rural area already subject to elevated bushfire risk, particularly during periods of extreme heat and high winds. Establishing a pine plantation in this location has the potential to significantly increase fire intensity and spread, placing nearby residents, properties, livestock, and road users at risk. Environmental Impacts Pine plantations are not native to the Noggerup area and can negatively affect local ecosystems. Potential impacts include reduced biodiversity, displacement of native flora and fauna, soil acidification, and altered surface and groundwater regimes. Large-scale monoculture plantations may also undermine the long-term environmental values of the area when compared with native vegetation retention or mixed agricultural land uses. Emergency Access and Response Limitations The site is accessed by rural roads that are narrow and limited in capacity. In the event of a bushfire or other emergency, access for firefighting appliances and evacuation may be constrained by road width, distance from emergency services, and limited alternative access routes. Increasing fire risk in an area with known emergency response limitations presents an unacceptable risk to public safety.	

Public Submissions		Applicant Comments
12	Objection: 1. Significant increase in Fire Risk to the Noggerup settlement The Noggerup town site is surrounded by state forest that has little or no fuel management system. We also have a retired rail reserve running through the townsite that we only managed to have that cleared by AIM last year after many years of lobbying for them to do. We live in constant fear of a repeat of the fire a few years ago that came close to over running Noggerup. Only an overnight wind shift saved the village. Even as I write this, we are monitoring a fire on just started near Grimwade. Please note I am a member of the local bush fire brigade, and we are working hard to reduce the bush fire danger in our area, this development will make it worse and potentially overwhelm the work we have done to date. Hence, if this plantation goes ahead the increased fire risk would be unacceptable, the additional fuel load, particularly of a species that burns explosively as Pine does, is even more unacceptable. I live only 100m from the DB-BB road, the plantation will be within 120m of my house. If there is a fire with even the lightest wind, we will be open to ember attack in no time. 2. Chemical Application in the plantation I understand a range of highly toxic chemicals are used in pine plantation establishment and management. These chemicals will very likely poison the Preston River by run off, and leach into the ground hence poisoning our ground water. Both of which will seriously affect the farming in the area as well as the health and wellbeing of the residents and wildlife. 3. Reduction in water table Pine trees originate from Scandinavian countries where their daily rainfall often surpasses the annual rainfall in the Preston Valley area. The amount of water required to establish and mature a pine plantation in the proposed location will almost certainly alter the local water table. I have spent the past 5 years developing tourist accommodation and a small vineyard on my property, as well as veggies for the family and habitat for local fauna. This started as a hobby, but I	

Public Submissions		Applicant Comments
	hope the vineyard may provide some income in my retirement. Any reduction in the water table, or any compromise of the quality of the ground water will kill my vines, and worse, affect our health as we rely on a combination of rainwater and ground water for existence. There is no scheme water in Noggerup.	
13	In its present form I object to the proposal. A pine plantation planted this close to a township would be dangerous. The property could easily channel fires from the native bushland to the north and northeast and put the township of Noggerup in danger. I worry that it could block local traffic and prevent locals from leaving the area should there be an emergency. The tank next to the hall and our fire brigade vehicle need to be accessible (plus the hall itself) I personally would have favoured a compromise and lobbied for a much larger than usual setback that would leave grazing land or much less flammable species growing along the highway. In the USA Pinus Radiata are called Gasoline trees. They shouldn't be this close!	

Public Submissions		Applicant Comments
		
14 Petition – 17 Signatures	My wife and daughter and I live in the main Noggerup townsite. My brother and I went around to other residents and owners yesterday afternoon to grab some signatures in support of rejecting the proposal before the cut off for objections today. Most of them have already submitted an official objection directly to the planning department but those that haven't are happy for this to be considered their objection on the grounds of negatively impacting rural aesthetic, fire safety and water security. I have attached the petition to this email. We are likely to be able to get more signatures, these are just the people that were home, none of whom declined to sign- it seems that Noggerup owners and residents are unanimously against the proposal.	

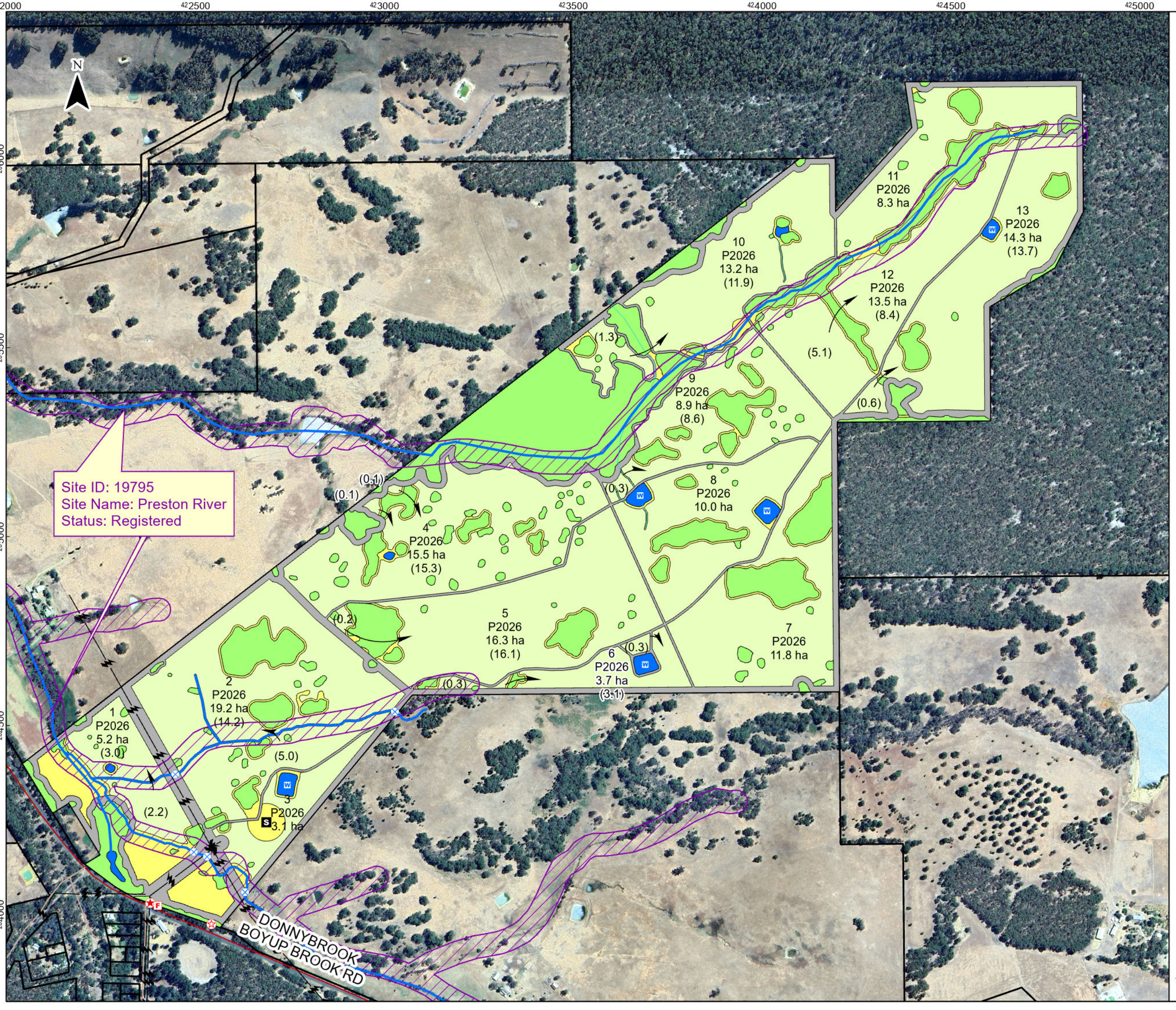
Public Submissions		Applicant Comments
		

Petition to the Shire of Donnybrook-Balingup:
Request to reject pine plantation proposal at Noggerup townsite

Action petitioned for	We, the undersigned, are owners and/or residents of Noggerup townsite, concerned about the inevitable impacts the proposed pine plantation (P25071) will have on our town's safety, water security and rural aesthetic. We request the Shire reject this proposal as it is fundamentally incompatible with the location.

Printed Name	Signature	Address	Comment	Date
Keir Arney		11 Nelson St, NOGGERUP		19/2
Kelly Arney		11 Nelson St, NOGGERUP		19/2
RICHARD FRY		16 BALIGH ST 11		19/2
Jacob Arney		28 Macquarie St Noggerup		19/2
PAUL ARNEY		36 MACQUARIE ST, NOGGERUP		19/2
JEAN CURTIN		37 Macquarie		19/2
Rhys Jones		37 Macquarie St		19/2
Jo Cowgill	Jcowgill	39 Macquarie St		19/2.
Toby Snazell		39 Macquarie St		19/2
DAVID RAYNER		51 MACQUARIE		19/2
Julie Rayner		51 MacQuarie ST Noggerup WA		19/2/26

Printed Name	Signature	Address	Comment	Date
BRYAN WEBSTER		52 MACQUIRIE STREET		19/2/26
JEREMY Albertson		65 Macquarie ST		19/2/26
Denham McMullen		41 Macquarie St		19/2/26
MARIE KHAN		116 Macquarie ST		19/2/26
Jeff Green		15 Station ST		19/2/26



FORESTRY

NOGGERUP PLANTATION

Alternative Option

Details

Lot 3711 on P201646 and Lot 3134 on P140738

SHIRE: Donnybrook-Balingup

LAND OWNER: Cultura Australia Pty Ltd

FIREBREAKS: External 15m
Internal 6m

ACCESS: Donnybrook-Boyup Brook Rd

Area Report

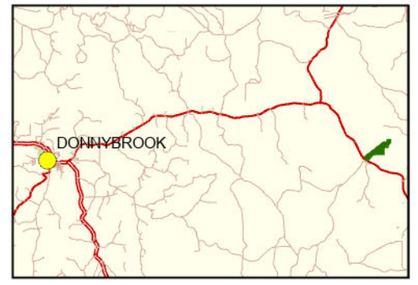
P. radiata P2026.....143.1 ha

TOTAL AREA.....143.1 ha

Legend

- Main Access (EMP)
- Access Gate
- Fire Map Tube
- House
- Shed
- No Access
- Crossing
- Tank
- Waterpoint - Reliable
- Powerline
- Track
- Drain
- Stream
- P. radiata (proposed planting)
- Buffer/ Non Plantable
- Firebreak
- Retained Veg
- Dam/Soak
- Wet/Non Plantable
- Indigenous Heritage Site

Location



1:9 000 @ A3

DATE: March 2026

SHIRE OF DONNYBROOK BALINGUP

MONTHLY FINANCIAL REPORT

(Containing the required statement of financial activity and statement of financial position)

For the period ended 30 April 2026

LOCAL GOVERNMENT ACT 1995
LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

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SHIRE OF DONNYBROOK BALINGUP
STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 APRIL 2026

	Note	Adopted Budget Estimates (a)	YTD Budget Estimates (b)	YTD Actual (c)	Variance* $ (c) - (b)	Variance* % ((c) - (b))/(b)	Var.
		$	$	$	$	%	
OPERATING ACTIVITIES							
Revenue from operating activities							
General rates		8,479,018	8,477,018	**8,469,743**	(7,275)	(0.09%)	
Grants, subsidies and contributions		2,543,109	1,821,978	**2,258,011**	436,033	23.93%	▲
Fees and charges		2,736,572	2,468,627	**2,550,545**	81,918	3.32%	
Interest revenue		461,500	385,650	**394,982**	9,332	2.42%	
Other revenue		500	500	**0**	(500)	(100.00%)	
Profit on asset disposals		44,849	44,849	**171,920**	127,071	283.33%	▲
		14,265,549	**13,198,622**	**13,845,201**	**646,579**	4.90%	
Expenditure from operating activities							
Employee costs		(6,785,485)	(5,816,578)	**(5,779,888)**	36,690	0.63%	
Materials and contracts		(4,838,949)	(4,080,020)	**(3,644,516)**	435,504	10.67%	▲
Utility charges		(476,948)	(397,130)	**(388,696)**	8,434	2.12%	
Depreciation		(7,519,179)	(6,265,894)	**(6,454,666)**	(188,772)	(3.01%)	
Finance costs		(149,948)	(148,571)	**(108,204)**	40,367	27.17%	▲
Insurance		(554,641)	(533,273)	**(511,452)**	21,821	4.09%	
Other expenditure		(129,625)	(108,070)	**(93,656)**	14,414	13.34%	
Loss on asset disposals		(170,541)	(170,541)	**(458,828)**	(288,287)	(169.04%)	▼
		(20,625,316)	**(17,520,077)**	**(17,439,906)**	**80,171**	0.46%	
Non cash amounts excluded from operating activities	2(c)	7,747,830	6,391,586	**6,741,574**	349,988	5.48%	
Amount attributable to operating activities		**1,388,063**	**2,070,131**	**3,146,869**	**1,076,738**	52.01%	
INVESTING ACTIVITIES							
Inflows from investing activities							
Proceeds from capital grants, subsidies and contributions		6,382,545	3,028,085	**2,612,435**	(415,650)	(13.73%)	▼
Proceeds from disposal of assets		1,126,208	104,405	**250,090**	145,685	139.54%	▲
Proceeds from financial assets at amortised cost - self supporting loans		10,477	10,477	**10,477**	0	0.00%	
Proceeds from financial assets at amortised cost - commercial loans		56,000	11,111	**11,111**	0	0.00%	
Proceeds from financial assets at amortised cost - other		5,200	4,600	**4,600**	0	0.00%	
		7,580,430	**3,158,678**	**2,888,713**	**(269,965)**	(8.55%)	
Outflows from investing activities							
Right of use assets recognised		0	0	**(92,352)**	(92,352)	0.00%	
Acquisition of property, plant and equipment		(6,021,450)	(1,852,931)	**(1,440,973)**	411,958	22.23%	▲
Acquisition of infrastructure		(4,900,105)	(4,110,066)	**(3,466,873)**	643,193	15.65%	▲
		(10,921,555)	**(5,962,997)**	**(5,000,198)**	**962,799**	16.15%	
Non-cash amounts excluded from investing activities	2(d)	0	0	**92,352**	92,352	0.00%	
Amount attributable to investing activities		**(3,341,125)**	**(2,804,319)**	**(2,019,133)**	**785,186**	28.00%	
FINANCING ACTIVITIES							
Inflows from financing activities							
Leases liabilities recognised		100,000	100,000	**95,666**	(4,334)	(4.33%)	
Transfer from reserves		3,102,828	439,748	**439,748**	(0)	(0.00%)	
		3,202,828	**539,748**	**535,414**	**(4,334)**	(0.80%)	
Outflows from financing activities							
Payments for principal portion of lease liabilities		(51,538)	(35,452)	**(35,452)**	0	0.00%	
Repayment of borrowings		(131,459)	(131,459)	**(131,459)**	0	0.00%	
Transfer to reserves		(2,857,046)	(283,526)	**(283,526)**	0	0.00%	
		(3,040,043)	**(450,437)**	**(450,437)**	**0**	0.00%	
Non-cash amounts excluded from financing activities	2(e)	(100,000)	(100,000)	**(95,666)**	4,334	4.33%	
Amount attributable to financing activities		**62,785**	**(10,689)**	**(10,689)**	**0**	0.00%	
MOVEMENT IN SURPLUS OR DEFICIT							
Surplus or deficit at the start of the financial year	2(a)	1,890,277	1,890,277	**1,890,277**	0	0.00%	
Amount attributable to operating activities		1,388,063	2,070,131	**3,146,869**	1,076,738	52.01%	▲
Amount attributable to investing activities		(3,341,125)	(2,804,319)	**(2,019,133)**	785,186	28.00%	▲
Amount attributable to financing activities		62,785	(10,689)	**(10,689)**	0	0.00%	
Surplus or deficit after imposition of general rates		**0**	**1,145,400**	**3,007,324**	**1,861,924**	162.56%	▲

KEY INFORMATION

▲▼ Indicates a variance between Year to Date (YTD) Budget and YTD Actual data outside the adopted materiality threshold.
▲ Indicates a variance with a positive impact on the financial position.
▼ Indicates a variance with a negative impact on the financial position.
Refer to Note 3 for an explanation of the reasons for the variance.

This statement is to be read in conjunction with the accompanying notes.

SHIRE OF DONNYBROOK BALINGUP
STATEMENT OF FINANCIAL POSITION
FOR THE PERIOD ENDED 30 APRIL 2026

	Actual 30 June 2025	Actual as at 30 April 2026
	$	$
CURRENT ASSETS		
Cash and cash equivalents	9,388,371	11,152,430
Trade and other receivables	541,190	847,943
Other financial assets	23,810	2,222
Inventories	239,964	169,819
Contract assets	539,458	95,363
Other assets	642,323	0
TOTAL CURRENT ASSETS	11,375,116	12,267,777
NON-CURRENT ASSETS		
Trade and other receivables	226,467	226,467
Other financial assets	863,224	863,224
Inventories	1,950,644	1,950,644
Property, plant and equipment	57,479,636	57,562,943
Infrastructure	151,500,830	149,490,460
Intangible assets	423,797	362,706
TOTAL NON-CURRENT ASSETS	212,444,598	210,456,444
TOTAL ASSETS	223,819,714	222,724,221
CURRENT LIABILITIES		
Trade and other payables	1,756,526	1,423,253
Contract liabilities	15,656	0
Capital grant/contributions liabilities	1,176,220	1,435,701
Other liabilities	180,797	223,669
Lease liabilities	20,281	2,562
Borrowings	131,459	0
Employee related provisions	755,177	755,177
TOTAL CURRENT LIABILITIES	4,036,116	3,840,362
NON-CURRENT LIABILITIES		
Other liabilities	3,932,500	3,932,500
Lease liabilities	19,872	97,804
Borrowings	2,848,308	2,848,308
Employee related provisions	244,524	244,524
Other provisions	2,149,239	2,149,239
TOTAL NON-CURRENT LIABILITIES	9,194,443	9,272,375
TOTAL LIABILITIES	13,230,559	13,112,737
NET ASSETS	**210,589,155**	**209,611,484**
EQUITY		
Retained surplus	32,088,611	31,267,164
Reserve accounts	5,576,653	5,420,431
Revaluation surplus	172,923,891	172,923,892
TOTAL EQUITY	**210,589,155**	**209,611,487**

This statement is to be read in conjunction with the accompanying notes.

1 BASIS OF PREPARATION AND MATERIAL ACCOUNTING POLICIES

BASIS OF PREPARATION

This prescribed financial report has been prepared in accordance with the *Local Government Act 1995* and accompanying regulations.

Local Government Act 1995 requirements
Section 6.4(2) of the Local Government Act 1995 read with the *Local Government (Financial Management) Regulations 1996,* prescribe that the financial report be prepared in accordance with the *Local Government Act 1995* and, to the extent that they are not inconsistent with the Act, the Australian Accounting Standards. The Australian Accounting Standards (as they apply to local governments and not-for-profit entities) and Interpretations of the Australian Accounting Standards Board were applied where no inconsistencies exist.

The *Local Government (Financial Management) Regulations 1996* specify that vested land is a right-of-use asset to be measured at cost, and is considered a zero cost concessionary lease. All right-of-use assets under zero cost concessionary leases are measured at zero cost rather than at fair value, except for vested improvements on concessionary land leases such as roads, buildings or other infrastructure which continue to be reported at fair value, as opposed to the vested land which is measured at zero cost. The measurement of vested improvements at fair value is a departure from AASB 16 which would have required the Shire to measure any vested improvements at zero cost.

Local Government (Financial Management) Regulations 1996, regulation 34 prescribes contents of the financial report. Supplementary information does not form part of the financial report.

Accounting policies which have been adopted in the preparation of this financial report have been consistently applied unless stated otherwise. Except for cash flow and rate setting information, the financial report has been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

PREPARATION TIMING AND REVIEW

Date prepared: All known transactions up to 30 April 2026

THE LOCAL GOVERNMENT REPORTING ENTITY
All funds through which the Shire controls resources to carry on its functions have been included in the financial statements forming part of this financial report.

All monies held in the Trust Fund are excluded from the financial statements.

MATERIAL ACCOUNTING POLICES
Material accounting policies utilised in the preparation of these statements are as described within the 2025-26 Annual Budget. Please refer to the adopted budget document for details of these policies.

Critical accounting estimates and judgements
The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses.

The estimates and associated assumptions are based on historical experience and various other factors believed to be reasonable under the circumstances; the results of which form the basis of making the judgements about carrying values of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these estimates.

As with all estimates, the use of different assumptions could lead to material changes in the amounts reported in the financial report.

The following are estimates and assumptions that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year and further information on their nature and impact can be found in the relevant note:

- Fair value measurement of assets carried at reportable value including:
  - Property, plant and equipment
  - Infrastructure
- Impairment losses of non-financial assets
- Expected credit losses on financial assets
- Estimated useful life of intangible assets
- Measurement of employee benefits
- Measurement of provisions
- Estimation uncertainties and judgements made in relation to lease accounting

2 NET CURRENT ASSETS INFORMATION

(a) Net current assets used in the Statement of Financial Activity

	Note	Adopted Budget Opening 1 July 2025	Actual as at 30 June 2025	Actual as at 30 April 2026
Current assets		**$**	**$**	**$**
Cash and cash equivalents		4,877,217	9,388,371	11,152,430
Trade and other receivables		2,424,798	541,190	847,943
Other financial assets		10,546	23,810	2,222
Inventories		250,000	239,964	169,819
Contract assets		0	539,458	95,363
Other assets		0	642,323	0
		7,562,561	11,375,116	12,267,777
Less: current liabilities				
Trade and other payables		(2,082,386)	(1,756,526)	(1,423,253)
Other liabilities		0	(1,372,673)	(1,659,370)
Lease liabilities		(30,000)	(20,281)	(2,562)
Borrowings		(131,419)	(131,459)	0
Employee related provisions		(500,000)	(755,177)	(755,177)
		(2,743,805)	(4,036,116)	(3,840,362)
Net current assets		4,818,756	7,339,000	8,427,415
Less: Total adjustments to net current assets	2(b)	(4,818,756)	(5,448,723)	(5,420,091)
Closing funding surplus / (deficit)		**0**	**1,890,277**	**3,007,324**

(b) Current assets and liabilities excluded from budgeted deficiency

Adjustments to net current assets				
Less: Reserve accounts		(4,877,217)	(5,576,653)	(5,420,431)
Less: Financial assets at amortised cost - self supporting loans		0	(23,810)	(2,222)
Less: Current assets not expected to be received at end of year				
- Current financial assets at amortised cost - self supporting loans				
- Employee benefit provision		(102,958)	0	0
Add: Current liabilities not expected to be cleared at the end of the year				
- Current portion of lease liabilities		30,000	20,281	2,562
- Current portion of borrowings		131,419	131,459	0
Total adjustments to net current assets	2(a)	**(4,818,756)**	**(5,448,723)**	**(5,420,091)**

(c) Non-cash amounts excluded from operating activities

	Adopted Budget Estimates 30 June 2026	YTD Budget Estimates 30 April 2026	YTD Actual 30 April 2026
	$	**$**	**$**
Adjustments to operating activities			
Less: Profit on asset disposals	(44,849)	(44,849)	(171,920)
Add: Loss on asset disposals	170,541	170,541	458,828
Add: Depreciation	7,519,180	6,265,894	6,454,666
Total non-cash amounts excluded from operating activities	**7,644,872**	**6,391,586**	**6,741,574**

(d) Non-cash amounts excluded from investing activities

Adjustments to investing activities			
Right of use assets received			92,352
Total non-cash amounts excluded from investing activities	**0**	**0**	**92,352**

(e) Non-cash amounts excluded from financing activities

Adjustments to financing activities			
Non cash proceeds from new leases	(100,000)	(100,000)	(95,666)
Total non-cash amounts excluded from financing activities	**(100,000)**	**(100,000)**	**(95,666)**

CURRENT AND NON-CURRENT CLASSIFICATION

In the determination of whether an asset or liability is current or non-current, consideration is given to the time when each asset or liability is expected to be settled. Unless otherwise stated assets or liabilities are classified as current if expected to be settled within the next 12 months, being the local governments' operational cycle.

3 EXPLANATION OF MATERIAL VARIANCES

The material variance thresholds are adopted annually by Council as an indicator of whether the actual expenditure or revenue varies from the year to date actual materially.
The material variance adopted by Council for the 2025-26 year is $25,000 and 10.00% whichever is the greater.

Description	Var. $	Var. %	
	$	%	
Revenue from operating activities			
Grants, subsidies and contributions	**436,033**	**23.93%**	▲
Income in the following areas is greater than estimated:			
Insurance, workers comp, LSL, PPL, legal costs reimbursements $477,273		Permanent	
Bushfire Mitigation $35,420		Timing	
Income in the following areas is less than estimated:			
General Purpose Grant (LGGC) $54,150		Timing	
CESM expenses reimbursement $26,253		Timing	
Profit on asset disposals	**127,071**	**283.33%**	▲
Asset disposals greater that estimated, see note 5 for further detail.			
Expenditure from operating activities			
Materials and contracts	**435,504**	**10.67%**	▲
Actual expenditure in the following areas is lower than estimated:			
Bushfire Mitigation $142,809		Timing	
Consultants Strategic Planning $45,820 to be carried over into 26.27		Permanent	
Consultants - Landfill closure management plan $166,666 to be carried over into 26.27		Permanent	
Consultants - Public Health Plan $33,330		Permanent	
Consultants - Governance $81,001		Timing	
Council Elections $50,867		Timing	
Water usage at various Shire facilities $55,118		Timing	
Public Conveniences Maintenance $32,751		Timing	
Rates valuations $25,148		Timing	
Actual expenditure in the following areas is greater than estimated:			
Major maintenance - Preston Village $43,866		Permanent	
Various Sporting & Recreation facilities Maintenance $16,391		Permanent	
ESL operating expenses $37,551		Permanent	
IT Maintenance Agreements $20,942		Timing	
Open Space Maintenance $30,633		Permanent	
Road Maintenance $32,038		Permanent	
Storm damage Maintenance $10,661		Permanent	
Finance costs	**40,367**	**27.17%**	▲
Variance due to reversal of accured interest expense from 24/25 $35,993		Timing	
Loss on asset disposals	**(288,287)**	**(169.04%)**	▼
Disposal of assets due to vehicle accident - $42,097		Permanent	
Disposal of Bridge 5224 $243,627		Permanent	
Inflows from investing activities			
Proceeds from capital grants, subsidies and contributions	**(415,650)**	**(13.73%)**	▼
Income in the following areas are less than estimated:			
VC Mitchell Park $401,674		Timing	
Main Roads Special Projects - Bridges $180,566		Timing	
LGGC Special Projects $96,502		Timing	
LRCI $40,106		Permanent	
WA Bicycle Network Program $72,626		Permanent	
Roads to recovery grant $95,231		Timing	
Income in the following areas is greater than estimated:			
Regional Roads group grant $506,222		Timing	
Proceeds from disposal of assets	**145,685**	**139.54%**	▲
Income in the following areas is greater than estimated:			
Fair value of replacement of Argyle Irishtown BFB Vehicle $35,000		Permanent	
Fair value of replacement of Mullalyup BFB Vehicle $75,000		Permanent	
Fair value of replacement of Donnybrook SES Vehicle $45,000		Permanent	
Outflows from investing activities			
Acquisition of property, plant and equipment	**411,958**	**22.23%**	▲
Expenditure in the following areas is lower than estimated:			
Buildings $536,466 - for further detail see note 4 capital acquisitions		Timing	
Furniture and equipment $12,240 - for further detail see note 4 capital acquisitions		Timing	
Expenditure in the following areas is greater than estimated:			
Vehicles - Transport $136,747		Timing	
Acquisition of infrastructure	**643,193**	**15.65%**	▲
Expenditure in the following areas is lower than estimated:			
Road infrastructure $447,750 - for further detail see note 4 capital acquisitions		Timing	
Bridge infrastructure $137,500 - for further detail see note 4 capital acquisitions		Timing	
Infrastructure - footpaths $140,252 - for further detail see note 4 capital acquisitions		Timing	
Expenditure in the following areas is greater than estimated:			
Other infrastructure $73,359 - for further detail see note 4 capital acquisitions		Timing	

SHIRE OF DONNYBROOK BALINGUP

SUPPLEMENTARY INFORMATION

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SHIRE OF DONNYBROOK BALINGUP
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 APRIL 2026

1 KEY INFORMATION

Funding Surplus or Deficit Components

Funding surplus / (deficit)

	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. $ (b)-(a)
Opening	$1.89 M	$1.89 M	$1.89 M	$0.00 M
Closing	$0.00 M	$1.15 M	$3.01 M	$1.86 M

Refer to Statement of Financial Activity

Cash and cash equivalents

	$11.15 M	% of total
Unrestricted Cash	$5.73 M	51.4%
Restricted Cash	$5.42 M	48.6%

Refer to 2 - Cash and Financial Assets

Payables

	$1.42 M	% Outstanding
Trade Payables	$0.67 M	
0 to 30 Days		99.6%
Over 30 Days		0.4%
Over 90 Days		0.0%

Refer to 8 - Payables

Receivables

	$0.25 M	% Collected
Rates Receivable	$0.60 M	93.3%
Trade Receivable	$0.25 M	% Outstanding
Over 30 Days		7.8%
Over 90 Days		2.9%

Refer to 6 - Receivables

Key Operating Activities

Amount attributable to operating activities

Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. $ (b)-(a)
$1.39 M	$2.07 M	$3.15 M	$1.08 M

Refer to Statement of Financial Activity

Rates Revenue

YTD Actual	$8.47 M	% Variance
YTD Budget	$8.48 M	(0.1%)

Grants and Contributions

YTD Actual	$2.26 M	% Variance
YTD Budget	$1.82 M	23.9%

Refer to 12 - Grants and Contributions

Fees and Charges

YTD Actual	$2.55 M	% Variance
YTD Budget	$2.47 M	3.3%

Refer to Statement of Financial Activity

Key Investing Activities

Amount attributable to investing activities

Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. $ (b)-(a)
($3.34 M)	($2.80 M)	($2.02 M)	$0.79 M

Refer to Statement of Financial Activity

Proceeds on sale

YTD Actual	$0.25 M	%
Adopted Budget	$1.13 M	(77.8%)

Refer to 5 - Disposal of Assets

Asset Acquisition

YTD Actual	$3.47 M	% Spent
Adopted Budget	$4.88 M	(29.0%)

Refer to 4 - Capital Acquisitions

Capital Grants

YTD Actual	$2.61 M	% Received
Adopted Budget	$6.38 M	(59.1%)

Refer to 4 - Capital Acquisitions

Key Financing Activities

Amount attributable to financing activities

Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. $ (b)-(a)
$0.06 M	($0.01 M)	($0.01 M)	$0.00 M

Refer to Statement of Financial Activity

Borrowings

Principal repayments	($0.13 M)
Interest expense	($0.11 M)
Principal due	$2.85 M

Refer to 9 - Borrowings

Reserves

Reserves balance	$5.42 M
Net Movement	($0.16 M)

Refer to 3 - Cash Reserves

Lease Liability

Principal repayments	($0.04 M)
Interest expense	($0.00 M)
Principal due	$0.10 M

Refer to Note 10 - Lease Liabilites

This information is to be read in conjunction with the accompanying Financial Statements and notes.

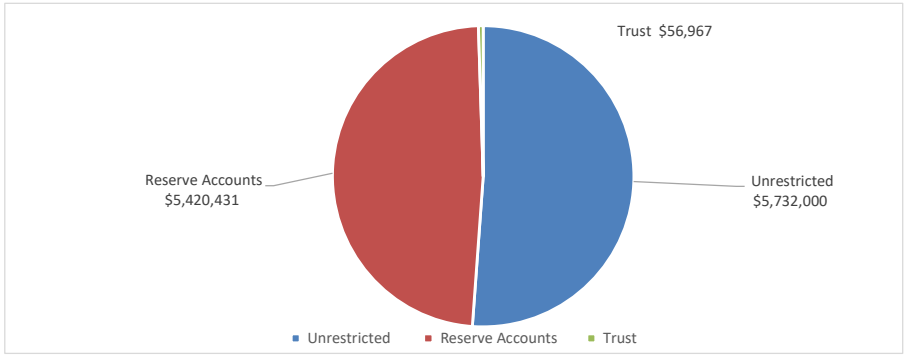
2 CASH AND FINANCIAL ASSETS AT AMORTISED COST

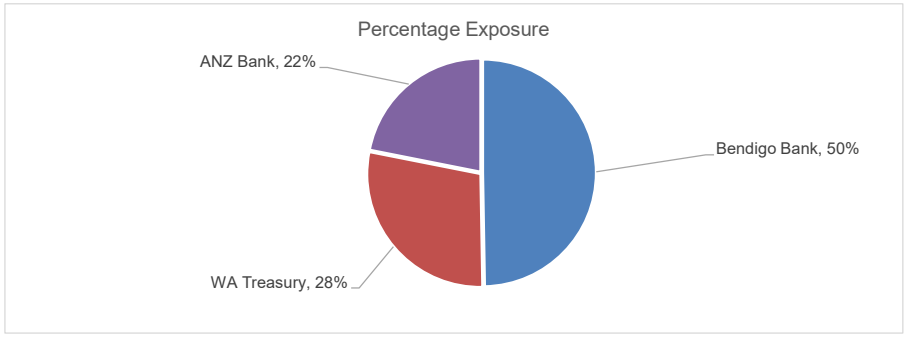
Description	Classification	Unrestricted	Reserve Accounts	Total	Trust	Institution	Interest Rate	Maturity Date
		$	$	$	$			
Floats/Petty Cash on Hand	Cash and cash equivalents	690	0	690	0		NIL	On hand
Municipal Bank Account	Cash and cash equivalents	2,565,798	0	2,565,798	0	Bank	Variable	Cheque Acc
WA Treasury	Cash and cash equivalents	3,165,512	0	3,165,512	0	Bank	4.05%	At Call
Bendigo Cash at Bank	Cash and cash equivalents	0	0	0	0	Bank	Variable	Cheque Acc
ANZ Bank Term Deposit	Cash and cash equivalents	0	2,442,578	2,442,578	0	Bank	4.30%	07/2026
Bendigo Bank Term Deposit	Cash and cash equivalents	0	2,977,852	2,977,852	0	Bank	4.25%	06/2026
Trust Fund Cash at Bank	Cash and cash equivalents	0	0	0	56,967	Bank	Variable	Cheque Acc
Total		**5,732,000**	**5,420,431**	**11,152,430**	**56,967**			
Comprising								
Cash and cash equivalents		5,732,000	5,420,431	11,152,430	56,967			
		5,732,000	**5,420,431**	**11,152,430**	**56,967**			

KEY INFORMATION
Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments with original maturities of three months or less that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value.
Bank overdrafts are reported as short term borrowings in current liabilities in the statement of net current assets.

The local government classifies financial assets at amortised cost if both of the following criteria are met:
- the asset is held within a business model whose objective is to collect the contractual cashflows, and
- the contractual terms give rise to cash flows that are solely payments of principal and interest.

Financial assets at amortised cost held with registered financial institutions are listed in this note other financial assets at amortised cost are provided in Note 7 - Other assets.





3 RESERVE ACCOUNTS

Reserve account name	Budget				Actual			
	Opening Balance	Transfers In (+)	Transfers Out (-)	Closing Balance	Opening Balance	Transfers In (+)	Transfers Out (-)	Closing Balance
	$	$	$	$	$	$	$	$
Reserve accounts restricted by Council								
Employee Entitlement Reserve	42,500	92,000	0	134,500	42,500	91,388	0	133,888
Waste Management Reserve	1,248,309	199,300	(241,500)	1,206,109	1,248,309	24,582	0	1,272,892
Arbuthnott Memorial Scholarship Reserve	2,685	0	(300)	2,385	2,685	0	0	2,685
Strategic Planning Studies Reserve	31,012	17,000	0	48,012	31,012	16,388	0	47,400
Land Development Reserve	21,259	0	0	21,259	21,259	0	0	21,259
Vehicle Reserve	439,525	556,000	(737,892)	257,633	439,525	16,388	0	455,913
Roadworks Reserve	243,161	146,846	0	390,007	243,161	16,388	0	259,549
Revaluation Reserve	60,000	40,000	0	100,000	60,000	0	0	60,000
Buildings Reserve	377,082	425,000	(405,047)	397,035	377,082	24,582	0	401,664
Council Elections Reserve	20,000	28,500	(45,000)	3,500	20,000	28,194	0	48,194
Information Technology Reserve	38,061	28,500	0	66,561	38,061	8,194	0	46,255
Parks and Reserves Reserve	367,921	300,000	(53,068)	614,853	367,921	24,582	0	392,504
Bridges Reserve	0	208,500	(134,228)	74,272	0	8,194	0	8,194
Carried Forward Projects Reserve	1,454,216	0	(1,427,884)	26,332	1,454,216	0	(439,748)	1,014,468
Minninup Cottages 1-4 Surplus Reserve	82,722	0	(17,695)	65,027	82,722	0	0	82,722
Minninup Cottages 9-12 Surplus Reserve	179,776	0	(20,265)	159,511	179,776	0	0	179,776
Langley Villas 1-6 Surplus Reserve	243,439	0	(19,949)	223,490	243,439	0	0	243,439
Langley Villas 7-9 Surplus Reserve	146,755	0	0	146,755	146,755	0	0	146,755
Minninup Cottages 5-8 Lt Maintenance Reserve	11,669	0	0	11,669	11,669	0	0	11,669
Minninup Cottages 9-12 Lt Maintenance Reserve	10,628	0	0	10,628	10,628	0	0	10,628
Langley Villas 1-6 Lt Maintenance Reserve	21,023	0	0	21,023	21,023	0	0	21,023
Langley Villas 7-9 Lt Maintenance Reserve	7,200	0	0	7,200	7,200	0	0	7,200
Preston Village Exit Deferred Management Reserve	417,463	0	0	417,463	417,463	11,445	0	428,908
Preston Village Reserve Fund Contribution Reserve	64,921	0	0	64,921	64,921	3,799	0	68,720
Langley Villas 1-9 Surplus Reserve	15,032	0	0	15,032	15,032	0	0	15,032
Langley Villas 1-9 Long Term Maintenance Reserve	6,781	5,400	0	12,181	6,781	5,400	0	12,181
Minninup Cottages 5 12 Long Term Maintenance Reserve	4,000	4,000	0	8,000	4,000	4,000	0	8,000
Minninup Cottages 5-12 Surplus Reserve	19,514	0	0	19,514	19,514	0	0	19,514
Strategic Project Reserve	0	806,000	0	806,000	0	0	0	0
	5,576,653	**2,857,046**	**(3,102,828)**	**5,330,871**	**5,576,653**	**283,526**	**(439,748)**	**5,420,431**

4 CAPITAL ACQUISITIONS

Capital acquisitions	Adopted Budget	YTD Budget	YTD Actual	YTD Variance
	$	$	$	$
Buildings	3,951,389	897,394	360,928	(536,466)
Furniture and equipment	25,226	25,226	12,986	(12,240)
Plant and equipment	2,044,835	930,311	1,067,058	136,747
Acquisition of property, plant and equipment	**6,021,450**	**1,852,931**	**1,440,973**	**(411,958)**
Infrastructure - roads	3,303,471	3,023,470	**2,575,720**	(447,750)
Infrastructure - other	513,624	440,586	**522,896**	82,310
Infrastructure - footpaths	140,252	140,252	**0**	(140,252)
Infrastructure - bridges	922,758	505,758	**368,258**	(137,500)
Acquisition of infrastructure	**4,880,105**	**4,110,066**	**3,466,873**	**(643,193)**
Total capital acquisitions	**10,901,555**	**5,962,997**	**4,907,846**	**(1,055,151)**
Capital Acquisitions Funded By:				
Capital grants and contributions	6,382,545	3,028,085	2,612,436	(415,649)
Lease liabilities	100,000	100,000	95,666	(4,334)
Other (disposals & C/Fwd)	1,126,208	104,405	250,090	145,685
Reserve accounts				
Waste Management Reserve	241,500	0	0	0
Arbuthnott Memorial Scholarship Reserve	300	0	0	0
Vehicle Reserve	737,892	0	0	0
Buildings Reserve	405,047	0	0	0
Council Elections Reserve	45,000	0	0	0
Parks and Reserves Reserve	53,068	0	0	0
Bridges Reserve	134,228	0	0	0
Carried Forward Projects Reserve	1,427,884	439,748	439,748	0
Minninup Cottages 1-4 Surplus Reserve	17,695	0	0	0
Minninup Cottages 9-12 Surplus Reserve	20,265	0	0	0
Langley Villas 1-6 Surplus Reserve	19,949	0	0	0
Contribution - operations	189,974	2,290,759	1,509,906	(780,853)
Capital funding total	**10,901,555**	**5,962,997**	**4,907,846**	**(1,055,151)**

KEY INFORMATION

Initial recognition

An item of property, plant and equipment or infrastructure that qualifies for recognition as an asset is measured at its cost.

Upon initial recognition, cost is determined as the amount paid (or other consideration given) to acquire the assets, plus costs incidental to the acquisition. The cost of non-current assets constructed by the Shire includes the cost of all materials used in construction, direct labour on the project and an appropriate proportion of variable and fixed overheads. For assets acquired at zero cost or otherwise significantly less than fair value, cost is determined as fair value at the date of acquisition.

Assets for which the fair value as at the date of acquisition is under $5,000 are not recognised as an asset in accordance with *Local Government (Financial Management) Regulation 17A(5).* These assets are expensed immediately.

Where multiple individual low value assets are purchased together as part of a larger asset or collectively forming a larger asset exceeding the threshold, the individual assets are recognised as one asset and capitalised.

Individual assets that are land, buildings and infrastructure acquired between scheduled revaluation dates of the asset class in accordance with the Shire's revaluation policy, are recognised at cost and disclosed as being at reportable value.

Measurement after recognition

Plant and equipment including furniture and equipment and right-of-use assets (other than vested improvements) are measured using the cost model as required under *Local Government (Financial Management) Regulation 17A(2).* Assets held under the cost model are carried at cost less accumulated depreciation and any impairment losses being their reportable value.

Reportable Value

In accordance with *Local Government (Financial Management) Regulation 17A(2),* the carrying amount of non-financial assets that are land and buildings classified as property, plant and equipment, investment properties, infrastructure or vested improvements that the local government controls.

Reportable value is for the purpose of *Local Government (Financial Management) Regulation 17A(4)* is the fair value of the asset at its last valuation date minus (to the extent applicable) the accumulated depreciation and any accumulated impairment losses in respect of the non-financial asset subsequent to its last valuation date.

4 CAPITAL ACQUISITIONS (CONTINUED) - DETAILED

Capital expenditure total
Level of completion indicators

- 0%
- 20%
- 40%
- 60%
- 80%
- 100%
- Over 100%

Percentage Year to Date Actual to Annual Budget expenditure where the expenditure over budget highlighted in red.

	Account Description		Adopted Budget	YTD Budget	YTD Actual	Variance (Under)/Over
	Capital Expenditure		$	$	$	$
	Buildings					
	B108	Administration Centre - Donnybrook	37,567	37,567	25,367	12,200
	B123	Council Chambers	14,149	14,149	1,259	12,890
	B161	Donnybrook Transit Park	35,000	0	610	(610)
	B162	Public Hall - Donnybrook	13,172	13,172	9,039	4,133
	B163	Public Hall - Balingup (and Library)	18,500	18,500	7,863	10,637
	B164	Public Hall - Kirup	137,409	137,409	33,250	104,159
	B165	Public Hall - Newlands	55,639	55,639	0	55,639
	B369	Public Hall - Yabberup (and tennis shed)	32,445	32,445	0	32,445
	B374	Scout Hall - Donnybrook	35,481	35,481	35,805	(324)
	B376	Mens Shed workshop and ablutions - Egan Park	51,500	0	0	0
	B300	Public Toilets - Ayres Gardens Precinct	25,000	0	0	0
	B106	VBFB Station - Argyle / Irishtown	1,600,000	0	10,446	(10,446)
	B397	Balingup Recreation Centre	109,310	0	0	0
	B078	Donnybrook Recreation Centre	600,313	195,816	96,265	99,551
	B379	Ablutions - Balingup Transit Park	27,548	27,548	6,902	20,646
	B372	Public Hall - Brookhampton	48,101	48,101	47,316	785
	B373	Community Resource Centre - Donnybrook	13,658	13,658	10,018	3,640
	B385	Minninup Cottages (Units 1-4)	16,480	16,480	0	16,480
	B386	Minninup Cottages (Units 5-12)	32,960	32,960	0	32,960
	B392	Depot - Donnybrook	14,228	14,228	2,127	12,101
	B396	Transfer Station - Balingup	70,503	70,503	54,937	15,566
	B398	VC Mitchell - Park Pavillion	962,426	133,738	19,723	114,015
			3,951,389	**897,394**	**360,928**	536,466
	Plant and Equipment					
	2746	Plant & Equipment - Parks & Reserves	11,000	11,000	10,590	410
	0884	Vehicles - Ranger	69,010	69,010	0	69,010
	0434	Vehicles - Parks & Reserves	434,945	74,445	121,027	(46,582)
	3554	Vehicles - Transport	1,057,934	357,640	318,500	39,140
	4214	Vehicles - Public Works	93,730	40,000	84,929	(44,929)
	0354	Vehicles - ESL Funded	322,651	322,651	476,447	(153,796)
	0554	Vehicles - Administration	55,565	55,565	55,565	(0)
			2,044,835	**930,311**	**1,067,058**	(136,747)
	Furniture and Equipment					
	8904	Dolphin Wave Pool Cleaner	6,700	6,700	5,406	1,294
	8974	Christmas Decorations	18,526	18,526	0	18,526
	R178	VC Mitchell - Kitchen & Bar Equipment	0	0	3,853	(3,853)
	R180	VC Mitchell - Other Loose Furniture & Fittings	0	0	3,727	(3,727)
			25,226	**25,226**	**12,986**	12,240

4 CAPITAL ACQUISITIONS (CONTINUED) - DETAILED

Capital expenditure total
Level of completion indicators

0%
20%
40%
60%
80%
100%
Over 100%

Percentage Year to Date Actual to Annual Budget expenditure where the expenditure over budget highlighted in red.

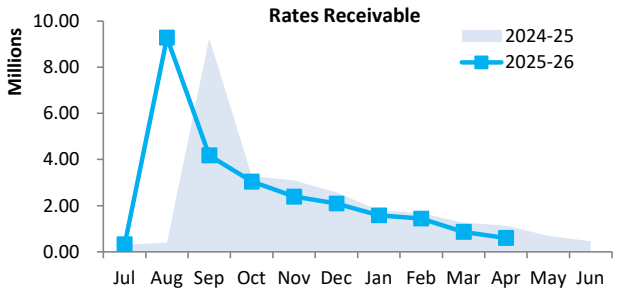
Account	Account Description	Adopted Budget	YTD Budget	YTD Actual	Variance (Under)/Over
Capital Expenditure		$	$	$	$
Infrastructure - Other					
R144	VC Mitchell - Design & Development	0	0	46,664	(46,664)
R168	VC Mitchell - Other Loose Furniture & Fittings	0	0	4,091	(4,091)
R169	VC Mitchell - Tennis Lighting	126,829	68,499	153,306	(84,807)
R170	VC Mitchell - Storage Shed / Shelter	0	0	87,258	(87,258)
R175	VC Mitchell - Landscape & Irrigation	0	0	4,859	(4,859)
R177	VC Mitchell - Communication	0	0	5,356	(5,356)
R188	Egan Park	16,153	16,153	19,137	(2,984)
R191	Apple Fun Park	5,305	5,305	0	5,305
R194	Donnybrook Arboretum	21,911	21,911	7,914	13,997
R189	Donnybrook Townsite (General)	10,927	9,100	0	9,100
R198	South West Hwy Donnybrook	74,813	74,813	0	74,813
R199	Ayers Gardens	16,391	13,650	0	13,650
R200	Donnybrook Waste Management Facility	35,000	29,160	13,765	15,395
R201	Yabberup Townsite	25,750	21,450	0	21,450
R202	Balingup Bowling Green	180,545	180,545	180,545	(0)
		513,624	**440,586**	**522,896**	(82,310)
Infrastructure - Bridges					
B5224	Bridge 5224 - Renewal Works	256,708	256,708	225,769	30,939
B5185	Bridge 5185 - Merrifield View	417,000	0	0	0
B3617	Bridge 3617 - Bridge St	110,000	110,000	104,500	5,500
3625	Bridge 3625 - Charlie Creek Road	10,300	10,300	5,775	4,525
B0875	Bridge 0875 - Balingup Nannup Road	25,750	25,750	13,180	12,570
B3639	Bridge 3639- Bendall Road	15,450	15,450	0	15,450
0876	Bridge 0876 - Balingup Nannup Road	36,050	36,050	19,034	17,016
B9315	Bridge 9315- Donnybrook Pedestrian Suspension Bridge	51,500	51,500	0	51,500
		922,758	**505,758**	**368,258**	137,500
Infrastructure - Footpaths					
C2409	Preston River Path Loop	140,252	140,252	0	140,252
		160,252	**140,252**	**0**	140,252
Infrastructure - Roads					
C2404	Forrest Road	0	0	359	(359)
C2304	Montgomery Road	44,000	44,000	43,625	375
C2314	Balingup Nannup Road	37,278	37,278	37,278	(0)
C2401	Cundinup Kirup Road	30,084	30,084	30,084	0
C2405	Smith & Timms Road	0	0	875	(875)
C2410	Freemasons Drainage Easement Upgrade and Extension - Lots 9 & 10 SW Hwy, Donnybrook.	100,000	100,000	74,848	25,152
C2501	Cundinup Kirup Road	661,746	661,746	495,695	166,051
C2502	Southampton Road	783,075	783,075	509,999	273,076
C2503	Jayes Road - Balingup	236,500	236,500	248,670	(12,170)
C2504	Prowse Road - Balingup	120,000	120,000	120,547	(547)
C2505	Greenbushes Grimwade Rd	55,000	55,000	55,003	(3)
C2506	Smith Street Donnybrook (Inc rear laneway)	376,000	376,000	376,667	(667)
C2507	Smith (Nth end up to Timms) & Timms Street Dbk	377,000	377,000	377,334	(334)
C2508	Ravenscliffe Road - Kirup	120,065	120,065	126,594	(6,529)
C2509	Wellington Road - Balingup	33,723	33,723	36,451	(2,729)
C2510	Brockman Road - Balingup	205,000	0	7,072	(7,072)
C2511	Upper Capel Road Gravel Pit Rehabilitation	35,000	0	462	(462)
C2512	Steet Lighting Renewal	30,000	30,000	24,956	5,044
C2513	Brookhampton Road	19,000	19,000	6,500	12,500
C2514	Palmer Street Donnybrook	10,000	0	2,700	(2,700)
C2515	Bailey Heights Balingup	10,000	0	0	0
C2516	Sandhills Road Donnybrook	10,000	0	0	0
C2517	Allnut Street Donnybrook	10,000	0	0	0
		3,303,471	**3,023,470**	**2,575,720**	447,750
	Total Capital Acquisitions	**10,921,555**	**5,962,997**	**4,907,846**	**1,055,151**

5 DISPOSAL OF ASSETS

		Budget				YTD Actual			
Asset Ref.	Asset description	Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
		$	$	$	$	$	$	$	$
	Buildings								
20728	Donnybrook Tennis Club - Shed	11,475	0	0	(11,476)	11,475	0	0	(11,475)
	Plant and equipment								
61323	Ranger - DB92	23,690	23,690	0	0	0	0	0	0
61307	Subaru Forrester - DB463	16,000	16,545	545	0	16,000	16,545	545	0
61144	Pig Trailer - DB6248	5,150	5,150	0	0	0	0	0	0
61290	Tractor - DB4806	46,350	46,350	0	0	0	0	0	0
61312	Ute - DB102	19,570	19,570	0	0	17,000	21,818	4,818	0
61334	Ride on Mower 60" - DB606	15,450	15,450	0	0	0	0	0	0
61281	Ride on Sweeper - DB271	5,768	5,768	0	0	0	0	0	0
61253	Grader - DB4517	77,250	77,250	0	0	0	0	0	0
61310	Ute - DB117	19,570	19,570	0	0	0	0	0	0
61313	Mitsubishi Triton - DB8250	20,600	20,600	0	0	16,838	19,091	2,253	0
61317	Mitsubishi Triton - DB346	23,690	23,690	0	0	16,200	13,636	0	(2,564)
P6292	Tandem Wheel Trailer - DB6292	2,575	2,575	0	0	0	0	0	0
61325	Ride on Mower - DB193	14,696	24,000	9,304	0	14,696	24,000	9,304	0
61217	Toyota Landcruiser - Argyle BFB DB377	0	0	35,000	0	0	35,000	35,000	0
61296	Hino 700 Series Tip Truck - DB4170	109,313	0	0	(109,313)	109,313	0	0	(109,313)
50495	Floodrite Water Tank on DB4170	0	0	0	0	42,097	0	0	(42,097)
L00080	Fuji Xerox Photocopier	0	0	0	0	0	0	0	0
61116	Isuzu Fire Tender - Mullalyup BFB DB4390	0	0	0	0	0	75,000	75,000	0
61238	Toyota Landcruiser - DBK SES DB8060	0	0	0	0	0	45,000	45,000	0
	Land								
20219	Lot 21 Reserve St	201,000	201,000	0	0	0	0	0	0
10132	Lot 58 (70) South Western Highway	625,000	625,000	0	0	0	0	0	0
	Infrastructure - Bridges								
70721	Bridge 5224 (off Boyup Brook Rd)	0	0	0	0	243,627	0	0	(243,627)
	Infrastructure - Other								
754	Sporting Pitch - Egan Park	9,168	0	0	(9,168)	9,168	0	0	(9,168)
20270	Scoreboard (Football) - VC Mitchell Park	6,892	0	0	(6,892)	6,892	0	0	(6,892)
20276	Courts (Bitumen) - VC Mitchell Park	23,808	0	0	(23,808)	23,808	0	0	(23,808)
20734	Wall (Tennis Hit Up) - VC Mitchell Park	9,884	0	0	(9,884)	9,884	0	0	(9,884)
		1,286,899	**1,126,208**	**44,849**	**(170,541)**	**536,998**	**250,090**	**171,920**	**(458,828)**

6 RECEIVABLES

Rates receivable	30 June 2025	30 Apr 2026
	$	$
Opening arrears previous year	370,380	440,310
Levied this year	9,258,817	8,469,743
Less - collections to date	(9,188,887)	(8,309,069)
Net rates collectable	**440,310**	**600,984**
% Collected	95.4%	93.3%



Receivables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	$	$	$	$	$	$
Receivables - general	(4,833)	190,085	9,359	394	5,775	200,780
Percentage	(2.4%)	94.7%	4.7%	0.2%	2.9%	
Balance per trial balance						
Trade receivables						200,780
Other receivables						600
GST receivable						45,579
Total receivables general outstanding						**246,959**

Amounts shown above include GST (where applicable)

KEY INFORMATION

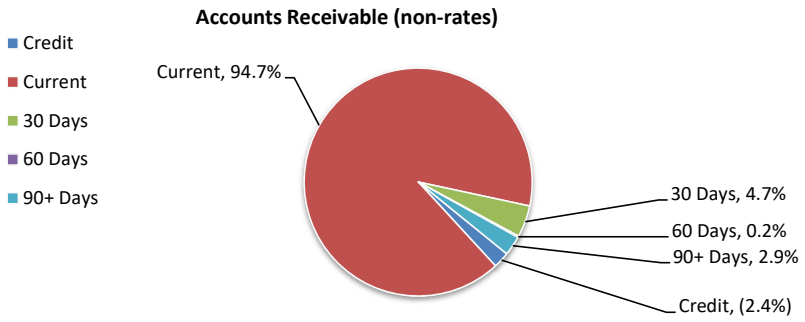
Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.

Trade receivables are recognised at original invoice amount less any allowances for uncollectable amounts (i.e. impairment). The carrying amount of net trade receivables is equivalent to fair value as it is due for settlement within 30 days.

Classification and subsequent measurement

Receivables which are generally due for settlement within 30 days except rates receivables which are expected to be collected within 12 months are classified as current assets. All other receivables such as, deferred pensioner rates receivable after the end of the reporting period are classified as non-current assets.

Trade and other receivables are held with the objective to collect the contractual cashflows and therefore the Shire measures them subsequently at amortised cost using the effective interest rate method.



7 OTHER CURRENT ASSETS

Other current assets	Opening Balance 1 July 2025	Asset Increase	Asset Reduction	Closing Balance 30 April 2026
	$	$	$	$
Other financial assets at amortised cost				
Financial assets at amortised cost - self supporting loans	10,477	0	(10,477)	0
Financial assets at amortised cost - commerical loans	13,333	0	(11,111)	2,222
Inventory				
Fuel and materials	24,615	0	4,027	28,642
Gravel stock	215,349	0	(74,172)	141,177
Other assets				
Prepayments	64,772	0	(64,772)	0
Accrued income	535,388	0	(535,388)	0
Contract assets	539,458	0	(444,095)	95,363
Accrued interest	42,163	0	(42,163)	0
Total other current assets	**1,445,555**	**0**	**(1,178,151)**	**267,404**

Amounts shown above include GST (where applicable)

KEY INFORMATION

Other financial assets at amortised cost

The Shire classifies financial assets at amortised cost if both of the following criteria are met:

- the asset is held within a business model whose objective is to collect the contractual cashflows, and
- the contractual terms give rise to cash flows that are solely payments of principal and interest.

Inventory

Inventories are measured at the lower of cost and net realisable value.

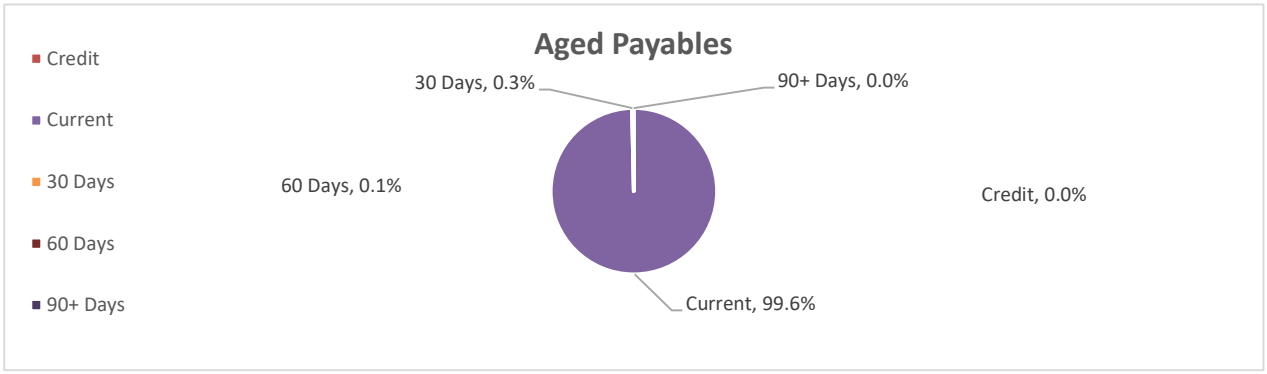
Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

8 PAYABLES

Payables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	$	$	$	$	$	$
Payables - general	0	666,310	2,011	772	0	669,094
Percentage	0.0%	99.6%	0.3%	0.1%	0.0%	
Balance per trial balance						
Sundry creditors						669,094
Other payables						22
Prepaid rates						238,852
Bonds and deposits held						515,285
Total payables general outstanding						**1,423,253**
Amounts shown above include GST (where applicable)						

KEY INFORMATION

Trade and other payables represent liabilities for goods and services provided to the Shire prior to the end of the period that are unpaid and arise when the Shire becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured, are recognised as a current liability and are normally paid within 30 days of recognition. The carrying amounts of trade and other payables are considered to be the same as their fair values, due to their short-term nature.



9 BORROWINGS

Repayments - borrowings

Information on borrowings			New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
Particulars	**Loan No.**	**1 July 2025**	**Actual**	**Budget**	**Actual**	**Budget**	**Actual**	**Budget**	**Actual**	**Budget**
		$	$	$	$	$	$	$	$	$
Tuia Lodge Fire Supression System	93	151,222	0	0	(29,300)	(29,300)	121,922	121,922	(1,830)	(2,274)
VC Mitchell Park	94	2,812,722	0	0	(91,682)	(91,682)	2,721,040	2,721,040	(103,062)	(139,055)
		2,963,944	0	0	(120,982)	(120,982)	2,842,962	2,842,962	(104,892)	(141,329)
Self supporting loans										
Donnybrook Country Club	90	15,823	0	0	(10,477)	(10,477)	5,346	5,346	(282)	(362)
		15,823	0	0	(10,477)	(10,477)	5,346	5,346	(282)	(362)
Total		**2,979,767**	**0**	**0**	**(131,459)**	**(131,459)**	**2,848,308**	**2,848,308**	**(105,174)**	**(141,691)**
Current borrowings		131,459					0			
Non-current borrowings		2,848,308					2,848,308			
		2,979,767					**2,848,308**			

All debenture repayments were financed by general purpose revenue.
Self supporting loans are financed by repayments from third parties.

KEY INFORMATION
The Shire has elected to recognise borrowing costs as an expense when incurred regardless of how the borrowings are applied.

Fair values of borrowings are not materially different to their carrying amounts, since the interest payable on those borrowings is either close to current market rates or the borrowings are of a short term nature.

10 LEASE LIABILITIES

Movement in carrying amounts

Information on leases			New Leases		Principal Repayments		Principal Outstanding		Interest Repayments	
Particulars	**Lease No.**	**1 July 2025**	**Actual**	**Budget**	**Actual**	**Budget**	**Actual**	**Budget**	**Actual**	**Budget**
		$	$	$	$	$	$	$	$	$
Network Switches	214-0439437001	1,210	0	0	(1,208)	(1,218)	3	(8)	(10)	(8)
Matrix Fitness Equipment	A6ZBG64105	38,943	0	0	(19,071)	(20,320)	19,872	18,623	(1,249)	(1,249)
IT Equipment - Desktops / Laptops	009-0147653-004	0	95,666	100,000	(15,174)	(30,000)	80,492	70,000	(1,771)	(7,000)
Total		**40,153**	**95,666**	**100,000**	**(35,452)**	**(51,538)**	**100,367**	**88,615**	**(3,030)**	**(8,257)**
Current lease liabilities		20,281					2,562			
Non-current lease liabilities		19,872					97,804			
		40,153					**100,366**			

All lease repayments were financed by general purpose revenue.

KEY INFORMATION

At inception of a contract, the Shire assesses if the contract contains or is a lease. A contract is or contains a lease, if the contract conveys the right to control the use of an identified asset for a period of time in exchange for consideration. At the commencement date, a right of use asset is recognised at cost and lease liability at the present value of the lease payments that are not paid at that date. The lease payments are discounted using that date. The lease payments are discounted using the interest rate implicit in the lease, if that rate can be readily determined. If that rate cannot be readily determined, the Shire uses its incremental borrowing rate.

All contracts classified as short-term leases (i.e. a lease with a remaining term of 12 months or less) and leases of low value assets are recognised as an operating expense on a straight-line basis over the term of the lease.

11 OTHER CURRENT LIABILITIES

Other current liabilities	Note	Opening Balance 1 July 2025	Liability transferred from/(to) non current	Liability Increase	Liability Reduction	Closing Balance 30 April 2026
		$	$	$	$	$
Other liabilities						
Contract liabilities		15,656	0	0	(15,656)	0
Capital grant/contributions liabilities		1,176,220	0	2,453,630	(2,194,148)	1,435,703
Contract liability - contribution to works		180,797	0	98,573	(55,700)	223,669
Total other liabilities		1,372,673	0	2,552,203	(2,265,504)	1,659,372
Employee Related Provisions						
Provision for annual leave		378,807	0	0	0	378,807
Provision for long service leave		376,370	0	0	0	376,370
Total Provisions		755,177	0	0	0	755,177
Total other current liabilities		**2,127,850**	**0**	**2,552,203**	**(2,265,504)**	**2,414,549**

Amounts shown above include GST (where applicable)

A breakdown of contract liabilities and associated movements is provided on the following pages at Note 12 and 13

KEY INFORMATION

Provisions

Provisions are recognised when the Shire has a present legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured.
Provisions are measured using the best estimate of the amounts required to settle the obligation at the end of the reporting period.

Employee Related Provisions

Short-term employee benefits

Provision is made for the Shire's obligations for short-term employee benefits. Short-term employee benefits are benefits (other than termination benefits) that are expected to be settled wholly before 12 months after the end of the annual reporting period in which the employees render the related service, including wages, salaries and sick leave. Short-term employee benefits are measured at the (undiscounted) amounts expected to be paid when the obligation is settled.
The Shire's obligations for short-term employee benefits such as wages, salaries and sick leave are recognised as a part of current trade and other payables in the calculation of net current assets.

Other long-term employee benefits

The Shire's obligations for employees' annual leave and long service leave entitlements are recognised as employee related provisions in the statement of financial position.

Long-term employee benefits are measured at the present value of the expected future payments to be made to employees. Expected future payments incorporate anticipated future wage and salary levels, durations of service and employee departures and are discounted at rates determined by reference to market yields at the end of the reporting period on government bonds that have maturity dates that approximate the terms of the obligations. Any remeasurements for changes in assumptions of obligations for other long-term employee benefits are recognised in profit or loss in the periods in which the changes occur. The Shire's obligations for long-term employee benefits are presented as non-current provisions in its statement of financial position, except where the Shire does not have an unconditional right to defer settlement for at least 12 months after the end of the reporting period, in which case the obligations are presented as current provisions.

Contract liabilities

An entity's obligation to transfer goods or services to a customer for which the entity has received consideration (or the amount is due) from the customer.

Capital grant/contribution liabilities

Grants to acquire or construct recognisable non-financial assets to identified specifications be constructed to be controlled by the Shire are recognised as a liability until such time as the Shire satisfies its obligations under the agreement.

12 GRANTS, SUBSIDIES AND CONTRIBUTIONS

Provider	Unspent grant, subsidies and contributions liability				Grants, subsidies and contributions revenue		
	Liability 1 July 2025	Increase in Liability	Decrease in Liability (As revenue)	Current Liability 30 Apr 2026	Adopted Budget Revenue	YTD Budget	YTD Revenue Actual
	$	$	$	$	$	$	$
Grants and subsidies							
Grants - LGGC Financial Assistance Grants	0	0	0	0	650,040	541,680	487,529
Grants - LGGC Local Road	0	0	0	0	436,140	327,105	327,105
ESL Operating Grant - SES	4,479	19,100	(14,325)	9,254	19,100	15,910	14,325
ESL Operating Grant - VBFB	0	258,960	(194,220)	64,740	243,980	203,310	194,220
Attraction & Retention of Child Care Workers Grant	15,084	0	(13,910)	1,174	15,084	12,570	13,911
Bushfire Mitigation Grant	0	135,420	(135,420)	0	270,840	100,000	135,420
Kidsport Grant	0	0	0	0	500	410	909
Youth Week Grant	0	0	0	0	3,000	0	0
Australia Day	0	10,000	(10,000)	0	10,000	4,000	10,000
Thank a Volunteer Grant	89	0	0	89	0	0	0
Volunteer Week	0	2,000	0	2,000	0	0	0
Main Roads Direct Grant	0	0	0	0	240,000	240,000	239,611
Natural Resource Recovery Program	65,000	0	(27,250)	37,750	13,983	13,983	27,250
Reimbursements & Recoveries	0	0	0	0	640,442	363,010	797,945
Donnybrook Library Resources	0	4,962	(4,228)	734	0	0	4,229
Community Lifeguard Training	0	4,390	(2,565)	1,825	0	0	2,565
Library Community Cohesion Program	0	5,000	0	5,000	0	0	0
Other contributions	0	0	0	0	0	0	2,993
	84,652	**439,832**	**(401,919)**	**122,566**	**2,543,109**	**1,821,978**	**2,258,012**

13 CAPITAL GRANTS, SUBSIDIES AND CONTRIBUTIONS

	Capital grant/contribution liabilities				Capital grants, subsidies and contributions revenue		
Provider	Liability 1 July 2025	Increase in Liability	Decrease in Liability (As revenue)	Liability 30 Apr 2026	Adopted Budget Revenue	YTD Budget	YTD Revenue Actual
	$	$	$	$	$	$	$
Capital grants and subsidies							
Bridgeworks - Special Projects Grant	17,007	0	0	17,007	0	0	0
Social Housing Economic Recovery Package Grant	228	0	(228)	0	0	0	0
LGGC Special Projects Bridges	19,998	0	(19,998)	0	373,000	116,500	19,998
MRWA Special Project Bridges	0	0	0	0	350,025	264,518	83,952
Regional Road Group	67,050	688,000	(474,430)	280,620	919,223	607,539	512,308
Roads to Recovery	0	634,812	(614,595)	20,217	1,253,000	672,000	1,178,222
MRWA - Regional Road Safety Program	0	0	0	0	40,000	40,000	0
VC Mitchell - Talison	802,426	0	(204,564)	597,862	802,426	606,239	204,565
LRCI Grant Income - Public Halls	0	245,018	(245,018)	0	57,259	57,259	42,982
LRCI Grant Income - Kirup Hall	0	31,000	(31,000)	0	31,000	25,830	1
Department of Water & Environment - E-Waste storage shed	14,513	42,219	(56,732)	0	64,003	53,340	47,597
Department of Transport - Preston Loop Pathway	35,126	0	0	35,126	72,626	72,626	0
DFES - Capital Grant	0	240,000	(10,446)	229,554	1,922,651	322,651	331,893
VC Mitchell - lighting grant	126,829	0	(126,829)	0	126,829	126,829	126,828
NAB Community Grant - Yabberup Hall	8,390	0	(8,390)	0	8,390	8,390	8,390
Donnybrook Recreation Centre - Changeroom upgrades	0	132,749	0	132,749	132,749	0	0
Donnybrook Recreation Centre - Solar Battery Project - 2025 Election commitment	0	0	0	0	120,000	0	0
Balingup Recreation Centre - Aircon Replacement - 2025 Election commitment	0	0	0	0	30,000	0	0
Men's Shed Workshop & Ablutions - Egan Park	0	0	0	0	25,000	0	0
	1,091,568	**2,013,798**	**(1,792,230)**	**1,313,136**	**6,328,181**	**2,973,721**	**2,556,736**
Capital contributions							
CTW0001 Contribution to works - Palmer St	1,500	0	0	1,500	0	0	0
CTW0007 Contribution to works - Palmer St	1,500	0	0	1,500	0	0	0
CTW0011 Contribution to works - Palmer St	1,500	0	0	1,500	0	0	0
CTW0025 Contribution to works - Donnybrook CBD Upgrades	13,175	0	0	13,175	0	0	0
CTW0026 Contribution to works - Drainage - Ecclestone St Fairway	37,286	0	0	37,286	0	0	0
CTW0027 Contribution to works - Palmer St (09/10)	3,000	0	0	3,000	0	0	0
CTW0031 Contribution to works - Mitchell & Grimwade Rd	24,444	0	0	24,444	0	0	0
CTW0032 Contribution to works - Palmer/Smith St	3,051	0	0	3,051	0	0	0
CTW0034 Contribution to works - Carey St	3,014	0	0	3,014	0	0	0
CTW0036 Contribution to works - Drainage - Bentley St	49,716	0	0	49,716	0	0	0
CTW0041 Contribution to works - Bridge & Palmer St	3,050	0	0	3,050	0	0	0
CTW0047 Contribution to works - Chapman St	3,477	0	0	3,477	0	0	0
CTW0049 Contribution to works - Mead St	18,084	0	0	18,084	0	0	0
Contribution to works - Montgomery Road	18,000	0	(18,000)	0	18,000	18,000	18,000
Contribution - Bridge 5224	0	36,364	0	36,364	36,364	36,364	0
Contribution to Balingup Bowling Club	0	37,700	(37,700)	0	0	0	37,700
Contribution to Street Trees for Meldene West	0	24,509	0	24,509	0	0	0
	180,797	**98,573**	**(55,700)**	**223,670**	**54,364**	**54,364**	**55,700**
TOTALS	**1,272,365**	**2,112,371**	**(1,847,930)**	**1,536,806**	**6,382,545**	**3,028,085**	**2,612,436**

14 TRUST FUND

Funds held at balance date which are required by legislation to be credited to the trust fund and which are not included in the financial statements are as follows:

Description	Opening Balance 1 July 2025	Amount Received	Amount Paid	Closing Balance 30 April 2026
	$	$	$	$
Cash in Lieu of Public Open Space Funds	56,967	0	0	**56,967**
	56,967	**0**	**0**	**56,967**

15 BUDGET AMENDMENTS

Amendments to original budget since budget adoption. Surplus/(Deficit)

Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
			$	$	$	$
Budget adoption						0
Smith St (North End) & Timms St C2506	171/08-25	Capital expenses			(245,000)	(245,000)
Smith St (North End) & Timms St C2506	171/08-25	Capital revenue		245,000		0
Brookhampton Road C2513	195/10-25	Capital expenses			(40,000)	(40,000)
Brookhampton Road C2513	195/10-25	Capital revenue		40,000		0
Vehicle Acquisition - Town Planning	211/11-25	Capital revenue		35,020		35,020
Transfer from Vehicle Reserve	211/11-25	Capital expenses			(17,510)	17,510
Vehicle Acquisition Administration	211/11-25	Capital expenses			(55,565)	(38,055)
Proceeds from Sale - Town Planning	211/11-25	Capital revenue			(17,510)	(55,565)
Proceeds from Sale - Town Planning	211/11-25	Capital revenue		16,545		(39,020)
Council Election / Poll Expenses	209/11-25	Operating expenses			(32,000)	(71,020)
Palmer Street Donnybrook C2514	223/12-25	Capital expenses			(10,000)	(81,020)
Bailey Heights Balingup C2515	223/12-25	Capital expenses			(10,000)	(91,020)
Sandhills Road Donnybrook C2516	223/12-25	Capital expenses			(10,000)	(101,020)
Allnut Street Donnybrook C2517	223/12-25	Capital expenses			(10,000)	(111,020)
Donnybrook Transit Park B161	224/12-25	Capital expenses			(35,000)	(146,020)
Reserve Street footpath C2518	231/12-25	Capital expenses			(20,000)	(166,020)
Proceeds on sale of Lot 21 Reserve Street	231/12-25	Capital revenue		201,000		34,980
Transfer to Strategic Projects Reserve	231/12-25	Reserve			(201,000)	(166,020)
Council Election / Poll Expenses	232/12-25	Operating expenses			(13,000)	(179,020)
Bridge 5224 emergency repair work update	234/12-25	Capital expenses			(36,553)	(215,573)
Bridge 5224 grant funding	234/12-25	Capital revenue		24,368		(191,205)
Transfer from Bridge Reserve	234/12-25	Reserve		12,185		(179,020)
Donnybrook Recreation Centre B078	235/12-25	Capital expenses			(72,982)	(252,002)
Various budget review amendments for operating grants,subsidies and contributions	15/02-26	Operating revenue		104,719		(147,283)
Various budget review amendments for fees and charges	15/02-26	Operating revenue			(28,100)	(175,383)
Various budget review amendments for interest revenue	15/02-26	Operating revenue		30,000		(145,383)
Various budget review amendments for other revenue	15/02-26	Operating revenue		427,372		281,989
Various budget review amendments for profit on asset disposals	15/02-26	Operating revenue		44,849		326,838
Various budget review amendments for employee costs	15/02-26	Operating expenses			(8,637)	318,201
Various budget review amendments for materials and contracts	15/02-26	Operating expenses			(306,876)	11,325
Various budget review amendments for loss on asset disposals	15/02-26	Operating expenses			(170,541)	(159,216)
Various budget review amendments for non cash amounts excluded from operating activities	15/02-26	Non cash item		228,650		69,434
Various budget review amendments for capital grants,subsidies and contributions	15/02-26	Capital revenue		322,651		392,085
Various budget review amendments for purchases of property plant and equipment	15/02-26	Capital expenses			(587,595)	(195,510)
Various budget review amendments for acquisition of infrastructure	15/02-26	Capital expenses			(146,854)	(342,364)
Budget review - transfer untied surplus to roadworks reserve	15/02-26	Reserve			(129,846)	(472,210)
Budget review - opening surplus - 1st July 2025	15/02-26	ɔning surplus(deficit)		472,210		0
Proceeds on sale of Lot 58 (70) South Western Highway	22/02-26	Capital revenue		625,000		625,000
Legal costs associated with sale of land	22/02-26	Operating expenses			(20,000)	605,000
Transfer to Strategic Projects Reserve	22/02-26	Reserve			(605,000)	0
Public Hall - Kirup B164	57/04-26	Capital expenses		35,250		35,250
Ablutions - Egan Park Transit Park - B161	57/04-26	Capital expenses			(35,250)	0
				2,864,819	**(2,864,819)**	**0**



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Shire of
Donnybrook Balingup

FEES & CHARGES

Shire of Donnybrook Balingup

Fees & Charges Notes

Shire of Donnybrook Balingup

Many Council fees are regulatory. This means Council does not have the discretion to set these fees above the amounts permitted under the relevant legislation.

If a regulatory fee is amended during the year, the updated fee automatically replaces the amount shown in Council's Schedule of Fees and Charges. This occurs without requiring a formal Council resolution to modify the schedule.

Please note that regulatory fees are included in this document.

These fees include, but are not limited to, Development application fees, Building fees, Swimming pool inspection fees, Animal registration fees, Freedom of Information fees.

The latest version of the Fees & Charges are available on the Shire website: www.donnybrook-balingup.wa.gov.au

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Name	Year 25/26 Fee (incl. GST)	Year 26/27 Fee (incl. GST)	Increase %	Increase $	Unit	GST	Regulatory / Council
Shire of Donnybrook Balingup							
General Purpose Funding							
Rates & Debtors							
Instalment Administration Fee	$13.65	$14.35	5.13%	$0.70	per instalment	N	Council
Instalment Interest				5.50%		N	Regulatory
Rates Penalty Interest				11.00%		N	Regulatory
Special Arrangement / Direct Debit Plan Annual Fee	$68.25	$72.00	5.49%	$3.75		N	Council
Rate Notice Reprint	$15.75	$17.00	7.94%	$1.25		N	Council
Dishonour Payment Administration Fee – Direct Debit	$3.15	$5.00	58.73%	$1.85		N	Council
Dishonoured Payment Administration Fee – Cheque Payment	$15.75	$17.00	7.94%	$1.25		N	Council
Rates & Property Information Search Fees							
Settlement Agent Rating Account Enquiry – Rates Only	$105.00	$110.00	4.76%	$5.00		N	Council
Settlement Agent Rating Account Enquiry – Rates, Orders & Requisitions	$210.00	$220.00	4.76%	$10.00		N	Council
Complex Rating Enquiry	$105.00	$110.00	4.76%	$5.00	per hour	N	Council
Special Series Number Plates							
Shire Special Series Number Plates – DoT Fee Portion	$225.00	$225.00	0.00%	$0.00		N	Council
Shire Special Series Number Plates – Shire Administration	$50.00	$52.50	5.00%	$2.50		Y	Council
Governance							
Sale of Electoral Rolls							
NOT FOR SALE – OBTAIN VIA WA ELECTORAL COMMISSION ONLY							
Printing and Photocopying							
A4 - Black & White - Single Sided	$0.30	$0.35	16.67%	$0.05		Y	Council
A4 - Black & White - Double Sided	$0.40	$0.45	12.50%	$0.05		Y	Council

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Name	Year 25/26 Fee (incl. GST)	Year 26/27 Fee (incl. GST)	Increase %	Increase $	Unit	GST	Regulatory / Council
Printing and Photocopying [continued]							
A4 - Colour - Single Sided	$0.75	$0.80	6.67%	$0.05		Y	Council
A4 - Colour - Double Sided	$1.50	$1.60	6.67%	$0.10		Y	Council
A3 - Black & White - Single Sided	$0.40	$0.45	12.50%	$0.05		Y	Council
A3 - Black & White - Double Sided	$0.80	$0.85	6.25%	$0.05		Y	Council
A3 - Colour - Single Sided	$1.50	$1.60	6.67%	$0.10		Y	Council
A3 - Colour - Double Sided	$3.00	$3.15	5.00%	$0.15		Y	Council
Other							
A4 - Laminating	$2.15	$2.25	4.65%	$0.10		Y	Council
A3 - Laminating	$3.75	$3.95	5.33%	$0.20		Y	Council
A4 - Binding – 150 pages	$7.00	$7.35	5.00%	$0.35		Y	Council
Additional labour charges may apply for Complex Photocopying, Collating of Documents and Researching Council Minutes	$38.00	$39.95	5.13%	$1.96	per hour	Y	Council
Sale of History Books							
Balya-Balinga History Book	$40.00	$40.00	0.00%	$0.00		Y	Council
Postage				Actual Cost		Y	Council
Freedom of Information							
FOI Application Fee	$30.00	$30.00	0.00%	$0.00		N	Regulatory
FOI Investigation Fee	$30.00	$30.00	0.00%	$0.00	per hour	N	Regulatory
FOI Photocopying Fee	$0.20	$0.20	0.00%	$0.00		N	Regulatory
Duplicating a tape, film or computer information				Actual Cost		Y	Regulatory
Delivery packaging and postage				Actual Cost		Y	Regulatory
Law, Order & Public Safety							
Firebreaks							
Installing of Fire Breaks – Contract Works				Actual Cost		Y	Council

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Name	Year 25/26 Fee (incl. GST)	Year 26/27 Fee (incl. GST)	Increase %	Increase $	Unit	GST	Regulatory / Council
Firebreaks [continued]							
Administration Fee to arrange Non-Compliant firebreaks	$137.41	$145.00	5.52%	$7.59		Y	Council
Fines Enforcement Fees							
Issuing final demand	$27.60	$27.60	0.00%	$0.00		N	Regulatory
Preparing Enforcement Certificate	$23.50	$23.50	0.00%	$0.00		N	Regulatory
Registration of Infringement Notice	$88.50	$88.50	0.00%	$0.00		N	Regulatory
Registrations – Dogs (Dog Act 1976)							
Unsterilised Dog							
1 year	$50.00	$50.00	0.00%	$0.00		N	Regulatory
3 years	$120.00	$120.00	0.00%	$0.00		N	Regulatory
Lifetime	$250.00	$250.00	0.00%	$0.00		N	Regulatory
Sterilised Dog							
1 year	$20.00	$20.00	0.00%	$0.00		N	Regulatory
3 years	$42.50	$42.50	0.00%	$0.00		N	Regulatory
Lifetime	$100.00	$100.00	0.00%	$0.00		N	Regulatory
Other							
Working Dogs			1/4 of Registration fee			N	Regulatory
Pensioners			1/2 of Registration fee			N	Regulatory
Registration after 31 May in any year, for that registration year			1/2 of Registration fee			N	Regulatory
Kennel Licensing – Dogs							
Kennel Application Fee	$236.25	$248.50	5.19%	$12.25		N	Council
Kennel License & Renewal	$180.10	$189.50	5.22%	$9.40		N	Council
Kennel Transfer Fee	$101.35	$106.50	5.08%	$5.15		N	Council

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Name	Year 25/26 Fee (incl. GST)	Year 26/27 Fee (incl. GST)	Increase %	Increase $	Unit	GST	Regulatory / Council
Impounding – Dogs							
Pick up Dog	$56.20	$59.50	5.87%	$3.30		Y	Council
Impounding Fee	$101.20	$106.50	5.24%	$5.30		Y	Council
Sustenance	$33.60	$35.50	5.65%	$1.90	per day	Y	Council
Destruction of Dog	$135.00	$142.00	5.19%	$7.00		Y	Council
Dogs – Other							
Application to keep more Dogs than specified	$148.50	$156.00	5.05%	$7.50		N	Council
Replacement dog tag	$10.00	$10.50	5.00%	$0.50		N	Council
Registrations – Cats (Cat Act 2011)							
Breeding cat (Male/female unsterilised)	$100.00	$100.00	0.00%	$0.00		N	Regulatory
Sterilised							
1 year	$20.00	$20.00	0.00%	$0.00		N	Regulatory
3 years	$42.50	$42.50	0.00%	$0.00		N	Regulatory
Lifetime	$100.00	$100.00	0.00%	$0.00		N	Regulatory
Other							
Pensioners			1/2 of Registration fee			N	Regulatory
Registration after 31 May in any year, for that registration year			1/2 of Registration fee			N	Regulatory
Cattery Licensing – Cats							
Cattery Application Fee	$236.00	$248.00	5.08%	$12.00		N	Council
Cattery License Fee	$180.00	$189.00	5.00%	$9.00		N	Council
Cattery License Renewal	$180.00	$189.00	5.00%	$9.00		N	Council
Cattery Transfer Fee	$105.00	$110.50	5.24%	$5.50		N	Council

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Name	Year 25/26 Fee (incl. GST)	Year 26/27 Fee (incl. GST)	Increase %	Increase $	Unit	GST	Regulatory / Council
Impounding – Cats							
Pick up Cat	$56.10	$59.00	5.17%	$2.90		Y	Council
Impounding Fee	$101.20	$106.50	5.24%	$5.30		Y	Council
Sustenance	$34.10	$36.00	5.57%	$1.90	per day	Y	Council
Destruction of Cat	$135.00	$142.00	5.19%	$7.00		Y	Council
Cats – Other							
Application to keep more cats than specified	$135.00	$142.00	5.19%	$7.00		N	Council
Replacement cat tag	$10.00	$10.50	5.00%	$0.50		N	Council
Straying Animals (Local Government (Miscellaneous Provisions) Act 1960)							
No charge is payable in respect of a suckling animal under the age of 6 months running with its mother.							
The above fees include driving, leading or otherwise transporting the animal or animals no more than a distance of 3km. Where the distance is more than 3km, an additional charge of 10 cents for each 1.5km or part thereof in excess of the 3km shall be paid to the ranger in respect of each animal impounded other than a suckling animal as provided.							
If the amounts are increased, decreased, or otherwise varied under s. 464, the amounts as so increased, decreased, or varied are chargeable.							
Impounded between 6am and 6pm							
Entire horses, mules, asses, camels, bulls or boars	$179.30	$188.50	5.13%	$9.20	per head	Y	Council
Mares, geldings, colts, fillies, foals, oxen, cows, steers, heifers, calves, rams or pigs	$179.30	$188.50	5.13%	$9.20	per head	Y	Council
Wethers, ewes, lambs, goats	$78.75	$83.00	5.40%	$4.25	per head	Y	Council
Impounded between 6pm and 6am							
Entire horses, mules, asses, camels, bulls or boars	$247.50	$260.00	5.05%	$12.50	per head	Y	Council
Mares, geldings, colts, fillies, foals, oxen, cows, steers, heifers, calves, rams or pigs	$247.50	$260.00	5.05%	$12.50	per head	Y	Council
Wethers, ewes, lambs, goats	$112.20	$118.00	5.17%	$5.80	per head	Y	Council

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Name	Year 25/26 Fee (incl. GST)	Year 26/27 Fee (incl. GST)	Increase %	Increase $	Unit	GST	Regulatory / Council
Impounding Fees – Straying Animals							
First 24 hours or part							
Entire horses, mules, asses, camels, bulls or boars above or apparently above the age of 2 years	$31.00	$33.00	6.45%	$2.00	per head	Y	Council
Entire horses, mules, asses, camels, bulls or boars under the age of 2 years	$28.35	$30.00	5.82%	$1.65	per head	Y	Council
Mares, geldings, colts, fillies, foals, oxen, cows, steers, heifers, calves, rams or pigs	$28.35	$30.00	5.82%	$1.65	per head	Y	Council
Wethers, ewes, lambs, goats	$17.00	$18.00	5.88%	$1.00	per head	Y	Council
Subsequently each 24 hours or part							
Entire horses, mules, asses, camels, bulls or boars above or apparently above the age of 2 years	$18.50	$19.50	5.41%	$1.00	per head	Y	Council
Entire horses, mules, asses, camels, bulls or boars under the age of 2 years	$17.00	$18.00	5.88%	$1.00	per head	Y	Council
Mares, geldings, colts, fillies, foals, oxen, cows, steers, heifers, calves, rams or pigs	$17.00	$18.00	5.88%	$1.00	per head	Y	Council
Wethers, ewes, lambs, goats	$11.55	$12.50	8.23%	$0.95	per head	Y	Council
Sustenance charges for straying animals							
No charge is payable in respect of a suckling animal under the age of 6 months running with its mother.							
If the amounts are increased, decreased, or otherwise varied under s. 464, the amounts as so increased, decreased, or varied are chargeable.							
For each 24 hours or part							
Entire horses, mules, asses, camels, bulls, mares, geldings, colts, fillies, foals, oxen, cows, steers, heifers, or calves	$13.75	$14.50	5.45%	$0.75	per head	Y	Council
Pigs of any description	$13.75	$14.50	5.45%	$0.75	per head	Y	Council
Rams, wethers, ewes, lambs or goats	$13.75	$14.50	5.45%	$0.75	per head	Y	Council
Live Stock – Rates for damage by trespass by cattle							
Trespass in enclosed growing crop of any kind or garden or enclosure from which the crop has not been removed or in an enclosed public cemetery or sanitary site.							
Entire horses, mares, geldings, fillies, colts, foals, bulls, oxen, steers, heifers, calves, asses, mules, or camels	$28.35	$30.00	5.82%	$1.65	per head	Y	Council

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Name	Year 25/26 Fee (incl. GST)	Year 26/27 Fee (incl. GST)	Increase %	Increase $	Unit	GST	Regulatory / Council
Trespass in enclosed growing crop of any kind or garden or enclosure from which the crop has not been removed or in an enclosed public cemetery or sanitary site. [continued]							
Pigs of any description	$28.35	$30.00	5.82%	$1.65	per head	Y	Council
Sheep of any description	$28.35	$30.00	5.82%	$1.65	per head	Y	Council
Goats	$28.35	$30.00	5.82%	$1.65	per head	Y	Council
Trespass in an unenclosed paddock or meadow of grass or of stubble							
Entire horses, mares, geldings, fillies, colts, foals, bulls, oxen, steers, heifers, calves, asses, mules, or camels	$22.60	$24.00	6.19%	$1.40	per head	Y	Council
Pigs of any description	$22.60	$24.00	6.19%	$1.40	per head	Y	Council
Sheep of any description	$22.60	$24.00	6.19%	$1.40	per head	Y	Council
Goats	$22.60	$24.00	6.19%	$1.40	per head	Y	Council
Trespass in other enclosed land							
Entire horses, mares, geldings, fillies, colts, foals, bulls, oxen, steers, heifers, calves, asses, mules, or camels	$28.35	$30.00	5.82%	$1.65	per head	Y	Council
Pigs of any description	$28.35	$30.00	5.82%	$1.65	per head	Y	Council
Sheep of any description	$28.35	$30.00	5.82%	$1.65	per head	Y	Council
Goats	$28.35	$30.00	5.82%	$1.65	per head	Y	Council
Trespass in other unenclosed land							
No damage is payable in respect of a suckling animal under the age of 6 months running with its mother.							
If the amounts are increased, decreased, or otherwise varied under s. 464, the amounts are so increased, decreased, or varied are chargeable.							
Entire horses, mares, geldings, fillies, colts, foals, bulls, oxen, steers, heifers, calves, asses, mules, or camels	$17.05	$18.00	5.57%	$0.95	per head	Y	Council
Pigs of any description	$17.05	$18.00	5.57%	$0.95	per head	Y	Council
Sheep of any description	$17.05	$18.00	5.57%	$0.95	per head	Y	Council
Goats	$17.05	$18.00	5.57%	$0.95	per head	Y	Council

Impounding Fees – Vehicles

Vehicle Impound Fee	$101.85	$107.00	5.06%	$5.15		Y	Council

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Name	Year 25/26 Fee (incl. GST)	Year 26/27 Fee (incl. GST)	Increase %	Increase $	Unit	GST	Regulatory / Council
Impounding Fees – Vehicles [continued]							
Daily Storage fee of impounded vehicles	$39.40	$42.00	6.60%	$2.60		Y	Council
Vehicle Towing Fee				Actual Cost		Y	Council
Vehicle Towing Administration Fee	$0.00	$145.00	∞	$145.00		Y	Council
Health							
Application for Installation of Effluent Disposal System							
Note: Effluent Disposal System fees set by Health (Treatment of Sewage and Disposal of Effluent and Liquid Waste) Regulations 1974							
Local Government Application Fee	$118.00	$118.00	0.00%	$0.00		N	Regulatory
Issuing a Permit to use Apparatus	$118.00	$118.00	0.00%	$0.00		N	Regulatory
Local Government Report Fees	$170.50	$180.00	5.57%	$9.50		Y	Council
Water Sampling Charges							
Water Sampling Collection for Laboratory Analysis	$197.40	$208.00	5.37%	$10.60	per sample	N	Council
Liquor Licensing							
Sec.39 – Liquor Control Act 1988 Certificate of Local Health Authority	$200.00	$210.00	5.00%	$10.00		N	Council
General							
Inspection of Premises on Request	$181.50	$191.00	5.23%	$9.50	per hour	Y	Council
Written Health Advice (Inc Settlement Agents)	$104.50	$110.00	5.26%	$5.50	per hour	Y	Council
Notification of a Skin Penetration Premises	$130.90	$138.00	5.42%	$7.10		Y	Council
Retrieval and Copying of Health Plans	$84.70	$95.00	12.16%	$10.30	per hour	Y	Council
Reissuing of documentation / permits / certificates	$84.70	$89.00	5.08%	$4.30	per hour	Y	Council
Food Act 2008							
Notification Fee (all premises types)	$55.00	$58.00	5.45%	$3.00		N	Council
Registration Fee – Low Risk Premises	$130.90	$138.00	5.42%	$7.10		N	Council

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Name	Year 25/26 Fee (incl. GST)	Year 26/27 Fee (incl. GST)	Increase %	Increase $	Unit	GST	Regulatory / Council
Food Act 2008 [continued]							
Registration Fee – Medium/High Risk Premises	$253.00	$266.00	5.14%	$13.00		N	Council
Food Safety Service Charge – High Risk Premises	$393.80	$414.00	5.13%	$20.20		N	Council
Food Safety Service Charge – Medium Risk Premises	$242.00	$255.00	5.37%	$13.00		N	Council
Food Safety Service Charge – Low Risk Premises	$130.90	$138.00	5.42%	$7.10		N	Council
Food Safety Service Charge – High Risk Premises – externally audited	$68.20	$72.00	5.57%	$3.80		N	Council
Late Payment Fee – Food Safety Service Charge	$27.15	$29.00	6.81%	$1.85		N	Council
Outdoor Eating Areas Local Law							
Initial Application Fee	$165.50	$174.00	5.14%	$8.50		N	Council
Annual Renewal and Transfer Fee	$117.70	$124.00	5.35%	$6.30		N	Council
Caravan Parks & Camping Grounds Act 1995							
Application for Grant & Renewal of Licence	$200.00	$200.00	0.00%	$0.00		N	Regulatory
Or if an additional of the following fees is greater than $200 – that total amount shall apply							
Long Stay Sites	$6.00	$6.00	0.00%	$0.00		N	Regulatory
Short Stay Sites and Transit Camps	$5.00	$5.00	0.00%	$0.00		N	Regulatory
Camp Sites	$3.00	$3.00	0.00%	$0.00		N	Regulatory
Overflow Site	$1.50	$1.50	0.00%	$0.00		N	Regulatory
Additional fee by way of penalty for renewal after expiry (Reg 53)	$20.00	$20.00	0.00%	$0.00		N	Regulatory
Transfer of Licence	$100.00	$100.00	0.00%	$0.00		N	Regulatory
Temporary Licence – Pro rata as per regs with (minimum fee)	$100.00	$100.00	0.00%	$0.00		N	Regulatory
Park Home & Annexe Licenses – Reg30(1) & 34(1)(b)(ii)							
Park Home – Licence Approval Fee	$210.55	$222.00	5.44%	$11.45		N	Council
Annexe – Licence Approval Fee	$210.55	$222.00	5.44%	$11.45		N	Council
Temporary Residential Accommodation							
Application for temporary residential accommodation	$367.50	$386.00	5.03%	$18.50		N	Council

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Name	Year 25/26 Fee (incl. GST)	Year 26/27 Fee (incl. GST)	Increase %	Increase $	Unit	GST	Regulatory / Council
Temporary Residential Accommodation [continued]							
Renewal of a temporary residential accommodation	$262.50	$276.00	5.14%	$13.50		N	Council
Trader's Permit (Activities on Thoroughfares and Trading in Thoroughfares & Public Places Local Law)							
Permit Fee	$55.00	$58.00	5.45%	$3.00		N	Council
Licence Fee – Daily	$27.50	$29.00	5.45%	$1.50		N	Council
Licence Fee – Weekly (Continuous Week)	$55.00	$58.00	5.45%	$3.00		N	Council
Licence Fee – Monthly	$110.00	$116.00	5.45%	$6.00		N	Council
Licence Fee – Annual	$836.00	$878.00	5.02%	$42.00		N	Council
Health Local Laws 1999							
Registration of Lodging House	$180.00	$180.00	0.00%	$0.00		N	Regulatory
Licence of a Morgue	$150.00	$150.00	0.00%	$0.00		N	Regulatory
Health Act 1911							
Public Buildings (including events) – Application Fee – Commercial undertaking i.e. ticket sales							
Up to 500 people	$263.00	$277.00	5.32%	$14.00		N	Council
Over 500 people	$525.00	$552.00	5.14%	$27.00		N	Council
Public Buildings (including events) – Application Fee – Community undertaking i.e. free entry							
Up to 500 people	$131.00	$138.00	5.34%	$7.00		N	Council
Over 500 people	$263.00	$277.00	5.32%	$14.00		N	Council
Community Group Organised Event – Application Fee	$0.00	$0.00	0.00%	$0.00		N	Council
Public Building assessments (including events)							
Hourly rate/minimum charge 2 hours	$100.10	$106.00	5.89%	$5.90		Y	Council
Environmental Protection (Noise Regulation) Act 1986							
Reg 18 – Application for approval by CEO of a non-complying Event	$1,000.00	$1,000.00	0.00%	$0.00		N	Regulatory

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Name	Year 25/26 Fee (incl. GST)	Year 26/27 Fee (incl. GST)	Increase %	Increase $	Unit	GST	Regulatory / Council
Environmental Protection (Noise Regulation) Act 1986 [continued]							
Late fee for an Application for a non Complying Event Made Less than 60 days Prior to the Event	$250.00	$250.00	0.00%	$0.00		N	Regulatory
Reg 13 - Application for Approval of a Noise Management Plan	$210.00	$221.00	5.24%	$11.00		Y	Council
After hours assessment/attendance – per hour, minimum 2 hours	$108.70	$115.00	5.80%	$6.30		Y	Council
Bond – Noise Management Plan with Reg 18 (refundable)	$525.00	$525.00	0.00%	$0.00		N	Council
Education & Welfare							
Community & Youth Development							
Hire of sensory tent	$105.00	$111.00	5.71%	$6.00	per day	Y	Council
Refundable bond	$210.00	$210.00	0.00%	$0.00		N	Council
Housing							
Well Aged Housing							
Rent							
Minninup Cottages – 1 Bedroom unit – includes rent assistance	$361.50	$439.44	21.56%	$77.94	per fortnight	N	Council
Langley Villas – 1 Bedroom unit – includes rent assistance	$361.50	$439.44	21.56%	$77.94	per fortnight	N	Council
Langley Villas – 2 Bedroom unit – includes rent assistance	$423.20	$526.54	24.42%	$103.34	per fortnight	N	Council
Bond							
Minninup Cottages - 1 Bedroom Unit	$723.00	$878.88	21.56%	$155.88		N	Council
Langley Villas - 1 Bedroom Unit	$723.00	$878.88	21.56%	$155.88		N	Council
Langley Villas - 2 Bedroom Unit	$846.40	$1,053.08	24.42%	$206.68		N	Council
Pet Bond - Langley Villas and Minninup Cottages	$260.00	$260.00	0.00%	$0.00		N	Council
Preston Village							
Any increase will be determined by the residents at the June Residents meeting and depending on how statements appear							
Preston Village (2 Bedroom Unit)	$192.24	$192.24	0.00%	$0.00		N	Council

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Name	Year 25/26 Fee (incl. GST)	Year 26/27 Fee (incl. GST)	Increase %	Increase $	Unit	GST	Regulatory / Council
Preston Village [continued]							
Preston Village Hall Hire	$19.00	$19.00	0.00%	$0.00	per hour	N	Council
Preston Village Hall Kitchen Hire	$0.00	$10.00	∞	$10.00	per hour	N	Council
Preston Village Entry Administration Fee	$1,650.00	$1,650.00	0.00%	$0.00		Y	Council
Preston Village Exit Administration Fee	$0.00	$1,650.00	∞	$1,650.00		Y	Council
Community Amenities							
Sanitation - Household Refuse							
Kerbside Waste Collection Services (240L Mobile Bins)							
Bin Service – 3 Bin Service	$408.00	$408.00	0.00%	$0.00		N	Council
Bin Service – 2 Bin Service	$435.00	$435.00	0.00%	$0.00		N	Council
Optional Bin – Rubbish (Fortnightly)	$173.00	$173.00	0.00%	$0.00		N	Council
Optional Bin – Rubbish (Weekly)	$342.00	$342.00	0.00%	$0.00		N	Council
Optional Bin – Recycling	$94.00	$94.00	0.00%	$0.00		N	Council
Optional Bin – Organics	$142.00	$142.00	0.00%	$0.00		N	Council
Aged Care Bin Service – 3 Bin Shared Service (1 Bin per 3 units)	$136.00	$136.00	0.00%	$0.00		N	Council
Aged Care Bin Service – Optional Shared Organics	$48.00	$48.00	0.00%	$0.00		N	Council
Event Bin Hire							
Donnybrook							
For the hire, delivery, collection, and disposal of waste for up to 10 bins	$262.50	$275.65	5.01%	$13.15		Y	Council
For the hire, delivery, collection, and disposal of waste for between 10 to 20 bins	$420.00	$441.00	5.00%	$21.00		Y	Council
Balingup							
For the hire, delivery, collection, and disposal of waste for up to 10 bins	$315.00	$330.75	5.00%	$15.75		Y	Council
For the hire, delivery, collection, and disposal of waste for between 10 to 20 bins	$472.50	$496.15	5.01%	$23.65		Y	Council

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Name	Year 25/26 Fee (incl. GST)	Year 26/27 Fee (incl. GST)	Increase %	Increase $	Unit	GST	Regulatory / Council
Tip Passes							
Purchase tip pass – 16 coupons	$237.60	$250.00	5.22%	$12.40		Y	Council
Disposal of Waste at Donnybrook Waste Management							
NOTE: Notwithstanding the notes within the Fees and Charges, the acceptance of waste types at each of the facilities (DWMF or BTS) may be subject to change. Refer to list of services on the Shire website for current information as to which waste types can be accepted at DMWF or BTS. Where applicable, valid waste disposal coupons (tip passes) must be presented upon entry to the facility. Proof of identification and local address may be required when not utilising waste disposal coupons. Tip passes are not valid for all waste products and disposal of certain items will incur a fee as per the Shire's adopted fees and charges. All waste types received are to be uncontaminated, to the satisfaction of the attendant. The decision of the facility attendant in determining contamination and/or the required charge, is final.							
Putrescible and Household Waste							
Domestic – 1 x 240L Bin (min. charge 0.25m³)	$14.85	$15.60	5.05%	$0.75	per 0.25m³	Y	Council
Tip Pass Fee - 1 coupon							
Domestic – 4 x 240L Bins	$58.80	$61.75	5.02%	$2.95	per m³	Y	Council
Tip Pass Fee - 4 coupons							
Commercial – 1 x 240L Bin (min. charge 0.25m³)	$14.85	$15.60	5.05%	$0.75	per 0.25m³	Y	Council
Tip Pass N/A - Fees Apply							
Commercial – 4 x 240L Bins	$59.40	$62.40	5.05%	$3.00	per m³	Y	Council
Tip Pass N/A - Fees Apply							
Construction and Demolition (C&D) Waste							
Domestic	$58.80	$61.75	5.02%	$2.95	per m³	Y	Council
Tip Pass Fee - 4 coupons							
Commercial	$58.80	$61.75	5.02%	$2.95	per m³	Y	Council
Tip Pass N/A - Fees Apply							
Treated Timber							
ONLY ACCEPTED AT THE DONNYBROOK SITE							

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Name	Year 25/26 Fee (incl. GST)	Year 26/27 Fee (incl. GST)	Increase %	Increase $	Unit	GST	Regulatory / Council
Treated Timber [continued]							
Domestic	$58.80	$61.75	5.02%	$2.95	per m³	Y	Council
Tip Pass Fee - 4 coupons							
Commercial	$168.00	$176.40	5.00%	$8.40	per m³	Y	Council
Tip Pass N/A - Fees apply							
Greenwaste							
Domestic – up to 300mm in diameter	$15.95	$16.75	5.02%	$0.80	per m³	Y	Council
Tip Pass Fee - 2 coupons							
Commercial – up to 300mm in diameter	$15.95	$16.75	5.02%	$0.80	per m³	Y	Council
Tip Pass N/A - Fees apply							
Re-useable Intact Pallets (broken charged as Putrescible & Household Waste)	$0.00	$0.00	0.00%	$0.00		Y	Council
Tip Pass N/A - Fees apply							
Recyclable Cardboard							
Domestic – 1 x 240L Bin (min. charge 0.25m³)	$8.00	$8.40	5.00%	$0.40	per 0.25m³	Y	Council
Tip Pass Fee - 1 coupon							
Domestic – 4 x 240L Bins	$15.95	$16.75	5.02%	$0.80	per m³	Y	Council
Tip Pass Fee - 2 coupons							
Commercial – (min. charge 1m³)	$32.00	$33.60	5.00%	$1.60	per m³	Y	Council
Tip Pass N/A - Fees apply							
Cardboard not flattened – 1 x 240L Bin (min. charge 0.25m³)	$32.00	$33.60	5.00%	$1.60	per 0.25m³	Y	Council
Tip Pass N/A - Fees apply							
Domestic Co-mingled Recycling							
Domestic – 1 x 240L Bin (min. charge 0.25m³)	$0.00	$0.00	0.00%	$0.00	per 0.25m³	Y	Council
Tip Pass Fee - Nil							
Domestic – 4 x 240L Bins	$15.95	$16.75	5.02%	$0.80	per m³	Y	Council
Tip Pass Fee - 1 coupon							

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Name	Year 25/26 Fee (incl. GST)	Year 26/27 Fee (incl. GST)	Increase %	Increase $	Unit	GST	Regulatory / Council
Domestic Co-mingled Recycling [continued]							
Commercial – 4 x 240L Bins	$29.40	$30.90	5.10%	$1.50	per m³	Y	Council
Tip Pass N/A - Fees apply							
Empty Drums							
Drum Muster eligible drums	$0.00	$0.00	0.00%	$0.00		Y	Council
Ineligible drums charged as Putrescible and Household Waste Tip Pass N/A - Fees apply							
Motor Oil							
Up to 20L	$0.65	$0.70	7.69%	$0.05		Y	Council
Tip Pass Fee - 1 coupon							
Per litre above 20L, to a maximum of 200L	$0.65	$0.70	7.69%	$0.05	per litre	Y	Council
Tip Pass N/A - Fees apply							
Asbestos (DWMF Only – wrapped)							
ONLY ACCEPTED AT THE DONNYBROOK SITE AND MUST BE SUITABLY WRAPPED							
Quantities up to 0.01m³ or less than 1m²	$29.40	$30.90	5.10%	$1.50		Y	Council
Tip Pass N/A - Fees apply							
Quantities between 0.01m³ – 0.5m³ (maximum amount accepted)	$82.95	$87.10	5.00%	$4.15		Y	Council
Tip Pass N/A - Fees apply							
Vehicle Bodies							
ONLY ACCEPTED AT THE DONNYBROOK SITE							
Per vehicle	$29.40	$30.90	5.10%	$1.50		Y	Council
Tip Pass Fee - 4 coupons							
Tyres (max. 5)							
Car or motorcycle	$12.65	$13.30	5.14%	$0.65	per tyre	Y	Council
Tip Pass N/A - Fees Apply							

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Name	Year 25/26 Fee (incl. GST)	Year 26/27 Fee (incl. GST)	Increase %	Increase $	Unit	GST	Regulatory / Council
Tyres (max. 5) [continued]							
4x4	$24.15	$25.35	4.97%	$1.20	per tyre	Y	Council
Tip Pass N/A - Fees apply							
Truck	$60.90	$63.95	5.01%	$3.05	per tyre	Y	Council
Tip Pass N/A - Fees apply							
Electronic Waste (E-Waste)							
ONLY ACCEPTED AT THE DONNYBROOK SITE							
Large Appliances							
Dishwashers	$7.35	$7.75	5.44%	$0.40		Y	Council
Tip Pass Fee - 2 coupons							
Kitchen (e.g. large furnaces, ovens, cooking equipment)	$7.35	$7.75	5.44%	$0.40		Y	Council
Tip Pass Fee - 2 coupons							
Washing Machines (incl. combined dryers)	$7.35	$7.75	5.44%	$0.40		Y	Council
Tip Pass Fee - 2 coupons							
Dryers (wash dryers, centrifuges)	$7.35	$7.75	5.44%	$0.40		Y	Council
Tip Pass Fee - 2 coupons							
Lighting/Lamps							
Lamps (e.g. pocket, Christmas, excl. LED & incandescent)	$0.55	$0.60	9.09%	$0.05		Y	Council
Tip Pass Fee - 1 coupon							
Compact Fluorescent Lamps (incl. retrofit & non-retrofit)	$0.55	$0.60	9.09%	$0.05		Y	Council
Tip Pass Fee - 1 coupon							
Straight Tube Fluorescent Lamps	$1.60	$1.70	6.25%	$0.10		Y	Council
Tip Pass Fee - 1 coupon							
Special Lamps (e.g. professional mercury, high & low pressure sodium)	$3.15	$3.30	4.76%	$0.15		Y	Council
Tip Pass Fee - 1 coupon							

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Name	Year 25/26 Fee (incl. GST)	Year 26/27 Fee (incl. GST)	Increase %	Increase $	Unit	GST	Regulatory / Council
Lighting/Lamps [continued]							
LED Lamps (incl. retrofit LED lamps & household LED luminaires)	$3.15	$3.30	4.76%	$0.15		Y	Council
Tip Pass Fee - 1 coupon							
Household Luminaires (incl. household incandescent fittings)	$3.15	$3.30	4.76%	$0.15		Y	Council
Tip Pass Fee - 1 coupon							
Professional Luminaires (offices, public space, industry)	$3.15	$3.30	4.76%	$0.15		Y	Council
Tip Pass Fee - 1 coupon							
Medical Devices							
Professional Medical (e.g. hospital, dentist, diagnostics)	$14.70	$15.45	5.10%	$0.75		Y	Council
Tip Pass Fee - 3 coupons							
Screens/IT/Telecommunications							
Game Consoles	$7.35	$7.75	5.44%	$0.40		Y	Council
Tip Pass Fee - 2 coupons							
Small IT (e.g. routers, mice, keyboards, external drives & accessories)	$3.15	$3.30	4.76%	$0.15		Y	Council
Tip Pass Fee - 1 coupon							
Desktop PCs (excl. monitors, accessories)	$7.35	$7.75	5.44%	$0.40		Y	Council
Tip Pass Fee - 2 coupons							
Laptops (incl. tablets)	$7.35	$7.75	5.44%	$0.40		Y	Council
Tip Pass Fee - 2 coupons							
Printers (e.g. scanners, multifunctionals, faxes)	$7.35	$7.75	5.44%	$0.40		Y	Council
Tip Pass Fee - 2 coupons							
Telecom (eg. cordless phones, answering machines)	$7.35	$7.75	5.44%	$0.40		Y	Council
Tip Pass Fee - 2 coupons							
Mobile Phones (incl. smartphones, pagers)	$0.00	$0.00	0.00%	$0.00		Y	Council
Tip Pass N/A - Fees apply							
Professional IT (eg. servers, routers, data storage, copiers)	$14.70	$15.45	5.10%	$0.75		Y	Council
Tip Pass Fee - 3 coupons							

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Name	Year 25/26 Fee (incl. GST)	Year 26/27 Fee (incl. GST)	Increase %	Increase $	Unit	GST	Regulatory / Council
Screens/IT/Telecommunications [continued]							
Cathode Ray Tube Monitors	$14.70	$15.45	5.10%	$0.75		Y	Council
Tip Pass Fee - 3 coupons							
Flat Display Panel Monitors (LCD, LED)	$14.70	$15.45	5.10%	$0.75		Y	Council
Tip Pass Fee - 3 coupons							
Cathode Ray Tube TVs	$14.70	$15.45	5.10%	$0.75		Y	Council
Tip Pass Fee - 3 coupons							
Flat Display Panel TVs (LCD, LED, Plasma)	$14.70	$15.45	5.10%	$0.75		Y	Council
Tip Pass Fee - 3 coupons							
Temperature Exchange Equipment							
Central Heating (household installed)	$7.35	$7.75	5.44%	$0.40		Y	Council
Tip Pass Fee - 2 coupons							
Professional Heating & Ventilation (excl. cooling equipment)	$7.35	$7.75	5.44%	$0.40		Y	Council
Tip Pass Fee - 2 coupons							
Household Heating & Ventilation (eg. hoods, ventilators, space heaters)	$7.35	$7.75	5.44%	$0.40		Y	Council
Tip Pass Fee - 2 coupons							
Fridges (incl. combi-fridges)	$18.90	$19.85	5.03%	$0.95		Y	Council
Tip Pass N/A - Fees apply							
Freezers	$18.90	$19.85	5.03%	$0.95		Y	Council
Tip Pass N/A - Fees apply							
Air Conditioners (household installed and portable)	$7.35	$7.75	5.44%	$0.40		Y	Council
Tip Pass Fee - 2 coupons							
Fridges - degassed (incl. combi-fridges)	$7.35	$7.75	5.44%	$0.40		Y	Council
Tip Pass Fee - 2 coupons							
Freezers - degassed	$7.35	$7.75	5.44%	$0.40		Y	Council
Tip Pass Fee - 2 coupons							

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Name	Year 25/26 Fee (incl. GST)	Year 26/27 Fee (incl. GST)	Increase %	Increase $	Unit	GST	Regulatory / Council
Temperature Exchange Equipment [continued]							
Other Cooling (e.g. dehumidifiers, heat pump dryers)	$7.35	$7.75	5.44%	$0.40		Y	Council
Tip Pass Fee - 2 coupons							
Professional Cooling (e.g. large air conditioners, cooling displays)	$7.35	$7.75	5.44%	$0.40		Y	Council
Tip Pass Fee - 2 coupons							
Cooled Dispensers (eg. for vending, cold drinks)	$7.35	$7.75	5.44%	$0.40		Y	Council
Tip Pass Fee - 2 coupons							
Batteries							
Small Household Batteries	$0.00	$0.00	0.00%	$0.00		Y	Council
Tip Pass fee - Nil							
Vehicle Batteries	$0.00	$0.00	0.00%	$0.00		Y	Council
Tip Pass Fee - Nil							
Separated Scrap Metal including Wire							
Domestic – up to 1m³ (4 x 240L Bins)	$13.65	$14.35	5.13%	$0.70		Y	Council
Tip Pass fee - 2 coupons							
Domestic – over 1m³	$25.20	$26.50	5.16%	$1.30	per m³	Y	Council
Tip Pass Fee - 4 coupons							
Commercial – 4 x 240L Bins	$28.35	$29.80	5.11%	$1.45	per m³	Y	Council
Tip Pass N/A - Fees apply							
Mattresses (max. 3)							
Mattress	$55.00	$57.75	5.00%	$2.75	per mattress	Y	Council
Tip Pass N/A - Fees apply							
Paint and Thinners							
NOT CURRENTLY ACCEPTED AT DONNYBROOK OR BALINGUP SITES							

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Name	Year 25/26 Fee (incl. GST)	Year 26/27 Fee (incl. GST)	Increase %	Increase $	Unit	GST	Regulatory / Council
Special Burial							
ONLY ACCEPTED AT DONNYBROOK SITE BY PRIOR ARRANGEMENT (MAX 100KG)							
Animal carcass less than 5kg	$15.95	$16.75	5.02%	$0.80	per animal	Y	Council
Tip Pass N/A - Fees apply							
Animal carcass 5 – 50kg	$29.70	$31.20	5.05%	$1.50	per animal	Y	Council
Tip Pass N/A - Fees apply							
Animal carcass 50 – 100kg	$71.50	$75.10	5.03%	$3.60	per animal	Y	Council
Tip Pass N/A - Fees apply							
Suitable Clean Fill							
Clean Fill	$0.00	$0.00	0.00%	$0.00		Y	Council
SUITABILITY AT THE DISCRETION OF THE SITE ATTENDANT							
Town Planning							
Development Applications							
Determining a development application (other than for an extractive industry) where the development has not commenced or been carried out and the estimated cost of the development is -							
not more than $50,000	$147.00	$147.00	0.00%	$0.00		N	Regulatory
more than $50,000 but not more than $500,000	0.32% of the estimated cost of development					N	Regulatory
more than $500,000 but not more than $2.5 million	$1,700.00 + 0.257% for every $1.00 in excess of $500,000					N	Regulatory
more than $2.5 million but not more than $5 million	$7,161.00 + 0.206% for every $1.00 in excess of $2.5M					N	Regulatory
more than $5 million but not more than $21.5 million	$12,633.00 + 0.123% for every $1.00 in excess of $5M					N	Regulatory
more than $21.5 million	$34,196.00	$34,196.00	0.00%	$0.00		N	Regulatory
Determining a development application (other than for an extractive industry) where the development has commenced or been carried out.	The fee in the table above, by way of penalty, plus twice that fee					N	Regulatory
				Last year fee As calculated			
Determining an application to amend or cancel development approval where value of development is more than or equal to $92,000	$295.00	$295.00	0.00%	$0.00		N	Regulatory

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Name	Year 25/26 Fee (incl. GST)	Year 26/27 Fee (incl. GST)	Increase %	Increase $	Unit	GST	Regulatory / Council
Determining a development application (other than for an extractive industry) where the development has not commenced or been carried out and the estimated cost of the development is - [continued]							
Determining an application to amend or cancel development approval where value of development is less than $92,000	0.32% of the estimated cost of development; minimum fee $147.00					N	Regulatory
R Code Assessment Fee	$0.00	$147.00	∞	$147.00		Y	Council
Change of Use Application							
Determining an application for a change of use or for an alteration or extension or change of a non-conforming use to which item "Extractive Industry Licensing" does not apply, where the change or the alteration, extension or change has not commenced or been carried out	$295.00	$295.00	0.00%	$0.00		N	Regulatory
Determining an application for a change of use or for an alteration or extension or change of a non-conforming use to which item "Extractive Industry Licensing" does not apply, where the change or the alteration, extension or change has commenced or been carried out	$885.00	$885.00	0.00%	$0.00		N	Regulatory
Home Occupation/Home Business Application							
Determining an initial application for approval where the home occupation has not commenced	$222.00	$222.00	0.00%	$0.00		N	Regulatory
Determining an initial application for approval where the home occupation has commenced	$666.00	$666.00	0.00%	$0.00		N	Regulatory
Determining an application for the renewal of a home occupation where the application is made before the approval expires	$73.00	$73.00	0.00%	$0.00		N	Regulatory
Determining an application for the renewal of a home occupation where the application is made after the approval has expired	$219.00	$219.00	0.00%	$0.00		N	Regulatory
Heavy Vehicle/Commercial Vehicle Parking							
Determining a development application for heavy vehicle parking where it has not commenced or been carried out	$147.00	$147.00	0.00%	$0.00		N	Regulatory
Determining a development application for heavy vehicle parking where it has commenced or been carried out	$441.00	$441.00	0.00%	$0.00		N	Regulatory
Extractive Industry							
Fees below do not include the fees required for the issue of an extractive industry licence as per the Shire of Donnybrook-Balingup Extractive Industries Local Law.							

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Name	Year 25/26 Fee (incl. GST)	Year 26/27 Fee (incl. GST)	Increase %	Increase $	Unit	GST	Regulatory / Council
Extractive Industry [continued]							
Determining a development application for an extractive industry where the development has not commenced or been carried out	$739.00	$739.00	0.00%	$0.00		N	Regulatory
Determining a development application for an extractive industry where the development has commenced or been carried out	$2,217.00	$2,217.00	0.00%	$0.00		N	Regulatory
Advertising Signage							
Development application for advertising signage where it has not commenced or been carried out	$147.00	$147.00	0.00%	$0.00	per lot	N	Regulatory
Development application for advertising signage where it has commenced or been carried out	$441.00	$441.00	0.00%	$0.00		N	Regulatory
Development application for Entry Statement or Estate signage where it has not commenced or been carried out	$147.00	$147.00	0.00%	$0.00	per location	N	Regulatory
Development application for Entry Statement or Estate signage where it has commenced or been carried out	$441.00	$441.00	0.00%	$0.00		N	Regulatory
Subdivision Clearance							
Providing a subdivision clearance for -							
not more than 5 lots	$73.00	$73.00	0.00%	$0.00	per lot	N	Regulatory
more than 5 lots but not more than 195 lots	$73.00 per lot for the first 5 lots, then $35.00 per lot				per lot	N	Regulatory
more than 195 lots	$7,393.00	$7,393.00	0.00%	$0.00		N	Regulatory
Licensing							
Assessment and issuing of a Section 40 Certificate – Liquor Control Act 1988	$200.00	$210.00	5.00%	$10.00		N	Council
Strata Applications – Form 15A and 15C							
Submission of strata plan/scheme for assessment (as per Strata Title Act 1985 and Strata Titles (General) Regulations 2019)							
1-5 lots	$656.00 plus $65.00 per lot					N	Regulatory
6-100 lots	$981.00 plus $43.50 per lot for every lot in excess of 5 lots					N	Regulatory
101 lots or more	$5,113.00	$5,113.50	0.01%	$0.50		N	Regulatory

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Name	Year 25/26 Fee (incl. GST)	Year 26/27 Fee (incl. GST)	Increase %	Increase $	Unit	GST	Regulatory / Council
Development Assessment Panel (DAP) Applications							
Submission of an application for JDAP determination includes fees to Local Government and the DAP							
Local Government Fee	As per fees outlined in Development Applications					N	Regulatory
Development Assessment Panel Fee	As per the Planning & Development (Development Assessment Panels) Regulations 2011					N	Regulatory
Scheme Amendment, Structure Plan, Activity Centre Plan and Local Development Plan							
An estimation of costs is to be provided in accordance with the Planning and Development Regulations 2009							
In calculating an estimation the hourly rates of staff are -							
Payment of the estimation is expected prior to accepting a request for a Scheme Amendment, Structure Plan, Activity Centre Plan and Local Development Plan. Any moneys paid in advance that are not incurred by the local government will be refunded at the completion of the service							
Executive Manager Operations	$88.00	$88.00	0.00%	$0.00	per hour	N	Regulatory
Principal Planner or other Principal Officer (relevant to request)	$66.00	$66.00	0.00%	$0.00	per hour	N	Regulatory
Planning and other Officer	$36.86	$36.86	0.00%	$0.00	per hour	N	Regulatory
Administration Officer	$30.20	$30.20	0.00%	$0.00	per hour	N	Regulatory
All other estimated costs and expenses	As per the Planning and Development Regulations 2009					N	Regulatory
Land Administration							
Part 1: Request for written planning advice for right-of-way, Road and Pedestrian Access Ways, Drainage Reserve, Road Reserve, Crown Land and Freehold Requests	$82.50	$87.00	5.45%	$4.50		N	Council
Part 2: Initiation request for right-of-way, Road and Pedestrian Access Ways, Drainage Reserve, Road Reserve, Crown Land and Freehold Requests	$840.00	$882.00	5.00%	$42.00		N	Council
Caveat withdrawals, easements, notifications on titles, deeds and other title administration requests	$82.50	$87.00	5.45%	$4.50		N	Council
All other associated land administration requests	At cost + 10% administration fee					Y	Council
Application Advertising and Notification							
Minimum general advertising/notification cost for all applications -							
1-5 notification letters	No charge					Y	Council
6 or more notification letters	Actual cost including officer time					Y	Council

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Name	Year 25/26 Fee (incl. GST)	Year 26/27 Fee (incl. GST)	Increase %	Increase $	Unit	GST	Regulatory / Council
Minimum general advertising/notification cost for all applications - *[continued]*							
Other additional advertising/notification expenses (including newspaper advertisements) to be invoiced			Actual cost including officer time			Y	Council
Information Requests and General Planning Administration							
Planning research fee (min charge 1 hour)	$90.20	$95.00	5.32%	$4.80	per hour	Y	Council
Provision of written planning advice	$73.00	$73.00	0.00%	$0.00		N	Regulatory
Provision of a Zoning Certificate	$73.00	$73.00	0.00%	$0.00		N	Regulatory
Replying to a property settlement questionnaire	$73.00	$73.00	0.00%	$0.00		N	Regulatory
Provision of hard copies of Planning Reports, Approvals, Documents and/or Policies							
1-20 pages			Refer to Printing & Photocopying			Y	Council
20-40 pages			Refer to Printing & Photocopying			Y	Council
over 40 pages			Refer to Printing & Photocopying			Y	Council
Other							
Planning bond administration fee	$90.20	$95.00	5.32%	$4.80		Y	Council
Planning bond (only as agreed by the Shire)			At cost + 50% contingency			N	Council
Re-inspection fees (charged at the Shire's discretion)	$90.20	$95.00	5.32%	$4.80		Y	Council
Cash-in-lieu for Car Parking				At cost		Y	Council

Fines, Penalties and/or Infringements

As per the Planning & Development Act 2005 and the Planning & Development Regulations 2009 (as amended)

Extractive Industry Licensing

Application for Extractive Industry Licence (Shire of Donnybrook Balingup Extractive Industry Local Law)

Initial licence (excluding development application fee)	$598.50	$629.00	5.10%	$30.50		N	Council
Annual renewal	$939.75	$987.00	5.03%	$47.25		N	Council
Licence Transfer	$352.80	$371.00	5.16%	$18.20		N	Council
Licence Extension	$588.00	$618.00	5.10%	$30.00		N	Council

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Name	Year 25/26 Fee (incl. GST)	Year 26/27 Fee (incl. GST)	Increase %	Increase $	Unit	GST	Regulatory / Council
Penalties							
Licence penalties are as per the Shire of Donnybrook Balingup Extractive Industries Local Law and do not relate to the development application/approval penalties listed in item "Development Applications"							
Tourist & Directional Signs							
Max. 1mtr long & single line writing on both sides with reflective backing (excludes installation)	$601.15	$631.25	5.01%	$30.10		Y	Council
Non standard requests, requests for larger or multiples signs			At cost + 25% administration fee			Y	Council
			Last year fee At cost + 10% administration fee				
Installation of signage			At cost + 25% administration fee		per sign	Y	Council
Cemeteries							
Plot Fees							
Mausoleum – Site fee per m2 of rate equivalent to normal grave site				POA		Y	Council
Grants of Right of Burial							
Grant of Right of Burial – Land 2.5m x 1.25m (plus administration fee)	$829.50	$871.00	5.00%	$41.50		N	Council
Pre-need Grant of Right of Burial (plus administration fee)	$1,080.00	$1,134.00	5.00%	$54.00		N	Council
Transfer of Form of Grant of Right of Burial – or issue of Copy of Grant	$52.50	$55.15	5.05%	$2.65		N	Council
Renewal of Grant of Right of Burial	$105.00	$110.25	5.00%	$5.25		N	Council
Interment Fee							
Interment Fees (Depth to 1.8m)							
On application for a “Form of Order for Burial" for							
Ordinary grave for an adult	$1,600.00	$1,680.00	5.00%	$80.00		Y	Council
Grave for any child under 7 years	$1,200.00	$1,260.00	5.00%	$60.00	75% of Adult charge	Y	Council
Grave for any stillborn child	$640.00	$672.00	5.00%	$32.00	40% of Adult charge	Y	Council

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Name	Year 25/26 Fee (incl. GST)	Year 26/27 Fee (incl. GST)	Increase %	Increase $	Unit	GST	Regulatory / Council
Interment Fees (Depth to 1.8m) [continued]							
Interment of cremated ashes by Council staff	$247.50	$259.90	5.01%	$12.40		Y	Council
Interment Fees (Depth greater than 1.8m)							
Each additional 30 centimetres	$227.50	$238.90	5.01%	$11.40		Y	Council
Interment - Other							
Interment without due notice (as prescribed in Local Law)	$378.50	$397.45	5.01%	$18.95		Y	Council
Interment not in usual hours (as prescribed by Local Law, Monday to Friday)	$498.00	$1,650.00	231.33%	$1,152.00		Y	Council
Saturdays, Sundays and public holidays	$1,300.00	$2,200.00	69.23%	$900.00		Y	Council
Late arrival at Cemetery gates	$262.50	$275.65	5.01%	$13.15		Y	Council
Re-opening Fees							
Ordinary grave for an adult	$2,108.00	$2,213.40	5.00%	$105.40		Y	Council
Of a child under seven years of age	$1,338.50	$1,405.45	5.00%	$66.95		Y	Council
A stillborn child	$782.50	$821.65	5.00%	$39.15		Y	Council
Where removal of footings is necessary according to the time required	$90.00	$94.50	5.00%	$4.50	per hour	Y	Council
Headstones and Monuments							
Permission to erect a headstone or kerbing	$89.00	$93.45	5.00%	$4.45		N	Council
Permission to erect memorial plaque & plinth	$89.00	$93.45	5.00%	$4.45		N	Council
Permission to erect a monument	$89.00	$93.45	5.00%	$4.45		N	Council
Permission to erect a nameplate	$89.00	$93.45	5.00%	$4.45		N	Council
Niche Wall							
Single Niche (plus cost of plaque & inscription)	$462.00	$485.10	5.00%	$23.10		Y	Council
Double Niche (plus cost of plaque & inscription fee)	$532.50	$559.15	5.00%	$26.65		Y	Council
Second inscription – Admin Fee & Fixing (plus cost of inscription)	$174.50	$183.25	5.01%	$8.75		Y	Council
Pre-need purchase of Single Niche	$486.00	$510.30	5.00%	$24.30		Y	Council

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Name	Year 25/26 Fee (incl. GST)	Year 26/27 Fee (incl. GST)	Increase %	Increase $	Unit	GST	Regulatory / Council
Niche Wall [continued]							
Pre-need purchase of Double Niche	$586.50	$615.85	5.00%	$29.35		Y	Council
Other							
Placement of Ashes	$101.50	$106.60	5.02%	$5.10		Y	Council
Removal of Ashes	$118.00	$123.90	5.00%	$5.90		Y	Council
Bush Memorial Site							
Site only	$402.00	$422.10	5.00%	$20.10		Y	Council
Interment of Ashes	$247.50	$259.90	5.01%	$12.40		Y	Council
Miscellaneous Cemetery Fees							
Making a search in register (min. charge 1 hour)	$38.50	$40.45	5.06%	$1.95	per hour	Y	Council
Grave number plate	$99.00	$103.95	5.00%	$4.95	each	Y	Council
Administration Fee	$72.00	$84.00	16.67%	$12.00		Y	Council
Licence Fees							
Undertaker's annual licence fee	$214.00	$224.70	5.00%	$10.70		N	Council
Undertaker's single licence fee for one interment	$141.00	$148.05	5.00%	$7.05		N	Council
Single licence (other than funeral director)	$423.00	$444.15	5.00%	$21.15		N	Council
Monumental Masons annual licence fee	$214.00	$224.70	5.00%	$10.70		N	Council
Monumental Masons licence – single fee	$141.00	$148.05	5.00%	$7.05		N	Council

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Recreation & Culture

All Venues – Cancellation Policy

This cancellation policy applies to bookings for Donnybrook Hall, Balingup Hall, Donnybrook Pump Track Building, VC Mitchell Park Pavillions, Parks and Reserves, Amphitheatre and Libraries.

Cancellations up until 14 days before booking date	Full refund		Y	Council
Cancellation fee with 14 days notice or less	25% of total booking		Y	Council

Name	Year 25/26 Fee (incl. GST)	Year 26/27 Fee (incl. GST)	Increase %	Increase $	Unit	GST	Regulatory / Council
All Venues - Hire Bonds							
FOR ALL BOOKINGS OVER 2 HOURS This bond applies to bookings for Donnybrook Hall, Balingup Hall, Donnybrook Pump Track Building, VC Mitchell Park Pavillions, Parks and Reserves, Amphitheatre and Libraries.							
No Liquor Consumed	$150.00	$150.00	0.00%	$0.00	per booking	N	Council
Liquor Consumed	$1,000.00	$1,000.00	0.00%	$0.00	per booking	N	Council
Donnybrook Hall							
Full Hall – Standard Use							
Both halls only	$268.00	$281.40	5.00%	$13.40	all day	Y	Council
Both halls only	$67.00	$70.35	5.00%	$3.35	per hour	Y	Council
Full Hall – Reduced Rate							
Both halls only	$134.00	$140.70	5.00%	$6.70	all day	Y	Council
Both halls only	$33.50	$35.20	5.07%	$1.70	per hour	Y	Council
Kitchen – Standard Use							
Kitchen	$180.00	$189.00	5.00%	$9.00	all day	Y	Council
Kitchen	$45.00	$47.25	5.00%	$2.25	per hour	Y	Council
Kitchen – Reduced Rate							
Kitchen	$90.00	$94.50	5.00%	$4.50	all day	Y	Council
Kitchen	$22.50	$23.65	5.11%	$1.15	per hour	Y	Council
Storage Rooms							
Hire Storage Room A (as per separate agreement)	$60.00	$63.05	5.08%	$3.06		Y	Council
Hire Storage Room B (as per separate agreement)	$60.00	$63.05	5.08%	$3.06		Y	Council
Meeting Room							
Donnybrook Meeting Room Standard Use	$27.50	$28.90	5.09%	$1.40	per hour	Y	Council

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Name	Year 25/26 Fee (incl. GST)	Year 26/27 Fee (incl. GST)	Increase %	Increase $	Unit	GST	Regulatory / Council
Meeting Room [continued]							
Donnybrook Meeting Room Reduced Rate	$18.00	$18.90	5.00%	$0.90	per hour	Y	Council
Balingup Hall							
Full Hall – Standard Use							
Both halls only	$180.00	$189.00	5.00%	$9.00	all day	Y	Council
Both halls only	$45.00	$47.25	5.00%	$2.25	per hour	Y	Council
Full Hall – Reduced Rate							
Both halls only	$90.00	$94.50	5.00%	$4.50	all day	Y	Council
Both halls only	$22.50	$23.65	5.11%	$1.15	per hour	Y	Council
Kitchen – Standard Use							
Kitchen	$180.00	$189.00	5.00%	$9.00	all day	Y	Council
Kitchen	$45.00	$47.25	5.00%	$2.25	per hour	Y	Council
Kitchen – Reduced Rate							
Kitchen	$90.00	$94.50	5.00%	$4.50	all day	Y	Council
Kitchen	$22.50	$23.65	5.11%	$1.15	per hour	Y	Council
Consultation Room							
Balingup Consultation Room Standard Use	$27.50	$28.90	5.09%	$1.40	per hour	Y	Council
Balingup Consultation Room Reduced Rate	$18.00	$18.90	5.00%	$0.90	per hour	Y	Council
Donnybrook Pump Track Building							
Full Building – Standard Use							
Full Building	$132.00	$139.00	5.30%	$7.00	all day	Y	Council

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Name	Year 25/26 Fee (incl. GST)	Year 26/27 Fee (incl. GST)	Increase %	Increase $	Unit	GST	Regulatory / Council
Full Building – Standard Use [continued]							
Full Building	$33.00	$35.00	6.06%	$2.00	per hour	Y	Council
Full Building – Reduced Rate							
Full Building	$66.00	$69.50	5.30%	$3.50	all day	Y	Council
Full Building	$16.50	$17.50	6.06%	$1.00	per hour	Y	Council
VC Mitchell Park Pavilions							
Pavillion 1 – Standard Use – All Day							
Community Room	$820.00	$861.00	5.00%	$41.00	all day	Y	Council
Serviced Bar (accessed from Community Room)	$410.00	$430.50	5.00%	$20.50	all day	Y	Council
Bar Room Area & Serviced Bar	$700.00	$735.00	5.00%	$35.00	all day	Y	Council
Kitchen	$410.00	$430.50	5.00%	$20.50	all day	Y	Council
Multi-Purpose Room 1 (Siren Room)	$210.00	$220.50	5.00%	$10.50	all day	Y	Council
Multi-Purpose Room 2 (Overlooking Tennis)	$270.00	$283.50	5.00%	$13.50	all day	Y	Council
Canteen	$270.00	$283.50	5.00%	$13.50	all day	Y	Council
Away Changerooms	$270.00	$283.50	5.00%	$13.50	all day	Y	Council
Home Changerooms & First Aid Room	$410.00	$430.50	5.00%	$20.50	all day	Y	Council
Ground Floor Toilets	$200.00	$210.00	5.00%	$10.00	all day	Y	Council
Umpire Room 1 or 2	$210.00	$220.50	5.00%	$10.50	all day	Y	Council
Pavillion 1 – Standard Use – Per Hour							
Community Room	$82.00	$86.50	5.49%	$4.51	per hour	Y	Council
Serviced Bar (accessed from Community Room)	$41.00	$43.50	6.10%	$2.50	per hour	Y	Council
Bar Room Area & Serviced Bar	$70.00	$73.50	5.00%	$3.50	per hour	Y	Council
Kitchen	$41.00	$43.50	6.10%	$2.50	per hour	Y	Council
Multi-Purpose Room 1 (Siren Room)	$21.00	$22.50	7.14%	$1.50	per hour	Y	Council
Multi-Purpose Room 2 (Overlooking Tennis)	$27.00	$28.50	5.56%	$1.51	per hour	Y	Council
Canteen	$27.00	$28.50	5.56%	$1.51	per hour	Y	Council
Away Changerooms	$27.00	$28.50	5.56%	$1.51	per hour	Y	Council

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Name	Year 25/26 Fee (incl. GST)	Year 26/27 Fee (incl. GST)	Increase %	Increase $	Unit	GST	Regulatory / Council
Pavillion 1 – Standard Use – Per Hour [continued]							
Home Changerooms & First Aid Room	$41.00	$43.50	6.10%	$2.50	per hour	Y	Council
Ground Floor Toilets	$20.00	$21.00	5.00%	$1.00	per hour	Y	Council
Umpire Room 1 or 2	$21.00	$22.50	7.14%	$1.50	per hour	Y	Council
Pavillion 1 – Reduced Rate – All Day							
Community Room	$510.00	$535.50	5.00%	$25.50	all day	Y	Council
Serviced Bar (accessed from Community Room)	$250.00	$262.50	5.00%	$12.50	all day	Y	Council
Bar Room Area & Serviced Bar	$35.00	$37.00	5.71%	$2.00	all day	Y	Council
Kitchen	$250.00	$262.50	5.00%	$12.50	all day	Y	Council
Multi-Purpose Room 1 (Siren Room)	$130.00	$136.50	5.00%	$6.50	all day	Y	Council
Multi-Purpose Room 2 (Overlooking Tennis)	$180.00	$189.00	5.00%	$9.00	all day	Y	Council
Canteen	$180.00	$189.00	5.00%	$9.00	all day	Y	Council
Away Changerooms	$180.00	$189.00	5.00%	$9.00	all day	Y	Council
Home Changerooms & First Aid Room	$250.00	$262.50	5.00%	$12.50	all day	Y	Council
Ground Floor Toilets	$120.00	$126.00	5.00%	$6.00	all day	Y	Council
Umpire Room 1 or 2	$130.00	$136.50	5.00%	$6.50	all day	Y	Council
Pavillion 1 – Reduced Rate – Per Hour							
Community Room	$51.00	$54.00	5.88%	$3.00	per hour	Y	Council
Serviced Bar (accessed from Community Room)	$25.00	$26.50	6.00%	$1.50	per hour	Y	Council
Bar Room Area & Serviced Bar	$350.00	$367.50	5.00%	$17.50	per hour	Y	Council
Kitchen	$25.00	$26.50	6.00%	$1.50	per hour	Y	Council
Multi-Purpose Room 1 (Siren Room)	$13.00	$14.00	7.69%	$1.00	per hour	Y	Council
Multi-Purpose Room 2 (Overlooking Tennis)	$18.00	$19.00	5.56%	$1.00	per hour	Y	Council
Canteen	$18.00	$19.00	5.56%	$1.00	per hour	Y	Council
Away Changerooms	$18.00	$19.00	5.56%	$1.00	per hour	Y	Council
Home Changerooms & First Aid Room	$25.00	$26.50	6.00%	$1.50	per hour	Y	Council
Ground Floor Toilets	$12.00	$13.00	8.33%	$1.00	per hour	Y	Council
Umpire Room 1 or 2	$13.00	$14.00	7.69%	$1.00	per hour	Y	Council

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Name	Year 25/26 Fee (incl. GST)	Year 26/27 Fee (incl. GST)	Increase %	Increase $	Unit	GST	Regulatory / Council
Pavillion 1 – Cleaning							
Cleaning Fee (if not left in same condition as prior to use)				At cost + 25%		Y	Council
Pavillion 2 – Standard Use – All Day							
Function Room with Amenities, Kitchen & Alfresco	$460.00	$483.00	5.00%	$23.00	all day	Y	Council
Pavillion 2 – Standard Use – Per Hour							
Function Room with Amenities, Kitchen & Alfresco	$46.00	$48.50	5.43%	$2.50	per hour	Y	Council
Pavillion 2 – Reduced Rate – All Day							
Function Room with Amenities, Kitchen & Alfresco	$300.00	$315.00	5.00%	$15.00	all day	Y	Council
Pavillion 2 – Reduced Rate – Per Hour							
Function Room with Amenities, Kitchen & Alfresco	$30.00	$31.50	5.00%	$1.50	per hour	Y	Council
Parks and Reserves							
Reserve – Egan Park							
Donnybrook/Capel Cricket Association Grounds Rental	$535.70	$562.50	5.00%	$26.80	annually	Y	Council
Egan Park Oval	$336.00	$353.00	5.06%	$17.00	all day	Y	Council
Egan Park Oval	$42.00	$44.50	5.95%	$2.50	per hour	Y	Council
Power provided - Single Phase (per outlet)	$6.00	$6.50	8.33%	$0.50	per hour	Y	Council
Power provided - Three Phase (per outlet)	$0.00	$13.00	∞	$13.00	per hour	Y	Council
Reserve – VC Mitchell Park							
SW Football League Game Day	$336.00	$353.00	5.06%	$17.00	all day	Y	Council
Donnybrook Football Club Grounds Rental	$3,440.00	$3,612.00	5.00%	$172.00	annually	Y	Council
VC Mitchell Park Oval	$336.00	$353.00	5.06%	$17.00	all day	Y	Council
VC Mitchell Park Oval	$42.00	$44.50	5.95%	$2.50	per hour	Y	Council
VC Mitchell Park – Multi Sports Surface	$18.00	$19.00	5.56%	$1.00	per hour	Y	Council

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Name	Year 25/26 Fee (incl. GST)	Year 26/27 Fee (incl. GST)	Increase %	Increase $	Unit	GST	Regulatory / Council
Reserve – VC Mitchell Park [continued]							
Power provided – Single Phase (per outlet)	$6.00	$6.50	8.33%	$0.50	per hour	Y	Council
Power provided – Three Phase (per outlet)	$12.00	$13.00	8.33%	$1.00	per hour	Y	Council
Lighting Towers – Oval	$36.00	$38.00	5.56%	$2.00	per hour	Y	Council
Lighting Towers – Tennis Courts inc 2 courts	$18.00	$19.00	5.56%	$1.00	per hour	Y	Council
Lighting Towers – Multi Sports Surface	$18.00	$19.00	5.56%	$1.00	per hour	Y	Council
Other Reserves							
Blackwood United Football Club Grounds Rental	$649.00	$562.50	-13.33%	-$86.50	annually	Y	Council
Balingup Oval	$336.00	$353.00	5.06%	$17.00	all day	Y	Council
Balingup Oval	$42.00	$44.50	5.95%	$2.50	per hour	Y	Council
Jim McDonald Oval Kirup	$120.00	$126.00	5.00%	$6.00	all day	Y	Council
Jim McDonald Oval Kirup	$15.00	$16.00	6.67%	$1.00	per hour	Y	Council
Balingup Village Green	$336.00	$353.00	5.06%	$17.00	all day	Y	Council
Balingup Village Green	$42.00	$44.50	5.95%	$2.50	per hour	Y	Council
Ayers Gardens, Trigwell Place	$336.00	$353.00	5.06%	$17.00	all day	Y	Council
Ayers Gardens, Trigwell Place	$42.00	$44.50	5.95%	$2.50	per hour	Y	Council
Station Square	$336.00	$353.00	5.06%	$17.00	all day	Y	Council
Station Square	$42.00	$44.50	5.95%	$2.50	per hour	Y	Council
Power provided - Single Phase (per outlet)	$6.00	$6.50	8.33%	$0.50	per hour	Y	Council
Power provided - Three Phase (per outlet)	$0.00	$13.00	∞	$13.00	per hour	Y	Council
Amphitheatre							
Approved Community Group Functions – (Free Entry)							
Hourly Rates	$18.00	$19.00	5.56%	$1.00		Y	Council
Full Day	$216.00	$227.00	5.09%	$11.00		Y	Council
Approved Community Group Functions – (Entry Fee Charged)							
Hourly Rate	$30.00	$32.00	6.67%	$2.00		Y	Council

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Name	Year 25/26 Fee (incl. GST)	Year 26/27 Fee (incl. GST)	Increase %	Increase $	Unit	GST	Regulatory / Council
Approved Community Group Functions – (Entry Fee Charged) [continued]							
Full Day	$300.00	$315.00	5.00%	$15.00		Y	Council
Public Function – (Free Entry)							
Hourly Rate	$60.00	$64.00	6.67%	$4.01		Y	Council
Full Day	$420.00	$441.00	5.00%	$21.00		Y	Council
Public Functions – (Entry Fee Charged)							
Hourly Rate	$96.00	$101.00	5.21%	$5.00		Y	Council
Full Day	$576.00	$605.00	5.03%	$29.00		Y	Council
Other							
Permission to consume alcohol on Shire property e.g. Reserves, Parks or within Halls – BYO	$21.00	$23.00	9.52%	$2.00		Y	Council
Permission to consume alcohol on Shire property e.g. Reserves, Parks or within Halls – Sale of alcohol	$63.00	$67.00	6.35%	$4.00		Y	Council
Libraries							
Room Hire – Seminar Room							
Standard Use	$36.00	$37.80	5.00%	$1.80	per hour	Y	Council
Reduced Rate	$22.50	$23.65	5.11%	$1.15	per hour	Y	Council
Use of kitchen	$3.00	$3.15	5.00%	$0.15	per hour	Y	Council
Room Hire – Meeting Room							
Standard Use	$11.55	$12.15	5.19%	$0.60	per hour	Y	Council
Reduced Rate	$6.90	$7.25	5.07%	$0.35	per hour	Y	Council
Use of kitchen	$3.00	$3.15	5.00%	$0.15	per hour	Y	Council

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Name	Year 25/26 Fee (incl. GST)	Year 26/27 Fee (incl. GST)	Increase %	Increase $	Unit	GST	Regulatory / Council
Computer Access (Including Internet)							
Library Member	$0.00	$0.00	0.00%	$0.00		Y	Council
Non-Member Library (1st hour free)	$2.00	$2.00	0.00%	$0.00		Y	Council
Donnybrook Recreation Centre							
The CEO is authorised to approve, from time to time, discounts to the Fees & Charges for Recreation Centre promotions – see Delegations Register Concession discounts are applicable to those who hold a valid in date WA Seniors Card, Commonwealth Seniors Card, WA Seniors Card, Pensioner Concession Card or State Concession Card. Concession discounts are not applied to The National Seniors Card or the Department of Human Services Health Care Card.							
Function Room							
Function room only commercial	$36.00	$37.80	5.00%	$1.80	per hour	Y	Council
Function room only community	$22.50	$23.65	5.11%	$1.15	per hour	Y	Council
Kitchen hire	$44.00	$46.00	4.55%	$2.00	per event	Y	Council
Major Event – Stadium & Kitchen	$812.50	$854.00	5.11%	$41.50		Y	Council
Swimming Pool							
Swimming Club – Junior	$11.00	$11.50	4.55%	$0.50		Y	Council
Child swim – 4yrs and up	$5.20	$5.50	5.77%	$0.30		Y	Council
Adult swim – 17yrs and over	$7.15	$7.50	4.90%	$0.35		Y	Council
Family Swim (2 adults 3 children or 1 adult 3 children)	$19.85	$20.85	5.04%	$1.00		Y	Council
Concession Swim	$5.20	$5.50	5.77%	$0.30		Y	Council
Persons accompanying disabled swimmer – Free	$0.00	$0.00	0.00%	$0.00		Y	Council
Shower	$3.50	$3.70	5.71%	$0.20		Y	Council
Direct Debit Pool Membership – Adult (fortnightly)	$22.20	$23.35	5.18%	$1.15		Y	Council
Direct Debit Pool Membership – Concession (fortnightly)	$16.80	$17.65	5.06%	$0.85		Y	Council
Pool Inflatables Hire	$15.00	$15.75	5.00%	$0.75	per hour	Y	Council
Swimming Lessons							
Tiny Tots – 1 child/9 week term	$146.00	$153.30	5.00%	$7.30		Y	Council
Learn to swim – 1 child / 9 week term	$146.00	$153.30	5.00%	$7.30		Y	Council
Learn to swim – 2 children or toddler / 9 week term	$277.00	$290.85	5.00%	$13.85		Y	Council

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Name	Year 25/26 Fee (incl. GST)	Year 26/27 Fee (incl. GST)	Increase %	Increase $	Unit	GST	Regulatory / Council
Swimming Lessons [continued]							
Learn to swim – 3 children or toddler / 9 week term	$408.00	$428.40	5.00%	$20.40		Y	Council
Learn to swim – Private / 9 week term	$361.00	$379.05	5.00%	$18.05		Y	Council
Swimming Holiday Program (5-days)	$92.50	$97.15	5.03%	$4.65		Y	Council
Lane Hire							
Lane Hire – Community	$19.20	$20.15	4.95%	$0.95	per hour	Y	Council
Lane Hire – Commercial	$35.00	$36.75	5.00%	$1.75	per hour	Y	Council
Creche							
Creche Fee (up to 2hr session)	$5.25	$5.50	4.76%	$0.25		Y	Council
Creche Fee 2nd Child (up to 2hr session)	$4.70	$5.00	6.38%	$0.30		Y	Council
Creche Fee 3rd Child (up to 2hr session)	$4.45	$4.70	5.62%	$0.26		Y	Council
Creche 10x pass (10% Discount)	$47.25	$49.50	4.76%	$2.25		Y	Council
Creche 20x pass (15% Discount)	$89.25	$93.50	4.76%	$4.25		Y	Council
Creche 10x pass Membership Holder (10% Discount)	$42.50	$44.50	4.71%	$2.00		Y	Council
Creche 20x pass Membership Holder (2nd child 15% Discount)	$80.30	$84.20	4.86%	$3.90		Y	Council
Pool – Bulk purchase of tickets							
Book of 10 tickets							
Book of 10 tickets (Child/Concession)	$46.80	$49.15	5.02%	$2.36		Y	Council
Book of 10 tickets (Adult)	$64.25	$67.50	5.06%	$3.25		Y	Council
Book of 10 tickets (Junior Swim Club)	$99.00	$103.95	5.00%	$4.95		Y	Council
Book of 20 tickets							
Book of 20 tickets (Child/Concession)	$88.35	$92.80	5.04%	$4.45		Y	Council
Book of 20 tickets (Adult)	$121.40	$127.50	5.02%	$6.10		Y	Council

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Name	Year 25/26 Fee (incl. GST)	Year 26/27 Fee (incl. GST)	Increase %	Increase $	Unit	GST	Regulatory / Council
In Term Swimming							
Per Student / Class Centre	$4.60	$3.60	-21.74%	-$1.00		Y	Council
Gym							
Gym Membership							
1 month – single	$84.50	$88.80	5.09%	$4.30		Y	Council
3 months (10% Discount)	$228.60	$240.00	4.99%	$11.40		Y	Council
12 months (15% Discount)	$861.90	$905.00	5.00%	$43.10		Y	Council
2 week membership renewal	$45.15	$47.50	5.20%	$2.36		Y	Council
Direct Debit (fortnightly)	$30.45	$32.00	5.09%	$1.55		Y	Council
Adult FIFO Membership Direct Debit (plus Once-off Direct Debit fee)	$15.25	$16.05	5.25%	$0.80		Y	Council
One-off Direct Debit Fee on top of all Fortnightly payments	$25.00	$27.50	10.00%	$2.50		Y	Council
Swipe Card – 24 Hour Gym Access (One-Off Fee – Members Only)	$25.00	$26.25	5.00%	$1.25		Y	Council
Concession Gym Membership							
1 month	$73.30	$77.00	5.05%	$3.70		Y	Council
3 months (10% Discount)	$197.90	$207.80	5.00%	$9.90		Y	Council
12 months (15% Discount)	$747.70	$785.10	5.00%	$37.40		Y	Council
2 week membership renewal	$37.35	$39.25	5.09%	$1.90		Y	Council
Direct Debit (fortnightly)	$25.00	$26.25	5.00%	$1.25		Y	Council
Gym + Swim Membership							
1 month	$107.25	$112.50	4.90%	$5.25		Y	Council
3 months (10% Discount)	$289.60	$304.10	5.01%	$14.50		Y	Council
12 months (15% Discount)	$1,093.95	$1,148.80	5.01%	$54.85		Y	Council
Direct Debit (fortnightly)	$36.85	$38.70	5.02%	$1.85		Y	Council
Gym + Group Fit Membership							
Direct Debit (fortnightly)	$36.85	$38.70	5.02%	$1.85		Y	Council

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Name	Year 25/26 Fee (incl. GST)	Year 26/27 Fee (incl. GST)	Increase %	Increase $	Unit	GST	Regulatory / Council
Full Membership							
Direct Debit (fortnightly)	$0.00	$45.00	∞	$45.00		Y	Council
Over 50's – Senior							
1 month	$90.30	$94.90	5.09%	$4.60		Y	Council
3 months (10% Discount)	$243.80	$256.00	5.00%	$12.20		Y	Council
12 months (15% Discount)	$921.00	$967.00	4.99%	$46.00		Y	Council
Direct Debit (fortnightly)	$32.60	$34.25	5.06%	$1.65		Y	Council
Group Fitness Classes Book							
10 x Group Fitness Multipass	$166.50	$166.50	0.00%	$0.00		Y	Council
10 x Group Fitness Multipass – Concession	$121.50	$121.50	0.00%	$0.00		Y	Council
10 x Group Fitness Multipass – Membership Holder	$121.50	$121.50	0.00%	$0.00		Y	Council
Strength for Life Program							
10x Strength for Life Multipass	$76.50	$80.10	4.71%	$3.61		Y	Council
Strength for life	$8.50	$8.90	4.71%	$0.40		Y	Council
Casual Group Fitness							
Group Fitness Classes	$18.50	$18.50	0.00%	$0.00		Y	Council
Group Fitness – Concession	$13.50	$13.50	0.00%	$0.00		Y	Council
Group Fitness – Membership Holders	$13.50	$13.50	0.00%	$0.00		Y	Council
Casual Gym							
Casual Gym Fee	$18.50	$18.50	0.00%	$0.00		Y	Council
Casual Gym – Concession	$13.50	$13.50	0.00%	$0.00		Y	Council
Stadium							
Centre Run Programs/Competitions							
Team Nomination – Senior	$55.00	$60.00	9.09%	$5.00		Y	Council

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Name	Year 25/26 Fee (incl. GST)	Year 26/27 Fee (incl. GST)	Increase %	Increase $	Unit	GST	Regulatory / Council
Centre Run Programs/Competitions [continued]							
Game/per team	$55.00	$55.00	0.00%	$0.00		Y	Council
Stadium/Competition Hire							
Junior Club Competition – 4-14 years old inclusive (per court)	$38.95	$40.90	5.01%	$1.95	per hour	Y	Council
Senior Club Competition –15 years and over (per team)	$44.00	$46.20	5.00%	$2.20	per hour	Y	Council
Junior Club Training (per court)	$31.60	$33.20	5.06%	$1.60	per hour	Y	Council
Senior Club Training (per court)	$38.40	$40.35	5.08%	$1.95	per hour	Y	Council
Basketball							
Basketball – casual game/shots (Junior – up to 14 years)	$4.50	$4.75	5.56%	$0.25	per session	Y	Council
Basketball – casual game/shots (Senior – 15 years and above)	$5.50	$5.80	5.45%	$0.30	per session	Y	Council
Badminton/Pickleball – casual game							
Court Hire	$15.00	$15.75	5.00%	$0.75	per hour	Y	Council
Racquet and Shuttlecock/Pickleball Hire	$3.00	$3.00	0.00%	$0.00	per person	Y	Council
Adult – Badminton Club/Pickleball Club includes racquet hire	$6.50	$6.50	0.00%	$0.00		Y	Council
Volleyball – casual game							
Adult	$15.00	$15.00	0.00%	$0.00	per hour	Y	Council
Roller skating includes skate hire							
Junior	$8.00	$8.40	5.00%	$0.40		Y	Council
Family (1 adult and 3 children or 2 adults and 2 children)	$28.00	$29.40	5.00%	$1.40		Y	Council
Recreation Centre Sponsorship							
12 months Stadium Sponsorship Sign	$525.00	$525.00	0.00%	$0.00		Y	Council
Squash							
Squash Court	$15.00	$15.00	0.00%	$0.00	per hour	Y	Council

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Name	Year 25/26 Fee (incl. GST)	Year 26/27 Fee (incl. GST)	Increase %	Increase $	Unit	GST	Regulatory / Council
Squash [continued]							
Squash Racquet & Ball hire	$3.00	$3.00	0.00%	$0.00	per hour	Y	Council
Other							
Mezzanine Area	$19.75	$20.75	5.06%	$1.00		Y	Council
Consultation/Wellness Room Commercial	$24.15	$25.35	4.97%	$1.20	per hour	Y	Council
Consultation/Wellness Room Community	$15.75	$16.00	1.59%	$0.25	per hour	Y	Council
Events and Activities							
Birthday Parties							
2 swimming lanes, inflatables and dining space (max 2 hours)	$0.00	$96.35	∞	$96.35	2 hours	Y	Council
School Holiday Programs							
Activity session	$0.00	$5.50	∞	$5.50	per child	Y	Council
Events - Adult	$0.00	$9.00	∞	$9.00	per adult	Y	Council
Events - Child	$0.00	$7.50	∞	$7.50	per child	Y	Council
Events - Family (2 adults 2 children or 1 adult 3 children)	$0.00	$25.00	∞	$25.00	per family	Y	Council
Events - Family additional child	$0.00	$5.00	∞	$5.00	per child	Y	Council
Balingup Recreation Centre							
Managed by BADSA							
Transport							
Rural Road Number Plate							
Supply & Installation	$110.00	$250.00	127.27%	$140.00		Y	Council
Replacement number plate & installation	$110.00	$198.00	80.00%	$88.00		Y	Council

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Name	Year 25/26 Fee (incl. GST)	Year 26/27 Fee (incl. GST)	Increase %	Increase $	Unit	GST	Regulatory / Council
Third Party Banner Installation							
Installation fee for third party banners up to 10 banners	$525.00	$552.00	5.14%	$27.00	each	Y	Council
Approval of Road & Drainage Plans for Subdivisions							
1.5% of Construction Cost or actual costs or as calculated by Shire, whichever is the greater, plus GST of subdivision works approved by Shire. Work to include all works within road reserve including earthworks or other associated drainage/road structures, retaining walls that are outside road reserve. Excludes water service, sewer and power.							
Engineering Supervision Fee	based on estimate cost plus GST					Y	Regulatory
	Last year fee Estimate cost plus GST						
Private Works							
Note Mobilisation and demobilisation costs may apply if plant is not already in the area. If works are subject to award overtime rates, applicable rates will be charged							
Grader – Ordinary hours charge rate	$197.00	$206.85	5.00%	$9.85		Y	Council
Loader – Ordinary hours charge rate	$186.00	$195.30	5.00%	$9.30		Y	Council
Trucks 3 tonne – Ordinary hours charge rate	$124.00	$130.20	5.00%	$6.20		Y	Council
Trucks 13/14 tonne – Ordinary hours charge rate	$146.00	$153.30	5.00%	$7.30		Y	Council
Backhoe – Ordinary hours charge rate	$146.00	$153.30	5.00%	$7.30		Y	Council
Vibrating Roller – Ordinary hours charge rate	$146.00	$153.30	5.00%	$7.30		Y	Council
Tractor – Ordinary hours charge rate	$124.00	$130.20	5.00%	$6.20		Y	Council
Tractor & Slasher, Ride-on Mower – Ordinary hours charge rate	$113.00	$118.65	5.00%	$5.65		Y	Council
Materials (e.g. Metal, Sand, Gravel, Catemul etc)	At cost + 25%					Y	Council
Royalty payment	A negotiated royalty of between $3.00 to $8.00 per tonne ex GST will be paid for gravel acquired from private land.					Y	Council
	Last year fee A negotiated royalty of between $1.75 to $3.75 per tonne ex GST will be paid for gravel acquired from private land.						
Royalty payment for gravel acquisition from private land owners, in accordance with Schedule 3.2 of the Local Government Act 1995. Royalty will be based on the location, quality of material, quantity of vegetation clearing and quantity of required rehabilitation.							

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Name	Year 25/26 Fee (incl. GST)	Year 26/27 Fee (incl. GST)	Increase %	Increase $	Unit	GST	Regulatory / Council

Economic Services

All Venues – Cancellation Policy

This cancellation policy applies to bookings for Donnybrook Transit Park and Balingup Transit Park.
Early Departure – No refunds to be provided.
Discounts – Children under 2 – free.

Cancellations up until 14 days before booking date				Full refund		Y	Council
Cancellation fee with 14 days notice or less				25% of total booking		Y	Council

Balingup Transit Park (Maximum 3 nights)

Powered Caravan Site

Site fee (maximum two persons)	$48.00	$48.00	0.00%	$0.00	per night	Y	Council
Additional Adult	$15.00	$15.00	0.00%	$0.00	per night	Y	Council
Additional Child (2-16 years)	$6.00	$6.00	0.00%	$0.00	per night	Y	Council

Unpowered Caravan Site

Site fee (maximum two persons)	$36.00	$36.00	0.00%	$0.00	per night	Y	Council
Additional Adult	$15.00	$15.00	0.00%	$0.00	per night	Y	Council
Additional Child (2-16 years)	$6.00	$6.00	0.00%	$0.00	per night	Y	Council

Powered Camping

Site fee (maximum two persons)	$48.00	$48.00	0.00%	$0.00	per night	Y	Council
Additional Adult	$15.00	$15.00	0.00%	$0.00	per night	Y	Council
Additional Child (2-16 years)	$6.00	$6.00	0.00%	$0.00	per night	Y	Council

Unpowered Camping

Site fee (maximum two persons)	$36.00	$36.00	0.00%	$0.00	per night	Y	Council
Additional Adult	$15.00	$15.00	0.00%	$0.00	per night	Y	Council
Additional Child (2-16 years)	$6.00	$6.00	0.00%	$0.00	per night	Y	Council

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Name	Year 25/26 Fee (incl. GST)	Year 26/27 Fee (incl. GST)	Increase %	Increase $	Unit	GST	Regulatory / Council
Donnybrook Transit Park (Maximum 3 nights)							
Powered Site							
Site fee (maximum two persons)	$48.00	$48.00	0.00%	$0.00	per night	Y	Council
Additional Adult	$15.00	$15.00	0.00%	$0.00	per night	Y	Council
Additional Child (2-16 years)	$6.00	$6.00	0.00%	$0.00	per night	Y	Council
Unpowered Site							
Site fee (maximum two persons)	$36.00	$36.00	0.00%	$0.00	per night	Y	Council
Additional Adult	$15.00	$15.00	0.00%	$0.00	per night	Y	Council
Additional Child (2-16 years)	$6.00	$6.00	0.00%	$0.00	per night	Y	Council
All Venues – Cancellation Policy							
Early Departure – No refunds to be provided Discounts – Children under 2 – free							
Sale of Standpipe Water							
Donnybrook Standpipe	$9.05	$9.50	4.97%	$0.45	per kilolitre	N	Council
Balingup Standpipe	$13.05	$13.70	4.98%	$0.65	per kilolitre	N	Council
Standpipe Swipe Card purchase	$25.00	$26.25	5.00%	$1.25		Y	Council
Building Control							
Uncertified Application for Class 1 or Class 10 Building Permit (s.16(1))							
Estimated value of construction work as determined by the Shire							
Uncertified Application for Class 1 or Class 10 Building Permit (s.16(1))	0.32% of the estimated value of work; minimum charge $110.00					N	Regulatory
Certified Application for Class 1-10 Building Permit (s.16(1))							
Certified Application for Class 1-10 Building Permit (s.16(1))	0.19% of the estimated value of work; minimum charge $110.00					N	Regulatory

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Name	Year 25/26 Fee (incl. GST)	Year 26/27 Fee (incl. GST)	Increase %	Increase $	Unit	GST	Regulatory / Council
Certified Application for Class 2-9 Building Permit (s.16(1))							
Certified Application for Class 2-9 Building Permit (s.16(1))	0.09% of the estimated value of work; minimum charge $110.00					N	Regulatory
Certificate of Design Compliance for Class 2-9 Building – Discretionary service							
Certificate of Design Compliance for Class 2-9 Building – Discretionary service	0.32% of the GST inclusive estimated current value of the works, with a minimum of $300.00					N	Council
Certificate of Construction Compliance – Discretionary service							
Where the Shire of Donnybrook/Balingup provided the Certificate of Design Compliance	Nil, unless repeat inspections are required, where additional work will be charged at $82.00 per hour, with a minimum of $250.00					N	Council
Where the Shire of Donnybrook/Balingup did not provide the Certificate of Design Compliance	$120.00 per hour, with a minimum of $300.00					N	Council
Certificate of Building Compliance – Discretionary service							
Authorised or unauthorised Class 2 – 9 buildings	$120.00 per hour, with a minimum of $300.00					N	Council
Unauthorised Class 1 – 10 buildings	0.5% of the GST inclusive estimated current value of the works, with a minimum of $300.00					N	Council
Application for Demolition Permit Class 1 or 10 or incidental structure (s.16(1))							
Application fee	$110.00	$110.00	0.00%	$0.00		N	Regulatory
Application for Demolition Permit Class 2-9 (s.16(1))							
Each storey	$110.00 for each storey of the building					N	Regulatory
Application to Extend Time Building Permit, Demolition Permit, Occupancy Permit or Building Approval Certificate has effect (s.32(3)(f); s.65(3)(a))	$110.00	$110.00	0.00%	$0.00		N	Regulatory
Application for an Occupancy Permit completed building (s. 46)	$110.00	$110.00	0.00%	$0.00		N	Regulatory
Application for an Occupancy Permit incomplete building (s. 47)	$110.00	$110.00	0.00%	$0.00		N	Regulatory
Application for modification of Occupancy Permit temporary basis (s. 48)	$110.00	$110.00	0.00%	$0.00		N	Regulatory
Application for replacement Occupancy Permit permanent change to use or classification (s. 49)	$110.00	$110.00	0.00%	$0.00		N	Regulatory

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Name	Year 25/26 Fee (incl. GST)	Year 26/27 Fee (incl. GST)	Increase %	Increase $	Unit	GST	Regulatory / Council
Application for Occupancy Permit unauthorised worked has been done (s.51(2))							
Estimated value of unauthorised work as determined by the Shire							
$110.00 minimum charge	0.18% of the estimated value of work; minimum charge $110.00					N	Regulatory
Application for Building Approval Certificate where unauthorised work has been done (s.51(3))							
Estimated value of unauthorised work as determined by the Shire							
$110.00 minimum charge	0.38% of the estimated value of work; minimum charge $110.00					N	Regulatory
Application to replace Occupancy Permit for an existing building (s.52(1))	$110.00	$110.00	0.00%	$0.00		N	Regulatory
Building Inspection Fee	$115.50	$122.00	5.63%	$6.50	per hour	N	Council
Application for Building Approval Certificate existing building where unauthorised work not completed							
Application as defined in Regulation 31	$2,160.15	$2,160.15	0.00%	$0.00		N	Regulatory
Building Inspection Service for Class 2 – 9 Buildings – per hour – Discretionary service	$136.50	$144.00	5.49%	$7.50		Y	Council
Construction Training Fund							
0.20% of the estimated value where the value of construction exceeds $100,000	0.20% of work value >$100,000					N	Regulatory
	Last year fee 0.20% of work value >$20,000						
Building Service Levy							
Building Permit							
Value of work under $45,000	$61.65	$61.65	0.00%	$0.00		N	Regulatory
Value of work over $45,000 – 0.137%	0.137% of the estimated value of work					N	Regulatory
	Last year fee 0.137% of the estimated value of work; minimum charge $61.65						
Demolition Permit							
Value of work under $45,000	$61.65	$61.65	0.00%	$0.00		N	Regulatory

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Name	Year 25/26 Fee (incl. GST)	Year 26/27 Fee (incl. GST)	Increase %	Increase $	Unit	GST	Regulatory / Council
Demolition Permit [continued]							
Value of work over $45,000 – 0.137%		0.137% of the estimated value of work				N	Regulatory
		Last year fee 0.137% of work value >$45,000					
Occupancy Permit/Building Approval Certificate Authorised works							
Application for Occupancy Permit or Building approval Certificate for Authorised work (s.47,49,50,52)	$61.65	$61.65	0.00%	$0.00		N	Regulatory
Occupancy Permit/Building Approval Certificate Unauthorised Building Work (s. 51)							
Value of work under $45,000	$123.30	$123.30	0.00%	$0.00		N	Regulatory
Value of work over $45,000 – 0.274%		0.274% of the estimated value of work				N	Regulatory
Building Permit Amendments							
Building Permit – Minor Amendment	$50.00	$52.50	5.00%	$2.50		Y	Council
Building Permit – Major Amendment	$100.00	$105.00	5.00%	$5.00		Y	Council
Smoke Alarms							
Consideration of approval battery powered smoke alarms (r.61) *(maximum fee)	$179.40	$179.40	0.00%	$0.00		N	Regulatory
Retrieval and Copying of Building Plans							
Building Plan Search fee (copying of plans charged separately)	$90.50	$95.00	4.97%	$4.50	per hour	Y	Council
Swimming Pool Barrier Inspections							
Initial inspection (including re-inspection) up to a max $312.00 (r.53A(2))	$150.00	$150.00	0.00%	$0.00		N	Regulatory
Inspection every 4 years. Cost for the service, up to $78.00/year (r.53A(3))	$26.70	$40.00	49.81%	$13.30		N	Regulatory

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Name	Year 25/26 Fee (incl. GST)	Year 26/27 Fee (incl. GST)	Increase %	Increase $	Unit	GST	Regulatory / Council
Other Property and Services							
Officer Charge Rates							
Skilled Administration Officer	$0.00	$75.00	∞	$75.00	per hour	Y	Council
Senior Administration Officer	$0.00	$85.00	∞	$85.00	per hour	Y	Council
Professional Officer	$0.00	$150.00	∞	$150.00	per hour	Y	Council
Officer Travel (plus Officer Time)	$0.00	$1.50	∞	$1.50	per km	Y	Council

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Domestic – 1 x 240L Bin (min. charge 0.25m³)	[Recyclable Cardboard]	19
Domestic – 1 x 240L Bin (min. charge 0.25m³)	[Domestic Co-mingled Recycling]	19
Domestic – 4 x 240L Bins	[Putrescible and Household Waste]	18
Domestic – 4 x 240L Bins	[Recyclable Cardboard]	19
Domestic – 4 x 240L Bins	[Domestic Co-mingled Recycling]	19
Domestic – over 1m³	[Separated Scrap Metal including Wire]	24
Domestic – up to 1m³ (4 x 240L Bins)	[Separated Scrap Metal including Wire]	24
Domestic – up to 300mm in diameter	[Greenwaste]	19
Donnybrook Football Club Grounds Rental	[Reserve – VC Mitchell Park]	37
Donnybrook Meeting Room Reduced Rate	[Meeting Room]	34
Donnybrook Meeting Room Standard Use	[Meeting Room]	33
Donnybrook Standpipe	[Sale of Standpipe Water]	48
Donnybrook/Capel Cricket Association Grounds Rental	[Reserve – Egan Park]	37
Double Niche (plus cost of plaque & inscription fee)	[Niche Wall]	31
Drum Muster eligible drums	[Empty Drums]	20
Dryers (wash dryers, centrifuges)	[Large Appliances]	21
Duplicating a tape, film or computer information	[Freedom of Information]	7
E		
Each additional 30 centimetres	[Interment Fees (Depth greater than 1.8m)]	31
Each storey	[Application for Demolition Permit Class 2-9 (s.16(1))]	49
Egan Park Oval	[Reserve – Egan Park]	37
Egan Park Oval	[Reserve – Egan Park]	37
Engineering Supervision Fee	[Approval of Road & Drainage Plans for Subdivisions]	46
Entire horses, mares, geldings, fillies, colts, foals, bulls, oxen, steers, heifers, calves, asses, mules, or camels	[Trespass in enclosed growing crop of any kind or garden or enclosure from which the crop has not been removed or in an enclosed public cemetery or sanitary site.]	11
Entire horses, mares, geldings, fillies, colts, foals, bulls, oxen, steers, heifers, calves, asses, mules, or camels	[Trespass in an unenclosed paddock or meadow of grass or of stubble]	12

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Fee Name	Parent Name	Page
E [continued]		
Entire horses, mares, geldings, fillies, colts, foals, bulls, oxen, steers, heifers, calves, asses, mules, or camels	[Trespass in other enclosed land]	12
Entire horses, mares, geldings, fillies, colts, foals, bulls, oxen, steers, heifers, calves, asses, mules, or camels	[Trespass in other unenclosed land]	12
Entire horses, mules, asses, camels, bulls or boars	[Impounded between 6am and 6pm]	10
Entire horses, mules, asses, camels, bulls or boars	[Impounded between 6pm and 6am]	10
Entire horses, mules, asses, camels, bulls or boars above or apparently above the age of 2 years	[First 24 hours or part]	11
Entire horses, mules, asses, camels, bulls or boars above or apparently above the age of 2 years	[Subsequently each 24 hours or part]	11
Entire horses, mules, asses, camels, bulls or boars under the age of 2 years	[First 24 hours or part]	11
Entire horses, mules, asses, camels, bulls or boars under the age of 2 years	[Subsequently each 24 hours or part]	11
Entire horses, mules, asses, camels, bulls, mares, geldings, colts, fillies, foals, oxen, cows, steers, heifers, or calves	[For each 24 hours or part]	11
Events - Adult	[School Holiday Programs]	45
Events - Child	[School Holiday Programs]	45
Events - Family (2 adults 2 children or 1 adult 3 children)	[School Holiday Programs]	45
Events - Family additional child	[School Holiday Programs]	45
Executive Manager Operations	[In calculating an estimation the hourly rates of staff are -]	28
F		
Family (1 adult and 3 children or 2 adults and 2 children)	[Roller skating includes skate hire]	44
Family Swim (2 adults 3 children or 1 adult 3 children)	[Swimming Pool]	40
Flat Display Panel Monitors (LCD, LED)	[Screens/IT/Telecommunications]	23
Flat Display Panel TVs (LCD, LED, Plasma)	[Screens/IT/Telecommunications]	23
FOI Application Fee	[Freedom of Information]	7
FOI Investigation Fee	[Freedom of Information]	7
FOI Photocopying Fee	[Freedom of Information]	7
Food Safety Service Charge – High Risk Premises	[Food Act 2008]	14
Food Safety Service Charge – High Risk Premises – externally audited	[Food Act 2008]	14
Food Safety Service Charge – Low Risk Premises	[Food Act 2008]	14
Food Safety Service Charge – Medium Risk Premises	[Food Act 2008]	14
For the hire, delivery, collection, and disposal of waste for between 10 to 20 bins	[Donnybrook]	17
For the hire, delivery, collection, and disposal of waste for between 10 to 20 bins	[Balingup]	17
For the hire, delivery, collection, and disposal of waste for up to 10 bins	[Donnybrook]	17
For the hire, delivery, collection, and disposal of waste for up to 10 bins	[Balingup]	17
Freezers	[Temperature Exchange Equipment]	23
Freezers - degassed	[Temperature Exchange Equipment]	23
Fridges - degassed (incl. combi-fridges)	[Temperature Exchange Equipment]	23
Fridges (incl. combi-fridges)	[Temperature Exchange Equipment]	23
Full Building	[Full Building – Standard Use]	34
Full Building	[Full Building – Standard Use]	35
Full Building	[Full Building – Reduced Rate]	35

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Fee Name	Parent Name	Page
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Full Building	[Full Building – Reduced Rate]	35
Full Day	[Approved Community Group Functions – (Free Entry)]	38
Full Day	[Approved Community Group Functions – (Entry Fee Charged)]	39
Full Day	[Public Function – (Free Entry)]	39
Full Day	[Public Functions – (Entry Fee Charged)]	39
Function room only commercial	[Function Room]	40
Function room only community	[Function Room]	40
Function Room with Amenities, Kitchen & Alfresco	[Pavillion 2 – Standard Use – All Day]	37
Function Room with Amenities, Kitchen & Alfresco	[Pavillion 2 – Standard Use – Per Hour]	37
Function Room with Amenities, Kitchen & Alfresco	[Pavillion 2 – Reduced Rate – All Day]	37
Function Room with Amenities, Kitchen & Alfresco	[Pavillion 2 – Reduced Rate – Per Hour]	37
G		
Game Consoles	[Screens/IT/Telecommunications]	22
Game/per team	[Centre Run Programs/Competitions]	44
Goats	[Trespass in enclosed growing crop of any kind or garden or enclosure from which the crop has not been removed or in an enclosed public cemetery or sanitary site.]	12
Goats	[Trespass in an unenclosed paddock or meadow of grass or of stubble]	12
Goats	[Trespass in other enclosed land]	12
Goats	[Trespass in other unenclosed land]	12
Grader – Ordinary hours charge rate	[Private Works]	46
Grant of Right of Burial – Land 2.5m x 1.25m (plus administration fee)	[Grants of Right of Burial]	30
Grave for any child under 7 years	[Interment Fees (Depth to 1.8m)]	30
Grave for any stillborn child	[Interment Fees (Depth to 1.8m)]	30
Grave number plate	[Miscellaneous Cemetery Fees]	32
Ground Floor Toilets	[Pavillion 1 – Standard Use – All Day]	35
Ground Floor Toilets	[Pavillion 1 – Standard Use – Per Hour]	36
Ground Floor Toilets	[Pavillion 1 – Reduced Rate – All Day]	36
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Group Fitness – Concession	[Casual Group Fitness]	43
Group Fitness – Membership Holders	[Casual Group Fitness]	43
Group Fitness Classes	[Casual Group Fitness]	43
H		
Hire of sensory tent	[Community & Youth Development]	16
Hire Storage Room A (as per separate agreement)	[Storage Rooms]	33
Hire Storage Room B (as per separate agreement)	[Storage Rooms]	33
Home Changerooms & First Aid Room	[Pavillion 1 – Standard Use – All Day]	35
Home Changerooms & First Aid Room	[Pavillion 1 – Standard Use – Per Hour]	36
Home Changerooms & First Aid Room	[Pavillion 1 – Reduced Rate – All Day]	36
Home Changerooms & First Aid Room	[Pavillion 1 – Reduced Rate – Per Hour]	36
Hourly Rate	[Approved Community Group Functions – (Entry Fee Charged)]	38
Hourly Rate	[Public Function – (Free Entry)]	39
Hourly Rate	[Public Functions – (Entry Fee Charged)]	39

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Fee Name	Parent Name	Page
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Hourly rate/minimum charge 2 hours	[Public Building assessments (including events)]	15
Hourly Rates	[Approved Community Group Functions – (Free Entry)]	38
Household Heating & Ventilation (eg. hoods, ventilators, space heaters)	[Temperature Exchange Equipment]	23
Household Luminaires (incl. household incandescent fittings)	[Lighting/Lamps]	22
I		
Impounding Fee	[Impounding – Dogs]	9
Impounding Fee	[Impounding – Cats]	10
Initial Application Fee	[Outdoor Eating Areas Local Law]	14
Initial inspection (including re-inspection) up to a max $312.00 (r.53A(2))	[Swimming Pool Barrier Inspections]	51
Initial licence (excluding development application fee)	[Application for Extractive Industry Licence (Shire of Donnybrook Balingup Extractive Industry Local Law)]	29
Inspection every 4 years. Cost for the service, up to $78.00/year (r.53A(3))	[Swimming Pool Barrier Inspections]	51
Inspection of Premises on Request	[General]	13
Installation fee for third party banners up to 10 banners	[Third Party Banner Installation]	46
Installation of signage	[Tourist & Directional Signs]	30
Installing of Fire Breaks – Contract Works	[Firebreaks]	7
Instalment Administration Fee	[Rates & Debtors]	6
Instalment Interest	[Rates & Debtors]	6
Interment not in usual hours (as prescribed by Local Law, Monday to Friday)	[Interment - Other]	31
Interment of Ashes	[Bush Memorial Site]	32
Interment of cremated ashes by Council staff	[Interment Fees (Depth to 1.8m)]	31
Interment without due notice (as prescribed in Local Law)	[Interment - Other]	31
Issuing a Permit to use Apparatus	[Application for Installation of Effluent Disposal System]	13
Issuing final demand	[Fines Enforcement Fees]	8
J		
Jim McDonald Oval Kirup	[Other Reserves]	38
Jim McDonald Oval Kirup	[Other Reserves]	38
Junior	[Roller skating includes skate hire]	44
Junior Club Competition – 4-14 years old inclusive (per court)	[Stadium/Competition Hire]	44
Junior Club Training (per court)	[Stadium/Competition Hire]	44
K		
Kennel Application Fee	[Kennel Licensing – Dogs]	8
Kennel License & Renewal	[Kennel Licensing – Dogs]	8
Kennel Transfer Fee	[Kennel Licensing – Dogs]	8
Kitchen	[Kitchen – Standard Use]	33
Kitchen	[Kitchen – Standard Use]	33
Kitchen	[Kitchen – Reduced Rate]	33
Kitchen	[Kitchen – Reduced Rate]	33
Kitchen	[Kitchen – Standard Use]	34
Kitchen	[Kitchen – Standard Use]	34
Kitchen	[Kitchen – Reduced Rate]	34

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Fee Name	Parent Name	Page
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Kitchen	[Kitchen – Reduced Rate]	34
Kitchen	[Pavillion 1 – Standard Use – All Day]	35
Kitchen	[Pavillion 1 – Standard Use – Per Hour]	35
Kitchen	[Pavillion 1 – Reduced Rate – All Day]	36
Kitchen	[Pavillion 1 – Reduced Rate – Per Hour]	36
Kitchen (e.g. large furnaces, ovens, cooking equipment)	[Large Appliances]	21
Kitchen hire	[Function Room]	40
L		
Lamps (e.g. pocket, Christmas, excl. LED & incandescent)	[Lighting/Lamps]	21
Lane Hire – Commercial	[Lane Hire]	41
Lane Hire – Community	[Lane Hire]	41
Langley Villas - 1 Bedroom Unit	[Bond]	16
Langley Villas - 2 Bedroom Unit	[Bond]	16
Langley Villas – 1 Bedroom unit – includes rent assistance	[Rent]	16
Langley Villas – 2 Bedroom unit – includes rent assistance	[Rent]	16
Laptops (incl. tablets)	[Screens/IT/Telecommunications]	22
Late arrival at Cemetery gates	[Interment - Other]	31
Late fee for an Application for a non Complying Event Made Less than 60 days Prior to the Event	[Environmental Protection (Noise Regulation) Act 1986]	16
Late Payment Fee – Food Safety Service Charge	[Food Act 2008]	14
Learn to swim – 1 child / 9 week term	[Swimming Lessons]	40
Learn to swim – 2 children or toddler / 9 week term	[Swimming Lessons]	40
Learn to swim – 3 children or toddler / 9 week term	[Swimming Lessons]	41
Learn to swim – Private / 9 week term	[Swimming Lessons]	41
LED Lamps (incl. retrofit LED lamps & household LED luminaires)	[Lighting/Lamps]	22
Library Member	[Computer Access (Including Internet)]	40
Licence Extension	[Application for Extractive Industry Licence (Shire of Donnybrook Balingup Extractive Industry Local Law)]	29
Licence Fee – Annual	[Trader's Permit (Activities on Thoroughfares and Trading in Thoroughfares & Public Places Local Law)]	15
Licence Fee – Daily	[Trader's Permit (Activities on Thoroughfares and Trading in Thoroughfares & Public Places Local Law)]	15
Licence Fee – Monthly	[Trader's Permit (Activities on Thoroughfares and Trading in Thoroughfares & Public Places Local Law)]	15
Licence Fee – Weekly (Continuous Week)	[Trader's Permit (Activities on Thoroughfares and Trading in Thoroughfares & Public Places Local Law)]	15
Licence of a Morgue	[Health Local Laws 1999]	15
Licence Transfer	[Application for Extractive Industry Licence (Shire of Donnybrook Balingup Extractive Industry Local Law)]	29
Lifetime	[Unsterilised Dog]	8
Lifetime	[Sterilised Dog]	8
Lifetime	[Sterilised]	9
Lighting Towers – Multi Sports Surface	[Reserve – VC Mitchell Park]	38
Lighting Towers – Oval	[Reserve – VC Mitchell Park]	38
Lighting Towers – Tennis Courts inc 2 courts	[Reserve – VC Mitchell Park]	38
Liquor Consumed	[All Venues - Hire Bonds]	33
Loader – Ordinary hours charge rate	[Private Works]	46
Local Government Application Fee	[Application for Installation of Effluent Disposal System]	13
Local Government Fee	[Development Assessment Panel (DAP) Applications]	28
Local Government Report Fees	[Application for Installation of Effluent Disposal System]	13

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Fee Name	Parent Name	Page
L [continued]		
Long Stay Sites	[Caravan Parks & Camping Grounds Act 1995]	14
M		
Major Event – Stadium & Kitchen	[Function Room]	40
Making a search in register (min. charge 1 hour)	[Miscellaneous Cemetery Fees]	32
Mares, geldings, colts, fillies, foals, oxen, cows, steers, heifers, calves, rams or pigs	[Impounded between 6am and 6pm]	10
Mares, geldings, colts, fillies, foals, oxen, cows, steers, heifers, calves, rams or pigs	[Impounded between 6pm and 6am]	10
Mares, geldings, colts, fillies, foals, oxen, cows, steers, heifers, calves, rams or pigs	[First 24 hours or part]	11
Mares, geldings, colts, fillies, foals, oxen, cows, steers, heifers, calves, rams or pigs	[Subsequently each 24 hours or part]	11
Materials (e.g. Metal, Sand, Gravel, Catemul etc)	[Private Works]	46
Mattress	[Mattresses (max. 3)]	24
Mausoleum – Site fee per m2 of rate equivalent to normal grave site	[Plot Fees]	30
Max. 1mtr long & single line writing on both sides with reflective backing (excludes installation)	[Tourist & Directional Signs]	30
Mezzanine Area	[Other]	45
Minninup Cottages - 1 Bedroom Unit	[Bond]	16
Minninup Cottages – 1 Bedroom unit – includes rent assistance	[Rent]	16
Mobile Phones (incl. smartphones, pagers)	[Screens/IT/Telecommunications]	22
Monumental Masons annual licence fee	[Licence Fees]	32
Monumental Masons licence – single fee	[Licence Fees]	32
more than $2.5 million but not more than $5 million	[Determining a development application (other than for an extractive industry) where the development has not commenced or been carried out and the estimated cost of the development is -]	25
more than $21.5 million	[Determining a development application (other than for an extractive industry) where the development has not commenced or been carried out and the estimated cost of the development is -]	25
more than $5 million but not more than $21.5 million	[Determining a development application (other than for an extractive industry) where the development has not commenced or been carried out and the estimated cost of the development is -]	25
more than $50,000 but not more than $500,000	[Determining a development application (other than for an extractive industry) where the development has not commenced or been carried out and the estimated cost of the development is -]	25
more than $500,000 but not more than $2.5 million	[Determining a development application (other than for an extractive industry) where the development has not commenced or been carried out and the estimated cost of the development is -]	25
more than 195 lots	[Providing a subdivision clearance for -]	27
more than 5 lots but not more than 195 lots	[Providing a subdivision clearance for -]	27
Multi-Purpose Room 1 (Siren Room)	[Pavillion 1 – Standard Use – All Day]	35
Multi-Purpose Room 1 (Siren Room)	[Pavillion 1 – Standard Use – Per Hour]	35
Multi-Purpose Room 1 (Siren Room)	[Pavillion 1 – Reduced Rate – All Day]	36
Multi-Purpose Room 1 (Siren Room)	[Pavillion 1 – Reduced Rate – Per Hour]	36
Multi-Purpose Room 2 (Overlooking Tennis)	[Pavillion 1 – Standard Use – All Day]	35
Multi-Purpose Room 2 (Overlooking Tennis)	[Pavillion 1 – Standard Use – Per Hour]	35
Multi-Purpose Room 2 (Overlooking Tennis)	[Pavillion 1 – Reduced Rate – All Day]	36
Multi-Purpose Room 2 (Overlooking Tennis)	[Pavillion 1 – Reduced Rate – Per Hour]	36

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Fee Name	Parent Name	Page
N		
No Liquor Consumed	[All Venues - Hire Bonds]	33
Non standard requests, requests for larger or multiples signs	[Tourist & Directional Signs]	30
Non-Member Library (1st hour free)	[Computer Access (Including Internet)]	40
not more than $50,000	[Determining a development application (other than for an extractive industry) where the development has not commenced or been carried out and the estimated cost of the development is -]	25
not more than 5 lots	[Providing a subdivision clearance for -]	27
Notification Fee (all premises types)	[Food Act 2008]	13
Notification of a Skin Penetration Premises	[General]	13
O		
Of a child under seven years of age	[Re-opening Fees]	31
Officer Travel (plus Officer Time)	[Officer Charge Rates]	52
One-off Direct Debit Fee on top of all Fortnightly payments	[Gym Membership]	42
Optional Bin – Organics	[Kerbside Waste Collection Services (240L Mobile Bins)]	17
Optional Bin – Recycling	[Kerbside Waste Collection Services (240L Mobile Bins)]	17
Optional Bin – Rubbish (Fortnightly)	[Kerbside Waste Collection Services (240L Mobile Bins)]	17
Optional Bin – Rubbish (Weekly)	[Kerbside Waste Collection Services (240L Mobile Bins)]	17
Ordinary grave for an adult	[Interment Fees (Depth to 1.8m)]	30
Ordinary grave for an adult	[Re-opening Fees]	31
Other additional advertising/notification expenses (including newspaper advertisements) to be invoiced	[Minimum general advertising/notification cost for all applications -]	29
Other Cooling (e.g. dehumidifiers, heat pump dryers)	[Temperature Exchange Equipment]	24
over 40 pages	[Provision of hard copies of Planning Reports, Approvals, Documents and/or Policies]	29
Over 500 people	[Public Buildings (including events) – Application Fee – Commercial undertaking i.e. ticket sales]	15
Over 500 people	[Public Buildings (including events) – Application Fee – Community undertaking i.e. free entry]	15
Overflow Site	[Caravan Parks & Camping Grounds Act 1995]	14
P		
Park Home – Licence Approval Fee	[Park Home & Annexe Licenses – Reg30(1) & 34(1)(b)(ii)]	14
Part 1: Request for written planning advice for right-of-way, Road and Pedestrian Access Ways, Drainage Reserve, Road Reserve, Crown Land and Freehold Requests	[Land Administration]	28
Part 2: Initiation request for right-of-way, Road and Pedestrian Access Ways, Drainage Reserve, Road Reserve, Crown Land and Freehold Requests	[Land Administration]	28
Pensioners	[Other]	8
Pensioners	[Other]	9
Per litre above 20L, to a maximum of 200L	[Motor Oil]	20
Per Student / Class Centre	[In Term Swimming]	42
Per vehicle	[Vehicle Bodies]	20
Permission to consume alcohol on Shire property e.g. Reserves, Parks or within Halls – BYO	[Other]	39
Permission to consume alcohol on Shire property e.g. Reserves, Parks or within Halls – Sale of alcohol	[Other]	39
Permission to erect a headstone or kerbing	[Headstones and Monuments]	31

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Fee Name	Parent Name	Page
P [continued]		
Permission to erect a monument	[Headstones and Monuments]	31
Permission to erect a nameplate	[Headstones and Monuments]	31
Permission to erect memorial plaque & plinth	[Headstones and Monuments]	31
Permit Fee	[Trader's Permit (Activities on Thoroughfares and Trading in Thoroughfares & Public Places Local Law)]	15
Persons accompanying disabled swimmer – Free	[Swimming Pool]	40
Pet Bond - Langley Villas and Minninup Cottages	[Bond]	16
Pick up Cat	[Impounding – Cats]	10
Pick up Dog	[Impounding – Dogs]	9
Pigs of any description	[For each 24 hours or part]	11
Pigs of any description	[Trespass in enclosed growing crop of any kind or garden or enclosure from which the crop has not been removed or in an enclosed public cemetery or sanitary site.]	12
Pigs of any description	[Trespass in an unenclosed paddock or meadow of grass or of stubble]	12
Pigs of any description	[Trespass in other enclosed land]	12
Pigs of any description	[Trespass in other unenclosed land]	12
Placement of Ashes	[Other]	32
Planning and other Officer	[In calculating an estimation the hourly rates of staff are -]	28
Planning bond (only as agreed by the Shire)	[Other]	29
Planning bond administration fee	[Other]	29
Planning research fee (min charge 1 hour)	[Information Requests and General Planning Administration]	29
Pool Inflatables Hire	[Swimming Pool]	40
Postage	[Sale of History Books]	7
Power provided - Single Phase (per outlet)	[Reserve – Egan Park]	37
Power provided - Single Phase (per outlet)	[Other Reserves]	38
Power provided - Three Phase (per outlet)	[Reserve – Egan Park]	37
Power provided - Three Phase (per outlet)	[Other Reserves]	38
Power provided – Single Phase (per outlet)	[Reserve – VC Mitchell Park]	38
Power provided – Three Phase (per outlet)	[Reserve – VC Mitchell Park]	38
Pre-need Grant of Right of Burial (plus administration fee)	[Grants of Right of Burial]	30
Pre-need purchase of Double Niche	[Niche Wall]	32
Pre-need purchase of Single Niche	[Niche Wall]	31
Preparing Enforcement Certificate	[Fines Enforcement Fees]	8
Preston Village (2 Bedroom Unit)	[Preston Village]	16
Preston Village Entry Administration Fee	[Preston Village]	17
Preston Village Exit Administration Fee	[Preston Village]	17
Preston Village Hall Hire	[Preston Village]	17
Preston Village Hall Kitchen Hire	[Preston Village]	17
Principal Planner or other Principal Officer (relevant to request)	[In calculating an estimation the hourly rates of staff are -]	28
Printers (e.g. scanners, multifunctionals, faxes)	[Screens/IT/Telecommunications]	22
Professional Cooling (e.g. large air conditioners, cooling displays)	[Temperature Exchange Equipment]	24
Professional Heating & Ventilation (excl. cooling equipment)	[Temperature Exchange Equipment]	23
Professional IT (eg. servers, routers, data storage, copiers)	[Screens/IT/Telecommunications]	22
Professional Luminaires (offices, public space, industry)	[Lighting/Lamps]	22
Professional Medical (e.g. hospital, dentist, diagnostics)	[Medical Devices]	22
Professional Officer	[Officer Charge Rates]	52
Provision of a Zoning Certificate	[Information Requests and General Planning Administration]	29
Provision of written planning advice	[Information Requests and General Planning Administration]	29

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Fee Name	Parent Name	Page
P [continued]		
Purchase tip pass – 16 coupons	[Tip Passes]	18
Q		
Quantities between 0.01m³ – 0.5m³ (maximum amount accepted)	[Asbestos (DWMF Only – wrapped)]	20
Quantities up to 0.01m³ or less than 1m²	[Asbestos (DWMF Only – wrapped)]	20
R		
R Code Assessment Fee	[Determining a development application (other than for an extractive industry) where the development has not commenced or been carried out and the estimated cost of the development is -]	26
Racquet and Shuttlecock/Pickleball Hire	[Badminton/Pickleball – casual game]	44
Rams, wethers, ewes, lambs or goats	[For each 24 hours or part]	11
Rate Notice Reprint	[Rates & Debtors]	6
Rates Penalty Interest	[Rates & Debtors]	6
Re-inspection fees (charged at the Shire's discretion)	[Other]	29
Re-useable Intact Pallets (broken charged as Putrescible & Household Waste)	[Greenwaste]	19
Reduced Rate	[Room Hire – Seminar Room]	39
Reduced Rate	[Room Hire – Meeting Room]	39
Refundable bond	[Community & Youth Development]	16
Reg 13 - Application for Approval of a Noise Management Plan	[Environmental Protection (Noise Regulation) Act 1986]	16
Reg 18 – Application for approval by CEO of a non-complying Event	[Environmental Protection (Noise Regulation) Act 1986]	15
Registration after 31 May in any year, for that registration year	[Other]	8
Registration after 31 May in any year, for that registration year	[Other]	9
Registration Fee – Low Risk Premises	[Food Act 2008]	13
Registration Fee – Medium/High Risk Premises	[Food Act 2008]	14
Registration of Infringement Notice	[Fines Enforcement Fees]	8
Registration of Lodging House	[Health Local Laws 1999]	15
Reissuing of documentation / permits / certificates	[General]	13
Removal of Ashes	[Other]	32
Renewal of a temporary residential accommodation	[Temporary Residential Accommodation]	15
Renewal of Grant of Right of Burial	[Grants of Right of Burial]	30
Replacement cat tag	[Cats – Other]	10
Replacement dog tag	[Dogs – Other]	9
Replacement number plate & installation	[Rural Road Number Plate]	45
Replying to a property settlement questionnaire	[Information Requests and General Planning Administration]	29
Retrieval and Copying of Health Plans	[General]	13
Royalty payment	[Private Works]	46
S		
Saturdays, Sundays and public holidays	[Interment - Other]	31
Sec.39 – Liquor Control Act 1988 Certificate of Local Health Authority	[Liquor Licensing]	13
Second inscription – Admin Fee & Fixing (plus cost of inscription)	[Niche Wall]	31
Senior Administration Officer	[Officer Charge Rates]	52

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Fee Name	Parent Name	Page
S [continued]		
Senior Club Competition –15 years and over (per team)	[Stadium/Competition Hire]	44
Senior Club Training (per court)	[Stadium/Competition Hire]	44
Serviced Bar (accessed from Community Room)	[Pavillion 1 – Standard Use – All Day]	35
Serviced Bar (accessed from Community Room)	[Pavillion 1 – Standard Use – Per Hour]	35
Serviced Bar (accessed from Community Room)	[Pavillion 1 – Reduced Rate – All Day]	36
Serviced Bar (accessed from Community Room)	[Pavillion 1 – Reduced Rate – Per Hour]	36
Settlement Agent Rating Account Enquiry – Rates Only	[Rates & Property Information Search Fees]	6
Settlement Agent Rating Account Enquiry – Rates, Orders & Requisitions	[Rates & Property Information Search Fees]	6
Sheep of any description	[Trespass in enclosed growing crop of any kind or garden or enclosure from which the crop has not been removed or in an enclosed public cemetery or sanitary site.]	12
Sheep of any description	[Trespass in an unenclosed paddock or meadow of grass or of stubble]	12
Sheep of any description	[Trespass in other enclosed land]	12
Sheep of any description	[Trespass in other unenclosed land]	12
Shire Special Series Number Plates – DoT Fee Portion	[Special Series Number Plates]	6
Shire Special Series Number Plates – Shire Administration	[Special Series Number Plates]	6
Short Stay Sites and Transit Camps	[Caravan Parks & Camping Grounds Act 1995]	14
Shower	[Swimming Pool]	40
Single licence (other than funeral director)	[Licence Fees]	32
Single Niche (plus cost of plaque & inscription)	[Niche Wall]	31
Site fee (maximum two persons)	[Powered Caravan Site]	47
Site fee (maximum two persons)	[Unpowered Caravan Site]	47
Site fee (maximum two persons)	[Powered Camping]	47
Site fee (maximum two persons)	[Unpowered Camping]	47
Site fee (maximum two persons)	[Powered Site]	48
Site fee (maximum two persons)	[Unpowered Site]	48
Site only	[Bush Memorial Site]	32
Skilled Administration Officer	[Officer Charge Rates]	52
Small Household Batteries	[Batteries]	24
Small IT (e.g. routers, mice, keyboards, external drives & accessories)	[Screens/IT/Telecommunications]	22
Special Arrangement / Direct Debit Plan Annual Fee	[Rates & Debtors]	6
Special Lamps (e.g. professional mercury, high & low pressure sodium)	[Lighting/Lamps]	21
Squash Court	[Squash]	44
Squash Racquet & Ball hire	[Squash]	45
Standard Use	[Room Hire – Seminar Room]	39
Standard Use	[Room Hire – Meeting Room]	39
Standpipe Swipe Card purchase	[Sale of Standpipe Water]	48
Station Square	[Other Reserves]	38
Station Square	[Other Reserves]	38
Straight Tube Fluorescent Lamps	[Lighting/Lamps]	21
Strength for life	[Strength for Life Program]	43
Supply & Installation	[Rural Road Number Plate]	45
Sustenance	[Impounding – Dogs]	9
Sustenance	[Impounding – Cats]	10
SW Football League Game Day	[Reserve – VC Mitchell Park]	37
Swimming Club – Junior	[Swimming Pool]	40
Swimming Holiday Program (5-days)	[Swimming Lessons]	41

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Fee Name	Parent Name	Page
S [continued]		
Swipe Card – 24 Hour Gym Access (One-Off Fee – Members Only)	[Gym Membership]	42
T		
Team Nomination – Senior	[Centre Run Programs/Competitions]	43
Telecom (eg. cordless phones, answering machines)	[Screens/IT/Telecommunications]	22
Temporary Licence – Pro rata as per regs with (minimum fee)	[Caravan Parks & Camping Grounds Act 1995]	14
Tiny Tots – 1 child/9 week term	[Swimming Lessons]	40
Tractor – Ordinary hours charge rate	[Private Works]	46
Tractor & Slasher, Ride-on Mower – Ordinary hours charge rate	[Private Works]	46
Transfer of Form of Grant of Right of Burial – or issue of Copy of Grant	[Grants of Right of Burial]	30
Transfer of Licence	[Caravan Parks & Camping Grounds Act 1995]	14
Truck	[Tyres (max. 5)]	21
Trucks 13/14 tonne – Ordinary hours charge rate	[Private Works]	46
Trucks 3 tonne – Ordinary hours charge rate	[Private Works]	46
U		
Umpire Room 1 or 2	[Pavillion 1 – Standard Use – All Day]	35
Umpire Room 1 or 2	[Pavillion 1 – Standard Use – Per Hour]	36
Umpire Room 1 or 2	[Pavillion 1 – Reduced Rate – All Day]	36
Umpire Room 1 or 2	[Pavillion 1 – Reduced Rate – Per Hour]	36
Unauthorised Class 1 – 10 buildings	[Certificate of Building Compliance – Discretionary service]	49
Uncertified Application for Class 1 or Class 10 Building Permit (s.16(1))	[Uncertified Application for Class 1 or Class 10 Building Permit (s.16(1))]	48
Undertaker's annual licence fee	[Licence Fees]	32
Undertaker's single licence fee for one interment	[Licence Fees]	32
Up to 20L	[Motor Oil]	20
Up to 500 people	[Public Buildings (including events) – Application Fee – Commercial undertaking i.e. ticket sales]	15
Up to 500 people	[Public Buildings (including events) – Application Fee – Community undertaking i.e. free entry]	15
Use of kitchen	[Room Hire – Seminar Room]	39
Use of kitchen	[Room Hire – Meeting Room]	39
V		
Value of work over $45,000 – 0.137%	[Building Permit]	50
Value of work over $45,000 – 0.137%	[Demolition Permit]	51
Value of work over $45,000 – 0.274%	[Occupancy Permit/Building Approval Certificate Unauthorised Building Work (s. 51)]	51
Value of work under $45,000	[Building Permit]	50
Value of work under $45,000	[Demolition Permit]	50
Value of work under $45,000	[Occupancy Permit/Building Approval Certificate Unauthorised Building Work (s. 51)]	51
VC Mitchell Park – Multi Sports Surface	[Reserve – VC Mitchell Park]	37
VC Mitchell Park Oval	[Reserve – VC Mitchell Park]	37
VC Mitchell Park Oval	[Reserve – VC Mitchell Park]	37
Vehicle Batteries	[Batteries]	24
Vehicle Impound Fee	[Impounding Fees – Vehicles]	12
Vehicle Towing Administration Fee	[Impounding Fees – Vehicles]	13

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Fee Name	Parent Name	Page
V [continued]		
Vehicle Towing Fee	[Impounding Fees – Vehicles]	13
Vibrating Roller – Ordinary hours charge rate	[Private Works]	46
W		
Washing Machines (incl. combined dryers)	[Large Appliances]	21
Water Sampling Collection for Laboratory Analysis	[Water Sampling Charges]	13
Wethers, ewes, lambs, goats	[Impounded between 6am and 6pm]	10
Wethers, ewes, lambs, goats	[Impounded between 6pm and 6am]	10
Wethers, ewes, lambs, goats	[First 24 hours or part]	11
Wethers, ewes, lambs, goats	[Subsequently each 24 hours or part]	11
Where removal of footings is necessary according to the time required	[Re-opening Fees]	31
Where the Shire of Donnybrook/Balingup did not provide the Certificate of Design Compliance	[Certificate of Construction Compliance – Discretionary service]	49
Where the Shire of Donnybrook/Balingup provided the Certificate of Design Compliance	[Certificate of Construction Compliance – Discretionary service]	49
Working Dogs	[Other]	8
Written Health Advice (Inc Settlement Agents)	[General]	13
Other		
$110.00 minimum charge	[Application for Occupancy Permit unauthorised worked has been done (s.51(2))]	50
$110.00 minimum charge	[Application for Building Approval Certificate where unauthorised work has been done (s.51(3))]	50

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DISCONTINUED FEES AND CHARGES 2026/27

Fee Name	2025/2026 Fee (incl. GST)	2026/2027 Fee (incl. GST)
General Purpose Funding | Rates & Property Information Search Fees		
Property Listing – NOT FOR SALE	Not for sale	
Governance | Sale of History Books		
Green Gold History Books	$32.00	$0.00
Law, Order & Public Safety | Refuge Licensing – Cats		
Cat Refuge Application Fee	$236.00	$0.00
Cat Refuge License Fee	$180.00	$0.00
Cat Refuge License Renewal	$180.00	$0.00
Application to keep more cats than specified	$135.00	$0.00
Law, Order & Public Safety | Animal Control Traps		
Animal Control Trap Hire	$0.00	$0.00
Animal Control Trap Bond	$100.00	$0.00
Animal Control Trap Ranger Set Up	$60.50	$0.00
Housing | Preston Village		
Hire of Community Centre and Kitchen (per hour)	$29.00	$0.00
Recreation & Culture | Donnybrook Hall | Full Hall – Phase-In Period Rate (effective from 01/07/2025 to 31/12/2025)		
Both halls only (all day)	$180.00	$0.00
Both halls only (per hour)	$45.00	$0.00
Recreation & Culture | VC Mitchell Park Pavilions | All Venues – Cancellation Policy		
Cancellations up until 14 days before booking date	Full refund	
Cancellation fee with 14 days notice or less	25% of total booking	
Recreation & Culture | VC Mitchell Park Pavilions | Hire Bonds		
No Liquor Consumed	$150.00	$0.00
Liquor Consumed	$1,000.00	$0.00
Recreation & Culture | VC Mitchell Park Pavilions | Pavillion 2 – Standard Use – All Day		
Amenities Section, Kitchen & Alfresco	$410.00	$0.00
Amenities Section & Alfresco	$260.00	$0.00

DISCONTINUED FEES AND CHARGES 2026/27 (cont'd)

Fee Name	2025/2026 Fee (incl. GST)	2026/2027 Fee (incl. GST)
Recreation & Culture | VC Mitchell Park Pavilions | Pavillion 2 – Standard Use – Per Hour		
Amenities Section, Kitchen & Alfresco	$41.00	$0.00
Amenities Section & Alfresco	$26.00	$0.00
Recreation & Culture | VC Mitchell Park Pavilions | Pavillion 2 – Reduced Rate – All Day		
Amenities Section, Kitchen & Alfresco	$250.00	$0.00
Amenities Section & Alfresco	$150.00	$0.00
Recreation & Culture | VC Mitchell Park Pavilions | Pavillion 2 – Reduced Rate – Per Hour		
Amenities Section, Kitchen & Alfresco	$25.00	$0.00
Amenities Section & Alfresco	$15.00	$0.00
Recreation & Culture | Amphitheatre | All Venues – Cancellation Policy		
Cancellations up until 14 days before booking date	Full refund	
Cancellation fee with 14 days notice or less	25% of total booking	
Recreation & Culture | Libraries | Room Hire – Cancellation Policy		
Cancellations up until 14 days before booking date	Full refund	
Cancellation with 14 days notice or less	25% of total booking	
Recreation & Culture | Libraries | Hire Bonds		
No Liquor Consumed	$150.00	$0.00
Liquor Consumed	$1,000.00	$0.00
Recreation & Culture | Donnybrook Recreation Centre | Pool – Bulk purchase of tickets | In Term Swimming		
Year 1 – 3 Students	$37.30	$0.00
Year 4 – 5 Students	$46.30	$0.00
Year 6 – 10 Students	$50.25	$0.00
Recreation & Culture | Donnybrook Recreation Centre | Stadium | Homeschool Sport		
Casual Entry Per Session	$10.50	$0.00
9 Week Term Upfront	$85.00	$0.00

DISCONTINUED FEES AND CHARGES 2026/27 (cont'd)

Fee Name	2025/2026 Fee (incl. GST)	2026/2027 Fee (incl. GST)
Economic Services | All Venues – Cancellation Policy		
Cancellations up until 14 days before booking date	Full refund	
Cancellation fee with 14 days notice or less	25% of total booking	
Economic Services | EV Charging Station		
Donnybrook EV Charging Station (per kWh)	$0.60	$0.00

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% 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:

    a. Monthly reporting;

    b. Monthly market review of returns and market value of the portfolio and

    c. Meetings with the responsible Shire officers no less than six monthly to review the Shire's investment portfolio.

Measurement

28. 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

29. Performance benchmarks need to be established.

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

Reporting

30. 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.

31. 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

32. 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.

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/sourceId/504352 (Accesssed 18 November 2024).

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:	☒ Annual (1yr)	☐ Biennial (2yr)	☐ Triennial (3yr)
Current Version Date:	27/08/2025	**Next Due:**	2026

Policy Version Details and Information:

#:	Synopsis:	Date:	Ref.:	Synergy:
1	Initial adoption of Policy	28/03/2001	N/A	N/A
2	– Removed policy number 3.4 and added new policy ID; and – Renamed – Added scope and delegation and authorisation; and – Removed: -"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
3	– Reviewed and reformatted to new template; – Amendment made to reduce the Bendigo Bank portfolio limit to 50%.	27/08/2025	157/08-25	NPP16044

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.

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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.~~

15. Aproved Investments

- State/Commonwealth Government Bonds
- Interest Bearing Accounts
- Bank Accepted/endorsed bank bills.

16. Overall Portfolio Limits

~~16.~~17. 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.~~18. 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%
Bendigo Bank A-	Bendigo Bank A-2	50%
A	A-2	20%

~~18.~~19. 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. Due to the community benefit provided by Bendigo Bank through community grants and face to face banking within the Shire it has a greater investment allocation than the other institutions.

Term to Maturity Framework

~~19.~~20. 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.~~21. 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% 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:~~

~~a. Monthly reporting;~~

~~b. Monthly market review of returns and market value of the portfolio and~~

~~c. Meetings with the responsible Shire officers no less than six monthly to review the Shire's investment portfolio.~~

Measurement

~~28.~~22. 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**~~

~~29. Performance benchmarks need to be established.~~

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

Reporting

~~30.~~23. 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.

~~31.~~24. 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

~~32.~~25. 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.~~

~~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/sourceId/504352 (Accesssed 18 November 2024).~~

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:	☐ ~~☒~~ Annual (1yr)	☒ ~~☐~~ Biennial (2yr)	☐ Triennial (3yr)	
Current Version Date:	27/08/2025		**Next Due:**	2026
Policy Version Details and Information:				
#:	**Synopsis:**	**Date:**	**Ref.:**	**Synergy:**
1	Initial adoption of Policy	28/03/2001	N/A	N/A
2	– Removed policy number 3.4 and added new policy ID; and – Renamed – Added scope and delegation and authorisation; and – Removed: -"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
3	– Reviewed and reformatted to new template; – Amendment made to reduce the Bendigo Bank portfolio limit to 50%.	27/08/2025	157/08-25	NPP16044

Community Grants and Donations

Shire of Donnybrook Balingup Council Policy COMD / CP-1 V4

Strategic Outcome Supported: 13 - Increased community capacity

OBJECTIVE

1. The objective of this policy is to:
   a. Demonstrate Council's commitment to community and economic development; and
   b. Assist to build the capacity of the community; and
   c. Enhance the capacity of community groups, clubs, not-for-profits and social enterprise organisations to provide one-off projects, community services and events; and
   d. Increase community and visitor participation in community activities and/or events; and
   e. Support innovation, creation and the development of community initiatives; and
   f. Offer an annual (contestable) community minor grants program to support one-off activities and projects.

SCOPE

2. This policy applies to eligible community groups, clubs, not-for-profits and social enterprise organisations seeking support for projects, events and activities that:
   a. Provide social or economic benefit to the community; and
   b. Produce results in one or more of Council's five key aspirations identified in the Council Plan.

DEFINITIONS

3. **Community Grants (CG)** means a financial allocation provided to eligible entities to support one-off or recurring activities and projects that generate social or economic benefits for the community. These grants can be used for a wide range of purposes, including construction, equipment purchase, operational costs, and marketing, with individual grants capped at $2,000.
4. **Eligible entities** mean local community groups, including sporting clubs, not-for-profit organisations, social enterprises, and commercial ventures that provide a demonstrable community benefit. These entities must be legally recognised and aligned with the goals outlined in the Council Plan to be considered for funding under this policy.
5. **Minor Cash Donations** means small monetary grants, capped at $350 per request, provided at the CEO's discretion to support minor community initiatives, events, or individuals needing financial assistance to participate in activities that offer community benefit.

6. **Shire Support Initiatives (SSI)** means non-financial, in-kind assistance provided by the Shire to eligible community groups, events, and activities. This support may include, but is not limited to:

   a. Waiver of facility hire fees for Shire-owned venues.

   b. Provision of waste collection or event bins for community events.

   c. Additional maintenance services (e.g. extra mowing, grounds preparation).

   d. Temporary increase in utility supply or coverage of associated costs (e.g. power, water).

   e. Subsidised fees for eligible services or bookings.

   f. Event support services (e.g. traffic management, signage, equipment assistance, attendance by Shire representatives, Shire promotion of eligible community events or initiatives, event applications and assessments).

   g. Coverage of associated building-related costs (e.g. temporary access modifications, increased cleaning, utility usage).

   h. Other logistical or operational support as approved by the Shire.

   These initiatives are intended to foster community wellbeing, encourage local participation, and support the delivery of inclusive and accessible events and programs across the Shire.

7. **Service Level Agreements (SLA)** means a formal, annual commitment between the Shire and a funding recipient. The SLA is designed to support ongoing operational costs of eligible entities, such as utilities, insurance, rent, wages, and other essential expenses. It ensures that the funded entity can consistently deliver community services or events that benefit the broader community.

POLICY STATEMENTS

Annual Funding Allocation

8. Council will determine an annual funding allocation for the provision of Service Level Agreements, Community Grants, Minor Cash Donations and Shire Support initiatives. The total Annual Budget allocation will be up to $89,500. This amount is subject to an annual review.

9. The Annual Budget funding allocation will be applied to the following categories:

   9.1 Service Level Agreements (SLA)- $20,000; and

   9.2 Annual Community Grants (CG) - $32,000; and

   9.3 Minor Cash Donations - $2,500; and

   9.4 Shire Support Initiatives (SSI) - $35,000.

Application Processes/Timelines

10. Service Level Agreements (SLA)

    10.1 Payment of the SLA funding to the entity will not occur until after the Annual Budget is adopted by Council.

11. Community Grants (CG)

    11.1 Applications for funding under the Community Grants will be called no later than the 3rd week of June each year and the application period will run for a period of six (6) weeks.

    11.2 Applications will be assessed by Council.

12. Minor Cash Donations

    12.1 Written applications must be addressed to the Chief Executive Officer.

13. Shire Support Initiatives (SSI)

    13.1 Written applications must be addressed to the Chief Executive Officer.

    13.2 Applicants must provide sufficient details regarding the nature of the event, expected attendance, and the type of support requested.

    13.3 Applicants must be an incorporated not-for-profit organisation, community groups, or charitable entities operating within the Shire.

    13.4 Activities or events must be open to the public and demonstrate clear community benefit.

    13.5 Support will not be provided for private functions, commercial activities, or events that do not align with the Shire's values, plans or policies.

    13.6 Support will be assessed based on community benefit, alignment with Shire priorities, and available resources.

    13.7 The Shire reserves the right to approve, modify, or decline requests at its discretion.

    13.8 No monies will be paid to the applicant.

Community Grant Guidelines and Requirements

14. Application will not be considered if they do not address all questions in the grant application form or provide comprehensive details for each question.

15. Late applications will not be considered.

16. Applications will only be considered from eligible entities.

17. An acquittal must be submitted to the Shire at the end of each financial year upon completion of the project..

18. Failure to submit an acquittal will result in the suspension of consideration for future applications until the required acquittal is provided.

19. Grant applications will not be considered retrospectively (i.e. for a project that is completed or already underway).

20. Recipients of SLA or CG funding are ineligible to receive additional funding for the same project or event under any other Shire funding, grant, or donation category.

Community Grant Funding Conditions

21. All acquittals will include a report detailing the outcomes of the funded activity which will be provided to Council Members in the quarterly information bulletin.

22. Council may use the information provided by funded entity for its own promotional purposes.

23. All funded entities will be required to enter into an agreement with the Shire which will detail specific conditions and terms relevant to that project.

24. All funded entities must acknowledge the support of the in all their promotional material.

25. The Shire's contribution shall be considered by the funded entities as sponsorship and acknowledged accordingly.

26. Grant funding payments may be suspended at any time if, in the opinion of Council, the conditions of the funding agreement have not been met or satisfactory progress has not been achieved.

27. Any change to a funded project cannot proceed without a formal resolution from Council. The applicant must submit a written grant variation request to the Shire clearly stating any proposed changes to the project and the reason why the changes are required.

Community Grant Application Assessment

28. Council will assess applications CG's.

29. Applications will be assessed on its merit and determine the value of the application in relation to the whole of community benefit.

30. Applications that include a cash contribution from the applicant, rather than solely relying on in-kind support or grant funding, will be evaluated as having higher merit.

31. Applications that clearly support the achievement of Council's strategic objectives and actions, as outlined in the Council Plan, will be considered to have higher merit than those that do not.

32. Applications that support climate change initiatives or promote Wastewise practices will be viewed more favorably than those that do not.

Phasing Out of Service Level Agreements (SLAs)

33. As part of Shire's commitment to ensuring a more sustainable and balanced approach to community funding, Service Level Agreements (SLAs) are being phased out. The commencement of this phase out was reflected in the 2024–2025 Annual Budget. SLA's will not be offered beyond the 2025–2026 financial year. This change reflects Council's intent to move towards more flexible, transparent, and equitable forms of community support that better align with evolving community needs and long-term financial sustainability.

DELEGATION AND AUTHORISATION

34. Delegation 1.2.24 Defer, Grant Discounts, Waiver or Write off Debts.

35. Council authorises the Chief Executive Officer to approve cash donation requests, where a group or individual can demonstrate a significant direct benefit to the community or where, in the opinion of the Chief Executive Officer, special circumstances justify the donation. Examples may include support for minor community events, initiatives, or individuals seeking financial assistance to participate in activities at a State or National level where they have achieved recognition.

36. Council authorises the Chief Executive Officer to assess and determine requests for Shire Support Initiatives (SSI), in accordance with terms and conditions outlined in this policy.

37. All donations and grants will be reported to Council in the information bulletin.

LEGISLATION

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

APPENDIX

38. Nil.

GOVERNANCE

Related Policy(s):

– Nil

Related Procedure(s):

– Nil.

Revision Requirements and Version Control:

Responsible Department(s):	Community Development			
Review to be conducted by:	Manager Development Services			
Revision Frequency:	☒ Annual (1yr)	☐ Biennial (2yr)	☐ Triennial (3yr)	
Current Version Date:	28/05/2025		**Next Due:**	05/2026

Policy Version Details and Information:

#:	Synopsis:	Date:	Ref.:	Synergy:
1	Initial adoption of policy	27/04/2016	N/A	N/A
2	Amendment – Annual allocation tied to 2.5%, renamed budget/recurrent to service level agreements, funding process timeline.	28/10/2020	150/20	NPP6444
3	Amendment – Change to policy name, objective, scope, the inclusion of Eligibility and Funding Categories, Budget allocations changed from 2.5% of Shire Rates to up to $128,000, Application Process and Timelines, Assessment Criteria, changes to Authorisations. See Council Resolution for more details.	28/08/2024	146/08-24	NPP12795
4	Reviewed, reformatted to new template. Amendments made to cl9.1, cl9.2 and cl9.4. See Council Resolution for more details.	28/05/2025	99/05-25	NPP15472

Community Grants and Donations

Shire of Donnybrook Balingup Council Policy COMD / CP-1 V4

Strategic Outcome Supported: 13 - Increased community capacity

OBJECTIVE

1. The aim~~objective~~ of this policy is to:
   a. Demonstrate Council's commitment to community and economic development; and
   b. Assist to build the capacity of the community; and
   c. Enhance the capacity of community groups, clubs, not-for-profits and social enterprise organisations to provide ~~one-off~~ projects, community services and events; and
   d. Increase community and visitor participation in community activities and/or events; and
   e. Support innovation, creation and the development of community initiatives; and
   f. Offer an annual (contestable) community minor grants program to support ~~one-off~~ activities and projects.

SCOPE

2. This policy applies to eligible community groups, clubs, not-for-profits and social enterprise organisations seeking support for projects, events and activities that:
   a. Provide social or economic benefit to the community; and
   b. Produce results in one or more of Council's five key aspirations identified in the Council Plan.

DEFINITIONS

3. **Community Grants (CG)** means a financial allocation provided to eligible entities to support ~~one-off or recurring~~ activities and projects that generate social or economic benefits for the community. These grants can be used for a wide range of purposes, including construction, equipment purchase, operational costs, and marketing, with individual grants capped at $2,000.
4. **Eligible entities** mean local community groups, including sporting clubs, not-for-profit organisations, social enterprises, and commercial ventures that provide a demonstrable community benefit. These entities must be legally recognised and aligned with the goals outlined in the Council Plan to be considered for funding under this policy.
5. **Minor Cash Donations** means small monetary grants, capped at $350 per request, provided at the CEO's discretion to support minor community initiatives~~,~~ or events~~, or individuals~~ needing financial assistance to participate in activities that offer community benefit.

6. **Shire Support Initiatives (SSI)** means non-financial, in-kind assistance provided by the Shire to eligible community groups, events, and activities. This support may include, but is not limited to:

   a. Waiver of facility hire fees for Shire-owned venues as determined by the Shire. The extent of the waiver will be communicated to applicants upon assessment of their request.

   b. Provision of waste collection. or event bins for community events.

   c. Additional maintenance services (e.g. extra mowing, grounds preparation).

   d. Temporary increase in utility supply or coverage of associated costs (e.g. power, water).

   e.d. Subsidised fees for eligible services or bookings.

   f.e. Event support services (e.g. traffic management, signage, equipment assistance, attendance by Shire representatives. The sensory tent, Shire promotion of eligible community events or initiatives, event applications and assessments).

   g.f. Coverage of associated building-related costs (e.g. temporary access modifications, increased cleaning, utility usage and outdoor power costs as stipulated in the Shires Schedule of Fees and Charges).

   h.g. Other logistical or operational support as approved by the Shire.

   These initiatives are intended to foster community wellbeing, encourage local participation, and support the delivery of inclusive and accessible events and programs across the Shire.

7. **Service Level Agreements (SLA)** means a formal, annual commitment between the Shire and a funding recipient. The SLA is designed to support ongoing operational costs of eligible entities, such as utilities, insurance, rent, wages, and other essential expenses. It ensures that the funded entity can consistently deliver community services or events that benefit the broader community.

POLICY STATEMENTS

Annual Funding Allocation

8.7. Council will determine an annual funding allocation for the provision of Service Level Agreements, Community Grants, Minor Cash Donations and Shire Support initiatives. The total Annual Allocation will be adopted during the Formal Budget Process. allocation will be up to $89,500. This amount is subject to an annual biennial review.

9.8. The Annual Budget funding allocation will be applied spilt to the following categories:

   a. Service Level Agreements (SLA) $20,000; and

   b.a. Annual Community Grants (CG) $32,000; and

   c.b. Minor Cash Donations $2,500; and

   d.c. Shire Support Initiatives (SSI) $35,000.

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Application Processes/Timelines

~~10. Service Level Agreements (SLA)~~

~~10.1 Payment of the SLA funding to the entity will not occur until after the Annual Budget is adopted by Council.~~

~~11.~~9. Community Grants (CG)

a. ~~11.1~~ Applications for funding under the Community Grants will be called once the budget for the financial year has been approved by Council~~no later than the 3rd week of June each year and t~~. The application period will run for a period of six (6) weeks.

b. ~~11.2~~ Applications will be assessed by Council.

~~12.~~10. Minor Cash Donations

a. Written applications must be addressed to the Chief Executive Officer.

~~13.~~11. Shire Support Initiatives (SSI)

a. ~~113~~.1 Written applications must be addressed to the Chief Executive Officer.

b. ~~113~~.2 Applicants must provide sufficient details regarding the nature of the event, expected attendance, and the type of support requested.

c. ~~113~~.3 Applicants must be an incorporated not-for-profit organisation, community groups, or charitable entity~~ies~~ operating within the Shire.

d. ~~113~~.4 Activities or events must be open to the public and demonstrate clear community benefit.

e. ~~11.5~~ Support will generally only apply to single bookings or events. Ongoing or multiple bookings are not eligible.

f. ~~113~~.5~~6~~ Support will not be provided for private functions, commercial activities, or events that do not align with the Shire's values, plans or policies.

g. ~~113~~.7~~6~~ Support will be assessed based on community benefit, alignment with Shire priorities, and available resources.

h. ~~113~~.8~~7~~ The Shire reserves the right to approve, modify, or decline requests at its discretion.

i. ~~113~~.8~~8~~ No monies will be paid to the applicant.

Community Grant Guidelines and Requirements

~~14.~~12. Application~~s~~ will not be considered if they do not address all questions in the grant application form or provide comprehensive details for each question.

~~15.~~13. Late applications will not be considered.

~~16.~~14. Applications will only be considered from eligible entities.

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~~17.~~15. An acquittal must be submitted to the Shire at the end of each financial year upon completion of the project.~~.~~

~~18.~~16. Failure to submit an acquittal will result in the suspension of consideration for future applications until the required acquittal is provided.

~~19.~~17. Grant applications will not be considered retrospectively (i.e. for a project that is completed or already underway).

~~20.~~18. Recipients of ~~SLA or~~ CG funding are ineligible to receive additional funding for the same project or event under any other Shire funding, grant, or donation category.

Community Grant Funding Conditions

~~21.~~19. All acquittals will include a report detailing the outcomes of the funded activity which will be provided to Council Members in the quarterly information bulletin.

~~22.~~20. Council may use the information provided by funded entity for its own promotional purposes.

~~23. All funded entities will be required to enter into an agreement with the Shire which will detail specific conditions and terms relevant to that project.~~

~~24.~~21. All funded entities must acknowledge the support of the Shire in ~~all~~ their promotional material.

~~25. The Shire's contribution shall be considered by the funded entities as sponsorship and acknowledged accordingly.~~

~~26.~~22. Grant funding payments may be suspended at any time if, in the opinion of Council, the conditions of the funding agreement have not been met or satisfactory progress has not been achieved.

~~27.~~23. Any change to a funded project cannot proceed without a formal resolution from Council. The applicant must submit a written grant variation request to the Shire clearly stating any proposed changes to the project and the reason why the changes are required.

Community Grant Application Assessment

~~28.~~24. Council will assess Community Grant applications ~~CG's~~.

~~29.~~25. Applications will be assessed on positive impact for the wider community ~~its merit and determine the value of the application in relation to the whole of community benefit.~~

~~30.~~26. Applications that include ~~-~~support from other funding ~~a cash contribution from the applicant, rather than solely relying on in-kind support or grant funding~~, will be evaluated as having higher merit.

~~31.~~27. Applications that clearly support the achievement of Council's ~~strategic~~ objectives ~~and actions~~, as outlined in the Council Plan, will be considered to have higher merit than those that do not.

~~32.~~ Applications that show consideration of sustainability such as addressing climate change or incorporation of waterwise practices will be viewed more favourably ~~support climate change initiatives or promote Wastewise practices will be viewed more favorably than those that do not.~~

~~Phasing Out of Service Level Agreements (SLAs)~~

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~~33. As part of Shire's commitment to ensuring a more sustainable and balanced approach to community funding, Service Level Agreements (SLAs) are being phased out. The commencement of this phase out was reflected in the 2024–2025 Annual Budget. SLA's will not be offered beyond the 2025–2026 financial year. This change reflects Council's intent to move towards more flexible, transparent, and equitable forms of community support that better align with evolving community needs and long-term financial sustainability.~~

DELEGATION AND AUTHORISATION

~~34.~~28. Delegation 1.2.24 Defer, Grant Discounts, Waiver or Write off Debts.

~~35.~~29. Council authorises the Chief Executive Officer to approve cash donation requests, where a group ~~or individual~~ can demonstrate a significant direct benefit to the community or where, in the opinion of the Chief Executive Officer, special circumstances justify the donation. Examples may include support for minor community events~~,~~ or initiatives~~., or individuals seeking financial assistance to participate in activities at a State or National level where they have achieved recognition.~~

~~36.~~30. Council authorises the Chief Executive Officer to assess and determine requests for Shire Support Initiatives (SSI), in accordance with terms and conditions outlined in this policy.

~~37.~~31. All donations and grants will be reported to Council in the information bulletin.

LEGISLATION

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

APPENDIX

~~38.~~32. Nil.

GOVERNANCE

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Related Policy(s):

- Nil

Related Procedure(s):

- Nil.

Revision Requirements and Version Control:

Responsible Department(s):	Community Development		
Review to be conducted by:	Manager Development Services		
Revision Frequency:	☐ Annual (1yr)	☒ Biennial (2yr)	☐ Triennial (3yr)
Current Version Date:	27/05/2026	**Next Due:**	2028

Policy Version Details and Information:

#:	Synopsis:	Date:	Ref.:	Synergy:
1	Initial adoption of policy	27/04/2016	N/A	N/A
2	Amendment – Annual allocation tied to 2.5%, renamed budget/recurrent to service level agreements, funding process timeline.	28/10/2020	150/20	NPP6444
3	Amendment – Change to policy name, objective, scope, the inclusion of Eligibility and Funding Categories, Budget allocations changed from 2.5% of Shire Rates to up to $128,000, Application Process and Timelines, Assessment Criteria, changes to Authorisations. See Council Resolution for more details.	28/08/2024	146/08-24	NPP12795
4	Reviewed, reformatted to new template. Amendments made to cl9.1, cl9.2 and cl9.4. See Council Resolution for more details.	28/05/2025	99/05-25	NPP15472
5	Amended timeline 11.1 to coincide with budget adoption. Added 13.5 to express ineligible SSI. Removed clause 23 due to grant being awarded on basis of application. Removed clause 25 due to repetition. Amended clauses 5 and 33, removed support for individuals seeking funding. Reviewed, removed clauses 33 and other associated mentioning of the Service level agreements, as it was related directly to the 2025/26 year, pushed the renewal period from annual to biennial for administrative purposes.	27/05/2026	TBA	NPP19351

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Group Valuation of Land Policy (Option 1 – Identical Ownership)

Shire of Donnybrook Balingup Council Policy FIN/CP-10

Strategic Outcome Supported: 11 – Strong, visionary leadership

1. Policy Objective

1.1 To provide guidance and clarity on the treatment of group valuation of land requests from landowners for Unimproved Valuations (UV) and Gross Rental Valuations (GRV) properties within the Shire.

2. Policy Scope

2.1. The purpose of this policy is to allow all landowners within the Shire to submit a request to group value their UV or GRV land holdings that are in the same ownership and used for the same purpose.

3. Policy Definitions

3.1. Contiguous

a. Where survey boundaries abut or adjoin.

b. Where locations or lots are separated by a road, drain or watercourse reserve, they may be deemed contiguous.

c. Where a property is actively used as one and would reasonably be expected to sell as one landholding, even though boundaries do not strictly adjoin, the property may be deemed contiguous.

3.2. Same Ownership

a. Identical names as per Certificate of Title.

4. Policy Statements

4.1 Rural and Residential Land

Rural Land (UV Properties)

Unimproved Value (UV), applications for group values will be assessed only if they meet all of the following criteria:

a. the land is contiguous, and

b. the land is held in the same ownership, and

c. the land is occupied and used as one holding and for the same purpose.

Residential Land (GRV Properties)

Gross Rental Value (GRV), applications for group values will be assessed only if they meet all of the following criteria:

a. the lots are contiguous; and
b. the lots are held in the same ownership; and
c. the lots are used for the same purpose.

Landgate - Valuer General is WA's statutory authority for overseeing the valuation of land across the state in accordance with the Valuation of Land Act 1978. All group valuation requests, that meet the above criteria, will be forwarded to Landgate for final approval and the provision of new valuation details.

5. Delegation and Authorisation

5.1 The CEO delegates authority to the Director Finance and Corporate to approve group valuation of land requests to be forwarded to Landgate – Valuer General.

6. Legislation

6.1. *Local Government Act 1995*

6.2. *Valuation of land Act 1978*

7. Version Control – Governance

Related Policy(s):	Nil.		
Related Procedure(s):	Nil.		
Responsible Department(s):	Finance and Corporate		
Review to be conducted by:	Director Finance and Corporate		
Review frequency:	☐ Annual (1 year)	☒ Biennial (2 years)	☐ Triennial (3 years)
Version Date:	26/06/2024	**Next Due:**	06/2026

Policy Version Details:

Ver. #:	Synopsis:	Ver. Date:	Ref.:	Synergy:
1	*Initial adoption of Policy*	*26/06/2024*	*99/24*	*NPP13006*

Elected Members Allowances and Entitlements

Shire of Donnybrook Balingup Council Policy EM/CP-5-V4

Strategic Outcome Supported: 11 - Strong, visionary leadership

POLICY OBJECTIVE

1. To provide Elected Members with an appropriate level of remuneration and entitlements to ensure that they are able to effectively fulfil their role. This policy specifies the type of allowances payable including annual allowances instead of reimbursement for particular types of expenses.

POLICY SCOPE

2. This policy outlines the framework surrounding the allowances and entitlements of Elected Members of the Shire of Donnybrook Balingup.

POLICY DEFINITIONS

3. **Determined** means determined by the *Salaries and Allowances Tribunal under the Salaries and Allowances Act 1975* section 7B.
4. **Percentile** (or a centile) is a measure used in statistics indicating the value below which a given percentage of observations in a group of observations falls. For example, the 20th percentile is the value (or score) below which 20% of the observations may be found.
5. **SG Act** means *Commonwealth Superannuation Guarantee (Administration) Act 1992.*

POLICY STATEMENTS

6. Allowances

Presidents Annual Allowance

6.1 Pursuant to section 5.98(5) of the Act, the Shire President shall be paid an annual Presidents allowance within the prescribed range determined by the SAT which shall be set by Council as part of the annual budget adoption process, with the allowance based on the 25th percentile of the allowance for a band 3 Local Government. This allowance is in addition to any fees or reimbursement of expenses payable to the President under section 5.98 of the LG Act.

Deputy Presidents Annual Allowance

6.2 Pursuant to section 5.98A (1) of the LG Act, the Deputy President shall be paid an annual Deputy Presidents allowance of the percentage that is determined by the Tribunal of the annual allowance to which the president is entitled under section 5.98(5) of the LG Act. This allowance is in addition to any fees or reimbursement of expenses payable to the Deputy President under section 5.98 of the LG Act.

Elected Member Annual Attendance Allowance

6.3 Pursuant to section 5.99 of the LG Act, an Elected Member shall be paid an annual attendance allowance within the prescribed range determined by the SAT which shall be set by Council as part of the annual budget adoption process, with the allowance based on 25th percentile of the allowance for a band 3 Local Government. This payment is in lieu of Council meeting, committee meeting and prescribed meeting attendance fees in accordance with section 5.98(1)(b) of the LG Act.

Annual Information Communication and Technology (ICT) Allowance

6.4 Elected members shall be paid an annual ICT allowance within the prescribed range determined by the SAT which shall be set by Council as part of the annual budget adoption process, with the allowance based on the 75th percentile of the allowance for a band 3 Local Government for the Shire President. All elected members other than the Shire President is based on the 17th percentile of the allowance for a band 3 Local Government. This payment is in lieu of reimbursing ICT expenses in accordance with section 5.99A of the Act instead of reimbursement under 5.98(2).

ICT expenses means:

a) rental charges in relation to one telephone and one facsimile machine, as prescribed by regulation 31(1)(a) of the LG Regulations; or

b) any other expenses that relate to information and communications technology (for example, telephone call charges and internet service provider fees) and that are a kind of expense prescribed by regulation 32(1) of the LG Regulations;

7. Reimbursement of Expenses

Reimbursement of Statutory Travel Expenses

7.1 Pursuant to Section 5.98(2) of the Act and Administration Regulation 31. Elected Members have a statutory entitlement to be reimbursed for travel expenses incurred by the Elected Member as a result of attendance at a Council meeting or a meeting of a Committee of which they are a member.

7.2 The rate of reimbursement will be in accordance with that specified by the *Local Government Officers' (Western Australia) Award 2021.*

7.3 Expenses are reimbursed upon submission of a Councillor Claim request form.

Reimbursement of Statutory Child Care Expenses

7.4 Pursuant to Section 5.98(2) of the Act and Administration Regulation 31 Elected Members have a statutory entitlement to be reimbursed for childcare expenses incurred by the Elected Member as a result of attendance at a Council meeting, a meeting of a committee of which they are a member or authorised training and Council related business.

7.5 Childcare costs will not be paid where the care is provided by a member of the immediate family or relative living in the same premises as the Elected Member.

7.6 The Shire will reimburse childcare costs either at the actual cost per hour or the prescribed amount set by SAT, whichever is the lesser amount. Formal receipts must be kept and attached to the claim for reimbursement.

7.7 Expenses are reimbursed upon submission of a Councillor Claim request form.

8. Payment of Allowances

8.1 Allowances shall generally be paid monthly in arrears. Where an Elected Member does not hold office throughout the payment period, an amount of one twelfth of the annual allowance is to be paid for each month or part of a month that the member held office.

9. Reduced Payments

9.1 Elected Members can opt for a lesser level of payment by making application to the Chief Executive Officer. The payment must be within the prescribed range determined by the SAT and cannot fall below the minimum payment.

10. Other Entitlements

Information Technology

10.1 Elected Members will be provided with appropriate information technology to enable the distribution of Agendas and Minutes by electronic means, for email communication and for seeking information through the internet.

10.2 Equipment will remain the property of the Shire and will be maintained by the Shire. Elected Members must not install software that is not the property of the Shire.

Information Technology Training

10.3 Appropriate training will be provided to Elected Members to assist them in the effective and efficient use of the equipment and other information technology so that they may fulfil their role at Council and Committee meetings utilising the software provided.

10.4 Any Elected Members leaving their position with Council shall return, within ten working days any information technology equipment provided by the Council.

Business Cards

10.5 Elected Members will be allocated adequate business cards. Business cards must be used for Council business only and must not be used for electioneering purposes.

Uniform

10.6 Shire branded attire can be made available upon request from an Elected Member. A name badge will be issued at the commencement of their term.

Superannuation

10.7 Superannuation contributions will be in effect from 1 July 2025.

10.8 While Elected Members are not considered employees under the SG Act, they are to be treated in the same manner as employees of the Shire of Donnybrook Balingup for the purposes of calculating superannuation contribution payments.

10.9 Superannuation contribution payment is to be paid at the same time as the remuneration of the Elected Member is paid.

10.10 Elected Members must nominate a superannuation account from a scheme or fund to which the SG Act applies.

10.11 A superannuation contribution payment will not be made if the Elected Member fails to nominate an eligible superannuation account before the end of the month to which the payment relates.

10.12 Superannuation contribution payments for Elected Members will not be paid during any period in which they are suspended under the *Local Government Act 1995* or are not entitled to receive their fees and allowances.

10.13 Individual Elected Members may opt out of receiving superannuation contribution payments by providing a notice in writing to the CEO.

DELEGATION AND AUTHORISATION

11. Nil.

LEGISLATION

- *Local Government Act 1995*
- *Local Government (Administration) Regulations 1996*
- *Salaries & Allowances Act 1975* – Section 7B
- *Commonwealth Superannuation Guarantee (Administration) Act 1992 (SG Act)*

APPENDIX

12. Nil.

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:	Manager Corporate Services			
Revision Frequency:	☐ Annual (1yr)	☒ Biennial (2yr)	☐ Triennial (3yr)	
Current Version Date:	28/05/2025		**Next Due:**	05/2027

Policy Version Details and Information:

#:	Synopsis:	Date:	Ref.:	Synergy:
1	Initial Adoption	26/06/2019	84/19	-
2	• Removed policy number 1.21 and added new policy ID; and • Added scope.	21/12/2021	213/21	NPP7989
3	Amendments made to the payment frequency from quarterly in arrears to paid monthly in arrears, as well as minor grammatical changes.	25/09/2024	162/09-24	NPP13956
4	Amendments made to allow for Superannuation contributions and other minor changes. – See Council report for more details.	28/05/2025	100/05-25	NPP15474

Elected Members Allowances and Entitlements

Shire of Donnybrook Balingup Council Policy EM/CP-5

Strategic Outcome Supported: 11 - Strong, visionary leadership

POLICY OBJECTIVE

1. To provide Elected Members with an appropriate level of remuneration and entitlements to ensure that they are able to effectively fulfil their role. This policy specifies the type of allowances payable including annual allowances instead of reimbursement for particular types of expenses.

POLICY SCOPE

2. This policy outlines the framework surrounding the allowances and entitlements of Elected Members of the Shire of Donnybrook Balingup.

POLICY DEFINITIONS

3. ARIC means Audit, Risk and Improvement Committee.

4. **Determined** means determined by the *Salaries and Allowances Tribunal under the Salaries and Allowances Act 1975* section 7B.

5. **Percentile** (or a centile) is a measure used in statistics indicating the value below which a given percentage of observations in a group of observations falls. For example, the 20th percentile is the value (or score) below which 20% of the observations may be found.

6. **SG Act** means *Commonwealth Superannuation Guarantee (Administration) Act 1992.*

POLICY STATEMENTS

7. **Allowances**

Presidents Annual Allowance

7.1 Pursuant to section 5.98(5) of the Act, the Shire President shall be paid an annual Presidents allowance within the prescribed range determined by the SAT which shall be set by Council as part of the annual budget adoption process, with the allowance based on the 25th percentile of the allowance for a band 3 Local Government. This allowance is in addition to any fees or reimbursement of expenses payable to the President under section 5.98 of the LG Act.

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Deputy Presidents Annual Allowance

7.2 Pursuant to section 5.98A (1) of the LG Act, the Deputy President shall be paid an annual Deputy Presidents allowance of the percentage that is determined by the Tribunal of the annual allowance to which the president is entitled under section 5.98(5) of the LG Act. This allowance is in addition to any fees or reimbursement of expenses payable to the Deputy President under section 5.98 of the LG Act.

Elected Member Annual Attendance Allowance

7.3 Pursuant to section 5.99 of the LG Act, an Elected Member shall be paid an annual attendance allowance within the prescribed range determined by the SAT which shall be set by Council as part of the annual budget adoption process, with the allowance based on 25th percentile of the allowance for a band 3 Local Government. This payment is in lieu of Council meeting, committee meeting and prescribed meeting attendance fees in accordance with section 5.98(1)(b) of the LG Act.

Annual Information Communication and Technology (ICT) Allowance

7.4 Elected members shall be paid an annual ICT allowance within the prescribed range determined by the SAT which shall be set by Council as part of the annual budget adoption process, with the allowance based on the 75th percentile of the allowance for a band 3 Local Government for the Shire President. All elected members other than the Shire President is based on the 17th percentile of the allowance for a band 3 Local Government. This payment is in lieu of reimbursing ICT expenses in accordance with section 5.99A of the Act instead of reimbursement under 5.98(2).

ICT expenses means:

a) rental charges in relation to one telephone and one facsimile machine, as prescribed by regulation 31(1)(a) of the LG Regulations; or

b) any other expenses that relate to information and communications technology (for example, telephone call charges and internet service provider fees) and that are a kind of expense prescribed by regulation 32(1) of the LG Regulations;

8. Reimbursement of Expenses

Reimbursement of Statutory Travel Expenses

8.1 Pursuant to Section 5.98(2) of the Act and Administration Regulation 31. Elected Members have a statutory entitlement to be reimbursed for travel expenses incurred by the Elected Member as a result of attendance at a Council meeting or a meeting of a Committee of which they are a member.

8.2 The rate of reimbursement will be in accordance with that specified by the *Local Government Officers' (Western Australia) Award 2021.*

8.3 Expenses are reimbursed upon submission of a Councillor Claim request form.

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Reimbursement of Statutory Child Care Expenses

8.4 Pursuant to Section 5.98(2) of the Act and Administration Regulation 31 Elected Members have a statutory entitlement to be reimbursed for childcare expenses incurred by the Elected Member as a result of attendance at a Council meeting, a meeting of a committee of which they are a member or authorised training and Council related business.

8.5 Childcare costs will not be paid where the care is provided by a member of the immediate family or relative living in the same premises as the Elected Member.

8.6 The Shire will reimburse childcare costs either at the actual cost per hour or the prescribed amount set by SAT, whichever is the lesser amount. Formal receipts must be kept and attached to the claim for reimbursement.

8.7 Expenses are reimbursed upon submission of a Councillor Claim request form.

9. Payment of Allowances

9.1 Allowances shall generally be paid monthly in arrears. Where an Elected Member does not hold office throughout the payment period, an amount of one twelfth of the annual allowance is to be paid for each month or part of a month that the member held office.

10. Reduced Payments

10.1 Elected Members can opt for a lesser level of payment by making application to the Chief Executive Officer. The payment must be within the prescribed range determined by the SAT and cannot fall below the minimum payment.

11. Independent Audit, Risk and Improvement Committee (ARIC) Members

11.1 An Independent Audit, Risk and Improvement Committee (ARIC) Member is entitled to be paid a meeting attendance fee for each meeting attended.

11.2 The meeting attendance fee is to be set by Council as part of the annual budget adoption process and must be within the prescribed range determined by the State Administrative Tribunal, based on the maximum meeting fee applicable to a Band 3 local government.

11.3 An Independent ARIC Member is entitled to be reimbursed for reasonable travel and associated expenses incurred in attending ARIC meetings, as evidenced to the satisfaction of the Chief Executive Officer.

12. Other Entitlements

Information Technology

12.1 Elected Members will be provided with appropriate information technology to enable the distribution of Agendas and Minutes by electronic means, for email communication and for seeking information through the internet.

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12.2 Equipment will remain the property of the Shire and will be maintained by the Shire. Elected Members must not install software that is not the property of the Shire.

Information Technology Training

12.3 Appropriate training will be provided to Elected Members to assist them in the effective and efficient use of the equipment and other information technology so that they may fulfil their role at Council and Committee meetings utilising the software provided.

12.4 Any Elected Members leaving their position with Council shall return, within ten working days any information technology equipment provided by the Council.

Business Cards

12.5 Elected Members will be allocated adequate business cards. Business cards must be used for Council business only and must not be used for electioneering purposes.

Uniform

12.6 Shire branded attire can be made available upon request from an Elected Member. A name badge will be issued at the commencement of their term.

Superannuation

12.7 Superannuation contributions will be in effect from 1 July 2025.

12.8 While Elected Members are not considered employees under the SG Act, they are to be treated in the same manner as employees of the Shire of Donnybrook Balingup for the purposes of calculating superannuation contribution payments.

12.9 Superannuation contribution payment is to be paid at the same time as the remuneration of the Elected Member is paid.

12.10 Elected Members must nominate a superannuation account from a scheme or fund to which the SG Act applies.

12.11 A superannuation contribution payment will not be made if the Elected Member fails to nominate an eligible superannuation account before the end of the month to which the payment relates.

12.12 Superannuation contribution payments for Elected Members will not be paid during any period in which they are suspended under the *Local Government Act 1995* or are not entitled to receive their fees and allowances.

12.13 Individual Elected Members may opt out of receiving superannuation contribution payments by providing a notice in writing to the CEO.

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DELEGATION AND AUTHORISATION

13. Nil.

LEGISLATION

- *Local Government Act 1995*
- *Local Government (Administration) Regulations 1996*
- *Salaries & Allowances Act 1975* – Section 7B
- *Commonwealth Superannuation Guarantee (Administration) Act 1992 (SG Act)*

APPENDIX

14. Nil.

GOVERNANCE

Related Policy(s):

- Nil.

Related Procedure(s):

- Nil.

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Revision Requirements and Version Control:

Responsible Department(s):	Executive			
Review to be conducted by:	Executive Manager Corporate Services			
Revision Frequency:	☐ Annual (1yr)	☒ Biennial (2yr)	☐ Triennial (3yr)	
Current Version Date:	27/05/2026		**Next Due:**	05/2028

Policy Version Details and Information:

#:	Synopsis:	Date:	Ref.:	Synergy:
1	Initial Adoption	26/06/2019	84/19	-
2	• Removed policy number 1.21 and added new policy ID; and • Added scope.	21/12/2021	213/21	NPP7989
3	Amendments made to the payment frequency from quarterly in arrears to paid monthly in arrears, as well as minor grammatical changes.	25/09/2024	162/09-24	NPP13956
4	Amendments made to allow for Superannuation contributions and other minor changes. – See Council report for more details.	28/05/2025	100/05-25	NPP15474
5	Amendments made to include provisions relating to Independent Audit, Risk and Improvement Committee (ARIC) Members, including definitions, meeting attendance fees, and reimbursement of reasonable travel and associated expenses.	27/05/2026	TBA	NPP*

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Strategic Risk Register Report

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Primary	Causes	Consequences	Inherent Risk Rating #	Controls	Residual Risk Rating	Objective Area	Strategic Risk No.
The Shire lacks the workforce capacity, capability or culture to deliver the Council Plan	1.Tight labour market and difficulty attracting suitably skilled staff 2.Ageing workforce and loss of corporate knowledge through turnover or retirement 3.Insufficient workforce planning linked to Council Plan priorities 4.Skills gaps and limited access to specialist expertise 5.Inadequate training, development or succession planning 6.Leadership capability gaps or inconsistent management practices 7.Workload pressures, fatigue and wellbeing impacts 8.Cultural misalignment, low engagement or resistance to change 9.Reliance on key individuals without adequate back-up or depth 10.External pressures (legislative change, funding constraints, service growth)	1.Failure to deliver Council Plan outcomes and priorities 2.Decline in service quality, timeliness and responsiveness 3.Increased staff turnover, burnout and loss of corporate knowledge 4.Greater reliance on contractors with higher costs and reduced continuity 5.Reduced organisational resilience and adaptability to change 6.Reputational damage and loss of community confidence 7.Increased safety, compliance and governance risks 8.Reduced value for money and financial inefficiency	8	1.Work Health, Safety and Wellbeing Management Framework 2.Training, Induction and Ongoing Skills Development Programs 3. Performance Management and Executive Review Processes 4. Industrial Agreements and Employment Frameworks 5.Consultation, Communication and Change Management Mechanisms 6. Workforce Resilience and Business Continuity Planning	4	People	SR-01
Variability between development / growth within the district, and the Shire's Planning Framework impacting revenue streams, service delivery and community agreement as to how growth / development should occur.	1. Lack of strategic urban and regional planning to deliver sustainable growth 2. Complex planning system impacts being able to effectively manage economic growth 3. Insufficient / weak planning and development to deliver growth 4. Lack of infrastructure coordination to support growth 5. Reactive planning to short term issues which undermines strategic direction 6. Lack of resources within the planning teams	1. Loss of businesses and associated economic consequences 2. Uncontrolled growth which dimishes natual and agricultural resources 3. Community unrest and disillusionment with the Shire 4. Altering the look and feel of the Shire 5. Reputational damage (escalation to other bodies, media)	8	2. Developer Contribution Scheme 3. Structure plans 4. Local Planning Strategy and scheme 5. Local Development Plans 6. Payment in lieu of parking plan 7. Local Heritage Survey 8. Economic Development and Tourism Strategy 9. Integrated Planning and Reporting (LTFP, CBP) 10. Supporting major infrastructure projects (e.g. SW Highway) 11.Quality control over subdivision conditions	4	Place Prosperity	SR-02
Change in financial capacity impacting service and/or project quality and delivery	1. Economic downturn impacting revenue 2. Inaccurate population growth predictions 3. Developer Contribution Scheme and gifted assets 4. Land investing / acquistion 5. Business investment in the Shire 6. Uncertainty over government funding 7. Uncertainty over fees and charges 8.Rating Strategy and subsequent rate revenue 9. Changing compliance requirements 10. Loss of grant funding due to the untimely delivery of works 11. Inflation resulting in cost increases 12. Mismanagement of projects resulting in unexpected costs	1. Financial sustainability 2.Reputation damage 3. Attraction & retention of if businesses and associated economic consequences: 4. Poorly maintained assets 5. Unable to meet community expectations 6. Breakdown in relationship between Council and Administration 7. Inability to match grant funding obligations 8. Inability to retain staff 9. Project benefits cannot be achieved 10. Project scope reduction	8	1. Long Term Financial Plan 2. Corporate Business Plan and routine reporting to Council 3. Finance dashboards for budget monitoring 4. Rating Strategy 5. Financial Health Indicator 6. Developer Contribution Plan Financial Audit Results 7. Community Infrastructure Implementation Plan 8. Planning for the Future Advocacy plan 9. Economic Development and Tourism Strategy 10. Project and Contract Management Framework 11. Grant agreements with fundng bodies to assist in asset upgrades. 12. Overhead monitoring	4	Prosperity Performance	SR-03
Change in political and stakeholder working relationships, impacting partnerships, alliances, project support (e.g. funding) and/or management of stakeholder expectations.	1. Consideration of possible partnerships (what do you/they need and what can you/they offer) to deliver greater operating power and minimise competition 2. Inadequate / infrequent engagement with community and stakeholders 3. Unclear understanding of stakeholder expectations 4. Conflicting priorities between Shire and Stakeholders 5. Project delivery not progressing as planned or within timeframes 6. Legacy / historical dealings 7. LGA tier hieracy (Band 3, SW region) 8. Differing political views / objectives 9. Council instability or Elected Member resignation	1. Impacts on the Shire's performance 2. Reputation damage 3. Unable to source / secure major external grant funding 4. Advocate for community and Shire matters 5. Government interest in Shire may shift 6. Unable to have input in major State Government projects 7. Project delays	10	1. Planning for the Future Advocacy Plan 2. Agreements with Main Roads and Federal Gov. to obtain infrastructure upgrades 3. Hypergrowth Network Implementation Plan - Lobby and advocate the Government to assist in upgrading the Shire's hypergrowth roads that are currently underservicing the future population 4. CEO/Shire President meeting regularly with Minister / Local Member 5. Stakeholder Management Plan 6. Communications Protocol and Communications Policy 7. Project Management Framework (to provide project delivery assurance) 8. Supporting major infrastructure projects (e.g. SW Highway): Various memberships and networking with regional partners 9. Continued engagement with NGAA to influence	5	People Prosperity Performance	SR-04
A continually changing climate and environment impacting people's ability to access nature and the Shire's management of natural resources and activities	1. Lack of natural area reserve management within the Shire 2. Inadequate planning control over development which causes the loss of natural areas 3. Lack of compliance and enforcement, which results in damage to the natural environment 4. Inadequate balance in the consideration of environment issues in Shire roads and other infrastructure projects 5. Lack of asset management actions specific to local natural area reserves, managed by the Shire. 6. Failure to implement and maintain environmental offsets required by State and Federal regulatory approvals for Shire projects 7. Lack of community support for urban and rural tree canopy being provided and maintained within road verges of the Shire 8. Increased average temperatures which impacts on the coping capacity of local natural areas, causing their natural decline 9. Inadequate resources for response and recovery of the natural environment following a disaster (e.g. environmental pests, disease, bushfire etc)	1. Reduced community liveability and wellbeing 2. Reputation damage 3. Financial impacts (e.g., cost of restoration) 4. Reduced Tourism 5. Loss of environmental assets (trees, wetlands, lakes) 6. Inability to implement emergency preparedness and activities e.g., from longer/changing seasons 7. Restriction on undertaking road improvements 8. Ground water availability disappears having impacts on natural assets 9. Loss of wildlife	12	1. Clearing Permits / "Licence to take" applications 2. State and Federal environmental policy regulations and legislation 3. Verge and Reserve Management including community engagement (feral animal control, weed control, fencing, dieback, friends of groups, tree planting etc.) 4. Bushfire Mitigation Works cognisant of environmental issues 5. Use of recycled material for road construction 6. CARG Climate Change Action Plan 7. CARG membership	8	People Planet	SR-05
Council strategies, priorities and major initiatives are not delivered	1.Over-commitment of Council priorities beyond available financial, workforce or asset capacity 2.Poor prioritisation or sequencing of initiatives 3.Inadequate project planning, scoping or business cases 4.Insufficient governance, sponsorship or accountability for major initiatives 5.Lack of alignment between the Council Plan, budget, workforce and asset planning 6.Limited organisational capacity or capability to deliver complex projects 7.Competing operational demands diverting resources from strategic delivery 8.Inadequate monitoring, reporting or early escalation of delivery issues 9.Dependence on external funding, partners or approvals that are delayed or withdrawn 10.Change fatigue, resistance to change or poor change management	1.Council Plan objectives are not achieved 2.Cost overruns, delays or abandonment of major initiatives 3.Misalignment between strategy, budget and service delivery 4.Loss of credibility with the community, partners and funding bodies 5.Reduced community trust and confidence in Council leadership 6.Missed funding, growth or service improvement opportunities 7.Increased scrutiny from auditors and regulators 8.Organisational fatigue and reduced morale	12	1.Council Plan 2.Informing plans and strategies (Workforce Plan, Budget) 3.Project and Program Governance processes 4.Executive and Council Performance Monitoring and Reporting 5.Risk Management and Assurance Oversight (Audit & Risk Management Committee) 6.External Funding, Partnership and Grant Management Controls	8	Performance	SR-06
The Delivery Phase of Major Capital Projects not delivered in accordance with compliance frameworks and agreed timelines	1. Lack of responsibility, accountability or oversight 2. Lack of enforcement for non-compliance 3. Insufficient stakeholder engagement 4. Inadequate project governance, such as: - planning and scoping- project monitoring and reporting- risk management- stakeholder management 5. Poor planning of advocacy projects leading to unrealistic timeframes to complete projects by funders	1. Consistent underachievement of project outcomes resulting in diminished organisational credibility, loss of community trust, and reduced access to future funding. 2. Non delivery or delayed delivery of projects 3. Financial impacts 4. Reputational damage	12	1. Council Plan Reporting and Review Process 2. Budget Review Process 3. Extension of time requests to funding partners 4. Procurement Policies and procedures	8	Performance	SR-07
Global, national or local pandemic impacts the Shire	1.Emergence of highly infectious or novel diseases beyond local control 2.Dependence on external public health responses and government directives 3.Reduced workforce availability due to illness, isolation or caring responsibilities 4.Disruption to essential services and supply chains 5.Limited surge capacity or cross-skilling within the workforce 6.Inadequate pandemic-specific business continuity or response planning 7.Increased community vulnerability and demand for support services 8.Financial pressures arising from reduced revenue and increased response costs 9.Rapidly changing regulatory, health and safety requirements 10.Community anxiety, misinformation or reduced compliance with public health measures	1.Reduced workforce availability and operational capacity 2.Disruption to essential and non-essential service delivery 3.Increased community vulnerability and demand for support 4.Financial pressure from reduced revenue and increased costs 5.Delays to projects, programs and statutory processes 6.Increased health, safety and wellbeing risks to staff and community 7.Reputational impacts if response is perceived as inadequate 8.Long-term impacts on organisational resilience and recovery	15	1.Business Continuity Planning 2.Emergency Management and Incident Coordination Arrangements 3.Flexible Workforce and Remote Working Arrangements 4.Work Health, Safety and Wellbeing Controls 5.Service Prioritisation and Continuity of Essential Services Framework 6.Public Health Coordination and Information Management 7.ICT Resilience and System Availability Controls	10	People	SR-08
Acts of terrorism or violent extremism impact the Shire	1.Global or national security threats beyond the Shire's direct control 2.Lone-actor or opportunistic incidents targeting public places or events 3.Public events, gatherings or facilities that increase exposure and visibility 4.Limited ability to detect or prevent radicalisation or extremist behaviour locally 5.Reliance on external intelligence, policing and security agencies for threat awareness 6.Inadequate security design or protective measures at public assets and facilities 7.Insufficient staff awareness or preparedness to identify and respond to threats 8.Rapid escalation of incidents with limited warning time 9.Community tensions, misinformation or social unrest contributing to risk 10.Evolving threat landscape and changing methods of attack	1.Loss of life or serious injury to community members or staff 2.Community trauma and long-term social impacts 3.Disruption to Council services, facilities and operations 4.Damage to public infrastructure and assets 5.Significant reputational damage and loss of public confidence 6.Legal liability and regulatory scrutiny 7.Increased security and recovery costs 8.Long-term impacts on community perceptions of safety	15	1.Emergency Management and Incident Response Planning 2.Business Continuity and Crisis Management Framework 3.Coordination with WA Police, Emergency Services and State Agencies 4.Public Event, Facility and Infrastructure Risk Assessments 5.Security and Safety Measures for Council Assets and Public Places 6.Staff Awareness, Training and Incident Reporting Arrangements 7.Community Communication and Information Management processes 8.Insurance	10	Performance	SR-09

Primary	Causes	Consequences	Inherent Risk Rating #	Controls	Residual Risk Rating	Objective Area	Strategic Risk No.
Ineffective work health and safety management	1.Inadequate WHS governance, leadership oversight or accountability 2.Poor safety culture or inconsistent leadership commitment to WHS 3.Insufficient hazard identification, risk assessment or control implementation 4.Inadequate training, induction or supervision of employees and contractors 5.Failure to manage psychosocial hazards such as workload, fatigue and stress 6.Incomplete or ineffective incident reporting, investigation and follow-up 7.Non-compliance with WHS legislation, codes of practice or standards 8.Insufficient resourcing for WHS systems, audits or continuous improvement 9.Reliance on informal practices rather than documented systems and procedures 10.Poor contractor management and oversight of third-party safety performance	1.Serious injury or fatality to employees, contractors or the public 2.Prosecutions, fines or enforceable undertakings 3.Increased workers' compensation and insurance costs 4.Work stoppages, lost productivity and service disruption 5.Reputational damage and loss of community trust 6.Reduced staff morale, engagement and retention 7.Increased regulatory and audit scrutiny 8.Loss of organisational capability and resilience	15	1.WHS Policies, Procedures and Safe Work Instructions 2.Hazard Identification, Risk Assessment and Incident Reporting Processes 3.Training, Induction and Competency Requirements (including contractors) 4.Leadership Accountability and WHS Governance Oversight 5.Consultation with Employees and Health and Safety Representatives 6.Auditing, Inspections and Continuous Improvement Programs 7.Wellbeing, Psychosocial Risk and Injury Management Programs 8. Regional Risk Coordinator	10	Performance	SR-10
Governance, leadership or decision-making are ineffective	1.Unclear roles, responsibilities or accountabilities between Council and Administration 2.Insufficient induction, training or ongoing development for Elected Members 3.Leadership capability gaps at executive or senior management level 4.Poor quality, incomplete or untimely information provided for decision-making 5.Inadequate governance frameworks, policies or delegations 6.Weak oversight, assurance or internal control mechanisms 7.Inconsistent application of policies, procedures or decision-making standards 8.Ineffective performance management and accountability arrangements 9.Cultural issues such as lack of trust, transparency or ethical leadership 10.Failure to identify, escalate or address governance and performance issues early	1.Poor strategic decisions and sub-optimal outcomes 2.Failure to achieve Council Plan objectives 3.Increased organisational conflict or dysfunction 4.Adverse audit findings and regulatory intervention 5.Loss of community trust and confidence in Council 6.Increased legal, financial or compliance exposure 7.Reduced organisational performance and accountability 8.Damage to Council's reputation and credibility	16	1. Elected Member Induction, Training and Development 2. Delegations, Policies and Decision-Making Authorities 3. Executive Leadership and Performance Management Processes 4. Quality Reporting, Briefing and Information Management Standards 5. Audit, Risk and Governance Committee Oversight 6.Internal and External Audit and Assurance Activities 7.Code of Conduct, Ethical Standards and Complaints Handling Processes	12	Performance	SR-11
Possible loss of life, property and critical infrastructure	1. Natural disasters (Bushfires, flooding etc) 2. Inadequate transportation in and out of the shire (including public transport options and private transport options e.g. safe roads) 3. Inadequate telecommunication technology (internet, mobile) 4. failure to regulate fire break notices, fire permit permissions and requirements 5. failure to support an effective bushfire brigade response 6. failure to educate community on property management, the importance of shared responsibility and safe burning off practices 7. failure to build community awareness in respect of early and coherent decision making related to fires 8. failure to allocate human resources to manage community engagement and education in respect of bush fire preparedness and prevention 9. failure to implement a practice of rural and urban verge management policy 10. failure of land owners to maintain road verges adjoining their land 11. failure of the Shire to fund reasonable and practicable management of reserves including trails, drains, bush land reserves, multi use corridors and major transportation routes 12. failure to enter into a MOU with surrounding local governments for response and recovery 13. failure to obtain grants to address high risk areas identified by the endorsed bush fire risk management plan 14. lack of internal staff awareness of response, recovery roles and responsibilities	1. Environmental impacts 2. Community Unrest and impact on community due to recovery process/ timeframes 3. Loss of Businesses 4. Reputation damage 5. Legal action / liability for inappropriate actions 6. Reduction in land values 7. Impact on growth of the Shire 8. Financial consequences on insurance and rates 9. Staff and communuity psychosocial health impacts 10. Impact on Shire operations (due to recovery arrangements) 11. Loss of life, property and infrastructure	20	1. Regulatory compliance in accordance with the Bush Fires Act 1954 and subsidiary legislation 2. Dedicated emergency services team including CESM Partnership between the Shire and DFES 3. Bush Fire Brigades and 500+ active volunteers 4. State Government Bushfire Mitigation Activity Funding program and implementation of mitigation works 5. Bush Fire Advisory Committee and Local Emergency Management Committee 6. Municipal budget funding for bush fire management 7. Local Emergency Management Arrangements 8. Backup generator for the communications tower in Jarrahdale 9. Opt in text message system for the Shire for Total Fire Bans 10. Annual Emergency Services Communication Plan (including emergency preparedness activities) 11. Urban and Rural Verge Council Policy 12. Maintenance Schedule for Verges	15	People Planet Place Prosperity Performance	SR-12
Non-compliance with relevant laws, regulations, and compliance standards including work health & safety.	1. Change management and associated conflicts 2. Staff turnover 3. Inconsistant communication / engagement / collaboration across the organisation / SILO operations 4. Outdated documentation (e.g. policies, procedures, forms) 5. Inefficient business systems 6. Paper-based, manual processes 7. Legislation amendments / reform 8. Lack of organisational capacity and resources to be abreast of upcoming change and to implement change 9. Inadequate oversight, reporting and evaluation mechanisms 10. Supporting processes (e.g. procurement, contracting) not considering WHS factors	1. Impact on organisational performance (e.g. industrial relations activity, loss of resources) 2. Reputation damage / Impact of public confidence in the shire (investigations, inquries, appointment of commissioner etc.) 3. Worker Injury 4. Financial cost increases (e.g. Insurance Premiums, Prosecutions) 5. Personal liability (for WHS failure) 6. Breakdown in relationship between council and administration	20	1. Worker Inductions 2. Organisational vision and values 3. Attain - Compliance Management Software 4. Annual delegations review 5. Policy and procedure review 6. Internal Audits 7. Regulation 5 and 17 Reviews and CAR 8. Financial Audits 9. Safety documentation and processes (e.g. Safety Manuals, Procedures, Methods, Forms) 10. Health and Safety Representative Committee 11. Hazard Inspections and audits 12. WHS Support Team (2 FTE) 13. Operational WHS Risk Register 14. Subcriptions e.g., WA Legislation RSS Notifications, WALGA, LG Pro, DLGRIS	16	Performance	SR-13
Substantial or major loss or corruption of records or data	1.Inadequate records and information management governance or frameworks 2.Failure or unavailability of core ICT systems or infrastructure 3.Insufficient data backup, disaster recovery or restoration arrangements 4.Cyber security incidents such as malware, ransomware or unauthorised access 5.Poor records management practices or non-compliance with retention requirements 6.Human error, accidental deletion or improper handling of records and data 7.Insufficient staff training and awareness in records and information management 8.Inadequate access controls, permissions or segregation of duties 9.Physical damage to records or systems (fire, flood, power outage, equipment failure) 10.Over-reliance on key systems or individuals without redundancy or documentation	1.Inability to demonstrate compliance or defend decisions 2.Disruption to service delivery and business operations 3.Legal, regulatory or statutory non-compliance 4.Financial loss and recovery costs 5.Loss of corporate knowledge and historical records 6.Reputational damage and loss of community trust 7.Increased cyber, privacy or security exposure 8.Reduced organisational efficiency and confidence in systems	20	1.Records Keeping Plan 2.Electronic Document and Records Management System (EDRMS) 3.Information Security and Cyber Security Controls 4.Data Backup, Disaster Recovery and System Restoration Arrangements 5.Records Retention, Disposal and Archiving Schedules 6.Access Controls and User Permission Management 7.Staff Training and Awareness in Records and Information Management 8.Audit, Compliance Monitoring and Assurance Activities	16	Performance	SR-14
Ageing / sub-standard assets requiring renewal, upgrade and maintenance, Infrastructure and assets do not meet community needs or fail prematurely	1. Construction traffic associated with development and growth accelarating the deterioration of the road assets. 2. Ageing assets 3. Insufficient funding including a lack of asset replacement funding 4. Large number of assets compared to rates base	1. Poor livability outcomes for new or existing communities 2. Unsafe assets 3. Decrease in community cohesion 4. Poor levels of service 5. Perception that uneven resource distribution by the shire 6. Reputation damage 7. Inability to undertake proactive upgrades 8. Financial sustainability	20	1. Asset Management Plans incorporating forward works plans 2. Asset Management Strategy 3. Condition survey program for each asset class 4. Long Term Financial Plan 5. Property Management Framework 6. Incorporating the direction of the financial sustainability review 7. Rating Strategy 8. Annual strategic financial report to Council (budget setting process) 9. Seek grant funding to assist in asset upgrades 10. Asset Register and Finance System	16	Place Performance	SR-15
Inability to keep up with continually evolving ICT environment impacting the management of the organisation's ICT Controls, security, and digital transformation	1. Rapid advancements and evolution in technology outpacing the organisation's ability to adapt including hardware, software and best practises. 2. Lack of established guiding principles for all ICT and software decisions 3. Lack of standard Change Management Process for all core system and process changes 4. Lack of integration within business units to develop better system functional knowledge 5. Insufficient funding / budgetary constraints 6. Lack of staff with specialised skills (contract management, service management) 7. Dependancies on legacy systems 8. Increasing levels of service and expectation 9. Organisational inefficiencies and evolution to digital practices 10. Artificial Intelligence	1. Impact on organisational performance and efficiency 2. Increased risk of cyber incidents (eg data / privacy breaches, randomware attacks) 3. Reputational damage (e.g. impacts on customer service delivery, data integrity, digital expectations, loss of trust) 4. Financial loss from cyber attacks 5. Increased operational costs due to reactive rather than proactive maintenance 6. Poor user experience for staff and customer to due to slow or unreliable systems 7. Lack of accountability and poor quality of work including data inaccuracy (e.g., incorrect use of AI) 8. Non-compliance with legislation (e.g live streaming)	25	1. Cyber Security framework adherence (Australian Cyber Security Centre Essential Eight) and-government/essential-cybersecurity/essential-eight 2. Policies for Information Security & Risk Management - TBD 3. ICT Risk Register 4. ICT Strategic Plan - TBD 5. ICT Disaster Recovery Plan 6. Monitoring of Security Event Logs (Security Information & Event Management/ SIEM tool) and response through a SOC (Security Operations Centre) 7. Change Management (Framework for ICT) - TBD 8. Cloud Management/Cloud first approach including Cloud Migration Strategy TBD 9. Business Continuity Planning 10.Asset lifecycle management plan (TBD) 11.Regular ICT auditing including penetration testing 12.Regular reviews of technical documentation and process including BOPs, policies, work instructions and QRGs	20	Performance	SR-16

Shire of
Donnybrook Balingup

2026
Discussion Paper
Council Representation

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1. Background

The Shire of Donnybrook Balingup has resolved to undertake a review of its system of representation following a Council resolution in May 2025, which requested the Chief Executive Officer to commence the process.

The purpose of the review is to assess whether the current number of Elected Members remains appropriate, taking into account population and elector numbers, governance effectiveness, decision-making efficiency, councillor workload and capability, community access to Elected Members, and financial sustainability.

The Shire is a Band 3 local government and operates under a no-ward structure, with all Councillors representing the entire district.

2. Legislative Context

Local Governments without wards are not required to conduct periodic representation reviews under the *Local Government Act 1995*. However, Council may voluntarily undertake a review to determine whether its current arrangements remain suitable.

If Council proposes a change to the number of Councillors, the decision must be supported by an absolute majority and referred to the Local Government Advisory Board.

3. Current Representation and Population Profile

3.1 Current Representation

- **Number of councillors**: 9
- **Ward structure:** No wards

3.2 Population and Electors

- **Estimated resident population:** approximately 6,400–6,600
- **Number of electors:** approximately 4,794
- **Current Councillor-to-elector ratio:** approximately 1 Councillor per 533 electors

This ratio is broadly consistent with other small regional local governments and reflects the Shire's mix of town-based and rural communities.

4. Why Representation Matters

The number of Councillors influences how Council operates and how residents engage with local government. In assessing representation, Council is considering:

- Governance effectiveness – maintaining sufficient skills, experience and diversity of perspectives at the Council table.
- Decision-making efficiency – ensuring decisions are informed, timely and resilient.
- Councillor workload and capability – recognising the increasing complexity of local government decision-making, compliance and strategic oversight.

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- Community access to Elected Members – ensuring residents can reasonably engage with councillors across the district.

5. Financial Framework for Elected Members

5.1 Salaries and Allowances Tribunal Determination

The Salaries and Allowances Tribunal issued its most recent determination on 7 April 2026 under the *Salaries and Allowances Act 1975*. This determination sets remuneration, fees, allowances and reimbursements for Elected Members across Western Australia.

The Tribunal applies a four-band model, based on factors such as population, budget size and service complexity. Banding is only reviewed where there is a substantial and sustained change in a local government's scope or function.

The Shire of Donnybrook Balingup is currently classified as a Band 3 local government.

5.2 Types of Elected Member Payments

Elected member costs may include:

- Meeting attendance fees
- Annual allowances for the President and Deputy President
- ICT allowances or reimbursements
- Superannuation contributions (Band 3 local governments may opt in from 1 February 2025; the Shire applies a 12% contribution)

The Tribunal encourages allowances to be expressed as a percentage of the maximum allowable amount to improve transparency.

6. Current Annual Cost of Elected Members (9 Councillors)

6.1 2026-2027 Cost Estimate

President	Annual cost
• President's allowance	$11,604.00
• Presidents Meeting attendance fees	$14,033.00
• Presidents allowance for ICT expenses	$2,750.00
• Presidents 12% Superannuation	$1,683.96
Deputy President	
• Deputy President's allowance	$2,901.00
• Deputy Presidents Meeting attendance fees	$11,432.00
• Deputy Presidents allowance for ICT expenses	$1,010.00
• Deputy Presidents 12% Superannuation	$1,371.84

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Elected Member (x7)	Per member	7 x Elected Members
• Meeting attendance fees	$11,432.00	$80,024.00
• Allowance for ICT expenses	$1,010.00	$7,070.00
• 12% Superannuation	$1,371.84	$9,602.88
Total		**$143,482.68**

8. Options for Consideration

Cost assumptions outlined below are based on the current allowances and sitting fees being paid to Elected Members as per adopted Council Policy – EM/CP – 5-Elected Members Allowances and Entitlements.

8.1 Option 1 – Maintain the Status Quo (9 Councillors)

Advantages

- Maintains the current balance between representation, workload and governance capacity.
- Provides a broad range of perspectives, skills and community interests at the Council table.
- Allows decision-making responsibilities to be shared across a larger group of Elected Members.
- Maintains multiple access points for community members to engage directly with Councillors.

Disadvantages

- Decision-making may involve more time to canvass views across a larger group.
- Higher overall cost of maintaining Elected Members compared to reduced-size options.
- Fewer incentives for change or efficiency gains in Council processes.

8.2 Option 2 – Reduce to 8 Councillors

Advantages

- Decision-making may become slightly more efficient, with fewer members required to reach consensus.
- Modest reduction in the cost of maintaining Elected Members.
- Retains a strong level of representation while beginning to streamline Council size.
- Councillors may have increased focus and engagement due to slightly increased responsibility.

Disadvantages

- Individual workload increases modestly.
- Slight reduction in the diversity of perspectives at the Council table.
- Marginally fewer access points for community engagement with Elected Members.

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8.3 Option 3 – Reduce to 7 Councillors

Advantages

- Decision-making may become more streamlined and timelier.
- Reduced Council size may encourage stronger team cohesion and cooperation.
- Moderate reduction in Elected Member costs.
- Fewer positions may increase interest in elections and strengthen mandate for those elected.

Disadvantages

- Noticeable increase in workload and responsibility for each Councillor.
- Reduced tolerance for absences, conflicts of interest or vacancies.
- Potential reduction in diversity of views and skills.
- Community members have fewer elected representatives available for direct contact.

8.4 Option 4 – Reduce to 6 Councillors

Advantages

- Smaller Council may enable quicker decision-making and clearer accountability.
- Further reduction in the cost of maintaining Elected Members.
- Council members may demonstrate higher levels of commitment and engagement due to increased responsibility.

Disadvantages

- Significant increase in workload for each Councillor, which may affect effectiveness.
- Greater reliance on full attendance and participation by all Councillors.
- Increased risk of dominance by particular interests or viewpoints.
- Reduced diversity of experience and community perspectives at the Council table.
- Fewer opportunities for community members to engage directly with Councillors.

8.5 Option 5 – Reduce to 5 Councillors

Advantages

- Highly streamlined decision-making structure.
- Lowest cost of maintaining Elected Members.
- Strong incentive for Councillors to be highly engaged, informed and active.
- Smaller number of positions may increase electoral competitiveness and mandate strength.

Disadvantages

- Very high workload and responsibility placed on each Councillor.
- Limited capacity to absorb absences, leave or disengagement.

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- High reliance on the capability, availability and performance of individual Councillors.
- Increased risk of reduced effectiveness if participation is not consistent.
- Further reduction in diversity of views and community access to Elected Members.

9. Future Cost Trends and SAT Increases

Over time, the Salaries and Allowances Tribunal has periodically increased maximum fees and allowances to reflect:

- inflationary pressures,
- increased governance complexity,
- higher expectations on Elected Members.

While future determinations cannot be predicted with certainty, it is reasonable to expect:

- incremental increases to meeting fees and allowances, and
- ongoing consideration of Elected Member workload and accountability.

As Councillor numbers reduce, any future SAT increases will apply to fewer individuals, but the workload and expectations per Councillor will rise, potentially strengthening the case for allowances to be set closer to maximums to reflect responsibilities.

10. Workload, Participation and Allowance Considerations

As the number of Councillors reduces:

- Each Councillor is required to represent a larger proportion of the community,
- Participation in meetings, briefings and training becomes more critical, and
- 100% attendance and preparedness become increasingly important for effective governance.

In smaller Councils, absences or disengagement can have a material impact on decision-making quality, quorum and governance resilience.

Accordingly, Council may need to consider whether:

- allowances and meeting fees remain appropriate to reflect increased workload,
- higher expectations around preparation, participation and accountability justify higher remuneration within SAT limits.

This consideration is separate from, but linked to, councillor numbers and governance effectiveness.

11. What Council Will Consider

In determining the preferred option, Council will consider:

- Community feedback,
- Governance effectiveness and risk,
- Decision-making efficiency,

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- Councillor workload, wellbeing and capability,
- Community access and representation,
- Financial sustainability, and
- Future flexibility as the Shire grows or changes.

12. Public Submissions

Community members are invited to make a written submission on any aspect of this review.

Submissions to:
Shire of Donnybrook Balingup
1 Bentley Street, Donnybrook WA
Email: Shire@donnybrook.wa.gov.au

Closing date: [insert date – minimum six weeks from notice]

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Complaints Handling

Shire of Donnybrook Balingup Council Policy EXE/CP-15

Strategic Outcome Supported: 12 – A well respected, professionally run organisation.

OBJECTIVE

1. To provide a fair, accessible, timely, and consistent approach for managing general complaints about Shire services, actions, staff conduct (that does not amount to misconduct under statute), contractors or volunteers—while promoting service improvement, accountability, and community confidence. This policy gives effect to the Shire's customer service commitments to courtesy, respect, fair and efficient service, timely responses, clear information, privacy, and prompt, professional complaint resolution.

SCOPE

2. This policy applies to:

   a. Who can complain: Any community member, ratepayer, resident, visitor, business, or stakeholder affected by the Shire's services or actions.

   b. What is covered: General complaints about service quality, timeliness, decisions (where a statutory appeal is not available), communication, staff/contractor/volunteer behaviour falling short of expectations but not amounting to misconduct, and accessibility of services/information. It includes complaints received via in-person, phone, email, website forms, letters, and social media (noting complex matters raised on social platforms will be redirected to formal channels).

   c. What is not covered:

      i. FOI access/amendment requests (handled under the *Freedom of Information Act 1992* process and the Shire's FOI arrangements).

      ii. Public Interest Disclosures (PID) and suspected corruption, serious or minor misconduct (handled under dedicated legislation and procedures).

      iii. Complaints with statutory appeal/review pathways (e.g., planning, health, infringements) where legislation prescribes processes.

DEFINITIONS

3. **CEO** means Chief Executive Officer

4. **Charter** means Customer Service Charter.

5. **Code** means the Shire's Code of Conduct for Employees, Contractors and Volunteers.

6. **Complaint** means an expression of dissatisfaction about the Shire's standard of service, action or inaction, decision, or staff/contractor/volunteer conduct, where a response or resolution is explicitly or implicitly expected.

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7. **Confidential Information** means information obtained or created in the course of duties that is handled and disclosed only as required for complaint management or as permitted/required by law.
8. **Feedback/Compliment** means a suggestion for improvement or positive comment about services or staff.
9. **FOI** means Freedom of Information.
10. **Misconduct / Serious or Minor Misconduct** means conduct as defined under the *Corruption, Crime and Misconduct Act 2003*, to be handled in accordance with the Code of Conduct and statutory reporting pathways.
11. **PID** means Public Interest Disclosure.
12. **Service Request** means a request for the first-time provision of a service (e.g., report a pothole) rather than dissatisfaction with how a service was delivered.
13. **Shire** means Shire of Donnybrook Balingup.

POLICY STATEMENTS

Principles

14. The Shire will manage complaints in accordance with the following principles:
    a. Courtesy, respect and professionalism in all interactions with complainants and staff.
    b. Accessibility—multiple channels, reasonable assistance, and inclusive practices to ensure information and services are accessible to all.
    c. Timeliness and clear communication—acknowledgement, updates, and reasons for decisions, consistent with the Shire's customer service standards.
    d. Fairness and impartiality—objective assessment, free from bias, consistent with employees' obligations to act impartially and in the public interest.
    e. Privacy, confidentiality and information security—complaint information handled responsibly and disclosed only as authorised by the CEO or permitted/required by law.
    f. Accountability and learning—use complaint insights to improve services, consistent with transparency and accountability aims reflected in the Information Statement and FOI framework.

How to Make a Complaint (Channels)

15. Complaints may be lodged:
    a. Online via the Shire's website feedback/complaints form;
    b. Email or letter; or
    c. Telephone; or
    d. In person at the Administration Office.

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Expected Timeframes and Communication

16. Acknowledgement (written complaints): The Shire endeavours to acknowledge within five (5) working days and, where complex, provide an expected completion date. Emails are treated the same as other written correspondence.

17. Phone or in person enquiries: Staff will aim to resolve immediately; otherwise, contact within two (2) working days to schedule or discuss next steps.

18. Updates and Outcomes: Complainants will be advised of the assessment outcome, reasons for decisions, any actions to resolve the issue, and available review options (internal or external). This aligns with the Charter's commitments to clear, accurate information and keeping customers informed.

19. Where a complaint is escalated to an external oversight or review body, internal complaint handling may be paused or coordinated in accordance with the requirements of that body, and the complainant will be informed accordingly.

Process (Three-Tier Pathway)

20. Tier 1 – Frontline resolution

    Where possible, staff receiving the complaint will attempt prompt resolution (e.g., apology, explanation, quick fix). Staff will maintain courteous and professional communication consistent with the Code and Charter.

21. Tier 2 – Service area review

    If not resolved, the matter is referred to the relevant supervisor/manager for review, clarification of issues, remedy options, and written outcome with reasons and timeframes.

22. Tier 3 – Internal review

    Where the complainant remains dissatisfied, an internal review may be requested (escalated to a senior officer not involved in the original decision). (Note: This is distinct from formal FOI internal review and does not displace any statutory appeal rights.)

23. Where the complainant remains dissatisfied, they may seek external review (refer *External Review and Oversight (Handling Ombudsman and External Oversight Enquiries)* below).

External Review and Oversight (Handling Ombudsman and External Oversight Enquiries)

24. The Shire recognises the role of external oversight bodies, including the Ombudsman, in reviewing administrative actions and complaint handling processes.

25. Where an enquiry, investigation or request for information is received from an Ombudsman or other authorised oversight body:

    a. the matter must be immediately referred to the Chief Executive Officer or delegate;

    b. staff must not respond directly unless authorised to do so; and

    c. all relevant complaint records must be preserved and managed in accordance with recordkeeping and legal requirements.

26. The Shire will:

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a. cooperate fully, professionally and promptly with external review bodies;

b. provide complete, accurate and impartial information within required timeframes; and

c. ensure responses are coordinated centrally to maintain consistency and accountability.

27. Outcomes and recommendations arising from Ombudsman or external oversight reviews will be considered by the Executive and used to inform service improvements, risk management and governance practices where appropriate.

Conduct, Respect and Safety

28. Staff must treat all members of the community with respect, courtesy and professionalism, and deliver services in accordance with the Charter; issues must be resolved promptly, fairly and equitably.

29. Staff will comply with lawful and reasonable directions and Shire policies, use accurate, polite and professional communications, and maintain professional presentation.

30. The Shire expects complainants to treat staff with courtesy and respect and use appropriate channels, as encouraged by the Charter.

Unreasonable, Persistent or Vexatious Conduct

31. The Shire may set boundaries where behaviour unreasonably impacts staff or processes (e.g., threats, abuse, excessive contact), while preserving access to complaint pathways commensurate with safety and fairness obligations under the Code. Any restrictions will be proportionate, documented, and communicated with reasons. See Appendix A - Guideline For Managing Unreasonable Complainant / Customer Conduct.

Privacy, Confidentiality and Information Access

32. Complaint records will be created and managed in accordance with the Recordkeeping Plan and *State Records Act 2000*, and information will be used/disclosed only as required for handling the complaint or as permitted/required by law, consistent with the Code.

33. Access to complaint documents may be sought through the FOI process—noting rights, timeframes, fees/charges, exemptions, and review pathways outlined in the Information Statement.

34. Where a complaint is subject to review by an external oversight body, information may be disclosed to that body as required or authorised by law.

Public Interest Disclosures and Misconduct

35. If a complaint indicates serious or minor misconduct or matters suitable for Public Interest Disclosure, it must be escalated in line with the Code of Conduct and relevant legislation. The CEO will notify the Corruption and Crime Commission (serious misconduct) or the Public Sector Commission (minor misconduct) where required, and complainants may also report directly to those bodies or make a PID using the Shire's PID procedures.

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Social Media

36. The Shire will acknowledge enquiries raised through its official social media channels in a timely and professional manner. Matters that raise concerns, constitute complaints, or require further assessment will be redirected to appropriate formal channels to ensure procedural fairness and the consistent application of the Shire's complaints handling arrangements.

Continuous Improvement

37. The Shire will periodically analyse complaint trends to improve services and publish high level insights (without personal information) where appropriate, consistent with the transparency aims in the Information Statement.

DELEGATION AND AUTHORISATION

38. Nil.

LEGISLATION

- *Local Government Act 1995*
- *Local Government (Administration) Regulations 1996*
- *Freedom of Information Act 1992 and Freedom of Information Regulations 1993*
- *Public Interest Disclosure Act 2003*
- *Corruption, Crime and Misconduct Act 2003*
- *State Records Act 2000*
- *Work Health and Safety Act 2020*
- *Parliamentary Commissioner Act 1971 (Ombudsman)*

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APPENDIX

A. GUIDELINE FOR MANAGING UNREASONABLE COMPLAINANT / CUSTOMER CONDUCT

Purpose

The purpose of this guideline is to assist employees to act fairly, consistently, honestly and appropriately when identifying and responding to unreasonable complaint conduct.

Objectives

The objectives of this guideline are to:

- ensure equity and fairness for all complainants;
- improve resource allocation and efficiency;
- protect health and safety of staff and other affected persons.

Expectations of staff regarding interactions with customers

Shire staff must ensure that in all interactions with customers they uphold Council's adopted Code of Conduct for Employees, Contractors and Volunteers. They must also:

- deal with customers in a fair and respectful manner;
- remain calm;
- act professionally and impartially;
- provide clear communication about processes and outcomes;
- maintain accurate and full records of interactions with customers.

This guideline applies to all complaints managed under this policy and to all interactions between complainants and the Shire, including in person, telephone, written, electronic and social media communications.

Suspected Unreasonable Complainant/ Customer Conduct

There are four key steps that staff should take in relation to suspected unreasonable complainant or customer conduct. Identify the warning signs, assess the reasonableness of the conduct, categorise the conduct and record and refer. Further details on these four steps are outlined below.

1. Identify the warning signs:

Warning signs may include when the complainant displays any of or a combination of the following behaviours:

- repeated complaints/requests about the same issue, not allowing sufficient time for the issue to be managed;
- behaviour that may indicate vulnerability or support needs;
- look and content of communication – e.g. use of bolding, highlighting, different colours and fonts, inappropriate language, dramatic language, lengthy or excessive submissions;
- rudeness, abruptness, anger, aggression, manipulation or uncooperative behaviour;

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– disproportionate outcomes sought or high expectations - excessive use of Council resources;
– refusal to accept outcome or decisions; and
– escalating the complaint without reasonable grounds.

2. Assess the reasonableness of the conduct

The following criteria should be balanced against each other for each individual case to determine whether the conduct in question meets the threshold of being considered unreasonable.

– What is the potential level of risk to staff, other affected persons and service delivery?
– Does the complaint have merit?
– Is the behaviour proportionate? Is the customer over-reacting, or are their expectations / requests reasonable?
– Are there any Human Rights issues relevant to the complaint?
– Has the complainant responded appropriately to calming measures?
– Are there any extenuating circumstances? Intellect, language barriers, cultural barriers or influences, social resources, general health, age?

Conduct that is considered to be unreasonable under all circumstances includes:

– Aggression;
– Harassment (words or actions);
– Threats; and
– Violence or assault.

3. Categorise the conduct

Unreasonable complainant or customer conduct can be categorised into five categories - persistence, demands or expectations, lack of cooperation, arguments and behaviour. These categories are further defined below. The purpose of categorising conduct is to focus on the observable conduct which may negatively impact on the handling of a complaint and to help determine the most appropriate and strategic course of action to respond and manage the behaviour.

Unreasonable persistence: The complainant's or customer's conduct is unrelenting and causes a disproportionate and unreasonable impact on Council, its staff, services, time or resources.

Unreasonable persistence may include:

– repetitive phone calls, letters, visits, emails sometimes after being asked to stop.
– pursues and exhausts all available review options, and still continues to attempt raising the issue.
– refuses to accept that the complaint has been closed or that no further action can or will be taken.
– "shopping around" seeking contact with other areas of Council in the hope of achieving a different outcome.

Unreasonable demands or expectations: The complainant or customer makes demands or expresses expectations (either directly or impliedly) that are disproportionate to the issue and/or would cause an unreasonable impact on Council, its staff, services, time and/or resources.

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Unreasonable demands or expectations may include:

- issuing instructions or demands on how the complaint will be handled, the priority it should be given, or the outcome that should be achieved.
- insisting on speaking with a senior officer or manager/director/CEO when it is not appropriate or warranted.
- insisting on impossible or inappropriate outcomes (e.g. "sack the lot of them").
- demanding services or a nature/scale beyond what Council can reasonably provide when this has been explained to them.
- expanding the scope of their complaint matter while it is still being dealt with.

Unreasonable lack of cooperation: The complainant or customer displays an unwillingness or inability to cooperate with Council, its staff, and processes causing disproportionate and unreasonable impact on the use of services, time and/or resources.

Lack of cooperation may include:

- sending bulk amounts of information without adequately defining the issues or explaining the relationship between the information and the issue complained about.
- providing little or no details, irrelevant information, or "trickle feeding" information.
- refusing to follow or accept instructions, suggestions, or advice without clear or justifiable reasons.
- displaying unhelpful behaviour e.g. withholding information, acting dishonestly, misquoting others.

Unreasonable arguments: The complainant or customer makes submissions that are not based on reason or logic, or are incomprehensible, false or inflammatory, trivial or delirious causing disproportionate and unreasonable impact on Council, its staff, services, time and/or resources.

Arguments are unreasonable when they:

- are irrational or fail to follow a logical sequence.
- are exaggerated, not supported by any evidence and/or are based on conspiracy theories.
- lead to the rejection of all other valid and contrary arguments (refusing to see the other side of the argument).
- are focussed on the irrelevant or are trivial when compared to the amount of time, resources and attention being demanded.
- are false, inflammatory or defamatory.

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Unreasonable behaviour: Conduct that is unreasonable in all circumstances – regardless of how stressed, angry or frustrated a complainant or customer is – because it unreasonably compromises the health, safety and security of staff, other parties or the complainant. Risks associated with some behaviour may be low. However, high and extreme risk behaviours are associated with this category:

- acts of aggression, verbal abuse, derogatory, racist, or grossly defamatory remarks.
- harassment, intimidation or physical violence.
- rude, confronting and threatening correspondence.
- threats of harm to self or third parties, threats with a weapon or threats to damage property including bomb threats.
- stalking (in person or online).
- emotional manipulation.

4. Record and refer

All incidents of unreasonable complainant or customer conduct should be recorded and then reported to the appropriate supervisor or manager. Records of complainant or customer conduct should be factual and professional, avoiding statements that may contain personal opinion or speculation about the complainant, their thoughts or motives.

Records should include:

- complainant's name;
- officer's name;
- location of interaction (e.g. front counter, complainant's residence, public carpark) and means of communication (e.g. via telephone, face-to-face);
- date and start and finish time of interaction;
- summary of the issues discussed, including any questions asked, advice given, agreed outcomes, specific details of any threats or abusive words (record the exact words used);
- any other relevant information;
- records should be accompanied by any supporting evidence including CCTV.

Procedural Steps Prior to Imposing Restrictions

Before any decision is made to restrict a complainant / customer's access to Council services, the following procedural steps must be undertaken:

1. The complainant / customer must be informed in writing of the concerns regarding their conduct, including specific examples.
2. They must be given an opportunity to respond to the concerns within a reasonable timeframe (e.g. 10 business days).
3. A senior officer (e.g. Director or CEO delegate) must review the response and assess whether the conduct meets the threshold for unreasonable conduct.

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4. Consideration must be given to any mitigating factors, including disability, mental health, cultural or linguistic background, or other vulnerabilities.
5. A written decision must be provided to the complainant/customer outlining the outcome and reasons.

Management of Unreasonable Conduct

Council's Chief Executive Officer, or the CEO's delegate, has the authority to make a decision in relation to access to Council services in cases where a customer or complainant's conduct is deemed to be unreasonable.

Any restrictions imposed must be:

- Proportionate to the nature and severity of the conduct.
- Time-bound, with a review date specified (e.g. 6 or 12 months).
- Clearly communicated to the complainant/customer, including the reasons, scope, and duration.
- Documented in Council's register, with justification and supporting evidence.
- The Chief Executive Officer may choose to:
- take no further action in relation to the customer's requests or in relation to a complaint; or
- decline to acknowledge or act on any future complaints of the same type and/or nature from the same complainant; or
- review the level of service provided to the complainant (applying a risk-based approach).

Further, Council's Chief Executive Officer may choose to manage unreasonable complainant / customer conduct by limiting or changing the way that a complainant / customer can interact with employees and / or access Council services including:

- limiting contact persons – appointing a point of contact in Council for the complainant / customer;
- limiting subject matter – limiting the subject matter of communications that will be responded to under the complaint;
- limiting contact times – limiting a complainant / customer's contact to a particular time of day, length of time and / or frequency;
- limiting contact channels – limiting or modifying the forms of contact that the complainant / customer can have with Council including face to face interviews, telephone and written communications, prohibiting access to Council's premises and making contact through a designated point of contact.

Each case will be assessed by considering all relevant factors associated with a complainant / customer's interactions, including their prior conduct and history with Council.

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Decision-Making Criteria

In determining whether to impose restrictions, the CEO or delegate must consider:

- The nature, frequency, and severity of the conduct.
- The impact on staff safety, service delivery, and Council resources.
- Whether the conduct has persisted despite prior warnings or interventions.
- The complainant / customer's history of interactions with Council.
- Any relevant legal or human rights considerations.
- Whether less restrictive measures have been attempted or are appropriate.

Council will maintain a register of complainants / customers that have been assessed and managed under this process. A review of this register will be undertaken as required or following a request from employees arising from further incidents involving the complainant.

The CEO has the authorisation to:

- remove the restrictions on complainants / customers;
- modify the restriction on complainants / customers;
- reduce service levels to the complainant by applying a risk-based approach.

The CEO can delegate their power and authority under this policy and guideline to a Director.

Review and Appeal of Restrictions

Following the imposition of any restriction:

- Complainants may seek review through the Shire's internal complaint review process.
- A review of the restriction must be conducted periodically or upon request, considering any changes in behaviour or circumstances.
- The outcome of the review must be communicated in writing, including any changes to the restriction.

Validity of Complaints

All complaint matters will be considered on their merits. Unreasonable complainant / customer conduct does not mean that the issues raised will automatically be considered as invalid or lacking in substance.

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GOVERNANCE

Related Policy(s):

- ADM/CP-1 — Records Management
- COMD/CP-3 — Community Engagement Framework
- EXE/CP-6 — Organisational Risk Management
- EXE/CP-7 — Work Health and Safety
- EXE/CP-8 — Policy Framework
- EXE/CP-13 – Social Media
- EXE/CP-14 – Official Communications
- EM/CP-3 — Legal Representation for Elected Members & Employees
- FIN/CP-4 — Purchasing

Related Procedure(s):

- N/A.

Other:

- Customer Service Charter (Shire website)
- Code of Conduct for Employees, Contractors and Volunteers (2026)
- Information Statement 2025–2026

Revision Requirements and Version Control:

Responsible Department(s):	Executive			
Review to be conducted by:	Executive Manager Corporate Services			
Revision Frequency:	☐ Annual (1yr)	☐ Biennial (2yr)	☒ Triennial (3yr)	
Current Version Date:	27/05/2026		**Next Due:**	05/2029

Policy Version Details and Information:

#:	Synopsis:	Date:	Ref.:	Synergy:
1	Initial creation and adoption of Council policy	27/05/2026	TBA	NPP18916

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Title: Council Plan 2026-2036

LG: Shire of Donnybrook Balingup

Vision: Discover the magic

(cover image pending)

Acknowledgement of Country

The Shire of Donnybrook Balingup acknowledges the continuing connection of Aboriginal people to Country, culture and community. We recognise the Traditional Owners of this land, the Wardandi and Ganeang/Kaneang people of the Noongar Nation, and pay our respects to Elders past and present.

Catalyse logo

This plan was developed in partnership with CATALYSE® Pty Ltd using the FUTYR® integrated planning and reporting approach and a MARKYT® Community Scorecard. FUTYR® and MARKYT® are registered trademarks and proprietary methodologies, used with permission, and remain the intellectual property of CATALYSE® Pty Ltd. All rights reserved.

Contents

To be updated on completion

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About the Council Plan

Welcome to the Shire of Donnybrook Balingup's Council Plan – our plan for the future. This plan integrates our Strategic Community Plan, Corporate Business Plan and Public Health Plan.

The Council Plan is a live, or "rolling", document that guides our priorities and actions over its lifespan. It captures the work we are currently delivering, as well as initiatives we will progress in the near future, as ideas are shaped into meaningful and lasting outcomes for our community.

We use the Council Plan to:

- Align our routine programs and annual budgets with the delivery of the Plan
- Strengthen our relationships with the community and key partners
- Enable effective advocacy and well-positioned grant applications
- Ensure our strategies, plans and other related documents give clear effect to our vision and priorities
- Maintain accountability and build trust through regular monitoring and transparent reporting

Development & Reporting

The *Local Government Act 1995* requires all local governments to have a plan for the future. As of 2025, Council was required to adopt a 10-year Strategic Community Plan, 4-year Corporate Business Plan and an Annual Budget. The guidelines suggest integration with informing strategies, including an Asset Management Plan, Workforce Plan, and a Long-term Financial Plan. To streamline reporting and strengthen integration, the Shire is following emerging best practice and has integrated the Strategic Community Plan and Corporate Business Plan into one succinct document named the Council Plan (this one).

In the 2025-2026 period, Council embraced the FUTYR® approach to conduct a major review of this plan, which is a community-led, integrated and streamlined approach designed specifically for local government. The Shire has collaborated with community members and local businesses to shape this plan through a series of meetings, surveys and workshops. There was a focus on understanding where are we now, where we want to be, and how we get there. It involved:

(pending image/diagram - FUTYR & MARKYT process)

- Desktop research and detailed revisions of current plans and strategies to integrate outcomes and actions.
- Participation in the MARKYT® Benchmarking Excellence Program, with **774 community members** completing the 2025 MARKYT® Community Scorecard.
- **45,000+ words added** to the MARKYT® Voicebank with community ideas and suggestions across 40+ service areas.
- **2 community workshops,** hosted in Donnybrook and Balingup, where participants completed a comprehensive review of the draft Council Plan.
- A series of **Council, Executive and Manager workshops, forums and meetings.**
- **Public exhibition** to invite community feedback on the final draft plan.

We extend our gratitude to community members who assisted with development of this Council Plan. We heard from a good cross section of people in the local community, including young people, families, seniors, people with disability, local businesses owners and managers, and representatives from local community organisations.

Keeping Up-to-date

Key elements in the Strategic Community Plan, including community priorities, vision, outcomes and objectives, will undergo a minor desktop review once every two (2) years and a major review once every four (4) years.

Key elements in the Corporate Business Plan, including priority projects and resourcing, will be reviewed and updated annually to ensure continued relevance in a changing environment.

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How to read this plan

Shared Values & Our Vision

These are the values and long-term goals we heard directly from the community through the 2025 MARKYT Scorecard. These aspirations align with our vision – how we celebrate the magic of our People, Planet and Place, and maintain it through Prosperity and Performance.

Outcomes

These are the key focuses and priorities that form the foundation of the Council Plan, describing what we want to achieve based on the values and aspirations of the community. These outcome areas guide the actions we will take and projects that will contribute towards reaching these goals.

Objectives

This is a specific direction for each goal, providing further detailed guidance when prioritising our actions and determining services and deliverables. Each Objective contains further details as shown right.

(images/diagrams of example page layout to accompany the following text, based on final text for adoption – pending)

Principal Activities – "what we will continue to do"

1. Highlighted Headings: The name of a specific service that we currently provide.
2. Supporting Information: Descriptions of the activities and actions taken to provide the service are listed below each highlighted heading, which contributes towards achieving the Objective. The team within the Shire organisation that is responsible for carrying out the action or otherwise delivering that service is also listed.

Supporting Strategies & Plans

These key documents connect to multiple activities and projects listed in the Council Plan, which are represented by the corresponding icon displayed in the list under each objective.

Strategic Initiatives – "what else we plan to do"

These are the priorities projects that fall outside of usual business activities, each requiring their own dedicated resources to complete.

1. Priority Project: The description of the strategic initiative, with the key deliverable emphasised.
2. Responsibility: The team within the Shire organisation that is responsible for carrying out the action or otherwise delivering the Priority Project (can be multiple).
3. 4-year Timeline: Projects are planned for action in certain financial periods, with an icon representing the resourcing required in order to complete it at that time. The solid dot means that resource and/or funding is secured for this item (minimal additional resources required), and is expected to be completed in the corresponding financial year. The coloured dollar symbol means that the project relies on additional resourcing (primarily operating or capital budget/funding) and can only be actioned if this is secured.

Measuring Success

To track progress against outcomes in this plan, Council will use actual and perceived performance measures. Actual performance data is reported in routine progress updates and the Annual Report.

Community perceptions of performance and service delivery have been measured and benchmarked against industry standards through completion of a MARKYT® Community Scorecard and participation in the MARKYT® Benchmarking Excellence Program.

Council aspires to be in the Target Performance Zone across all service areas, with performance between the industry average and highest score shown as the shaded area in the Community Scorecard charts (see following pages).

Progress of Council Plan Projects

The items listed in the Council Plan are scheduled for delivery or action across the 4 financial years listed, and span the lifetime of the plan itself. Each Strategic Initiative is often reliant on multiple factors, particularly when it comes to the resourcing required for each item alongside our various Principal Activities. Progress of key projects is monitored and reported through regular organisational reporting and broader communications, with the most comprehensive summary provided in the Annual Report prepared at the end of each financial year.

To support consistent and clear reporting, the following standard status keywords are used across the Shire to indicate the current stage or level of progress for each project. This terminology is designed like a traffic light system, describing the progress through common motions like stop, start and go – this provides a concise, high-level snapshot of an item's status while ensuring underlying detail and context are retained within supporting reports.



Not Started

Waiting for the magic to begin

This means the item is yet to be actioned and/or work hasn't commenced, no progress has been made at this stage



In Progress

Making the magic happen, watch this space!

Work has started and is ongoing. The item is progressing towards completion as planned or expected



Completed

We made the magic happen, let's celebrate!

The item has been successfully actioned, with the specified goals reached and/or outcomes achieved



Monitor

We've done what we can and have to wait for now

Progress has paused, usually pending certain updates that is required in order to take further action or continue



Deferred

Revisit and make the magic happen later

The item cannot be completed or progressed further at this point in time, to instead be actioned at a later date

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Community Scorecard (2025)

(pending images/charts of performance index score from Community Scorecard 2025 – data: Overall, People, Planet)

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(pending images/charts of performance index score from Community Scorecard 2025 – data: Place, Prosperity, Performance)

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A Message from the Shire President & CEO

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Vivienne MacCarthy
Shire President



Nicholas (Nick) O'Connor
Chief Executive Officer

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The Shire of Donnybrook Balingup at a glance

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Our Community Profile

(insert community profile data per MARKYT Scorecard Report)

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Shire Roles & Responsibilities

Our role is to support a strong, connected community now and into the future. We care for our environment, contribute to social wellbeing, and support a healthy local economy by delivering essential services, partnering with key stakeholders, and advocating for the needs and priorities of our community.

DELIVER

Asset Management

We are responsible for maintaining and upgrading various public assets, including:

- Transport & navigation infrastructure (footpaths, local roads, trails, cycleways)
- Environmental infrastructure
- Community buildings & public toilets
- Streetscapes & public spaces (parks, playgrounds, sporting reserves)
- Shire buildings, vehicles & equipment

Community Services & Compliance

We provide a wide range of services and operate Shire facilities to not only meet community needs, but to ensure compliance with Council policies, legislation and local laws, including:

- Land use & development services
- Sport, recreation & library services
- Art, culture & event support
- Strategic planning & community development
- Universal access & inclusion
- Ranger services
- Waste management
- Fire & emergency management
- Volunteer support services

PARTNER

Government Agencies

Federal and state government agencies are responsible for a wide range of topics, including:

- Indigenous affairs
- Police, emergency services & public health
- Medicare & various welfare programs
- National infrastructure, land use, housing
- Economic development & regulation
- Education (primary, secondary, tertiary, vocational)
- Environmental protection
- State roads, public transport

Other Partners & Stakeholders

We collaborate with a range of partners to address community needs, including:

- Neighbouring local governments & Councils
- Non-government organisations, local businesses, industry & peak bodies
- Community clubs & not-for-profits
- Funding partners, sponsors, donators
- Environmental & biosecurity organisations
- Event organisers, cultural groups, committees
- Volunteers & support services
- Education & training providers

ADVOCATE

A Voice for Local Needs

We advocate for the needs, priorities and aspirations of our community by listening, representing local voices, and working with various levels of government and key partners to achieve positive outcomes. This includes:

- Seeking funding for local infrastructure & community facilities
- Influencing regional and state decisions on transport, housing & other essential services
- Supporting economic development & tourism
- Championing initiatives that strengthen community wellbeing & environmental sustainability

Our advocacy work helps ensure our community is heard and supported beyond the Shire.

By influencing decisions, securing funding and working with other levels of government, we help deliver better roads, services and facilities, attract investment and tourism, and improve access to essential services.

This means real benefits for residents – stronger infrastructure, more opportunities, and a better quality of life now and into the future.

Our Organisation

The Shire is governed by the Elected Members of Council, who are lead by the Shire President. Councillors are community leaders – they help shape local priorities, contribute to strategic planning, and represent the views of residents. Council members don't make decisions alone, and work together as a whole to debate issues, develop policies, and vote on matters that affect the district.

The Chief Executive Officer (CEO) reports directly to the Council and is responsible for implementing strategic initiatives, managing day-to-day operations, and ensuring compliance with legislative requirements.

The Shire Administration is organised into the following directorates which are lead by the Executive Leadership Team, who support the CEO in fulfilling these responsibilities and actioning strategic initiatives. Within these directorates are our various departments, all of which have the teams of staff that bring you a wide range of services and facilities, and committedly work towards achieving the Council Plan.

Office of the CEO

- Corporate Services
- Governance & Government Relations
- Human Resources (HR)
- Records Management
- Media & Communications
- Information Systems & Technology
- Work Health & Safety (WHS)
- Risk Management

Finance & Community

- Community Development
- Aged Care Services
- Council Property & Financial Management
- Customer Service
- Grants & Subsidies
- Property Rates
- Recreation Centre
- Library Services

Operations

- Land Use & Development Services
- Emergency Services & Fire Mitigation
- Environmental Management
- Works & Services
- Plant & Equipment
- Projects & Assets
- Ranger Services
- Waste Management



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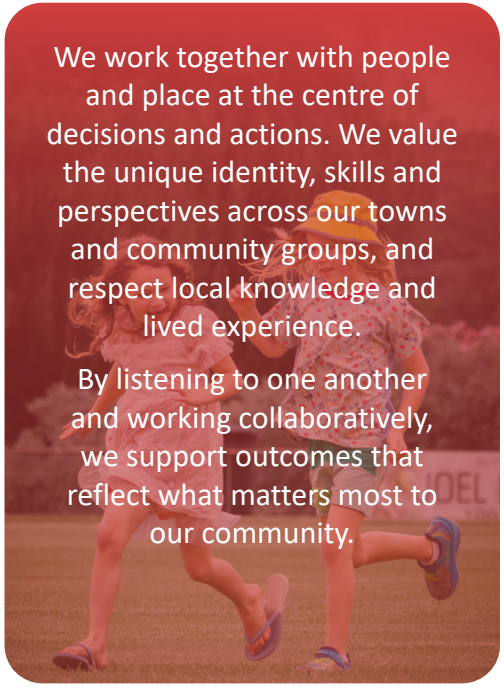
Our Shared Values

Our shared community values reflect what matters most to our community. They guide how we* act and the choices we make.

** "we" means Elected Members, Shire staff, residents, ratepayers, community groups, businesses, visitors and all other stakeholders.*

COMMUNITY-FOCUSED

Working together for better outcomes



We work together with people and place at the centre of decisions and actions. We value the unique identity, skills and perspectives across our towns and community groups, and respect local knowledge and lived experience.

By listening to one another and working collaboratively, we support outcomes that reflect what matters most to our community.

PROACTIVE & OPEN-MINDED

Acting early and embracing new ideas



We take a proactive approach to challenges and opportunities.

We value constructive thinking, curiosity and a willingness to try new approaches, focusing on solutions and asking "how can we?" to support continuous improvement.

ACCOUNTABLE

Transparent decisions and responsible spending



We act with integrity and take shared responsibility for building trust.

Clear decisions and responsible use of shared resources ensure outcomes benefit the whole community.

SUSTAINABLE

Balancing environment, economy and community



We make decisions with future generations in mind.

By balancing environmental, social and economic priorities, we protect our rural character, strengthen community wellbeing and build long-term resilience.

Local Priorities

Below are our Highest Performing Areas, based on community feedback from the 2025 Markyt Community Scorecard:

(icon) **Playgrounds, parks & reserves**

(icon) **Library services**

(icon) **Streetscapes, trees & verges**

(icon) **Sport & recreation facilities/services**

(pending image/diagram of MARKYT Scorecard Community Priorities)

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Community Aspirations

This collection – also known as the "Voicebank" – draws directly from feedback shared in the 2025 Markyt Community Scorecard. These aspirations reflect the community's voice, using their own words as closely as possible across all areas of the survey, with a particular focus on their top priorities.

(icon)

Road maintenance and safety

Deliver consistent, high-quality road maintenance, including repairs and sealing of gravel roads, improved drainage and verge upkeep, clear communication on plans, enhanced safety measures, and more equitable attention to rural road conditions and infrastructure.

(icon)

Community engagement

Facilitate genuine early consultation, transparent decision-making, and clear communication about how input influences outcomes. The community seeks more accessible and well-advertised engagement opportunities, diverse formats like meetings, workshops, and digital tools to share feedback and participate in decisions.

(icon)

Aged care and seniors support

Advocate for expanded aged care facilities, including dementia care, improved in-home support for ageing in place, more diverse and affordable housing options for older residents, and better community transport to ensure access to healthcare and essential services.

(icon)

Affordable housing

The community seeks better access to affordable housing, residential land release, and diverse housing options including tiny homes, granny flats, demountables and medium-density housing. They want streamlined planning processes, improved access to emergency housing, and stronger regulation of holiday rentals.

(icon)

Local events and activities

Provide greater support for local events through funding, promotion and improved advertising, and by upgrading and activating existing venues. The community suggested various types of events from vintage furniture markets to kite festivals, wine festivals and a dog day festival.

(icon)

Paths and trails

Expand and better maintain footpaths to improve accessibility and safety, develop more walking and cycling trails, and strengthen connectivity between key areas. The community also wants safer crossings in town centres and new recreational routes to support active lifestyles and tourism.

(icon)

Transport and connectivity

Advocate for improved public and community transport, including more frequent and expanded bus services, local shuttle, taxi and rideshare options, and better connectivity to Bunbury and Perth.

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Our vision is to maintain the essence of the Shire's magic, which is found at the core of these pillars:

(icon)

PEOPLE

Healthy, inclusive and connected communities

(icon)

PLANET

A shared commitment to sustainability, leaving each place better than we found it

(icon)

PLACE

A growing and responsibly planned district that retains its community spirit and charming rural lifestyle

(icon)

PROSPERITY

A strong, diverse and resilient local economy

(icon)

PERFORMANCE

Open and respectful conversations that lead to positive community outcomes



The Shire will work towards achieving these 11 outcomes* to meet community needs.

(pending image/diagram of Community Outcomes from MARKYT Scorecard Report)

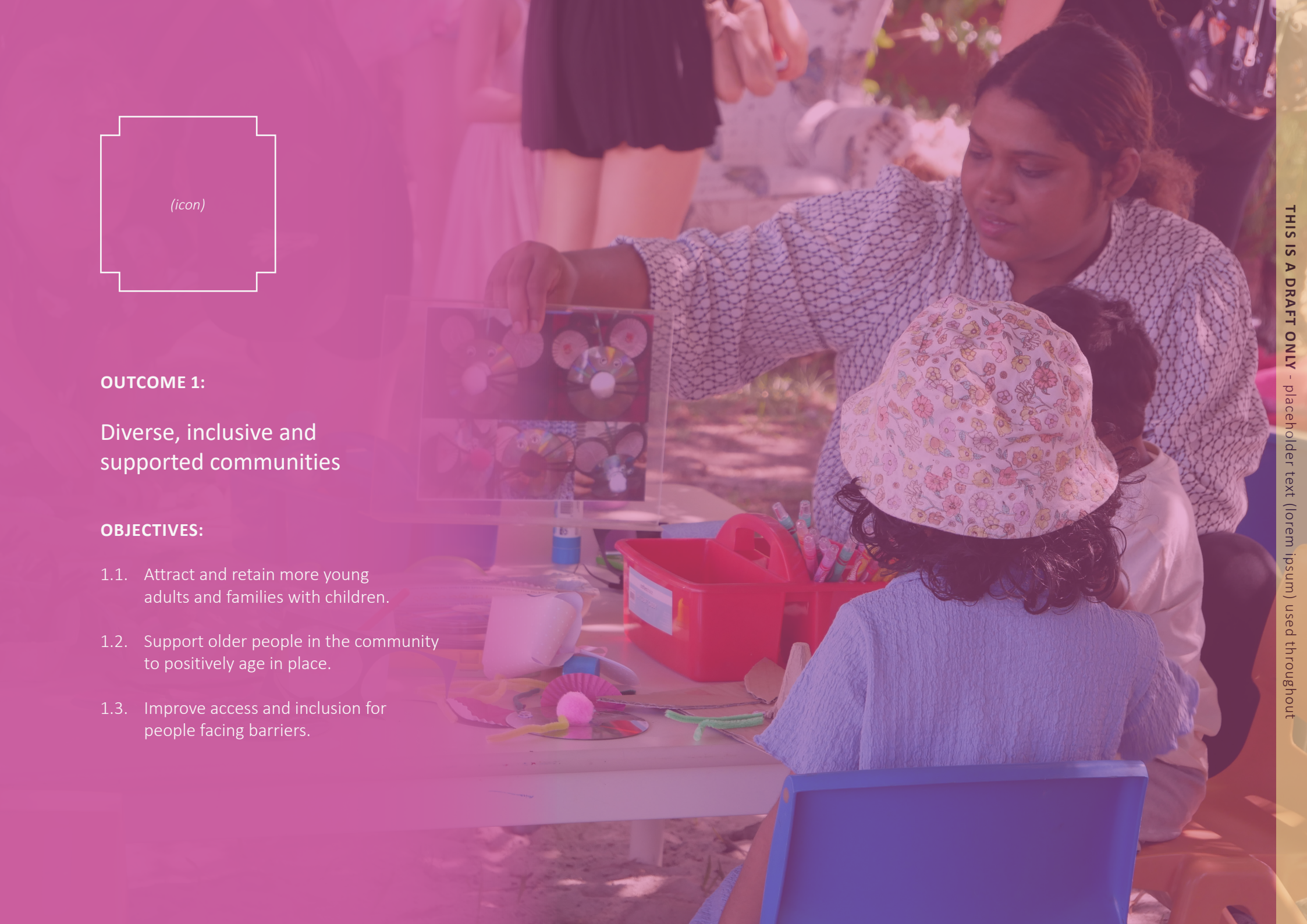
* *These outcomes align with the FUTYR-11 Community Outcomes for Local Government framework.*
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The Shire has engaged with the local community to co-create the following objectives to support achieving these desired outcomes.

OUTCOMES		OBJECTIVES
(icon)	1. Diverse, inclusive and supported communities	1.1. Attract and retain more young adults and families with children. 1.2. Support older people in the community to positively age in place. 1.3. Improve access and inclusion for people facing barriers.
(icon)	2. A sense of identity and belonging through culture, heritage and the arts	2.1. Grow recognition and respect for local history, heritage and all cultures. 2.2. Facilitate, encourage and support a diverse range of festivals, community events, arts and cultural activities.
(icon)	3. Community health and wellbeing	3.1. Improve access to facilities and services to support community health and wellbeing.
(icon)	4. Community safety and resilience	4.1. Maintain community safety. 4.2. Encourage responsible animal management. 4.3. Develop community readiness to cope with natural disasters and emergencies.
(icon)	5. A healthy and sustainable natural environment	5.1. Care for the natural environment. 5.2. Encourage the adoption of sustainable practices. 5.3. Facilitate a sustainable, low-waste, circular economy.
(icon)	6. Responsible urban design and housing diversity	6.1. Facilitate residential, industrial and commercial land release and development to meet local needs.
(icon)	7. Attractive and welcoming public spaces	7.1. Create vibrant, attractive and welcoming towns and public places. 7.2. Provide attractive, well-maintained streetscapes.
(icon)	8. Safe, efficient and sustainable transport networks	8.1. Improve road safety, connectivity and traffic flow for all users. 8.2. Provide sufficient parking for all needs. 8.3. Provide safe, well-connected paths and trails for all users.
(icon)	9. A thriving economy	9.1. Attract and retain a diverse mix of businesses, investment and employment opportunities. 9.2. Encourage more people to stop, shop and experience the Shire of Donnybrook Balingup.
(icon)	10. Effective governance and partnerships	10.1. Provide strategically focused, open and accountable governance. 10.2. Collaborate with key stakeholders, community organisations and community champions to meet local needs.
(icon)	11. An engaged community with positive customer experiences	11.1. Deliver quality engagement, communication and customer service.

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OUTCOME 1:

Diverse, inclusive and supported communities

OBJECTIVES:

1.1. Attract and retain more young adults and families with children.

1.2. Support older people in the community to positively age in place.

1.3. Improve access and inclusion for people facing barriers.

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Objective 1.1: Attract and retain more young adults and families with children.

Principle Activities & Services — *what we will continue to do*

Service Description	Responsible Team
Services for children and young people	
Engage with young people to ensure their needs are being heard and considered in Council planning and decisions. ❤	Community
Advocate for state and federal governments to provide quality housing, health services, education and job opportunities for young people and young adults (see outcomes 3, 6 and 9).	Community
Facilitate delivery of social and physical development programs and services for children and young people at Shire facilities, including local recreation centres and libraries. ❤	Community

Supporting Strategies & Plans

- ❤ Priority project in State Public Health Plan for Western Australia
- Disability Access & Inclusion Plan (DAIP) 2024-2029
- ★ Balingup Recreational & Sporting Master Plan

Strategic Initiatives — *what else we plan to do*

● *Resourcing/funding secured* $ *Additional operating/capital budget required*

Priority Project	Responsible Team	26/27	27/28	28/29	29/30
Facilitate the establishment of **family daycare services** by community or private service providers to deliver inclusive childcare, afterschool care and school holiday programs. ❤ *This includes options suitable for children and young people who are neurodivergent, living with disability, and/or have other support needs.*	Community	●	●		
Upgrade the **Pump Track Building** for use by local youth organisations, and to provide a hireable facility for community use and special events. ❤	Community	$			
Provide a range of formal and informal **recreation opportunities for young people** through the development and implementation of the Balingup Recreational & Sporting Master Plan. ★ *Refer to Outcome 7 for further details about the Balingup Recreational & Sporting Master Plan.*	Executive	●	$	$	$
Advocate for Transport WA to provide safer **bus stops** along school bus routes. ❤	Executive	●			

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Objective 1.2: Support older people in the community to positively age in place.

Principle Activities & Services — *what we will continue to do*

Service Description	Responsible Team
Seniors' services	
Facilitate the delivery of social and physical development programs and services for seniors at Shire facilities, including local recreation centres and libraries. ❤	Community
Assist residents to connect with community services and providers that offer aged care, accommodation, in-home care, and other support services for seniors. ❤	Community
Collaborate with community services and providers to advocate for additional government funding and support to expand in-home care, accommodation, and other similar services. ❤	Executive
Support local aged care and accommodation facilities, including those listed (see below). ❤	Corporate

- Tuia Lodge (aged care home)
  Oversee a service agreement for an approved service provider to operate and expand the residential aged care facility.
- Minninup Cottages (community housing)
  Administer tenancy arrangements and general maintenance.
- Langley Villas (community housing)
  Administer tenancy arrangements and general maintenance.
- Preston Village (retirement village)
  Provide administration, maintenance, and upkeep of independent living units and purpose-built central community centre.

Supporting Strategies & Plans

❤ Priority project in State Public Health Plan for Western Australia

Disability Access & Inclusion Plan (DAIP) 2024-2029

Strategic Initiatives — *what else we plan to do*

● *Resourcing/funding secured* $ *Additional operating/capital budget required*

Priority Project	Responsible Team	26/27	27/28	28/29	29/30
Review the business model for operating Shire-owned **aged care and social housing,** including Tuia Lodge, Preston Village, Minninup Cottages and Langley Villas.	Corporate, Finance	$			
Collaborate with Arthritis & Osteoporosis WA and local service providers to facilitate the delivery of **targeted exercise programs** for seniors to ease arthritis symptoms, reduce falls, and boost overall health and social wellbeing. ❤	Community	●	●	●	●
Advocate for government, private and community transport providers to improve the delivery and promotion of **transport options** for residents to access essential services outside of the Shire. ❤	Community	●	●		

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Objective 1.3: Improve access and inclusion for people facing barriers.

Principle Activities & Services — *what we will continue to do*

Service Description	Responsible Team
Access and inclusion	
Ensure Shire-owned assets, facilities and services are maintained to an acceptable standard to meet universal access and inclusion requirements. ❤ *Examples of the Shire's assets and facilities include roads, paths, kerbs, parking, toilets, and buildings.*	Operations
Advocate for and support local community service providers and businesses to meet universal access and inclusion standards across buildings, programs and services. ❤	Development
Promote the availability of respite services to support people with disability, elderly community members, and carers. ❤	Development

Supporting Strategies & Plans

- ❤ Priority project in State Public Health Plan for Western Australia
- Disability Access & Inclusion Plan (DAIP) 2024-2029
- Workforce Plan

Strategic Initiatives — *what else we plan to do*

● *Resourcing/funding secured* $ *Additional operating/capital budget required*

Priority Project	Responsible Team	26/27	27/28	28/29	29/30
Audit **community halls** to assess universal access and inclusion needs to include costed and prioritised works in the Shire's Asset Management Plans. ❤ *Examples of areas to be assessed for accessibility include lighting, ramps, signage, hand rails, and toilets.*	Operations	●			
Review and update the Shire's **Procurement Policy** to encourage greater use of inclusive employers to complete projects and works, contributing towards actively remove barriers to create employment opportunities for people with disability.	Finance	●			
Provide a **sensory tent** for use or hire at local community events. *Design examples include soft furnishings, noise-cancelling headphones, and other sensory-friendly equipment.*	Community	●			
Embed **disability awareness training** in induction programs for new Shire employees.	Corporate		●		
Provide a 4-yearly review of the **Disability Access & Inclusion Plan (DAIP)** as required by legislation.	Community			●	

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OUTCOME 2:

A sense of identity and belonging through culture, heritage and the arts

OBJECTIVES:

2.1. Grow recognition and respect for local history, heritage and all cultures.

2.2. Facilitate, encourage and support a diverse range of festivals, community events, arts and cultural activities.

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Objective 2.1: Grow recognition and respect for local history, heritage and all cultures.

Principle Activities & Services — *what we will continue to do*

Service Description	Responsible Team
Reconciliation action	
Engage with local Aboriginal people to strengthen relationships, and to increase understanding and respect for local culture and heritage. ❤	Executive
Citizenship ceremonies	
Host citizenship ceremonies to issue certificates and celebrate new Australian citizens.	Corporate
Heritage services	
Promote local heritage places.	Corporate
Support efforts to preserve places on the State Heritage Register.	Development
Cemeteries	
Manage the Donnybrook and Balingup cemeteries.	Works & Services

Supporting Strategies & Plans

❤ Priority project in State Public Health Plan for Western Australia

★ Local Heritage Survey, Local Heritage List and Heritage Local Planning Policy

Strategic Initiatives — *what else we plan to do*

● *Resourcing/funding secured* $ *Additional operating/capital budget required*

Climate Change Action Plan	Responsible Team	26/27	27/28	28/29	29/30
Collaborate with Donnybrook District High School to launch the new **Yarning Circle program.**	Community	●			
Form a **Donnybrook Museum working group** to provide advice on required projects and volunteer training to recognise historical artifacts, people and places across the Shire, and to relocate the museum contents to an appropriate venue.	Executive, Community		$		
Embed **cultural awareness training** in induction programs for new Shire employees. ❤	Corporate		$		
Develop an agreement with the Donnybrook Historical Society to deliver exhibits at the Donnybrook Goods Shed Interpretive Centre to **celebrate the region's rail and trade history.**	Corporate	●			
Review the **Cemeteries Local Law.**	Community	$			
Develop a **cemetery master plan** to maintain existing cemeteries and facilitate natural burials.	Operations				$

Objective 2.2: Facilitate, encourage and support a diverse range of festivals, community events, arts and cultural activities.

Principle Activities & Services — *what we will continue to do*

Service Description	Responsible Team
Library services	
Deliver programs, events and services at the Donnybrook and Balingup libraries. ❤	Community
Event management	
Support major community events, such as the Balingup Medieval Carnivale, Donnybrook Apple Festival, Balingup Small Farm Field Day and Preston Valley Art Trail. ❤	Community
Community grants	
Provide a community grant program to support independent service providers and local champions to deliver art, culture and community-focused events, including festivals, markets, outdoor cinemas, and art trails. ❤	Community

Supporting Strategies & Plans

❤ Priority project in State Public Health Plan for Western Australia

Strategic Initiatives — *what else we plan to do*

● *Resourcing/funding secured* $ *Additional operating/capital budget required*

Priority Project	Responsible Team	26/27	27/28	28/29	29/30
Partner with community hall committees to scope and implement a **community hall revitalisation program.** ❤ *Outcomes include supporting committees to strengthen their governance and operations, along with place activation through art, culture and community events.*	Executive, Community	●	$		

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OUTCOME 3:

Community health and wellbeing

OBJECTIVES:

3.1. Improve access to facilities and services to support community health and wellbeing.



Objective 3.1: Improve access to facilities and services to support community health and wellbeing.

Principle Activities & Services — *what we will continue to do*

Service Description	Responsible Team
Health and community services	
Advocate for improved health and allied health services to ensure the provision of vital health services and facilities within our Shire. ❤	Executive
Manage leasing arrangements for the Bentley Street Medical Facility and Donnybrook Dental Surgery.	Executive
Support service providers to deliver health and community services. ❤ *Key services include preventative health such as immunisations, and maternal and infant health services.*	Executive
Facilitate awareness of Department of Health community education initiatives that focus on local health priorities, including those listed (see right). ❤	Development, Corporate
Promote activities and events to raise awareness of local health priorities, such as World Mental Health Day and Rattle Ya Bones Day. ❤	Community
Sport and recreation	
Deliver programs, events and services at the Donnybrook Recreation Centre. ❤	Community
Facilitate and enable the delivery of health and fitness programs throughout the Shire.	Community
Manage leasing and hire arrangements for community facilities and public open spaces.	Executive
Environmental health services	
Govern compliance with environmental health regulations, including food safety, water safety, noise and asbestos. ❤	Development

Supporting Strategies & Plans

❤ Priority project in State Public Health Plan for Western Australia

Local health priorities to promote awareness of via Department of Health (Healthy WA):

- *Public health, food safety, healthy eating and active living.*
- *Reduce harm caused by alcohol, tobacco, vapes and other drugs.*
- *Reduce the burden of chronic disease, infectious and communicable disease, and injury.*

Strategic Initiatives — *what else we plan to do*

● *Resourcing/funding secured* $ *Additional operating/capital budget required*

Priority Project	Responsible Team	26/27	27/28	28/29	29/30
Develop a Shire-wide **sport and recreation strategy and action plan** to scope and prioritise future projects.	Executive	$			

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OUTCOME 4:

Community safety and resilience

OBJECTIVES:

4.1. Maintain community safety.

4.2. Encourage responsible animal management.

4.3. Develop community readiness to cope with natural disasters and emergencies.

Objective 4.1: Maintain community safety.

Principle Activities & Services — *what we will continue to do*

Service Description	Responsible Team
Community safety	
Collaborate with WA Police to maintain community safety, including ongoing advocacy for greater police presence. ❤	Executive
Maintain the Shire's existing CCTV network.	Operations
Promote community and road safety education and engagement programs by key partners, including WA Police, Neighbourhood Watch, and the Road Safety Commission. ❤	Community
Lighting	
Advocate for Western Power to maintain and install street lighting to meet local needs. ❤	Executive

Supporting Strategies & Plans

❤ Priority project in State Public Health Plan for Western Australia

🔗 Driving Change – Road Safety Strategy for WA 2020-2030 (Road Safety Commission)

Strategic Initiatives — *what else we plan to do*

● *Resourcing/funding secured* $ *Additional operating/capital budget required*

Priority Project	Responsible Team	26/27	27/28	28/29	29/30
Collaborate with WA Police to identify joint safety initiatives to address local priorities.	Executive	●			

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Objective 4.2: Encourage responsible animal management.

Principle Activities & Services — *what we will continue to do*

Service Description	Responsible Team
Ranger services	
Deliver dog and cat registrations, public education, ranger patrols and investigation of complaints to encourage responsible animal ownership and compliance with local laws. ❤	Development
Dog exercise areas	
Provide and maintain dog exercise areas in Donnybrook and Balingup. ❤	Works & Services
Animal advocacy	
Promote animal advocacy and protection services delivered by key partners. *Examples include the RSPCA which is responsible for investigating concerns relating to animal cruelty, welfare, neglect or abandonment, and animal shelters that care for and rehome abandoned pets.*	Development

Supporting Strategies & Plans

❤ Priority project in State Public Health Plan for Western Australia

Strategic Initiatives — *what else we plan to do*

● *Resourcing/funding secured* $ *Additional operating/capital budget required*

Priority Project	Responsible Team	26/27	27/28	28/29	29/30
Install signage to raise awareness of the **dog exercise areas in Balingup.**	Operations	$			
Develop public education resources to raise awareness of how to **care for animals in an emergency.**	Operations	$			
Revise the **Cat Local Law,** subject to State Government reforms to the *Cat Act 2011*.	Operations		$		
Promote **cat containment initiatives** and share resources to encourage and support local cat owners to build or install catios (cat patios) for cat welfare and wildlife conservation.	Operations			$	

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Objective 4.3: Develop community readiness to cope with natural disasters and emergencies.

Principle Activities & Services — *what we will continue to do*

Service Description	Responsible Team
Community safety	
Support emergency service partners, such as DFES, DBCA, FPC, and local Bush Fire Brigades, to deliver bushfire, flood and drought mitigation services and information that contributes towards community preparedness and response to natural disasters and emergencies. ❤	Executive
Partner with peak bodies to deliver triennial recovery coordination training. ❤	Community
Oversee firebreak compliance. ❤	Operations
Implement flood mitigation practices, including delivering and maintaining stormwater and drainage infrastructure. ❤	Works & Services

Supporting Strategies & Plans

❤ Priority project in State Public Health Plan for Western Australia

Key State Government agencies & partners for this Objective include:

- *Department of Fire & Emergency Services (DFES)*
- *Department of Biodiversity, Conservation & Attractions (DBCA)*
- *Forest Products Commission (FPC)*

Strategic Initiatives — *what else we plan to do*

● *Resourcing/funding secured* $ *Additional operating/capital budget required*

Priority Project	Responsible Team	26/27	27/28	28/29	29/30
Partner with DFES to construct the new fire station for the **Argyle Irishtown Volunteer Bush Fire Brigade (VBFB).**	Operations	●	●		
Undertake a fire risk management assessment of **Balingup Brook.**	Operations	$			
Update the Shire website and communication resources to **help new owners** understand and comply with key responsibilities and requirements, including environmental health and safety, firebreaks, fencing, and animal control.	Operations		●		

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OUTCOME 5:

A healthy and sustainable natural environment

OBJECTIVES:

5.1. Care for the natural environment.

5.2. Encourage the adoption of sustainable principles.

5.3. Facilitate a sustainable, low-waste, circular economy.



Objective 5.1: Care for the natural environment.

Principle Activities & Services — *what we will continue to do*

Service Description	Responsible Team
Environmental services	
Partner with the WBAC Climate Action Reference Group (CARG), volunteers and other external stakeholders to improve the ecological health of rivers, waterways, nature reserves and biodiversity corridors in the Shire, including pest and weed management. ❤	Works & Services
Provide advice on clearing activities involving land development, pest and weed management, planting on or along verges, and verge tree management. ❤	Works & Services
Support volunteer groups to plan and undertake environmental projects such as bushland restoration, river clean-up activities, weeding, and tree planting. ❤	Works & Services

Supporting Strategies & Plans

❤ Priority project in State Public Health Plan for Western Australia

🔗 Climate Change Action Plan (WBAC)

Key partners & stakeholders for this Objective include:

- *Warren Blackwood Alliance of Councils (WBAC)*
- *Leschenault Catchment Council*
- *Leschenault Biosecurity Group*

Strategic Initiatives — *what else we plan to do*

● *Resourcing/funding secured* $ *Additional operating/capital budget required*

Priority Project	Responsible Team	26/27	27/28	28/29	29/30
Through the WBAC, investigate a subregional wide **urban forest and street tree strategy** aimed towards reducing heat island effects in regional towns. ❤ 🔗	Operations	●	$		
Through the WBAC, undertake a subregional wide assessment of various **water efficiency opportunities** to reduce potable use and improve overall water security. ❤ 🔗 *Water efficiency options include urban stormwater harvesting, Water Sensitive Urban Design (WSUD), and hydrozoning.*	Operations	●	$		
Collaborate with WBAC to develop a **regional rivers management plan.**	Operations		●		
Support Leschenault Catchment Council and Leschenault Biosecurity Group to assist with the **long-term management of the natural area.** ❤ 🔗	Operations			$	$
Collaborate with key partners to develop a **management plan for Noneycup Creek.** ❤	Development				$

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Objective 5.2: Encourage the adoption of sustainable principles.

Principle Activities & Services — *what we will continue to do*

Service Description	Responsible Team
Sustainability and climate action	
Implement climate action initiatives across Shire facilities to reduce energy consumption and shift to clean energy. ❤ 🔗	Operations
Use Shire communication channels to promote federal and state government public education programs, rebates and incentives to increase community awareness and adoption of sustainable design practices. ❤ *Examples include the WA Residential Battery Scheme, Energy Ahead, the Energy Efficiency Pilot Program by Switch Your Thinking, the WA Social Housing Energy Performance Initiative, electric vehicle rebates, and the Waterwise programs (toilet, rainwater tank/irrigation rebates, showerhead swaps) via Water Corporation.*	Corporate

Supporting Strategies & Plans

❤ Priority project in State Public Health Plan for Western Australia

🔗 Climate Change Action Plan (WBAC)

Key partners & stakeholders for this Objective include:

- *Warren Blackwood Alliance of Councils (WBAC)*
- *Switch Your Thinking*
- *Water Corporation*

Strategic Initiatives — *what else we plan to do*

● *Resourcing/funding secured* $ *Additional operating/capital budget required*

Priority Project	Responsible Team	26/27	27/28	28/29	29/30
Participate in the WBAC **Climate Action Reference Group (CARG)** to establish a sub-regional climate change policy and implement the associated outcomes. 🔗	Operations	$	$	$	$
Support the **Energy Efficient Pilot Program** to help residents and businesses build energy literacy and implement efficiency measures through home audit kits, workshops and resources. 🔗	Community	●			
Establish a **mining tenure position statement** regarding Council's treatment of applications for mining tenure under the relevant legislation*.	Operations	●			
Develop a **risk register** to assist in identifying planning and environmental conflicts with mining activities.	Operations				$
Recruit a **Natural Resources Management Officer** to complete priority projects, including the development and implementation of a biodiversity strategy.	Operations				$
Develop and implement a **biodiversity strategy.**	Operations				$

** At the time of publishing this document, this refers to the Mining Act 1978*

Objective 5.3: Facilitate a sustainable, low-waste, circular economy.

Principle Activities & Services — *what we will continue to do*

Service Description	Responsible Team
Waste management	
Oversee a service agreement to provide a 3-bin kerbside collection service in the Donnybrook, Kirup and Balingup townsites, and a 2-bin kerbside collection service in other designated areas. ❤ *Currently partnered with Cleanaway*	Development
Oversee a service agreement to operate Donnybrook Waste Management Facility (includes a temporary e-waste collection service) and Balingup Waste Transfer Station. ❤ *Currently partnered with Hastie Waste*	Development
Promote Containers for Change. ❤	Community
Provide waste news and education to encourage waste reduction behaviours, including recovery, reuse, and recycling. ❤	Development

Supporting Strategies & Plans

- ❤ Priority project in State Public Health Plan for Western Australia
- 🔗 Waste Avoidance and Resource Recovery Strategy 2030 (Waste Authority WA)
- ★ Landfill Closure Management Plan

Strategic Initiatives — *what else we plan to do*

● *Resourcing/funding secured* $ *Additional operating/capital budget required*

Priority Project	Responsible Team	26/27	27/28	28/29	29/30
Implement the **Landfill Closure Management Plan** and identify a preferred option and location for a waste transfer station in Donnybrook. ❤ ★ *This project relates to the Donnybrook waste facility (only landfill site).*	Operations	$	$	$	$
Collaborate with neighbouring councils to review regional waste options to **reduce landfill,** such as FOGO[1] and waste-to-energy facilities. ❤	Operations	●	●	●	●
Collaborate with WBAC to develop and implement a **subregional waste strategy,** including an assessment of localised industry hubs for priority recycled materials and green waste (GO/FOGO[2]), and the development of a business case for value-adding waste streams. ❤	Operations	●	$		
Review the Shire's **waste management facilities** and associated management contracts. ❤	Operations		$		

Key partners & stakeholders for this Objective include:

- *Warren Blackwood Alliance of Councils (WBAC)*
- *Cleanaway*
- *Hastie Waste*

1. *FOGO – Food Organics Garden Organics*
2. *GO – Garden Organics (only)*

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OUTCOME 6:

Responsible urban design and housing diversity

OBJECTIVES:

6.1. Facilitate residential, industrial and commercial land release and development to meet local needs.



Objective 6.1: Facilitate residential, industrial and commercial land release and development to meet local needs.

Principle Activities & Services — *what we will continue to do*

Service Description	Responsible Team
Planning advocacy	
Advocate for the state government to fund and deliver the relevant services and infrastructure to facilitate appropriate land development. ❤	Executive
Planning services	
Develop and review the Local Planning Strategy, Local Planning Scheme and Local Planning Policies, as required, to meet current and future social, economic and environmental needs. ❤	Development
Administer the Local Planning Scheme by processing development applications and providing general Planning advice. ❤	Development
Building services	
Process building permit applications, investigate building complaints, and complete private swimming pool inspections.	Development

Supporting Strategies & Plans

- ❤ Priority project in State Public Health Plan for Western Australia
- ★ Local Planning Scheme & Local Planning Strategy
- ★ Kelly Street Structure Plan

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Objective 6.1: Facilitate residential, industrial and commercial land release and development to meet local needs.

Strategic Initiatives — *what else we plan to do*

● *Resourcing/funding secured* $ *Additional operating/capital budget required*

Priority Project	Responsible Team	26/27	27/28	28/29	29/30
Revise the Shire's **Local Planning Scheme.** ★	Development	$	$		
Revise the Shire's **Local Planning Policies.** ★	Development		$	$	
Advocate for state government agencies to **subsidise headworks on green field sites** to enable the release of more land for housing, prioritising Kelly Street, Grimwade Road and Palmer Street. *Examples of headworks include utilities such as water and power.*	Executive	●	●	●	●
Advocate for **infill sewerage in priority drinking water areas** within the Shire to protect drinking water quality, and to provide opportunities for infill development. ❤	Executive	●	●	●	●
Advocate for **infill sewerage in residential zoned areas** within the Shire to enable landowners the opportunity to construct additional dwellings on their properties (including ancillary dwellings) or subdivide, providing housing choice. ❤	Executive	●	●	●	●
Collaborate with the South West Development Commission to develop a business case exploring options to **increase housing diversity** along Victory Lane, and deliver identified outcomes.	Executive	$	$	$	$
Finalise the **Temporary Accommodation Policy** to enable landowners to reside on their property lawfully in a caravan or tiny home on wheels.	Development	●			
Develop a **structure plan for Donnybrook East** to enable the release of land on the corner of Bridge Street and Palmer Street to encourage future residential housing development.	Development		$		
Revise the **Kelly Street Structure Plan.** ★	Operations			$	
Advocate for improved mobile and high-speed **internet coverage** throughout the Shire, targeting identified black spots such as Argyle, Kirup, Paynedale, Mullalyup and Balingup.	Executive	●	●	●	●

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OUTCOME 7:

Attractive and welcoming public places

OBJECTIVES:

7.1. Create vibrant, attractive and welcoming towns and public places.

7.2. Provide attractive, well-maintained streetscapes.



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Objective 7.1: Create vibrant, attractive and welcoming towns and public places.

Principle Activities & Services — *what we will continue to do*

Service Description	Responsible Team
Town centre development and activation	
Maintain townsite entry statements.	Operations
Continue to support community groups to design and implement townscape works.	Operations
Parks, playgrounds and reserves	
Maintain and enhance public open spaces. ♥	Operations
Public facilities	
Maintain and enhance community facilities and halls. ♥	Operations

Supporting Strategies & Plans

- ♥ Priority project in State Public Health Plan for Western Australia
- Asset Management & Financial Informing Plans
- Community Engagement Framework
- ★ Balingup Recreational & Sporting Master Plan
- ★ Egan Park Master Plan

Strategic Initiatives — *what else we plan to do*

● *Resourcing/funding secured* $ *Additional operating/capital budget required*

Priority Project	Responsible Team	26/27	27/28	28/29	29/30
Complete stage 2 of the **Donnybrook Community, Sporting, Recreation & Events Precinct (VC Mitchell Park) Project**. ♥ *Outcomes include installation of a playground, accessible pathways, and lighting.*	Operations	●	●		
Engage with the community to create a concept plan for a **recreation precinct in Yabberup.** ♥	Operations	●	●		
Continue developing the **Balingup Recreational & Sporting Master Plan** to help guide future decisions and infrastructure planning. ♥ ★	Operations	$			
Create an **Egan Park master plan** to help guide future decisions and infrastructure planning. ♥ ★	Operations		$	$	

Objective 7.2: Provide attractive, well-maintained streetscapes.

Principle Activities & Services — *what we will continue to do*

Service Description	Responsible Team
Streetscape and tree management	
Manage trees and vegetation on Shire verges along rural and urban roadsides to enhance the visual appearance of streetscapes, improve community safety, and reduce fire risks. ❤ *Examples of management activities include conducting Tree Risk Assessments on potentially dangerous trees and removing fallen trees on local roads.*	Works & Services

Supporting Strategies & Plans

❤ Priority project in State Public Health Plan for Western Australia

Strategic Initiatives — *what else we plan to do*

● *Resourcing/funding secured* $ *Additional operating/capital budget required*

Priority Project	Responsible Team	26/27	27/28	28/29	29/30
Fund and deliver the **Urban Canopy Growth Program**. ❤ *Actions and outcomes of this program include planting trees to increase the urban canopy, offset climate change impacts, increasing natural habitats for local birdlife, and enhancing the appearance of streetscapes.*	Operations	●	●	●	●
Develop a **sustainable landscaping program** for public and private verges, with consideration for plant varieties that are native, non-invasive, waterwise, and firewise.	Operations		$		

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OUTCOME 8:

Safe, efficient and sustainable transport networks

OBJECTIVES:

8.1. Improve road safety, connectivity and traffic flow for all users.

8.2. Provide sufficient parking for all needs.

8.3. Provide safe, well-connected paths and trails for all users.



Objective 8.1: Improve road safety, connectivity and traffic flow for all users.

Principle Activities & Services — *what we will continue to do*

Service Description	Responsible Team
Roads, crossovers and bridges	
Advocate for funding to provide ongoing maintenance and repair of Shire-owned roads (sealed and unsealed) and bridges.	Works & Services
Transport advocacy	
Through the Regional Roads Group, advocate for the state government to upgrade and improve key regional transport infrastructure.	Works & Services
Advocate for the state government to deliver reliable and affordable public transport services and infrastructure, including bus shelters.	Executive

Supporting Strategies & Plans

- Priority project in State Public Health Plan for Western Australia
- Asset Management & Financial Informing Plans
- 5-year Forward Roadworks Program
- Bridge Asset Management Plan
- Roads 2040 – South West (WALGA)
- South West Regional Planning and Infrastructure Framework

DID YOU KNOW?

We own and manage*...

(icon) **300+ km** of sealed roads

(icon) **357+ km** of unsealed roads

(icon) **32** bridges

** as at May 2026*

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Objective 8.1: Improve road safety, connectivity and traffic flow for all users.

Strategic Initiatives — *what else we plan to do*

● *Resourcing/funding secured* $ *Additional operating/capital budget required*

Priority Project	Responsible Team	26/27	27/28	28/29	29/30
Advocate for Main Roads WA to undertake a **safety review** of the intersection of Marmion Street and the South Western Highway.	Operations	●			
Advocate for Main Roads WA to continue community consultation and making safety improvements to **state government roads** in the Shire, prioritising those listed (see below).	Executive	●	●	●	●
Deliver the **5-year Forward Roadworks Program** to improve Shire-owned roads, prioritising those listed (see below). ★	Works & Services	●	$	$	$
Deliver the **Bridge Asset Management Plan** works, prioritising those listed (see below). ✿	Works & Services	$	$	$	$

State government roads to be prioritised through advocacy:

- South Western Highway
- Goodwood Road
- Donnybrook-Boyup Brook Road
- Collie Mumballup Road

Shire roads to be prioritised through the 5-year Forward Roadworks Program:

- Cundinup Kirup Road
- Balingup Nannup Road
- Southampton Road
- Upper Capel Road
- Brookhampton Road
- Allnutt Street
- Argyle Road
- Ravenscliff Road
- Kirup Grimwade Road
- Morrisey Road
- Balinga Drive
- Reserve Street
- Thomson Brook Road
- Attwood Road
- Beelerup Road

Shire bridges to be prioritised through the Bridge Asset Management Plan:

- BR 4855 (King Spring Road)
- BR 3621A (Brookhampton Road)
- BR 3621B (Brookhampton Road)
- BR 0873 (Balingup Nannup Road)
- BR 0872A (Balingup Nannup Road)
- BR 3629 (Beelerup Road)
- BR 4841 (Ferguson Road)
- BR 4928A (Preston Park Road)
- BR 3651A (Yabberup Road)
- BR 3297 (Airstrip Road)
- BR 3299 (Ewarts Road)
- BR 3616 (Irishtown Road)

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Objective 8.2: Provide sufficient parking for all needs.

Principle Activities & Services — *what we will continue to do*

Service Description	Responsible Team
Parking management	
Plan and maintain parking infrastructure.	Operations
Enforce parking regulations on Shire roads.	Development
Parks, playgrounds and reserves	
Continue to consult the Access & Inclusion Reference Group (AIRG) on the suitability of ACROD parking across the Shire.	Community

Supporting Strategies & Plans

- Priority project in State Public Health Plan for Western Australia
- Asset Management & Financial Informing Plans
- Disability Access & Inclusion Plan (DAIP) 2024-2029

Strategic Initiatives — *what else we plan to do*

● *Resourcing/funding secured* $ *Additional operating/capital budget required*

Priority Project	Responsible Team	26/27	27/28	28/29	29/30
Review the **Shire Parking & Parking Facilities Local Law** to consider diverse parking needs. *Examples include parking requirements for trucks, RVs, cars, motorbikes, gophers, e-rideables, and bicycles.*	Corporate	$			

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Objective 8.3: Provide safe, well-connected paths and trails for all users.

Principle Activities & Services — *what we will continue to do*

Service Description	Responsible Team
Footpaths and cycleways	
Maintain the Shire's footpaths and cycleways. ♥	Works & Services
Trail management	
Maintain local trails and trail infrastructure, including those listed (see below). ♥	Works & Services
Collaborate with key partners to promote and maintain iconic trails. ♥ ★	Executive

Supporting Strategies & Plans

- ♥ Priority project in State Public Health Plan for Western Australia
- Asset Management & Financial Informing Plans
- ★ Shire Pathways & Trails Expansion Strategy
- Bunbury-Wellington 2050 Cycling Strategy

Local trails and trail infrastructure to be prioritised:

- Preston River Walk Trail (5km)
- Lions Sandhills Walk Trail (4.7km)
- Lions Forest Walk Trail (3.7km)
- Racecourse Flora Reserve trails
- Donnybrook Indigenous Walk Trail & Waugyl Sculpture

Strategic Initiatives — *what else we plan to do*

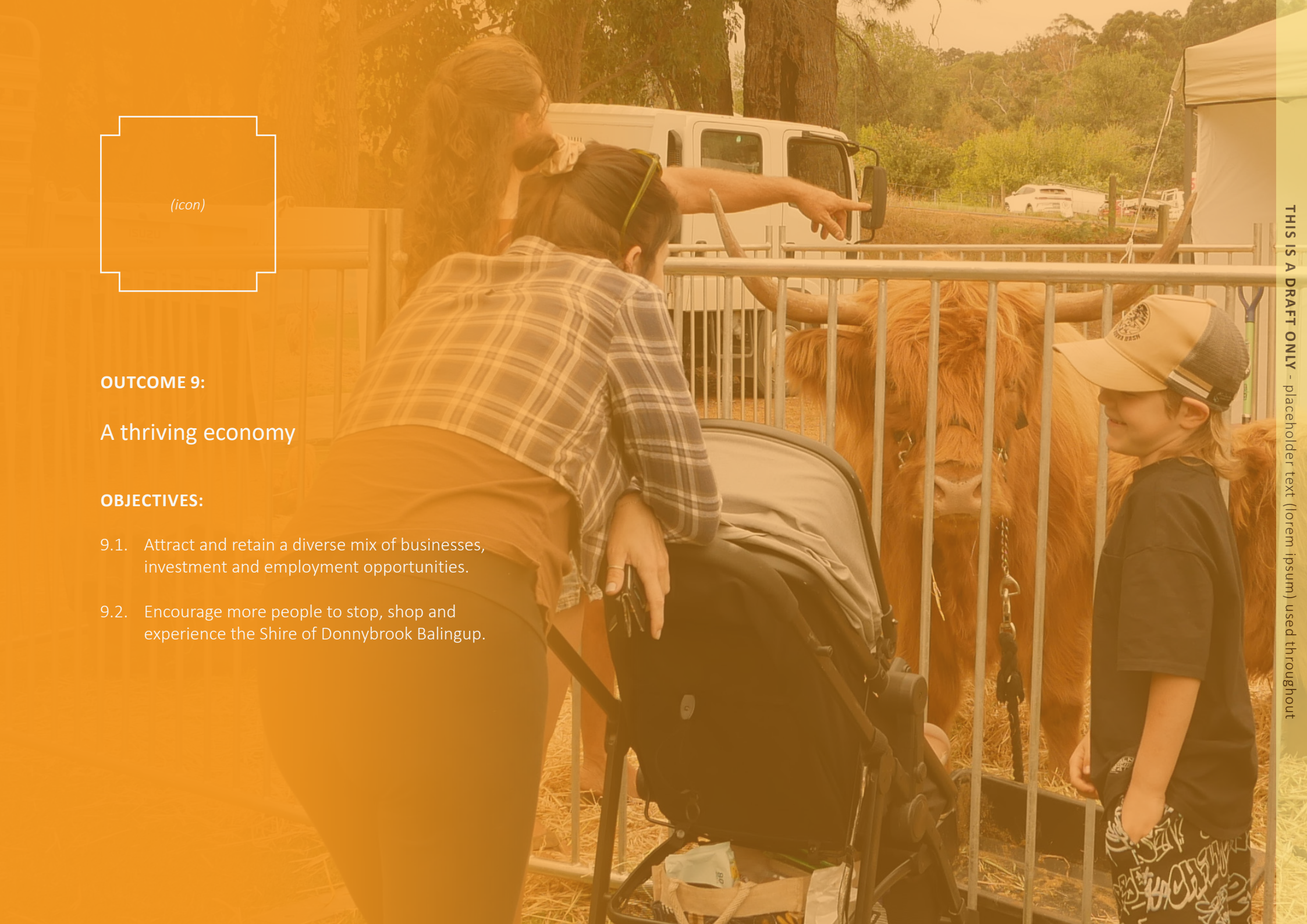
● *Resourcing/funding secured* $ *Additional operating/capital budget required*

Priority Project	Responsible Team	26/27	27/28	28/29	29/30
Collaborate with WBAC to develop a **regional trails strategy.** ♥ ★	Executive	$			
Develop an **Asset Management Plan for paths.** ♥ ★	Works & Services, Finance, Community		$		
Construct a footpath on **Marmion Street** to address the missing link next to the railway line crossing. ♥	Operations				$

Key partners & stakeholders for this Objective include:

- *Bibbulmun Track Foundation*
- *Munda Biddi Foundation*
- *Warren Blackwood Alliance of Councils (WBAC)*
- *Parks & Wildlife Service (state government)*

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OUTCOME 9:

A thriving economy

OBJECTIVES:

9.1. Attract and retain a diverse mix of businesses, investment and employment opportunities.

9.2. Encourage more people to stop, shop and experience the Shire of Donnybrook Balingup.

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Objective 9.1: Attract and retain a diverse mix of businesses, investment and employment opportunities.

Principle Activities & Services — *what we will continue to do*

Service Description	Responsible Team
Economic development	
Collaborate with DBCCI to deliver business support services, including advocacy, networking events, and industry updates.	Corporate
Oversee local laws and regulations related to public health and trading in public places, including processing relevant applications and issuing the appropriate licences and permits.	Development

Supporting Strategies & Plans

- Diversify WA – State Government Economic Development Strategy
- ★ Tourism & Economic Development Strategy
- $ Council Policy for Community Grants & Donations

Key partners & stakeholders for this Objective include:

- *Donnybrook Balingup Chamber of Commerce & Industry (DBCCI)*
- *Regional Development Australia (RDA) – South West Committee*
- *South West Development Commission (SWDC)*

Strategic Initiatives — *what else we plan to do*

● *Resourcing/funding secured* $ *Additional operating/capital budget required*

Priority Project	Responsible Team	26/27	27/28	28/29	29/30
Collaborate with key partners, including RDA, SWDC and DBCCI, to continue development of the Shire's **Tourism & Economic Development Strategy.** ★	Executive	$			
Provide in-kind support to the proponents of the **Balingup Academy** to support local skill development in traditional and contemporary crafts. $	Executive	●	●		
Work with relevant stakeholders to assess the need for **additional industrial land** in the Shire.	Executive			●	

Objective 9.2: Encourage more people to stop, shop and experience the Shire of Donnybrook Balingup.

Principle Activities & Services — *what we will continue to do*

Service Description	Responsible Team
Tourism services	
Collaborate with key partners, including WBAC and Southern Forests & Valleys, to develop and implement local tourism marketing initiatives.	Executive

Supporting Strategies & Plans

★ Tourism & Economic Development Strategy

Strategic Initiatives — *what else we plan to do*

● *Resourcing/funding secured* $ *Additional operating/capital budget required*

Priority Project	Responsible Team	26/27	27/28	28/29	29/30
Consider business models to deliver **visitor services,** including information and tourism support.	Community	●			
Through WBAC, participate in the **2026 UCI World Gravel Championships** Steering Committee to leverage local tourism opportunities.	Executive	●			
Investigate installing **visitor shower facilities** in Balingup to attract and support Bibbulmun Track walkers.	Operations	●			
Develop a strategy for the **Donnybrook and Balingup Transit Parks** to support ongoing management and future decision-making, including tourism and promotion opportunities. ★	Executive, Operations	$	$		
Develop a **visitor signage style guide.**	Corporate			$	
Audit signage and wayfinding needs to develop a costed, prioritised **signage and wayfinding works program,** including the removal of signage for businesses that no longer exist and appropriate updates that align with the visitor signage style guide (see above).	Operations				$

Key partners & stakeholders for this Objective include: • *Warren Blackwood Alliance of Councils (WBAC)* • *Southern Forests & Valleys (WBAC)*

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OUTCOME 10:

Effective governance and partnerships

OBJECTIVES:

10.1. Provide strategically focused, open and accountable governance.

10.2. Collaborate with key stakeholders, community organisations and community champions to meet local needs.



Objective 10.1: Provide strategically focused, open and accountable governance.

Principle Activities & Services — *what we will continue to do*

Service Description	Responsible Team
Governance and information management	
Coordinate Council elections, Councillor training and induction programs.	Corporate
Ensure legislative compliance within the Shire organisation through good governance practices, including developing and maintaining policies, procedures, registers, leases and records management systems – this also includes meeting the requirements specified from the introduction of the Privacy and Responsible Information Sharing (PRIS) Act.	Corporate
Ensure transparency and accountability by maintaining the Shire's website, general records management, and other similar content management practices and systems.	Corporate
Ensure responsible risk management for Council finances, assets, resources, and information technology (IT).	Executive
Strategic planning	
Develop, implement, and periodically review key strategic planning and reporting documents in accordance with the appropriate legislation and Integrated Planning & Reporting (IPR) Framework.	Executive
Workforce management	
Attract, retain and develop employees while maintaining a safe, positive workplace that aligns people with organisational goals and ensures compliance with relevant laws and policies.	Corporate

Supporting Strategies & Plans

- Priority project in State Public Health Plan for Western Australia
- ICT Strategy
- Record Keeping Plan
- Workforce Plan
- Long-term Financial Plan (LTFP)
- Asset Management & Financial Informing Plans
- Property Management Framework

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Objective 10.1: Provide strategically focused, open and accountable governance.

Strategic Initiatives — *what else we plan to do*

● *Resourcing/funding secured* $ *Additional operating/capital budget required*

Priority Project	Responsible Team	26/27	27/28	28/29	29/30
Develop an **annual community financial report** that communicates the Shire's short-term financial commitments and overall financial health.	Finance	●			
Review the Rating Objectives Strategy and develop a Rates and Revenue Policy in accordance with the relevant legislation, ensuring the final strategic documents meet and contribute towards the Shire's **financial objectives**.	Finance	●			
Implement the **Asset Optimisation Project** to review and prioritise the Shire's asset portfolio to better align with community needs, reduce risk, and improve financial sustainability.	Executive	$	$	$	$
Through the Shire's Workforce Plan, explore opportunities to deliver more **apprenticeships and traineeships** within the organisation.	Executive	$	$		
Implement the **ICT Strategy and Roadmap** (digital transformation program). *Outcomes of this program will include modernised core business systems, strengthened cybersecurity and data governance, and enable improved digital services for the community.*	Executive	$	$	$	$
Review and update the Shire's **Record Keeping Plan.**	Corporate		$		
Review and update the Shire's **Property Management Framework.**	Corporate				●

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Objective 10.2: Collaborate with key stakeholders, community organisations and community champions to meet local needs.

Principle Activities & Services — *what we will continue to do*

Service Description	Responsible Team
Stakeholder management	
Represent local needs by advocating to various levels of government, industry and other key stakeholders.	Executive
Promote regional collaboration and resource sharing to address key community priorities.	Executive
Volunteer services	
Support community organisations to attract and retain volunteers through National Volunteers Week activities and volunteer recognition events. ❤ $	Community
Community grants	
Collaborate with government agencies and other funding bodies to promote grants and other incentives that are available for local residents, businesses, and community organisations. $	Executive

Supporting Strategies & Plans

- ❤ Priority project in State Public Health Plan for Western Australia
- $ Council Policy for Community Grants & Donations
- Disability Access & Inclusion Plan (DAIP) 2024-2029

Strategic Initiatives — *what else we plan to do*

● *Resourcing/funding secured* $ *Additional operating/capital budget required*

Priority Project	Responsible Team	26/27	27/28	28/29	29/30
Develop an **advocacy plan** to promote local priorities to various levels of government, industry and other key stakeholders, initially focusing on aged care, housing and public transport needs.	Executive	$			
Develop a **capacity-building program** to support local community and sporting groups to improve governance, attract and retain volunteers, and access alternative sources of revenue.	Community		$		
Empower community champions and organisations to deliver one-off projects, local services and events by providing **grants, donations and in-kind support.** $ *Community champions and organisations include local groups, clubs, not-for-profits, and social enterprises.*	Community	$	$	$	$

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OUTCOME 11:

An engaged community with positive customer experiences

OBJECTIVES:

11.1. Deliver quality engagement, communication and customer service.



Objective 11.1: Deliver quality engagement, communication and customer service.

Principle Activities & Services — *what we will continue to do*

Service Description	Responsible Team
Customer service	
Deliver customer service in accordance with the Customer Service Charter. ★	Executive
Community engagement	
Connect with the community and key stakeholders about local issues and Council decisions. 👤 *Examples of community engagement include community workshops, information sessions, and surveys.*	Corporate, Community
Media and communications	
Inform the community and key stakeholders about Shire services, facilities and activities, Council projects, and decisions. 👤 *Examples of communication include publishing news, notices and current information to the Shire's website, and sharing updates through social media, community newsletters, and local noticeboards.*	Corporate

Supporting Strategies & Plans

- ★ Customer Service Charter
- 👤 Community Engagement Framework
- ⓘ ICT Strategy
- ⊞ Record Keeping Plan

Strategic Initiatives — *what else we plan to do*

● *Resourcing/funding secured* $ *Additional operating/capital budget required*

Priority Project	Responsible Team	26/27	27/28	28/29	29/30
Review the **Customer Service Charter,** focusing on consistently improving service delivery. ⊞	Finance	●			
Develop the **Community Engagement Framework,** and embed it in Shire operations. 👤	Executive, Community, Corporate	●			
Deliver a **bienniel community survey** to benchmark service levels and determine local priorities.	Executive		●		●
Develop an **online customer service portal** to allow customers to access services and make payments online, prioritising accessibility, data security, and meeting privacy requirements. 👤 ⓘ ⊞ *Outcomes of this project include improved communication and engagement with residents, community members, businesses, and other key stakeholders.*	Corporate	$	$	$	$
Provide mobile and fixed **electronic noticeboards** for use in key community locations to deliver critical information and timely updates. *Key communication topics include project updates, capital works, events, bush fire safety and Council decisions.*	Executive	$	$	$	$

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Supporting Strategies & Plans

Several strategies and plans have informed the creation of this Council Plan, and will continue to guide the Shire towards archieving the community's desired outcomes.

Among the objectives and actions listed throughout this plan, icons are used to visually represent a link between an item and a supporting strategy or plan.

The Council Plan (this document) will be represented by this teal target symbol in Shire documents where appropriate

Long-term Financial Plan (LTFP)

The Long Term Financial Plan (LTFP) provides a 10-year outlook on how Council will fund its services, infrastructure and priorities. It considers projected income, expenditure, capital works and financial risks to support informed decision-making and long-term sustainability. The plan is reviewed annually to respond to changing community needs, economic conditions and emerging risks.

Workforce Plan

The Workforce Plan outlines how the Shire will build and sustain a capable workforce to deliver its priorities, including the strategic initiatives listed throughout the Council Plan. It provides a coordinated approach to resourcing services and projects, identifies current and future workforce needs, and guides recruitment, development and retention strategies to address gaps and manage risks.

Annual Budget

The Annual Budget is a financial plan that outlines the anticipated revenue and expenditure to fund the delivery of services, infrastructure, and operations for the upcoming financial year, as well as the strategic initiatives listed in the Council Plan.

Asset Management & Financial Informing Plans

Effective management of local government assets is essential to the sustainable delivery of services that meet community needs. Asset Management Plans ensure assets are created, maintained, renewed and replaced at appropriate intervals to support agreed service levels. They forecast what work is required, when it should occur, what it will cost, and how it will be funded. These plans are supported by the following Financial Informing Plans:

- Reserve Fund Plan – outlines how funds are accumulated and used across Council's reserves to support future projects, asset replacement, upgrades and statutory commitments, reducing reliance on borrowing.
- Borrowings Plan – outlines how Council uses debt responsibly, ensuring borrowings remain within appropriate limits and form part of a long-term financial strategy.
- Rating Objectives Strategy – explains how rates are set and structured, ensuring they remain fair, strategic and aligned with community needs.

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Capital Works Program

The Capital Works Program outlines major infrastructure projects – such as roads, buildings, parks and drainage – delivered to maintain and expand community assets in line with Council Plan priorities. Unlike day-to-day operational services, these projects are long-term investments funded through a mix of income sources, including rates revenue, grant funding, developer contributions and borrowings.

The program is delivered through an annual schedule of works, supported by forward planning that identifies future infrastructure priorities over the next several years. Detailed project lists are presented in the Annual Budget, with longer-term priorities outlined in the Long-term Financial Plan.

- Annual Budget – what we're delivering now (yearly program)
- Long-term Financial Plan – what's planned next (forward works)
- Forward Roadworks Program – detailed road upgrades (5-year plan)

Together, this approach ensures infrastructure is planned, prioritised and delivered in a financially sustainable and coordinated way.

Note: The 5-year Forward Roadworks Program is prepared for Council consideration based on multiple funding sources (Regional Road Group, Other/Roads to Recovery, and Own Source). This is a key factor considered in our routine revisions of strategic plans and documents, particularly the Asset Management Plans & Financial Informing Plans, Long-term Financial Plan and Annual Budget.

(pending image)

Risk Management Framework

The Risk Management Framework comprises a Risk Management Policy and a Risk Management Plan. It guides Council and staff in identifying, assessing, managing and monitoring risks, supporting informed decision-making and helping to achieve Council's objectives while minimising potential harm or loss.

You can view or download our documents via the Shire website: www.donnybrook-balingup.wa.gov.au
Alternatively, contact the Shire directly to request a copy of a certain document or to discuss further options.

(QR code)

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Public Health Plan

The Shire will support the State Government with localised achievement of objectives and priorities in the State Public Health Plan for Western Australia (illustrated in the diagram below) by implementing a range of services and projects outlined throughout this plan.

Items that connect to the WA Public Health Plan are indicated with a red heart symbol throughout this document

(pending image/diagram of State Public Health Plan for WA)

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Minister for Regional Development; Ports; Science and Innovation; Medical Research; Kimberley
Leader of the Government in the Legislative Council

Our ref: 62-43973

Cr Anita Lindemann
[redacted]

Dear Ms Lindemann

APPOINTMENT TO THE SOUTH WEST DEVELOPMENT COMMISSION BOARD

I am pleased to advise that Cabinet has endorsed your appointment as a Member of the South West Development Commission (SWDC) Board pursuant to sections 15(1)(b), 15(3) and 16(c) of the *Regional Development Commissions Act 1993* for a term expiring on 30 April 2029.

Congratulations on your appointment and I look forward to continuing to work with you.

Yours sincerely

[redacted] MLC
MINISTER FOR REGIONAL DEVELOPMENT

30 APR 2026

Level 12, Dumas House, 2 Havelock Street, West Perth, Western Australia, 6005.
Telephone +61 8 6552 5800 Email: Minister.Dawson@dpc.wa.gov.au

GOVERNMENT OF WESTERN AUSTRALIA

SOUTH WEST DEVELOPMENT COMMISSION

Mr Nick O'Connor
Chief Executive Officer
Shire of Donnybrook-Balingup
PO Box 94
DONNYBROOK WA 6239

Dear Nick

VACANCY - LOCAL GOVERNMENT REPRESENTATIVE: SOUTH WEST DEVELOPMENT COMMISSION BOARD

I am writing to advise that the South West Development Commission's Board currently has two vacancies in the positions of Local Government representative. The South West Development Commission (SWDC) is seeking nominations from South West local governments to provide up to one nomination per LGA, from elected members to fill the vacancies.

The SWDC's role is to co-ordinate and promote regional and economic development in the South West Region. Guided by our values of connection, integrity, and empathy, our aims include maximising job creation, diversifying the region's economy, supporting enabling infrastructure and services, and supporting vibrant, liveable communities.

The six-member Board comprises an independent chair, along with representatives of local government and community. The Board meets bi-monthly to set policy and make decisions about a broad range of economic and regional development projects.

Board nominees should possess interest and knowledge relevant to regional communities. Relevant fields of involvement could include industry and business; employment, education and training; tourism and recreation.

Applicants will be assessed on their ability to make a significant contribution to the Board, together with a demonstrated involvement in either the economic or social development of the region. The terms of appointment are for one, two or three years. It is also important to note Board Members are required to represent the interests of the South West and not a particular locality.

A merit-based process will be used for selecting Local Government representatives to the Board. Sitting fees and travel reimbursement apply for Local Government Board Members.

Nominations, including a Curriculum Vitae, should be submitted on the attached nomination form by **5:00 pm on Monday, 15 December 2025** to:

Executive Officer to the Board
South West Development Commission
Email: board@swdc.wa.gov.au

If you have any queries, please contact the Executive Officer to the Board, Geraldine Darnborough on 9792 2000 or email: board@swdc.wa.gov.au.

Yours sincerely

[redacted]

CATE BROOKS
CHIEF EXECUTIVE OFFICER

3 November 2025

South West Development Commission ABN 23 250 505 809
9th Floor, 61 Victoria Street, Bunbury WA 6230, PO Box 2000, Bunbury Western Australia 6231
Tel: +61 8 9792 2000 admin@swdc.wa.gov.au

Rethinking Business as Usual

Wednesday 17th June
Capel Marron Farm | 8.30am - 4pm

Professional development that's relevant and inspiring

A full-day event designed to challenge traditional thinking and break the mould. Through real-world case studies, practical examples and creative approaches, we'll help you move beyond your modus operandi and think differently. Spark ideas, challenge thinking and foster collaboration.

Productivity and innovation: Create your own new normal

Tourism | Circular Economy | Waste | Food & Agritech
Advanced Manufacturing | Construction | Waste Water
Capel Marron Farm produce & tours | And more...

Scan QR for tickets or visit:
events.humanitix.com/rethinking-business-as-usual

If we want meaningful transformation then everything needs to change. That starts with rethinking the business as usual default setting that is hard-wired in all of us.

An Australian Government Initiative

Regional Development Australia

SOUTH WEST DEVELOPMENT COMMISSION

Innovative Industries of the Future