



# ATTACHMENTS

## COUNCIL MEETING

25 May 2023

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## **Business Directorate**

### **Quarterly Report**

**January - March 2023**

### **Key Activities / Achievements**

- Completion of onsite Interim Audit for the 2022/23 financial year;
- Completion of the Compliance Audit Return;
- 3<sup>rd</sup> Instalment of Rates due;
- Debt Collection of unpaid Rates not on Payment Plans or Instalments;
- Continued enhancement of the Shire of Management/Datacom development project of Datascape;
- Work with Datascape on next phase of implementation being upgrade of Customer Requests;
- Review of accounts for readiness of March 2023 quarterly reporting;
- Quarterly Report for Local Roads and Community Infrastructure Phase 3;
- Work through outstanding issues related to Regulation 17 and Financial Management Systems Review post audit visit by AMD Chartered Accountants;
- Award quote or Solar at Admin Building and Depot expected to be installed in August 2023;
- Administration of Chief Executive Officer Recruitment process.

### **Budget Performance**

- Interest on Bank accounts to the 31 March is \$237,183 with a revised budget of \$143,452 for the whole financial year.

### **Staff Movement**

- A restructure of the ICT Department has seen the Coordinator of IT change to Manager of ICT. The vacant IT Support Officer will be advertised in the next quarter.

### **Occupational Health & Safety (for Directorate)**

#### Meetings

- Nil

#### First Aid treatments:

- Nil

#### Near Miss incidents:

- Nil

#### Property Damage

- Nil

**Future challenges / activities**

The quarter ending 30 June 2023 will see Finance Staff finalising the 2023/24 budget process. The following sessions will be carried out in this quarter;

- Current and Future Borrowings;
- Reserve allocations;
- A new workshop to answer general questions on Department activities;
- Fees and Charges;
- Infrastructure allocation;
- Capital allocation;
- Operational changes
- Abnormal changes
- Community Grants allocation. Review to be carried out by newly formed Community Fund Program Occasional Committee;
- DRAFT Version 1.

As part of the budget process there will be review of all accounts for possible savings as well as reviewing possible increases due to shortfalls in resource allocations.

Given the pressures related to cost escalations from material supply, contractor shortage and the increasing community expectation of support funding, the budget process will be quite challenging for the 2023/24 period.

**Annual Financial Accounts**

Preparation for the 2022/23 Annual Financial accounts is already under way with a tight timeframe in place. Auditors are booked in to carry out the physical audit in late August with questions and amendments being finalised after that to have the accounts signed off in November 2023.



**Greg Lockwood**  
**Director of Business**

# Our Corporate Business Plan Actions

## 1. Our Natural Environment

Community Goals				
1.1	Natural landscapes, habitats and resources are sustainably managed for the benefit of existing and future generations.			
1.2	Development is managed sustainably and our environment is valued through policy and regulation.			
1.3	Our region is recognised for its iconic, world-class natural environment that can be enjoyed by all.			
1.4	Potential climate change impacts are anticipated and responded to.			
1.5	Waste management strategies are expanded and a greater range of options provided to ensure we minimise the negative impacts on our environment.			
Action	KPI	Responsible Directorate	Status	2022/23 Initiated, Achieved and/or continued in next year
A1. Support initiatives that protect and nurture biodiversity and endemic species.				
A1.1 Implement strategies contained in the <i>Environmental Management and Sustainability Strategy 2013</i>	Initiatives undertaken	Development and Regulation / All Directorates	Ongoing	• Support provided as needed.
A9. Encourage design features, development practices and behaviours that demonstrate best practice water and energy efficiency.				
A9.2 Undertake initiatives to reduce water consumption, improve water efficiency and capture or reuse water in regards to Shire operations	Volume of scheme water use	All Directorates	Ongoing	• Ongoing review of utility accounts highlighting an areas of unexplained increased usage.
A17. Undertake a review of the organisation's environmental strategic planning documents.				
A17.4 Review the Shire's Risk Management Framework to incorporate 'Climate Change' as an organisational and community risk	<ul style="list-style-type: none"> <li>Document reviewed</li> <li>Initiatives undertaken</li> </ul>	Office of CEO/Business	Ongoing	To be investigated and implemented in new year.

A19. Partner with Western Australian Local Government Association (WALGA) and government agencies to address climate – related issues.				
A19.1 Utilise WALGA's Climate Change Action Framework to guide the Shire's climate related actions where appropriate	Initiatives undertaken	All Directorates	Ongoing	• Support provided as needed.
A23. Undertake community engagement activities to raise awareness of Shire climate-related actions and sustainability activities.				
A23.2 Undertake to learn from other organisations in developing and executing climate-related initiatives	Learning activities undertaken	All Directorates	Ongoing	• Support provided as needed.

## 2. Our Prosperity

<b>Community Goals</b>				
2.1	New people and new businesses are attracted to the region.			
2.1	Existing core industries, such as agriculture and timber, are resilient, innovative and sustainable.			
2.2	The local economy is diversified and supports a range of industries and job opportunities.			
2.3	Industry and development is not hindered by excessive or complex compliance regulations.			
2.4	Local business thrives because it has access to information and support, and because the community maximises the use of local resources, services and products.			
2.5	The region grows in reputation as a world-class culinary, agricultural, environmental and trails tourism destination.			
2.6	Our quality primary and secondary education opportunities are maintained and access to a range of life-long learning and training opportunities is broadened.			
<b>Action</b>	<b>KPI</b>	<b>Responsible Directorate</b>	<b>Status</b>	<b>2022/23 Initiated, Achieved and/or continued in next year</b>
B9. Encourage and support initiatives to encourage extended service provision and activate town centres.				
B9.1 Provide free Wi-Fi in all town centres	Free Wi-Fi established in all four town centres	Business	Ongoing	<ul style="list-style-type: none"> <li>Completed July 2022</li> </ul>
B11. Establish purchasing preferences for the use of local resources, services and products.				
B11.1 Follow Council's adopted <i>Regional Price Preference Policy</i> (2.3.8) when making purchases	Mitigate breaches of the Policy	Business	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Policy used as part of tendering process and assessment.</li> </ul>

Action	KPI	Responsible Directorate	Status	2022/23 Initiated, Achieved and/or continued in next year
B12. Provide development opportunities and support local small businesses to thrive.				
B12.1 Engage with local small business associations and chambers to seek feedback on initiatives or projects that may affect them	Consultations held	All Directorates	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> <li>Consultation ongoing.</li> </ul>
B18. Engage youth and business in identifying and implementing actions to address the barriers and gaps in youth apprenticeships, traineeships, cadetships and employment.				
B18.1 Take opportunities to support local youth employment and training	Number of traineeships / number of youth employed by Shire	All Directorates	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> <li>Support 2 aboriginal school based trainees.</li> <li>Support workplace experience programs through local high schools</li> <li>Youth Festival, Young Women's Expo, Young Volunteers initiatives.</li> </ul>



### 3. Our Community

Community Goals				
3.1	The range of support services in our community are useful, empowering and aligned to community needs now and in the future.			
3.2	The health and wellbeing of people of all ages and circumstances is supported within their own community.			
3.3	We respond to an ageing demographic by cultivating age-friendly communities that are also inherently dementia and disability friendly.			
3.4	A range of efficient, safe and accessible public transport options are provided across the region.			
3.5	Our whole community participates in strategies to ensure we are minimising risks in regards to bushfire and other natural emergencies.			
3.6	Residents feel safe, secure and comfortable at home, work and at play.			
3.7	Our community is vibrant, dynamic and fun because we have access to a broad range of art, cultural, social and recreational opportunities.			
3.8	Diversity, inclusivity and harmony are the foundations of our strong community spirit and we celebrate and honour our diverse cultures, heritage and lifestyles.			
Action	KPI	Responsible Directorate	Status	2022/23 Initiated, Achieved and/or continued in next year
C2. Support volunteer community groups, encourage participation (particularly in the areas of emergency management) and acknowledge contributions to the community.				
C2.5 Provide acknowledgement and support to a diverse range of local volunteer groups	Support and acknowledgement provided / Thank a Volunteer Day program delivered annually	All Directorates (budget sits with Community Services)	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Undertaken whenever the opportunity exists.</li> <li>'Thank a Volunteer' day delivered in each town through six events.</li> <li>MHCC and Libraries undertake their own events.</li> </ul>

C10. Continue to encourage and support age, dementia and disability-friendly initiatives across all domains of community life.				
C10.1 Implement strategies contained in the <i>Age-friendly Communities Plan 2016-2026</i>	Initiatives undertaken	All Directorates	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Undertaken whenever the opportunity exists. Implementation throughout other towns and balance of Manjimup townsite.</li> <li>Seniors Housing underway.</li> <li>New Hospital opened.</li> <li>Wellness and Respite Centre opened.</li> <li>New footpaths constructed.</li> <li>Footpaths and accessibility parking/ramps etc substantially upgraded in Manjimup through TCR program.</li> </ul>
	Initiatives undertaken	All Directorates	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Plan reviewed.</li> <li>New development undertaken in accordance with applicable standards.</li> </ul>
C17. Support the maintenance of law and order and initiatives to prevent crime.				
C17.2 Utilise CCTV in crime hot spots or where genuine risk of crime against persons or public assets are identified	Initiatives implemented	Development and Regulation/All Directorates		<ul style="list-style-type: none"> <li>As part of Town Centre Revitalisation extensive CCTV through CBD and Heritage Park. Separate grant received for CTV at Court House and roundabout at Ipsen/Rose St.</li> <li>Reserve account now opened to fund maintenance or replacement of components of system when required.</li> </ul>

## 4. Our Infrastructure

<b>Community Goals</b>				
4.1	Infrastructure gaps in regards to energy, water, sewerage, and information and communication technology services are resolved.			
4.2	Community infrastructure is delivered and maintained at a level of service that is aligned with community needs now and in the future.			
4.3	Land use planning strategies support the sustainable development and growth of our communities.			
4.4	Town centres are accessible, attractive and inviting whilst maintaining their unique characters.			
4.5	Parks and open spaces are attractive and create opportunities for people to come together, socialise and enjoy a range of activity.			
4.6	Sport and recreation facilities sustain a broad range of pursuits.			
4.7	Community infrastructure planning responds to an ageing demographic and is also inherently dementia and disability friendly.			
4.8	Places of heritage value are recognised and retained.			
4.9	Transport infrastructure and networks provide for the safe movement of all users.			
Action	KPI	Responsible Directorate	Status	2022/23 Initiated, Achieved and/or continued in next year
D5. Develop and maintain community infrastructure to a service-level that meets the community's needs.				
D5.9 Develop a <i>Cemeteries Management Plan (new)</i>	Plan is developed and implemented	Business	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>To be finalised in 2022/23.</li> </ul>

## 5. Our Local Government

Community Goals			
5.9	All elected members and Shire employees uphold the values of professionalism, proactivity, reliability, integrity and courtesy.		
5.10	The Shire's long-term planning and activities deliver on the community's goals and aspirations.		
5.11	Our elected members represent the best interests of the community.		
5.12	Community participation in decision making is maximised.		
5.13	The Shire communicates effectively with all its communities.		
5.14	The Shire is a resilient and financially stable organisation that uses public funds responsibly.		
5.15	Asset management plans are developed and implemented to maintain community assets at the appropriate standard.		
5.16	The Shire continuously improves organisational performance and service delivery.		
Action	KPI	Responsible Directorate	Status
E1. Develop an organisational culture that upholds the values of professionalism, proactivity, reliability, integrity and courtesy in all its dealings.			
E1.1 Pursue awards and other formal recognition of achievement from external agencies	Formal accolades received	All Directorates	Ongoing
Achievements/Activities –			<ul style="list-style-type: none"> <li>Considered when opportunity exists.</li> <li>Awards received for Young Women's Expo, Messy Play Day.</li> <li>HACC received award for Wellness and Respite Centre.</li> <li>Economic Development Award received for Town Centre Revitalisation Stage 1.</li> </ul>

E2. Integrate the Shire's activities with the community's goals and vision whilst managing the long-term financial viability of the organisation.					
E2.1 Pursue 'advanced' standards in regards to the Local Government Integrated Planning and Reporting Framework	Outcomes of an internal standards assessment every 2 years	Office of CEO/Business	the	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Continuous improvement at each review interval.</li> </ul>
E2.2 Review the <i>Strategic Community Plan</i> in accordance with Local Government Regulations and community's goals and vision	Major review every 4 years / desktop review every 2 years	Office of CEO/Business	the	To be completed in 2023	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Minor review 2023.</li> </ul>
E2.3 Update the <i>Corporate Business Plan</i> annually to ensure it integrates with the <i>Strategic Community Plan</i>	Plan is updated annually to project the Shire's 4-year resource commitments to support the <i>Strategic Community Plan</i>	Office of CEO/Business	the	Completed	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Annual Budget process takes into account SCP.</li> <li>Minor completed in 2022.</li> </ul>
E2.5 Maintain a current <i>Asset Management Strategy</i>	Plan is reviewed annually and updated in light of any significant change	Business		Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Under review by external consultant.</li> </ul>
E2.6 Update the <i>Long Term Financial Plan</i> annually	Plan is updated annually to project Shire's 10-year financial commitments	Business		To be completed in 2022	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>To be completed by 31 March 2023.</li> </ul>

E7. Keep the community well informed about Shire activities and provide genuine opportunities for the community to participate in decision making.				
E7.3 Undertake community engagement planning as a standard component of project management, where the project is likely to have an impact on any community member(s)	Public participation in decision making / community engagement initiatives undertaken / customer satisfaction surveys	All Directorates	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>• Undertaken as required.</li> <li>• Undertaken and achieved for major projects.</li> </ul>
E8. Increase elected member interactions with constituents to better represent the diverse needs and priorities of the different communities within the Shire.				
E8.1 Ensure Shire activities are conducted equitably across the region	Shire events, activities and meetings held in each town / community grants distribution across towns	All Directorates	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>• Council Meetings conducted in all major towns.</li> <li>• Australia Day celebrations and Youth Week rotated across major towns.</li> </ul>
E9. Identify and mitigate organisational risks.				
E9.1 Maintain an organisation-wide <i>Risk Management Framework</i> and <i>Risk Register</i> to mitigate risks in all aspects of business	<i>Risk Management Plan</i> is current	Business	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>• Policy reviewed.</li> <li>• Risk themes reviewed and endorsed by Audit Committee</li> <li>• Procedures and framework under review.</li> </ul>
E9.2 Manage workplace occupational safety and health (OSH) risks to employees, volunteers, visitors and contractors	Performance against OSH Lead Indicators / initiatives undertaken	All Directorates/Office of the CEO	Ongoing	

E10. Identify poor performing services areas, and the needs and aspirations of the community, and set targets for improving community satisfaction.				
E10.1 Customer satisfaction surveys are regularly undertaken and used to inform the <i>Strategic Community Plan</i> as well as priorities for quality improvement	Customer satisfaction survey report and recommendations every 4 years	Business	Targeted for 2025	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Completed in 2021 as part of Strategic Community Plan review</li> </ul>
E11. Embrace and increase the use of new technologies to better deliver services and communicate with the community.				
E11.1 Seek opportunities to better use technologies to deliver or improve services and communications	New initiatives undertaken	All Directorates (budget sits with Office of the CEO)	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Considered when funds and opportunity exist</li> <li>New core operating systems being refined.</li> <li>Antenna activated July 2017.</li> <li>Solar lighting grant applied for Brockman Street.</li> <li>CCTV in Heritage Park and CBD.</li> </ul>





SHIRE OF  
**MANJIMUP**

Manjimup • Northcliffe • Pemberton • Walpole

Cnr Rose and Brockman Streets  
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ABN 36 453 349 691

## Creditor Payment Report - Warrant Listing

01 April 2023 to 30 April 2023

Cheque Payments						
Payment Number	Date	Cheque Number	Creditor Number	Invoice No	Creditor Name	Invoice Description
CP.255	03-04-2023	95270	205	Site 112 & 113 Windy Harbour Surrender and New Lease	Landgate	Site 112 & 113 Windy Harbour Surrender and New Lease x 2
CP.255	03-04-2023	95271	3411	Donation - 210323	Mr Tyson Jacob	Donation - Represent WA in U18 Junior Basketball Championships in Queensland
CP.255	03-04-2023	95272	2738	000044	Park Manjimup Pty Ltd	Catering for Agri-Tourism Forum 23/2/23
CP.255	03-04-2023	95273	145	199538950 - 1001062339	Synergy	Electricity MRAC 21/02/2023 - 20/03/2023
CP.255	03-04-2023	95273	145	293352340 - 2033791145	Synergy	Electricity Wellness Centre 21/02/2023 - 20/03/2023
CP.255	03-04-2023	95273	145	199540840 - 2001824348	Synergy	Electricity Manjimup Depot 21/02/2023 - 18/03/2023
CP.255	03-04-2023	95273	145	199510360 - 2017770389	Synergy	Electricity Shire Offices & Town Hall 17/01/2023 - 20/02/2023
CP.255	03-04-2023	95273	145	199540360 - 2001824347	Synergy	Electricity Shire Offices & Town Hall 21/02/2023 - 18/03/2023
CP.255	03-04-2023	95273	145	216780080 - 1001062370	Synergy	Electricity PowerUp / Cafe / Museum 21/02/2023 - 20/03/2023
CP.255	03-04-2023	95273	145	803621200 - 3000196743	Synergy	Electricity Pemberton Sports Club 21/02/2023 - 18/03/2023
CP.255	03-04-2023	95273	145	709854800 - 1001062416	Synergy	Electricity Manjimup Community Centre 17/02/2023 - 21/03/2023
						Inclusive Amount
						750.40
						200.00
						1,465.00
						10,903.98
						1,038.00
						1,247.02
						2,387.21
						1,946.24
						2,031.64
						1,742.77
						1,040.28

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Cheque Payments							
Payment Number	Date	Cheque Number	Creditor Number	Invoice No	Creditor Name	Invoice Description	Inclusive Amount
CP.255	03-04-2023	95273	145	381973950 - 2077776382	Synergy	Electricity Pemberton Depot 17/01/2023 - 28/03/2023	154.26
CP.255	03-04-2023	95275	151	9024364432.000 2	Water Corporation	Water Trade Waste Permit Pemberton Co-Location 14/03/2023 - 30/06/2023	71.06
CP.255	03-04-2023	95275	151	9006924192.015 3	Water Corporation	Water Public Toilets SW Hwy Walpole 23/01/2023 - 23/03/2023	388.78
CP.255	03-04-2023	95275	151	9006924547.151	Water Corporation	Water Walpole Family Centre 23/01/2023 - 24/03/2023	148.11
CP.255	03-04-2023	95275	151	9006924782.016 4	Water Corporation	Water Walpole Community Resource Centre 23/01/2023 - 24/03/2023	914.03
CP.255	03-04-2023	95275	151	9006925435.016 4	Water Corporation	Water Walpole Public Toilets Boronia Street 23/01/2023 - 24/03/2023	209.00
CP.255	03-04-2023	95275	151	9006926526.013 0	Water Corporation	Water Walpole Depot 23/01/2023 - 24/03/2023	11.19
CP.255	03-04-2023	95275	151	9006924504.015 7	Water Corporation	Water Walpole Public Toilets Rec Ground 23/01/2023 - 24/03/2023	547.62
CP.256	06-04-2023	95276	145	543406940 - 2021799904	Synergy	Electricity Fire Shed for Pump - Walpole 26/01/2023 - 28/03/2023	121.38
CP.256	06-04-2023	95276	145	735060950 - 2013803742	Synergy	Electricity Manjin Park 23/02/2023 - 18/03/2023	575.11
CP.256	06-04-2023	95276	145	079622520 - 2009799081	Synergy	Electricity Walpole Radio Transmission 26/01/2023 - 28/03/2023	254.54
CP.256	06-04-2023	95276	145	372642040 - 2021800498	Synergy	Electricity Walpole Transfer Station 28/01/2023 - 29/03/2023	148.80
CP.256	06-04-2023	95276	145	063207240 - 2013803962	Synergy	Electricity Television Tower Quinminup 28/01/2023 - 28/03/2023	117.53
CP.256	06-04-2023	95276	145	756395870 - 2013804710	Synergy	Electricity Quinminup BFB 28/01/2023 - 28/03/2023	205.26
CP.256	06-04-2023	95276	145	592197210 - 2053780287	Synergy	Electricity Northcliffe BFB 31/01/2023 - 30/03/2023	244.31
CP.256	06-04-2023	95276	145	313961450 - 2037790592	Synergy	Electricity Street Lighting x 10 28/02/2023 - 27/03/2023	171.25
CP.256	06-04-2023	95276	145	361768750 - 2093763357	Synergy	Electricity Street Lighting x 944 25/02/2023 - 24/03/2023	13,339.17
CP.256	06-04-2023	95276	145	309107950 - 2025799825	Synergy	Electricity Northcliffe Depot & Mens Shed 01/02/2023 - 30/03/2023	196.61

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Cheque Payments							
Payment Number	Date	Cheque Number	Creditor Number	Invoice No	Creditor Name	Invoice Description	Inclusive Amount
CP.256	06-04-2023	95276	145	658366810 - 2001835815	Synergy	Electricity Telstra Mobile Base Station 01/02/2023 - 31/03/2023	327.58
CP.256	06-04-2023	95277	151	9021701544.0047	Water Corporation	Water Walpole SES 23/01/2023 - 24/03/2023	73.91
CP.257	14-04-2023	95283	2512	255023620 Mar2023	Pharmacy 777 Bridgetown	Pharmacy items HCP - OP March 23	341.42
CP.257	14-04-2023	95284	686	3551960	Pivotal Satellite Pty Ltd	Satellite phone charges April 2023	75.00
CP.257	14-04-2023	95285	327	PC.MHCC.@28/03/23	Shire of Manjimup	Reimbursement Petty Cash Wellness Centre @ 23/03/2023	144.95
CP.257	14-04-2023	95286	145	884857630 - 2089764421	Synergy	Electricity Northcliffe Town Hall 31/01/2023 - 30/03/2023	243.15
CP.257	14-04-2023	95286	145	373468270 - 2061777139	Synergy	Electricity Public Toilets Zamia Street 01/02/2023 - 30/03/2023	156.79
CP.257	14-04-2023	95287	151	9006889892.139	Water Corporation	Water Usage - Recreation Ground - Imperials Football Club 07/02 -04/04/233 - 28/02/2023	97.90
CP.257	14-04-2023	95287	151	9006889868.0162	Water Corporation	Water Old Infant Health Clinic 06/02/2023 - 03/04/2023	90.69
CP.258	21-04-2023	95288	3653	Assistance Prescribed burn - Apr 2023	Manjimup Volunteer Fire and Rescue	Volunteer Brigade members assisted with a Prescribe burn on Shire Reserve #19552 - 04/04/23	1,500.00
CP.258	21-04-2023	95289	186	PCRReimb11/04	Shire of Manjimup	Admin Petty Cash reimbursement 11/04/23	317.20
CP.258	21-04-2023	95290	314	PC030423	Shire of Manjimup	petty cash recoup - Depot	267.00
CP.258	21-04-2023	95291	329	MipLibraryPetty Cash 04/04/23	Shire of Manjimup	Reimbursement Manjimup Library Petty Cash @ 004/04/23	90.65
CP.258	21-04-2023	95292	145	366190940 - 2061780564	Synergy	Electricity Car Charge Pemberton 04/02/2023 - 05/04/2023	261.37
CP.258	21-04-2023	95292	145	656635070 - 2081779822	Synergy	Electricity Pemberton Public Toilets 04/02/2023 - 05/04/2023	423.80
CP.258	21-04-2023	95292	145	236336020 - 2013810728	Synergy	Electricity Medical Housing 84 O'Connor Street 07/02/2023 - 06/04/2023	579.86
CP.258	21-04-2023	95293	151	900611172.0129	Water Corporation	Water Roundabout Ipsen & Rose 07/02/2023 - 04/04/2023	50.35
CP.258	21-04-2023	95293	151	9006912132.0131	Water Corporation	Water Roundabout Mount & Rose 07/02/2023 - 04/04/2023	41.96

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Cheque Payments							
Payment Number	Date	Cheque Number	Creditor Number	Invoice No	Creditor Name	Invoice Description	Inclusive Amount
CP.258	21-04-2023	95293	151	9006888814.015 8	Water Corporation	Water Roundhouse Heritage Park ( Old Visitor Ctr) 06/02/2023 - 03/04/2023	690.27
CP.258	21-04-2023	95293	151	9006895360.015 8	Water Corporation	Water Collier Street Sporting Complex 06/02/2023 - 03/04/2023	345.78
CP.258	21-04-2023	95293	151	9006895491.015 8	Water Corporation	Water Rae Park Showgrounds 06/02/2023 - 03/04/2023	1,166.34
CP.258	21-04-2023	95293	151	9006887379.016 4	Water Corporation	Water Southern Forests Food Council 07/02/2023 - 04/04/2023	98.42
CP.258	21-04-2023	95293	151	9006887395.016 1	Water Corporation	Water Coronation Park Toilets 07/02/2023 - 04/04/2023	531.50
CP.258	21-04-2023	95293	151	9006888064.025 2	Water Corporation	Water Shops 5 Brockman St 07/02/2023 - 04/04/2023	1,533.78
CP.258	21-04-2023	95293	151	9006889892.013 8	Water Corporation	Water Service Charges Recreation Ground - Imperials 01/03/2023 - 30/04/2023	505.59
CP.258	21-04-2023	95293	151	9006888179.003 9	Water Corporation	Water Wellness Centre 07/02/2023 - 04/04/2023	617.66
CP.258	21-04-2023	95293	151	9006888275.016 1	Water Corporation	Water Town Hall & Admin Offices 07/02/2023 - 04/04/2023	771.49
CP.258	21-04-2023	95293	151	9006888646.003 7	Water Corporation	Water Public Toilets Brockman Street 07/02/2023- 04/04/2023	124.25
CP.258	21-04-2023	95293	151	9006889905.016 0	Water Corporation	Water 20 Arnott Street 07/02/2023 - 04/04/2023	386.48
CP.258	21-04-2023	95293	151	9006889913.015 8	Water Corporation	Water Unit A 33 Leman Street 07/02/2023 - 04/04/2023	255.03
CP.258	21-04-2023	95293	151	9006889921.017 0	Water Corporation	Water Unit B 33 Leman Street 07/02/2023 - 04/04/2023	310.28
CP.258	21-04-2023	95293	151	9006892012.016 8	Water Corporation	Water MISP & Cleaners Sink 06/02/2023 - 06/04/2023	392.49
CP.258	21-04-2023	95293	151	9006893816.016 5	Water Corporation	Water MRAC 09/02/2023 - 06/04/2023	1,209.62
CP.258	21-04-2023	95293	151	9006896355.013 1	Water Corporation	Water Apex Park 09/02/2023 +- -06/04/2023	170.62
CP.258	21-04-2023	95293	151	9006903922.012 3	Water Corporation	Water Manjimup Old Cemetery 08/02/2023 - 05/04/2023	8.39
CP.258	21-04-2023	95293	151	9006903965.013 4	Water Corporation	Water Manjimup Depot 08/02/2023 - 05/04/2023	103.49

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Payment Number	Date	Cheque Number	Creditor Number	Invoice No	Creditor Name	Invoice Description	Inclusive Amount
CP.258	21-04-2023	95293	151	9006904597.0129	Water Corporation	Water Lawn Cemetery Crouch St 08/02/2023 - 05/04/2023	2,176.07
CP.258	21-04-2023	95293	151	9006905979.0130	Water Corporation	Water Manjimup Airport 08/02/2023 - 05/04/2023	651.70
CP.258	21-04-2023	95293	151	9006911199.0128	Water Corporation	Water Roundabout Brockman & Bath 07/02/2023 - 04/04/2023	75.52
CP.258	21-04-2023	95293	151	9006916985.0133	Water Corporation	Water Northcliffe Sports Ground 07/02/2023 - 04/04/2023	111.88
CP.258	21-04-2023	95293	151	9006917216.0148	Water Corporation	Water Northcliffe Depot 07/02/2023 - 04/04/2023	5.59
CP.258	21-04-2023	95293	151	9006917232.0131	Water Corporation	Water Pioneer Museum Northcliffe 07/02/2023 - 04/04/2023	36.36
CP.258	21-04-2023	95293	151	9006917240.0137	Water Corporation	Water Public Toilets Zamia Street 07/02/2023 - 04/04/2023	69.93
CP.258	21-04-2023	95293	151	9006917312.0130	Water Corporation	Water Northcliffe Hall Public Toilets 07/02/2023 - 04/04/2023	11.19
CP.258	21-04-2023	95293	151	9016640812.0075	Water Corporation	Water Roundabout Brain & Mottram 08/02/2023 - 05/04/2023	304.87
CP.258	21-04-2023	95293	151	9006917988.0144	Water Corporation	Water Pemberton Co-Location 07/02/2023 - 04/04/2023	57.77
CP.258	21-04-2023	95293	151	9006917996.0155	Water Corporation	Water Pemberton Public Toilets 07/02/2023 - 04/04/2023	569.16
CP.258	21-04-2023	95293	151	9006918067.0136	Water Corporation	Water Little Taddies Kindergarten 07/02/2023 - 04/04/2023	95.10
CP.258	21-04-2023	95293	151	9006918120.0156	Water Corporation	Water Pemberton Visitor Centre & War Memorial Tap 07/02/2023 - 04/04/2023	243.87
CP.258	21-04-2023	95293	151	9006918171.0134	Water Corporation	Water Pemberton Recreation Ground 07/02/2023 - 04/04/2023	444.72
CP.258	21-04-2023	95293	151	9006928863.0151	Water Corporation	Water Quininup Toilets & Oval 07/02/2023 - 04/04/2023	931.40
CP.258	21-04-2023	95293	151	9008615166.0141	Water Corporation	Water Northcliffe Stand Pipe 07/02/2023 - 04/04/2023	11.19
CP.258	21-04-2023	95293	151	9009918759.0107	Water Corporation	Water Northcliffe Cemetery 07/02/2023 - 04/04/2023	13.99
CP.258	21-04-2023	95293	151	9011096686.0099	Water Corporation	Water Lions Gazebo & Public Toilets 07/02/2023 - 04/04/2023	374.80

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Payment Number	Date	Cheque Number	Creditor Number	Invoice No	Creditor Name	Invoice Description	Inclusive Amount
CP.258	21-04-2023	95293	151	9012463820.009 9	Water Corporation	Water Manjin Park 07/02/2023 - 04/04/2023	2,144.53
CP.258	21-04-2023	95293	151	9013876838.010 2	Water Corporation	Water Northcliffe Visitor Centre 07/02/2023 - 04/04/2023	144.06
CP.258	21-04-2023	95293	151	9014169123.008 3	Water Corporation	Water Roundabout Mount & Giblett 07/02/2023 - 04/04/2023	215.37
CP.258	21-04-2023	95293	151	9016611915.006 0	Water Corporation	Water Pemberton Brockman St Public Toilets 07/02/2023 - 04/04/2023	8.39
CP.258	21-04-2023	95293	151	9006903973.016 2	Water Corporation	water usage - 8/2/23 to 5/4/23 - Manjimup Depot Standpipe	1,195.38
CP.258	21-04-2023	95293	151	9020859550.003 9	Water Corporation	Water Unit A, 84 O'Connor St - Service Charge 01/03/2023 - 30/04/2023	255.03
CP.258	21-04-2023	95293	151	9020859585.004 1	Water Corporation	Water Unit B, 84 O'Connor St - Service Charges 01/03/2023 - 30/04/2023	255.03
CP.258	21-04-2023	95293	151	9020859569.004 1	Water Corporation	Water Unit C, 84 O'Connor St - Service Charge 01/03/2023 - 30/04/2023	255.03
CP.258	21-04-2023	95293	151	9021999977.004 0	Water Corporation	Water Medical Housing 84 O'Connor 09/02/2023 - 06/04/2023	417.71
CP.260	28-04-2023	95295	145	288855190 - 2017813752	Synergy	Electricity Ringbark BFB 11/02/2023 - 11/04/2023	124.72
CP.260	28-04-2023	95295	145	337026850 - 2081781595	Synergy	Electricity Walpole BFB 04/02/2023 - 11/04/2023	151.36
CP.260	28-04-2023	95295	145	436423840 - 2077785566	Synergy	Electricity Yanmah BFB 11/02/2023 - 11/04/2023	126.21
CP.260	28-04-2023	95295	145	293352340 - 2049799968	Synergy	Electricity Wellness Centre 21/03/2023 - 17/04/2023	885.69
CP.260	28-04-2023	95295	145	946690380 - 2085777719	Synergy	Electricity Manjimup Lawn Cemetery 08/02/2023 - 11/04/2023	185.88
CP.260	28-04-2023	95295	145	463567870 - 2025806393	Synergy	Electricity Pemberton Visitor Centre 08/02/2023 - 06/04/2023	1,136.97
CP.260	28-04-2023	95295	145	709854800 - 2045795379	Synergy	Electricity Manjimup Community Centre - Invoice Adjustment 17/02/2023 - 21/03/2023	32.30
CP.260	28-04-2023	95295	145	199540840 - 2057794676	Synergy	Electricity Manjimup Depot 21/03/2023 - 17/04/2023	1,131.39
CP.260	28-04-2023	95295	145	199540360 - 2057794675	Synergy	Electricity Shire Offices & Town Hall 21/03/2023 - 17/04/2023	1,553.78

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Cheque Payments						
Payment Number	Date	Cheque Number	Creditor Number	Invoice No	Creditor Name	Invoice Description
CP.260	28-04-2023	95295	145	216780080 - 2009813157	Synergy	Electricity PowerUp / Cafe / Museum 21/03/2023 - 17/04/2023
CP.260	28-04-2023	95295	145	199538950 - 2057794674	Synergy	Electricity MRAC 21/03/2023 - 17/04/2023
CP.260	28-04-2023	95296	151	900688187.016 4	Water Corporation	Water Manjimup Library and Community Centre 07/02/2023 - 04/04/2023
CP.260	28-04-2023	95296	151	9006887598.013 1	Water Corporation	Water Heritage Park - Museum/ Park Cafe / Visitor Ctr 07/02/2023 - 04/04/2023
CP.260	28-04-2023	95296	151	9006918163.016 0	Water Corporation	Water Pemberton Sports Club 07/02/2023 - 04/04/2023
						Cheque Total
						92,891.76

Electronic Funds Transfer Payments						
Payment Number	Date	Cheque Number	Creditor Number	Invoice No	Creditor Name	Invoice Description
CP.255	03-04-2023	EFT	258	28241	ABC Filter Exchange	AquaCentre cafe deep fryer filter clean
CP.255	03-04-2023	EFT	2077	2700004	AFGRJ Equipment	1 x AT356101 rear view mirror, 1 x AT362406 lamp, freight - GR05
CP.255	03-04-2023	EFT	142	23-00005255	Alexander's Outdoor & Leisure	Volleyballs and pumps
CP.255	03-04-2023	EFT	3016	RBLSW3938	Anderson Neurological and Developmental Services	Travel associated with Private OT Wheelchair assessment - HCP - KR 16/3/23 - Client ID. RBLSW195
CP.255	03-04-2023	EFT	3016	RBLSW3856	Anderson Neurological and Developmental Services	Private Occupational Therapy Wheelchair assessment - HCP - KR 16/3/23 Client ID. RBLSW195
CP.255	03-04-2023	EFT	3016	RBLSW3965	Anderson Neurological and Developmental Services	Private Occupational Therapy - HCP - KR
CP.255	03-04-2023	EFT	3016	RBLSW3978	Anderson Neurological and Developmental Services	Private Physiotherapy - HCP - MBC 23/3/23 - Client ID RBLSW128
CP.255	03-04-2023	EFT	3016	RBLSW3987	Anderson Neurological and Developmental Services	Research wheelchairs, correspondence with AT suppliers - HCP - KR
CP.255	03-04-2023	EFT	2376	24568008	Aussie Broadband Pty Ltd	NBN Services 27/3/23 - 26/4/23
CP.255	03-04-2023	EFT	1616	X24107	Badgelink	Badges: Iain, Phillip & Tom

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Payment Number	Date	Cheque Number	Creditor Number	Invoice No	Creditor Name	Invoice Description	Inclusive Amount
CP.255	03-04-2023	EFT	3656	2023069	Baysan Constructions	Payment 4 of 7 - for relocation works - Munro House	20,000.00
CP.255	03-04-2023	EFT	2043	00014444	BCE Surveying Pty Ltd	Establish Survey Controls - Old Vasse Rd & Channybearup Rd	6,435.00
CP.255	03-04-2023	EFT	3426	01840	Benjamin Smith	WordPress Maintenance Plan Agreement - Heritage Park and Home and Community Care	247.50
CP.255	03-04-2023	EFT	3103	86062/12124	Best Western Plus Hotel Lord Forrest	accommodation & meals - 14-16 March 2023 - K De Campo	819.50
CP.255	03-04-2023	EFT	3103	86064/12125	Best Western Plus Hotel Lord Forrest	accommodation & meals - 14-16 March 2023 - J Harfouche	730.00
CP.255	03-04-2023	EFT	639	301348	Better Life Centre Pty Ltd	Walking cane - HCP - FJ	28.00
CP.255	03-04-2023	EFT	639	301347	Better Life Centre Pty Ltd	Quad cane - HCP - CJ	56.00
CP.255	03-04-2023	EFT	3199	19254628-P	Booktopia Pty Ltd	9 x new books for SofM Libraries	234.76
CP.255	03-04-2023	EFT	2447	CLAIM 01 202305	Carbone Bros Pty Ltd	Tender 03-22 - Graphite Road Construction Upgrade - Claim 01	120,758.63
CP.255	03-04-2023	EFT	1400	00003964	Civitest Pty Ltd	gravel testing - stockpile (ex Dronow's Pit) - Channybearup Road	2,244.00
CP.255	03-04-2023	EFT	1142	Councillor Payments March 2023	Cr Clifford Winfield	Councillor Payments March 2023	1,793.67
CP.255	03-04-2023	EFT	244	Councillor Payments March 2023	Cr Denise Jenkins	Councillor Payments March 2023	2,634.25
CP.255	03-04-2023	EFT	3360	Councillor Payments March 2023	Cr Donelle Buegge	Councillor Payments March 2023	1,793.67
CP.255	03-04-2023	EFT	3361	Councillor Payments March 2023	Cr Jennifer Willcox	Councillor Payments March 2023	1,793.67
CP.255	03-04-2023	EFT	2661	Councillor Payments March 2023	Cr Kenneth Lawrence	Councillor Payments March 2023	1,793.67
CP.255	03-04-2023	EFT	2661	TravelClaim Jan to 16 Mar 2023	Cr Kenneth Lawrence	Cr K Lawrence Travel Claim Jan - 16 Mar 2023	601.51

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Electronic Funds Transfer Payments							
Payment Number	Date	Cheque Number	Creditor Number	Invoice No	Creditor Name	Invoice Description	Inclusive Amount
CP.255	03-04-2023	EFT	2391	Councillor Payments March 2023	Cr Kimberley Skoss	Councillor Payments March 2023	1,793.67
CP.255	03-04-2023	EFT	2247	Councillor Payments March 2023	Cr Murray Ventris	Councillor Payments March 2023	1,793.67
CP.255	03-04-2023	EFT	1769	Councillor Payments March 2023	Cr Paul Omodei	Councillor Payments March 2023	5,494.42
CP.255	03-04-2023	EFT	246	Councillor Payments March 2023	Cr Robert Taylor	Councillor Payments March 2023	1,793.67
CP.255	03-04-2023	EFT	2655	Councillor Payments March 2023	Cr Susan Dawson-Vidovich	Councillor Payments March 2023	1,793.67
CP.255	03-04-2023	EFT	2248	Councillor Payments March 2023	Cr Wendy Eiby	Councillor Payments March 2023	1,793.67
CP.255	03-04-2023	EFT	58	I58576702.BUN	Craven Foods	AquaCentre Cafe Stock Customer No. 358837	177.02
CP.255	03-04-2023	EFT	3306	1410636	Crown Promenade Perth	accommodation - 20 March 2023 - Spencer Roberts	276.65
CP.255	03-04-2023	EFT	2126	INV-1317	Dempster Plumbing & Construction	Repairs to public BBQ's at Windy Harbour	577.50
CP.255	03-04-2023	EFT	2349	80347673	DHL Supply Chain (Australia)	Jevity - HCP - JR	248.00
CP.255	03-04-2023	EFT	305	INV-4699	Dronow Contracting (2005) Pty Ltd	gravel cart ex Dronow Pit to SofM Depot gravel bin - Channybearup Road	2,880.35
CP.255	03-04-2023	EFT	305	INV-4702	Dronow Contracting (2005) Pty Ltd	wet hire of construction grader - 21-24 March 2023 - North Walpole Road	8,904.50
CP.255	03-04-2023	EFT	305	INV-4700	Dronow Contracting (2005) Pty Ltd	wet hire of 1 x semi side tipper - 22 March 2023 - cart metal to North Walpole Road	767.25
CP.255	03-04-2023	EFT	305	INV-4701	Dronow Contracting (2005) Pty Ltd	wet hire of grader - maintenance grading 22-23 March 2023 - Manjimup area	2,983.75
CP.255	03-04-2023	EFT	305	INV-4703	Dronow Contracting (2005) Pty Ltd	RFT 06/22 - supply 261.85 tonnes gravel - SofM Depot bin - Channybearup Road	6,524.00
CP.255	03-04-2023	EFT	3330	37335	Enviroclean Victoria Pty Ltd	Enviroclean Warthog parts washer hire - month of April 2023	140.00

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Payment Number	Date	Cheque Number	Creditor Number	Invoice No	Creditor Name	Invoice Description	Inclusive Amount
CP.255	03-04-2023	EFT	2070	PO12264	Envirolab Services WA Pty Ltd	water testing and analysis at Windy Harbour	276.10
CP.255	03-04-2023	EFT	2759	2522213	EQUANS Mechanical Services (WA) Pty Ltd	Air conditioning service - Wellness Centre - February 2023	475.20
CP.255	03-04-2023	EFT	2759	2531939	EQUANS Mechanical Services (WA) Pty Ltd	Investigate Cool Room fault at Wellness Centre	577.50
CP.255	03-04-2023	EFT	2952	INV/2023/0464	Fleet Dynamics Pty Ltd	annual subscription - GPS units in light vehicles - January 2023	154.00
CP.255	03-04-2023	EFT	2999	INV-3845	Frontline Technology Services Pty Ltd	Central Intercept X Advanced with XDR - 1-99 LICENSES /25-99 SERVERS - MSP Monthly	1,174.07
CP.255	03-04-2023	EFT	132	74523502	Hanson Construction Materials Pty Ltd	supply 47.25 tonnes 5mm single size basalt & freight	3,149.69
CP.255	03-04-2023	EFT	132	74523503	Hanson Construction Materials Pty Ltd	supply & deliver 8.1 cubic metres 6% stabilised sand - 15 March 2023 - Channybearup Road	1,768.09
CP.255	03-04-2023	EFT	3726	VP - 54598	Homecraft Textiles (WA) Pty Ltd	1 x roll unbleached calico - Ref 54598	399.50
CP.255	03-04-2023	EFT	2481	71708665.01	Independence Australia	Continence aids - HCP - DG - Cust No. A406930	146.20
CP.255	03-04-2023	EFT	2481	71708526.01	Independence Australia	Resource Plus (choc) drinks - HCP - CJ - Cust No. A531123	68.40
CP.255	03-04-2023	EFT	2481	71708526.02	Independence Australia	Resource Plus drinks - HCP - CJ - Cust No. A531123	68.40
CP.255	03-04-2023	EFT	2481	71711449.01	Independence Australia	Continence aids - HCP - MR	413.10
CP.255	03-04-2023	EFT	2481	71714660.01	Independence Australia	Continence aids - HCP - RG	52.45
CP.255	03-04-2023	EFT	2481	71714654.01	Independence Australia	Continence aids - HCP - JR	132.40
CP.255	03-04-2023	EFT	1151	INV-1278	Jim Sarinis Plumbing	unblock sewerage drain pipe between concrete receival pit & anaerobic settling Pond 1 - Manjimup LWF	885.50
CP.255	03-04-2023	EFT	100	SN33926	Johnson's Food Services	3 x boxes of jumbo toilet rolls - Account No. 66	106.26
CP.255	03-04-2023	EFT	100	SP13742	Johnson's Food Services	2 boxes toilet rolls 1 bag of hand towels - Account No 66	174.22
CP.255	03-04-2023	EFT	100	SP14253	Johnson's Food Services	AquaCentre Cafe Stock - Account No 98	5.56
CP.255	03-04-2023	EFT	100	1563 SO32368	Johnson's Food Services	AquaCentre Cafe stock	100.78
CP.255	03-04-2023	EFT	100	1592 SO32441	Johnson's Food Services	AquaCentre Cafe Stock - Account No 98	233.55
CP.255	03-04-2023	EFT	100	SP14245	Johnson's Food Services	AquaCentre cafe stock	242.23

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Payment Number	Date	Cheque Number	Creditor Number	Invoice No	Creditor Name	Invoice Description	Inclusive Amount
CP.255	03-04-2023	EFT	100	SP 14253	Johnson's Food Services	AquaCentre cafe stock	5.56
CP.255	03-04-2023	EFT	100	SP14421	Johnson's Food Services	Toilet rolls , hand towels, hand soap and sanitiser	349.19
CP.255	03-04-2023	EFT	100	SO32592	Johnson's Food Services	AquaCentre cafe stock	408.28
CP.255	03-04-2023	EFT	100	SP14524	Johnson's Food Services	20 x ctn(48) toilet paper	1,430.00
CP.255	03-04-2023	EFT	136	8954	Karri Concrete	supply 2.0 cubic metres 10% stabilised sand - 1 March 2023 - Manjimup Urban Drainage	653.40
CP.255	03-04-2023	EFT	309	382547 - 10000964	Landgate	GRV Valuations - Schedule No. G2023/3 Dated 4/2/2023 to 17/2/2023 & G2023/4 Dated 18/2/2023 to 03/03/2023	249.44
CP.255	03-04-2023	EFT	309	382838 - 10000964	Landgate	GRV Valuations - Schedule G2023/5 Dated 04/03/2023 to 17/3/2023	71.80
CP.255	03-04-2023	EFT	2876	LG145622	LG Business Systems	Supply 3 x Boxes - Z-310 PSEAL Payslips - Customer ID 7964	511.50
CP.255	03-04-2023	EFT	3087	6828923	Lite n' Easy	Lite N Easy - HCP - KR	127.51
CP.255	03-04-2023	EFT	3087	6826548	Lite n' Easy	Lite N Easy - HCP - RP	76.48
CP.255	03-04-2023	EFT	3087	6826712	Lite n' Easy	Lite N Easy - HCP - MR	94.68
CP.255	03-04-2023	EFT	3087	6791674	Lite n' Easy	Lite N Easy - HCP - MN	207.42
CP.255	03-04-2023	EFT	3087	6816007	Lite n' Easy	Lite N Easy - HCP - DWD	124.82
CP.255	03-04-2023	EFT	3087	6835598	Lite n' Easy	Lite N Easy - HCP - RP	76.48
CP.255	03-04-2023	EFT	3087	6838421	Lite n' Easy	Lite N Easy - HCP - LP	159.05
CP.255	03-04-2023	EFT	3087	6838218	Lite n' Easy	Lite N Easy - HCP - AC	84.92
CP.255	03-04-2023	EFT	3087	6838184	Lite n' Easy	Lite N Easy - HCP - GW	115.72
CP.255	03-04-2023	EFT	3087	6840587	Lite n' Easy	Lite N Easy - HCP - JW	121.28
CP.255	03-04-2023	EFT	3087	6840821	Lite n' Easy	Lite N Easy - HCP - KR	69.45
CP.255	03-04-2023	EFT	3087	6839144	Lite n' Easy	Lite n' Easy Meals HCP - GG	124.82
CP.255	03-04-2023	EFT	3087	6839172	Lite n' Easy	Lite n' Easy Meals HCP - VK	74.35
CP.255	03-04-2023	EFT	3087	6806559	Lite n' Easy	Lite n' Easy Meals HCP - AJ	229.64

Electronic Funds Transfer Payments							Inclusive Amount
Payment Number	Date	Cheque Number	Creditor Number	Invoice No	Creditor Name	Invoice Description	Inclusive Amount
CP.255	03-04-2023	EFT	90	35374	Local Government Professionals Australia WA	LG Professionals Webinar Series with DLGSC Registration - Differential Rates - 29 March 2023	50.00
CP.255	03-04-2023	EFT	1948	C40184	Maia Financial Pty Limited	Contract E6N0164019 - Gym Refresh - 01-May-23 to 31-May-23 - Cust No. SH1036	189.28
CP.255	03-04-2023	EFT	20	27500	Manjimup Building Supplies	Insulation Batts for Unit B Arnott Street	1,440.00
CP.255	03-04-2023	EFT	1729	2-1026288	Manjimup Mitre 10 & Retravisoin	Various painting rollers supplies, glue for stadium	145.20
CP.255	03-04-2023	EFT	1729	2-1026515	Manjimup Mitre 10 & Retravisoin	1 x 2lt Taubmans water base gloss white	75.99
CP.255	03-04-2023	EFT	1729	2-1027486	Manjimup Mitre 10 & Retravisoin	10 x 310ml Sikaflex Pro	299.90
CP.255	03-04-2023	EFT	1729	2-1027802	Manjimup Mitre 10 & Retravisoin	1 x 250ml measuring jug, 1 x 1kg painter rags, 1 x 1lt thinners, 1 x measuring syringe	77.96
CP.255	03-04-2023	EFT	1729	2-1028019	Manjimup Mitre 10 & Retravisoin	Principal kitchen cupboards & bench tops	1,164.60
CP.255	03-04-2023	EFT	117	11206249	Manjimup Motors Pty Ltd	4 x 750ml Sikaboom expanding foam, 2 x 15kg block of rag	171.54
CP.255	03-04-2023	EFT	2951	6284	Manjimup Muffler Towbar & 4WD	supply & fit bull bar - 1013WA	3,050.00
CP.255	03-04-2023	EFT	2964	25740	Manjimup Physiotherapy	STANDARD CONSULTATION - HCP - KR	75.00
CP.255	03-04-2023	EFT	212	INV-2945	Manjimup Pump & Electrical Shop	replace 12 x lights, remove fuses & install RCDMCB on main switchboard - squash courts - Pemberton Sports Club	3,346.53
CP.255	03-04-2023	EFT	137	11516/2	Manjimup Spray Painters	excess due on insurance claim - windscreen - 1002WA	300.00
CP.255	03-04-2023	EFT	137	11517/2	Manjimup Spray Painters	excess due on insurance claim - windscreen - 1030WA	300.00
CP.255	03-04-2023	EFT	137	11469	Manjimup Spray Painters	20L gun wash thinners	108.00
CP.255	03-04-2023	EFT	201	JC14051863	Manjimup Toyota & Mitsubishi	31 000km service - 1019WA	625.19
CP.255	03-04-2023	EFT	201	JC14051828	Manjimup Toyota & Mitsubishi	30 000km service - 1016WA	687.17
CP.255	03-04-2023	EFT	2889	Reimbursement NDIS - Michael Leers - 270323	Mr Michael Leers	Reimbursement NDIS Worker Screening - Michael Leers	145.00
CP.255	03-04-2023	EFT	1928	I83	Mr Perry Fardella	mechanical assistance - 24 & 27 February, 7 March 2023	2,033.90
CP.255	03-04-2023	EFT	2580	6	Mr Peter Berthold	Scaffolding components	1,673.00

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Payment Number	Date	Cheque Number	Creditor Number	Invoice No	Creditor Name	Invoice Description	Inclusive Amount
CP.255	03-04-2023	EFT	3670	INV-1620	Mr Stephen King	dismantle 50 x mattresses to extract metal for site contractor's salvage & dispose other materials to bulk waste bins for landfill - Walpole Transfer Station	1,500.00
CP.255	03-04-2023	EFT	2399	Reimburse NDIS 27/03/23	Mr Victor Green	Reimburse NDIS Worker Screening Check - VJA Green	145.00
CP.255	03-04-2023	EFT	1982	INV-1197	Mrs Nicole Campbell	Gardening services 13/03/23 - 17/03/23 - HCC	808.50
CP.255	03-04-2023	EFT	3739	Reimbursement NDIS - Tracie Williams - 280323	Mrs Tracie Williams	Reimbursement NDIS Worker Screening TO Williams	145.00
CP.255	03-04-2023	EFT	2814	23010	Ms Angela Winter	First Aid Training - 2 x Cardio Pulmonary Resuscitation, 7 x Provide First Aid - 2 April 2023	985.00
CP.255	03-04-2023	EFT	1761	556733	Muirs Manjimup	75 000km service - 27 March 2023 - 1002WA	379.45
CP.255	03-04-2023	EFT	2162	300180099	NBN Co Limited	New Development Charge - Pemberton Community Hub	2,400.00
CP.255	03-04-2023	EFT	1350	9011875076	Schweppes Australia Pty Ltd	AquaCentre Cafe stock - drinks	578.39
CP.255	03-04-2023	EFT	2048	46033	Sitech (WA) Pty Ltd	monthly IHQ subscription - IHQ scale (data distribution licence), IHQ licence & M2M data plan 150mb per month - LD04	192.50
CP.255	03-04-2023	EFT	924	606109	SOS Office Equipment	MHCC Fuji Xerox x 4 Rental 25/03/23 - 24/04/23 - A/c SHIRE042	1,624.19
CP.255	03-04-2023	EFT	924	606710	SOS Office Equipment	Photocopier Meter Readings - March 2023	1,491.33
CP.255	03-04-2023	EFT	794	00002715	South West Counselling Inc	EAP referral - D100323	170.50
CP.255	03-04-2023	EFT	30	2502	South West Electrics	Replacement of two column lights at Manjimup Library and Art Gallery	970.82
CP.255	03-04-2023	EFT	30	2799	South West Electrics	Relocating air con in Admin office server room	1,291.73
CP.255	03-04-2023	EFT	30	2900	South West Electrics	check RCD not working - replace faulty RCBO - emulsion tank	357.45
CP.255	03-04-2023	EFT	3725	Logo Recreation Artwork - Pemby Hub	South West Print and Design	Pemberton Hub Sign Image Artwork	525.00
CP.255	03-04-2023	EFT	1774	121416	Southern Forests Medical Centre	Pre-employment medical - C Barclay	165.00
CP.255	03-04-2023	EFT	3686	SR7444	Southwest Hoist & Crane	Crane Technician site visit	1,414.60

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Payment Number	Date	Cheque Number	Creditor Number	Invoice No	Creditor Name	Invoice Description	Inclusive Amount
CP.255	03-04-2023	EFT	2968	FAINV01065731	St John Ambulance Western Australia Ltd	First Aid Training E Billance 16/03/23	160.00
CP.255	03-04-2023	EFT	2968	FAINV01065729	St John Ambulance Western Australia Ltd	First aid Training N Young 16/03/23	160.00
CP.255	03-04-2023	EFT	2968	FAINV01065730	St John Ambulance Western Australia Ltd	First Aid Training L Peos 16/03/23	160.00
CP.255	03-04-2023	EFT	2786	INV-1356	Survey South	access easements - Lot 7 & 8 Sparsa Close, Crowea	515.00
CP.255	03-04-2023	EFT	59	0584-S256166	Team Global Express Pty Ltd	Toll Freight w/e 19/03/23	51.68
CP.255	03-04-2023	EFT	750	118200#26	T-Quip	2 x TOP69-6470 castor bushings - MW042	28.50
CP.255	03-04-2023	EFT	121	175052	Tyrepower Manjimup	travel to Walpole - puncture repair - BH10	550.00
CP.255	03-04-2023	EFT	121	175144	Tyrepower Manjimup	puncture repair - 1022WA	44.00
CP.255	03-04-2023	EFT	3268	120898	Vestone Capital Pty Ltd	Leased Equipment Per Schedule SOM04012022 03/4/23 - 30/6/23	8,112.47
CP.255	03-04-2023	EFT	233	33380	Walpole Community Resource Centre Inc	WW - Shire Bulletin February 2023, Advertising & Facility Hire Feb23	460.00
CP.255	03-04-2023	EFT	448	119954	Walpole Hotel Motel	accommodation & meals - 7-9 March 2023 - G Newman, J Vine, A Fuge, W Bennett (7 only), K Hawkins (8&9 only) - North Walpole Road	2,640.00
CP.255	03-04-2023	EFT	31	47883	Warren Electrical Service	2 x 16pk AA batteries, 2 x 16pk AAA batteries, 3 x 400g Mapp gas	118.00
CP.255	03-04-2023	EFT	31	47922	Warren Electrical Service	6 x 7202-0914 recip saw blades	60.00
CP.255	03-04-2023	EFT	31	46745	Warren Electrical Service	4 x W335 dust hose shut off valve, inc freight	81.83
CP.255	03-04-2023	EFT	69	230 & 231 - April/23	Western Australian Treasury Corporation	Loan repayments 230 & 231	69,750.79
CP.255	03-04-2023	EFT	69	216 & 218 - April 2023	Western Australian Treasury Corporation	Loan repayment 216 & 218	19,128.38
CP.256	06-04-2023	EFT	1616	X24206	Badgelink	Name badges - Bonnie, Corrina, Racquel, Ugyen, Janine, Jenine	99.50
CP.256	06-04-2023	EFT	3656	2023070	Baysan Constructions	Progress payment Munro House - building licence obtained	10,000.00
CP.256	06-04-2023	EFT	3656	2023071	Baysan Constructions	Progress payment Munro House - restumping	20,000.00

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Payment Number	Date	Cheque Number	Creditor Number	Invoice No	Creditor Name	Invoice Description	Inclusive Amount
CP.256	06-04-2023	EFT	3710	INV-0005689	BGL Solutions Pty Ltd	turf renovation - Manjimup Recreation Ground	6,965.20
CP.256	06-04-2023	EFT	223	4033601505	BOC Limited	cylinder rental - 2 x Oxygen, 1 x Acetylene, 8 x Medical Oxygen - March 2023	87.68
CP.256	06-04-2023	EFT	190	8914	Cellarbrations	Alcohol for CEO Farewell 17/3/23	423.98
CP.256	06-04-2023	EFT	19	00823865	City & Regional Fuels	500lt diesel Northcliffe depot	930.32
CP.256	06-04-2023	EFT	3361	Mileage Claim - March 2023 - Cr Jennifer Willcox	Cr Jennifer Willcox	Mileage Claim - March 2023	526.89
CP.256	06-04-2023	EFT	3617	5400117635 - P/O12894	Dell Financial Services Pty Ltd	Rental Endpoints Wellness Centre 01/01/2023 - 31/03/2023	2,017.27
CP.256	06-04-2023	EFT	2312	406234-246	FairTel	Manjimup SES Phone Services - 28 Jan 2023 to 27 Feb 2023	55.00
CP.256	06-04-2023	EFT	2312	406234-247	FairTel	Manjimup SES Phone Services - 28 Feb 2023 to 27 Mach 2023	75.41
CP.256	06-04-2023	EFT	2999	INV-3885	Frontline Technology Services Pty Ltd	Supply of SOPHOS MSP - March 2023	1,093.68
CP.256	06-04-2023	EFT	3473	INV-0077	Hoopz	dinner at Hoopz - 24 x councillors, staff & guests - 23 March 2023	960.00
CP.256	06-04-2023	EFT	1010	1214	JBL Earthmoving	Additional works - Fire Mitigation	1,650.00
CP.256	06-04-2023	EFT	1010	1215	JBL Earthmoving	MAF 14914 MJMJP0247 Mitigation mulching Lock Street Manjimup	14,921.00
CP.256	06-04-2023	EFT	100	1654 SO32606	Johnson's Food Services	AquaCentre cafe stock	210.14
CP.256	06-04-2023	EFT	3675	2271	Kadam Kinetics	Manual Handling Training Provided - 22/3/2023 - Parks	1,110.00
CP.256	06-04-2023	EFT	2652	165716-22824	M2M One	Internet Connections for NCF Library and MISP Security - April 2023	77.00
CP.256	06-04-2023	EFT	24	102064	Manjimup Freight Distributors & BMI Logistics	Freight - 29/3/2023 - To CIVI Test	65.00
CP.256	06-04-2023	EFT	1729	2-1026610	Manjimup Mitre 10 & Retravision	40 x trays annual seedlings - winter planting	1,264.00
CP.256	06-04-2023	EFT	1729	2-1027533	Manjimup Mitre 10 & Retravision	1 x 425g WD40 multi use lubricant aerosol, 2 x 425g WD40 multi use lubricant ez-reach	55.97
CP.256	06-04-2023	EFT	1729	2-1027995	Manjimup Mitre 10 & Retravision	Brigade supplies - cleaning items & funnels (filling pumps)	73.96

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Payment Number	Date	Cheque Number	Creditor Number	Invoice No	Creditor Name	Invoice Description	Inclusive Amount
CP.256	06-04-2023	EFT	1729	2-1028273	Manjimup Mitre 10 & Retravision	1 x 184mm circular saw - HCP - HGM	32.99
CP.256	06-04-2023	EFT	1729	2-1028340	Manjimup Mitre 10 & Retravision	Magnetic Door Strip HCP AJ	22.99
CP.256	06-04-2023	EFT	1857	20306#0	Manjimup Motorcycles and Small Engines	1 x Rebel helmet - Murray Parke	89.95
CP.256	06-04-2023	EFT	117	11205311	Manjimup Motors Pty Ltd	1 x 5lt dishwashing liquid, 2 x Duramax flat black paint, 2 x Killrust etch primer, 3 x 70w halogen globes	101.54
CP.256	06-04-2023	EFT	117	11206605	Manjimup Motors Pty Ltd	1 x 4L Honda engine oil, 1 x roll 2.4mm trimmer line, 1 x Huski trimmer head. Heritage park.	200.97
CP.256	06-04-2023	EFT	537	E13997	Manjimup Tyre Mart & Auto Electrical Service	Walpole BFB - battery charger & plugs for truck	980.00
CP.256	06-04-2023	EFT	348	128629	McLeods Barristers & Solicitors	Cat Local Laws - D Potter	1,565.85
CP.256	06-04-2023	EFT	85	10	Mr Alan Smedley	street sweeping Manjimup CBD month of March 2023	489.75
CP.256	06-04-2023	EFT	3572	8	Mr Brian McGregor	street & public bins service - Northcliffe townsite - month of March 2023	2,056.37
CP.256	06-04-2023	EFT	3236		Mr Jeffrey Lee, Mrs Evelyn Lee	A3743 - 23 Kelly St, Pemberton refund state government rebate received post settlement	564.50
CP.256	06-04-2023	EFT	3263	76	Mr Robert Biggs	Walpole Transfer Station & fish bin servicing - month of March 2023	6,353.42
CP.256	06-04-2023	EFT	1081	Mar23	Mr Robert Hammer	Pemberton WTS attendant, street & public bins month of March 2023	3,642.72
CP.256	06-04-2023	EFT	3670	INV-1621	Mr Stephen King	Process mattresses for Recycling at WALPOLE transfer station	1,500.00
CP.256	06-04-2023	EFT	1982	Inv - 1213	Mrs Nicole Campbell	Gardening Services 27/03/2023 - 31/03/2023 HCC	808.50
CP.256	06-04-2023	EFT	2770	1079 - Stmt W/H 3/04/2023	Northcliffe Newsagent & General Store	Gas & Diesel for Windy Harbour - March 2023	1,003.01
CP.256	06-04-2023	EFT	1100	151189	Planning Institute Australia	Registration fee Preparing Court Reports & Evidence - J Baister	235.00
CP.256	06-04-2023	EFT	2038	INV-0248	S&J Ditri Pty Ltd	catering - first aid training - Youth Mental Health	540.50
CP.256	06-04-2023	EFT	3149	I36987	South View Pty Ltd	Repairs to fix pumping issues on NCF24 Appliance - Customer-0968	807.47
CP.256	06-04-2023	EFT	872	Inv 53	Southern Forest Brick Pavements	paving of path - Manjimup Lawn Cemetery	1,980.00

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Payment Number	Date	Cheque Number	Creditor Number	Invoice No	Creditor Name	Invoice Description	Inclusive Amount
CP.256	06-04-2023	EFT	872	Inv 51	Southern Forest Brick Pavements	remove trip hazard - lift & relay paving at services pit - Giblett Street, Manjimup	297.00
CP.256	06-04-2023	EFT	872	Inv 52	Southern Forest Brick Pavements	remove trip hazards & roots - numerous areas of paved footpath - between Swan St & Boronia St, Walpole	2,970.00
CP.256	06-04-2023	EFT	1532	Reinstate Returned EFT Payment 28/03/23	St John Ambulance - Manjimup	Reinstate returned EFT payment 28/03/23 - new bank account details received	480.00
CP.256	06-04-2023	EFT	2416	INV-0278	T&V Fencing	supply & install top & bottom rail galvanised chainmesh fence - Northcliffe Recreation Ground	13,054.80
CP.256	06-04-2023	EFT	160	K 553 969 111-8	Telstra Corporation Limited	Usage charges to 16 March 2023	5,182.48
CP.256	06-04-2023	EFT	76	24569	WA Local Government Association	Introduction to Local Government eLearning - R Murove	242.00
CP.256	06-04-2023	EFT	2703	012907/11560	Walpole IGA Pioneer Store	Walpole BFB - refreshments for training - 25 March 2023	116.47
CP.256	06-04-2023	EFT	2778	20	Walpole Quality Meats	Walpole BFB - refreshments - training 25 March 2023	150.00
CP.256	06-04-2023	EFT	3497	WT011053	Water Technology	Windy Harbour CHRMAP professional services February 2023	3,497.12
CP.256	06-04-2023	EFT	3167	000017	Wild at Heart Cafe Pemberton Pty Ltd	Lunch 17 people Council Lunch 23.3.2023	340.00
CP.256	06-04-2023	EFT	91	7094	Wiseman Signs	8 x 600mm x 115mm magnetic signs - "Kamba-M"	440.00
CP.257	14-04-2023	EFT	2077	2703314	AFGRl Equipment	6 x GX21785 high lift blades, 2 x LG276 maintenance kit - MW14	370.48
CP.257	14-04-2023	EFT	2077	2702649	AFGRl Equipment	travel & investigate loss of power, surging engine, blowing smoke - GR03	1,693.60
CP.257	14-04-2023	EFT	125	INV-10499	B & B Street Sweeping	RFT 01/22 - sweeping of Manjimup CBD, Pemberton/Quinninup, Northcliffe & Walpole- month of March 2023	11,156.18
CP.257	14-04-2023	EFT	3702	CLOMARi2303	Blackwood Therapy	OT assistive support HCP client MBC - A/c 197211	425.00
CP.257	14-04-2023	EFT	3702	JOHCOLi2303	Blackwood Therapy	OT services HCP client CJ - A/c 197211	387.50
CP.257	14-04-2023	EFT	1274	199348	Bunbury Trucks	1 x HTSZ91049326 belt set (2) v drive, 1 x HTS883811440 belt AC, 1 x HT1780178110 air filter element - TK23	202.11
CP.257	14-04-2023	EFT	2322	00012439	CB Traffic Solutions Pty Ltd	Traffic Management Plan - Walpole Jetty Carpark	881.10

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Payment Number	Date	Cheque Number	Creditor Number	Invoice No	Creditor Name	Invoice Description	Inclusive Amount
CP.257	14-04-2023	EFT	2322	00012435	CB Traffic Solutions Pty Ltd	Traffic Management Plan - Old Vasse Road	783.20
CP.257	14-04-2023	EFT	3054	24	Chicken Treat	Supply meals as requested	144.77
CP.257	14-04-2023	EFT	19	00826072	City & Regional Fuels	72 x 450g Spherl EPLX 200-2 grease	649.12
CP.257	14-04-2023	EFT	19	00826026	City & Regional Fuels	2 x 20lt RX Super 15W-40 oil - TK23	262.24
CP.257	14-04-2023	EFT	19	00826071	City & Regional Fuels	1 x 208lt Vecton LD 10W-40	1,611.96
CP.257	14-04-2023	EFT	2491	77615	City of Kwinana	Long Services Leave payable - Prad Mahalingam	6,377.33
CP.257	14-04-2023	EFT	3368	4034	Cloud Collections Pty Ltd	Debt Recovery Services March 2023	2,368.97
CP.257	14-04-2023	EFT	2836	00074640	Corsign WA Pty Ltd	1 x rural road sign - Pipe Clay Gully Rd	63.80
CP.257	14-04-2023	EFT	1937	INV1345346	Datacom Solutions (AU) Pty Ltd	Antenno SaaS fee - MARCH 2023	600.02
CP.257	14-04-2023	EFT	1937	INV1350060	Datacom Solutions (AU) Pty Ltd	Fortnightly Datapay payroll services - 28/02, 14/03, and 28/03/23 - Customer No C16267	857.62
CP.257	14-04-2023	EFT	569	INV-0832	Dean Mayor Electrics	Pem Sports Club Electrical audit 27/2/23	550.00
CP.257	14-04-2023	EFT	485	BSL March 2023	Department of Mines, Industry Regulation & Safety - Building and Energy	Building Services Levy Remittance - March 2023	1,839.16
CP.257	14-04-2023	EFT	3743	007	Diversity Events	Cleaning service HCP - LH	57.00
CP.257	14-04-2023	EFT	305	INV-4709	Dronow Contracting (2005) Pty Ltd	wet hire of grader - maintenance grading 27-31 March 2023 - Manjimup area	9,625.00
CP.257	14-04-2023	EFT	305	INV-4713	Dronow Contracting (2005) Pty Ltd	dry hire of vibratory roller (padfoot) - 3-6 April 2023 - Old Vasse Road	2,178.00
CP.257	14-04-2023	EFT	305	INV-4714	Dronow Contracting (2005) Pty Ltd	wet hire of low loader - travel to Kellerberrin to pick up contractor grader & float to Old Vasse Road	2,475.00
CP.257	14-04-2023	EFT	1443	1646117820	Elgas Limited	6 month service charge 2 x 15.0kg LPG cylinders - FL1 - CN 1640061809	72.60
CP.257	14-04-2023	EFT	1952	15341436	Equifax Australasia Workforce Solutions Pty Ltd	Police Checks x 3 - 31Mar2023 - Account M10911	121.77
CP.257	14-04-2023	EFT	2952	INV/2023/1851	Fleet Dynamics Pty Ltd	annual subscription - GPS units in light vehicles - March 2023	165.00
CP.257	14-04-2023	EFT	86	H0047	Hart Mensland	1 x Safety boot and 1 x Safety Vest - N Chapman	199.00

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Payment Number	Date	Cheque Number	Creditor Number	Invoice No	Creditor Name	Invoice Description	Inclusive Amount
CP.257	14-04-2023	EFT	2153	HL INV 21411	Highlux Pty Ltd	10 x SBL1-160SW solar bollard head only	7,334.69
CP.257	14-04-2023	EFT	2481	71708526.03	Independence Australia	Resource Plus drinks - HCP - CJ	14.25
CP.257	14-04-2023	EFT	309	383055 - 10000964	Landgate	Rural UV's schedule R2023/03 04/02/23 - 03/03/23	88.70
CP.257	14-04-2023	EFT	309	381788 - 10000964	Landgate	GRV Valuations - Schedule No. G2023/01 dated 24/12/22 -20/01/23 & G2023/02 dated 21/01/23-03/02/23	84.30
CP.257	14-04-2023	EFT	3087	6852479	Lite n' Easy	Lite N Easy - HCP - DG	82.12
CP.257	14-04-2023	EFT	3087	6851306	Lite n' Easy	Lite N Easy meals - HCP - RP	80.68
CP.257	14-04-2023	EFT	3087	6851189	Lite n' Easy	Lite n Easy meals HCP - GW	115.72
CP.257	14-04-2023	EFT	3087	6827989	Lite n' Easy	Lite n Easy meals - HCP - DWD	124.82
CP.257	14-04-2023	EFT	3087	6852883	Lite n' Easy	Lite n Easy - HCP - KR	136.58
CP.257	14-04-2023	EFT	3087	6864429	Lite n' Easy	Lite N Easy meals - HCP - KR	132.38
CP.257	14-04-2023	EFT	3087	6816009	Lite n' Easy	Lite N Easy meals - HCP - AJ	231.04
CP.257	14-04-2023	EFT	3087	6864158	Lite n' Easy	Lite N Easy meals - HCP - DG	82.12
CP.257	14-04-2023	EFT	3087	6862182	Lite n' Easy	Lite N Easy meals - HCP - MR	138.08
CP.257	14-04-2023	EFT	3087	6862069	Lite n' Easy	Lite N Easy meals - HCP - AC	101.02
CP.257	14-04-2023	EFT	3087	6839931	Lite n' Easy	Lite N Easy meals - HCP - DWD	124.82
CP.257	14-04-2023	EFT	3087	6861804	Lite n' Easy	Lite N Easy meals - HCP - GW	115.72
CP.257	14-04-2023	EFT	3087	6860961	Lite n' Easy	Lite N Easy meals - HCP - RP	95.38
CP.257	14-04-2023	EFT	3087	6815836	Lite n' Easy	Lite N Easy meals - HCP - MN	207.42
CP.257	14-04-2023	EFT	20	27820	Manjimup Building Supplies	Building materials - HACCC - AJ	214.40
CP.257	14-04-2023	EFT	20	27813	Manjimup Building Supplies	11 bags cement lite	126.50
CP.257	14-04-2023	EFT	20	27796	Manjimup Building Supplies	3 bags of lime & 6 bags of cement	103.35
CP.257	14-04-2023	EFT	20	27797	Manjimup Building Supplies	3 x 10 ltrs of organ decking oil	660.00

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Payment Number	Date	Cheque Number	Creditor Number	Invoice No	Creditor Name	Invoice Description	
CP.257	14-04-2023	EFT	114	00055772	Manjimup Cabinets & Glass Service	4x 1200mmx2400mm 18mm ply	561.00
CP.257	14-04-2023	EFT	359	5761	Manjimup Carpet and Floorcovering Supplies	Supply & install carpet to office/meeting room Manjimup Basketball Stadium	2,068.00
CP.257	14-04-2023	EFT	2356	691150/691256	Manjimup Chemmart Pharmacy	Pharmacy items HCP FJ Mar 23	158.00
CP.257	14-04-2023	EFT	2356	688928/691151	Manjimup Chemmart Pharmacy	Pharmacy items HCP FJ Mar 23	20.00
CP.257	14-04-2023	EFT	753	11704	Manjimup Economy Auto Parts	2 x Exelwipe Ultimate wiper blades - TK24	49.00
CP.257	14-04-2023	EFT	1729	2-1028956	Manjimup Mitre 10 & Retravisin	Lock box - HCP - RG	59.00
CP.257	14-04-2023	EFT	1729	2-1030428	Manjimup Mitre 10 & Retravisin	19 x punnets annuals	75.05
CP.257	14-04-2023	EFT	458	MMBK-14242	Manjimup Monograms	2 x shirts - replacement - Scott Sims	77.56
CP.257	14-04-2023	EFT	458	MMBK-14246	Manjimup Monograms	2 x 30m PVC safety flag bunting - Wheatley Coast Road	41.60
CP.257	14-04-2023	EFT	458	MMBK-14245	Manjimup Monograms	5 x PVC safety flag bunting - Wheatley Coast Road	104.00
CP.257	14-04-2023	EFT	117	11207293	Manjimup Motors Pty Ltd	Aerosol paint cans ME95	31.89
CP.257	14-04-2023	EFT	25	254139	Manjimup Newsagency	Newspaper and Stationery Supplies for March 2023	384.03
CP.257	14-04-2023	EFT	212	INV-2939	Manjimup Pump & Electrical Shop	Replace Faulty Carpark Light and Change Daylight Switch on Entry to Manjimup Indoor Stadium	881.54
CP.257	14-04-2023	EFT	1842	PI13047701	Manjimup Stihl	service & repairs to TS460 - ME99	353.35
CP.257	14-04-2023	EFT	1842	PI13047700	Manjimup Stihl	service & repairs to HT75 pole saw - Pemberton	122.19
CP.257	14-04-2023	EFT	201	JC14052167	Manjimup Toyota & Mitsubishi	45 000km service - 1014WA	358.53
CP.257	14-04-2023	EFT	201	RI11008033	Manjimup Toyota & Mitsubishi	Toyota Camry 2.5L Hybrid CVT Ascent - 1004WA	30,947.00
CP.257	14-04-2023	EFT	28	Stmt 03/23	Manjimup Veterinary Clinic	3 x stray cat euth fee - March 2023	180.00
CP.257	14-04-2023	EFT	1779	INV-6545	McGinty Electrics	travel to Walpole to inspect bbq - Walpole Recreation Ground	509.58
CP.257	14-04-2023	EFT	348	128881	McLeods Barristers & Solicitors	Preparation of lease documents for Pemberton Community Resource Centre	1,600.00
CP.257	14-04-2023	EFT	2348	2303	Miss Jessica Winters	project management services - Manjimup Trail Bike Hub - fit out design & schedule	750.00

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Payment Number	Date	Cheque Number	Creditor Number	Invoice No	Creditor Name	Invoice Description	Inclusive Amount
CP.257	14-04-2023	EFT	26	INV-0844	MJP Linen	Linen for Council January and February - Shire of MJP	84.92
CP.257	14-04-2023	EFT	3734	3	Mr Adam Girouard	Gardening service- LH	296.00
CP.257	14-04-2023	EFT	3444	ADG1286184	Mr David Nixon, Mrs Helen Nixon	Northcliffe WTS attendant month of March 2023	1,603.92
CP.257	14-04-2023	EFT	507	42 - Mar 2023	Mr John Manuel	Lock up & open Timber Park & clean toilets in Manjimup CBD - March 2023	4,026.00
CP.257	14-04-2023	EFT	1922	603	Mr Kim Fardella	mechanical assistance - 20 & 31 March, 3 April 2023	1,881.00
CP.257	14-04-2023	EFT	1982	Inv- 1206	Mrs Nicole Campbell	Gardening services 20/03/23 - 24/03/23 - HCC	643.50
CP.257	14-04-2023	EFT	3441	Reimburse Therapy Massage x 2	Mrs Peggy Johnstone	Reimbursement Heal with Ease Massage Therapy 16/2/23 & 16/3/23	120.00
CP.257	14-04-2023	EFT	3745	Crossover	Mrs Susan Muir	crossover subsidy - 29 Wattle Crescent, Manjimup	550.00
CP.257	14-04-2023	EFT	3240		Ms Donna Ward, Mr James Blackman	A5340-Lot 133 Karri Lane, Quininnup, refund prepaid rates	800.00
CP.257	14-04-2023	EFT	265	908571106	Nutrien Ag Solutions	quantity of safety glasses, gloves & earmuffs	488.61
CP.257	14-04-2023	EFT	265	908586427	Nutrien Ag Solutions	1 x pr premium gel knee pads	29.80
CP.257	14-04-2023	EFT	265	908586782	Nutrien Ag Solutions	2 x 3lt jugs, 2 x 2lt jugs, 12 x pr safety glasses	104.61
CP.257	14-04-2023	EFT	3395	INV-7504	Perfect Gym Solutions Pty Ltd	PerfectGym Subscription, Member Portal, and Course Module - April 2023	660.00
CP.257	14-04-2023	EFT	1058	00053984	Perrella Industrial Supplies	1 x 4" x 125mm stainless steel - repairs - APT2	38.50
CP.257	14-04-2023	EFT	1058	54029	Perrella Industrial Supplies	chain & fittings for pontoon at Quininnup Dam	533.45
CP.257	14-04-2023	EFT	97	153423	Royal Lifesaving Society WA	AquaCentre Staff Lifeguard Requalification S Harris	159.00
CP.257	14-04-2023	EFT	3479	606491	Scope Business Imaging	Printer charges 01/03/23 - 31/03/23 Manjimup SES	72.27
CP.257	14-04-2023	EFT	283	CFI2203713	Silver Chain Nursing Association	Silverchain nursing - Feb - AC	528.00
CP.257	14-04-2023	EFT	3738	I43711	Smartstream Technology	quantity of Smartstream storm pits inc bases & rings - Walpole Jetty Carpark	3,178.28
CP.257	14-04-2023	EFT	3380	00012184	South West Tree Safe	deadwood 2 x large Karri trees - inc full traffic control - Graphite Road	12,650.00
CP.257	14-04-2023	EFT	1774	121791	Southern Forests Medical Centre	Pre-employment medical - U Dorji	165.00

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Payment Number	Date	Cheque Number	Creditor Number	Invoice No	Creditor Name	Invoice Description	Inclusive Amount
CP.257	14-04-2023	EFT	1774	121821	Southern Forests Medical Centre	Pre-employment medical - B Williams	165.00
CP.257	14-04-2023	EFT	1774	122652	Southern Forests Medical Centre	Pre-employment Medical - S Palmer	165.00
CP.257	14-04-2023	EFT	3677	1153	Southern Forests Window Cleaning	Window cleaning - HCP - SE	330.00
CP.257	14-04-2023	EFT	3720	INV-0005	The Pressure Boss	pressure clean & remove existing sealer from pavers - Manjimup CBD	24,200.00
CP.257	14-04-2023	EFT	3543	516926	Tony Aveling & Associates Pty Ltd	RSA online course 7 participants	385.00
CP.257	14-04-2023	EFT	2886	148134	Total Tools Bunbury	1 x DCK560P2-XE Dewalt 18v brushless 5 piece 2x5.0AH Combo Kit	1,099.00
CP.257	14-04-2023	EFT	3522	INV0977795	Tunstall Australasia Pty Ltd	Monitoring alarm - HCP - SE - Account 3317-00230	49.95
CP.257	14-04-2023	EFT	2648	396834	Unicare Health	Manual wheelchair rental and maintenance HCP MBC	1,016.50
CP.257	14-04-2023	EFT	2493	2793	Willo's Gutter Cleaning & Handyman Service	Chimney sweep/gutter clean - HACC - CE	330.00
CP.257	14-04-2023	EFT	2493	2792	Willo's Gutter Cleaning & Handyman Service	Guttering service - HACC - MR	220.00
CP.257	14-04-2023	EFT	66	9901415787	Winc Australia Pty Ltd	Stationery & supplies - March 2023	1,588.32
CP.258	21-04-2023	EFT	103	A2KSSF20043854	A2K Technologies Pty Ltd	Subscriptions AutoCAD LT, Civil 3D, Architecture Engineering & Construction Collection renewals 24/6/23 to 23/6/24	5,891.33
CP.258	21-04-2023	EFT	2077	2706424	AFGRI Equipment	2 x AHC16954 hydraulic cylinder kits, 2 x AHC22108 hydraulic cylinder kits - GR05	630.48
CP.258	21-04-2023	EFT	2077	2706425	AFGRI Equipment	1 x CPN06 wet charged battery - MW14	93.50
CP.258	21-04-2023	EFT	1861	0302109148	Ampol Australia Petroleum Pty Ltd	Retail Fuel Purchases - March 2023	2,546.02
CP.258	21-04-2023	EFT	3016	RBLSW4247	Anderson Neurological and Developmental Services	Private Physiotherapy - HCP Client MBC - RBLSW128	175.00
CP.258	21-04-2023	EFT	522	00001551	Argos Fire Safety Pty Ltd	To design, install, test and commission fire detection system to Lot 45 Brockman Street Manjimup	20,050.72
CP.258	21-04-2023	EFT	3571	INV-0002	ASK Waste Management Pty Ltd	MRRC Comprehensive Site Study - completion of draft site comprehensive study report	6,087.13
CP.258	21-04-2023	EFT	11	1012317139	Australia Post	Postage for month of March 2023	1,302.97
CP.258	21-04-2023	EFT	3333	INV-12207	Axion SD Pty Ltd	Monthly subscription 10/04/2023 - 10/05/2023	723.80

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Payment Number	Date	Cheque Number	Creditor Number	Invoice No	Creditor Name	Invoice Description	Inclusive Amount
CP.258	21-04-2023	EFT	639	301397	Better Life Centre Pty Ltd	Electric Wheelchair - HCP - CJ	3,400.00
CP.258	21-04-2023	EFT	639	302006	Better Life Centre Pty Ltd	Ramp - HACC Client - BW	181.00
CP.258	21-04-2023	EFT	394	SI04448146	Blackwoods Atkins	14 x pr 00370838 replacement pods	44.04
CP.258	21-04-2023	EFT	223	5006035660	BOC Limited	HCP HL- Oxygen medical C size, Cylinder trolley, Oxygen Concentrator HL Mar23 - A/C 100305799	459.01
CP.258	21-04-2023	EFT	2984	S26855	Cape Abilities	I Care Adjustable Bed & Mattress - MN	8,581.00
CP.258	21-04-2023	EFT	2984	S26853	Cape Abilities	Air Comfort Compact Lift Chair - MN	4,290.00
CP.258	21-04-2023	EFT	19	00826054	City & Regional Fuels	3904lt diesel Manjimup depot	7,268.53
CP.258	21-04-2023	EFT	1400	00004004	Civitest Pty Ltd	gravel testing - PSD & CBR - Graphite Road	1,122.00
CP.258	21-04-2023	EFT	2069	21729514	Cleanaway Pty Ltd	Depot bins (waste & cardboard) month of March 2023	187.95
CP.258	21-04-2023	EFT	2069	21727236	Cleanaway Pty Ltd	waste facility bulk bins collection month of March 2023	6,079.68
CP.258	21-04-2023	EFT	2069	21729366	Cleanaway Pty Ltd	MRF monthly recycling gate fee month of March 2023	6,058.01
CP.258	21-04-2023	EFT	2069	21729374	Cleanaway Pty Ltd	Manjimup street & park bins collection month of March 2023	4,055.48
CP.258	21-04-2023	EFT	2069	21729365	Cleanaway Pty Ltd	kerbside recycling collection & customer bins month of March 2023	22,208.62
CP.258	21-04-2023	EFT	2069	21729373	Cleanaway Pty Ltd	kerbside waste collection & customer bin services month of March 2023	22,737.90
CP.258	21-04-2023	EFT	2948	00004754	Coast Mac Trailers	7x4 H/D single axle box trailer. Perup BFB	2,550.00
CP.258	21-04-2023	EFT	215	00114109	Connect Call Centre Services	Call Centre services March 2023	353.38
CP.258	21-04-2023	EFT	2836	00074376	Corsign WA Pty Ltd	2 x R5-40 No Parking signs - 1 x Right Arrow, 1 x Left Arrow	41.80
CP.258	21-04-2023	EFT	1769	Travel Claim Jan 2023 - Mar 2023	Cr Paul Omodei	Travel Claim Jan 2023 - Mar 2023	2,502.50
CP.258	21-04-2023	EFT	3749	CW-74071409	CreditorWatch Pty Ltd	April23 Subscription	495.00
CP.258	21-04-2023	EFT	2468	CISF546150	CTI Freight Management Pty Ltd	CTI Logistics Freight March 2023	370.63
CP.258	21-04-2023	EFT	579	305577	Cutts Transport Pty Ltd	pack of common bricks & freight - ex Midland Brick - Urban Roads Drainage	483.56

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Payment Number	Date	Cheque Number	Creditor Number	Invoice No	Creditor Name	Invoice Description	Inclusive Amount
CP.258	21-04-2023	EFT	822	SIN000102260	Data #3 Limited	Microsoft 365 licensing - S000087157 - A/C C0001299	54,039.85
CP.258	21-04-2023	EFT	822	SIN000100272	Data #3 Limited	VisioPlan2 ShrdServer ALNG Subscription - S000087195 - A/C C0001299	217.15
CP.258	21-04-2023	EFT	2339	WL7007/2023AF	Department of Water and Environmental Regulation	annual renewal fee - licence L7007/1997/11 - MRRC	6,952.00
CP.258	21-04-2023	EFT	3755	INV-0159	Dingup House Bed and Breakfast	Accommodation for Cr Willcox for Council Meeting - 13 April 2023	215.00
CP.258	21-04-2023	EFT	3743	008	Diversity Events	Cleaning service - 13/04/23 -LH	57.00
CP.258	21-04-2023	EFT	305	INV-4715	Dronow Contracting (2005) Pty Ltd	wet hire of 1 x semi side tipper & 2 x road trains - 3 April 2023, 3 x road trains - 4 April 2023 - gravel cart (ex Makin Pit) - Old Vasse Road	8,054.75
CP.258	21-04-2023	EFT	305	INV-4718	Dronow Contracting (2005) Pty Ltd	dry hire of vibratory roller (padfoot) - 12-14 April 2023 - Channybearup Road	1,633.50
CP.258	21-04-2023	EFT	305	INV-4719	Dronow Contracting (2005) Pty Ltd	wet hire of grader - maintenance grading 3-5 April 2023 - Manjimup area	5,775.00
CP.258	21-04-2023	EFT	305	INV-4723	Dronow Contracting (2005) Pty Ltd	wet hire of low loader - float grader from North Walpole Road to Manjimup - 1 April 2023	825.00
CP.258	21-04-2023	EFT	2151	00858246	Dun Direct Pty Ltd	2 x 8.5kg kwik gas	71.90
CP.258	21-04-2023	EFT	2684	14234	East Manjimup Primary School	Cost associated with production of artwork for #shoWcAse in PIXELS	1,454.00
CP.258	21-04-2023	EFT	906	ZF18381	Elders Rural Services Australia Limited	80 x 20L roundup biactive	17,359.84
CP.258	21-04-2023	EFT	2827	00012502	Enduroby Py Ltd	Batteries and Locks for Ranger Surveillance Cameras	431.00
CP.258	21-04-2023	EFT	2176	310057	Environex International Pty Ltd	32 / 20 L drums of chlorine - Account 1101929	1,374.56
CP.258	21-04-2023	EFT	511	18929	Express Print	25 Agenda Books - 23 March 2023	791.25
CP.258	21-04-2023	EFT	511	18,978	Express Print	Business Cards x 7 staff	385.00
CP.258	21-04-2023	EFT	511	18,979	Express Print	150 Business Cards x 1 staff	68.20
CP.258	21-04-2023	EFT	1050	INV-9996	GA Auto Electrics	Replace alternator Pump No 2	1,125.00
CP.258	21-04-2023	EFT	1050	INV-9982	GA Auto Electrics	repairs to wiring on rear lights - APT2	260.00
CP.258	21-04-2023	EFT	1050	INV-9977	GA Auto Electrics	travel to Windy Harbour - check 4 wheel steering sensor (needs replacing) - BH011	736.00

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Payment Number	Date	Cheque Number	Creditor Number	Invoice No	Creditor Name	Invoice Description	Inclusive Amount
CP.258	21-04-2023	EFT	1050	INV-9965	GA Auto Electrics	travel to Northcliffe - remove panels & check wiring, refit - BH12	910.00
CP.258	21-04-2023	EFT	1050	INV-9961	GA Auto Electrics	travel to Quininup - remove roof & isolate wiring, refit - BH12	390.00
CP.258	21-04-2023	EFT	1050	INV-9940	GA Auto Electrics	supply & fit BBS Tek reverse alarm - GR03	238.00
CP.258	21-04-2023	EFT	3678	00008251	Guru Productions	Destination WA Series 14 - 2 stories Northcliffe and Windy Harbour Area	6,050.00
CP.258	21-04-2023	EFT	1010	1218	JBL Earthmoving	MAF 15406 Fire Break Upgrade Palgarup Reserve South West Highway	4,641.00
CP.258	21-04-2023	EFT	1010	1217	JBL Earthmoving	MAF 15405 Palgarup Reserve Mechanical works northern edge mulching	8,930.00
CP.258	21-04-2023	EFT	1010	1216	JBL Earthmoving	MAF 14910 Mitigation Mulching Woodgate retreat protection works	6,847.50
CP.258	21-04-2023	EFT	580	INV-2264	JC Plumbing & Gas WA	Repair tap in disabled toilet Coronation Park Public Toilets	213.84
CP.258	21-04-2023	EFT	100	SO31985	Johnson's Food Services	Cleaning products for the WRCC - Account 66	131.47
CP.258	21-04-2023	EFT	100	SO31924	Johnson's Food Services	Windy Harbour Toiletries - Account 66	389.84
CP.258	21-04-2023	EFT	100	SP14632	Johnson's Food Services	AquaCentre Cafe Stock - Account 98	176.64
CP.258	21-04-2023	EFT	309	383447 - 10000964	Landgate	GRV Valuations - Schedule G2023/6 Dated 18/03/2023 to 31/3/2023	71.80
CP.258	21-04-2023	EFT	2389	00009016	Lotex Filter Cleaning Service	vehicle filter cleaning service	277.60
CP.258	21-04-2023	EFT	1948	C40430	Maia Financial Pty Limited	Contract E6N0164019 - Gym Refresh - 01-Jun-23 to 30-Jun-23 - Cust No. SHI036	189.28
CP.258	21-04-2023	EFT	20	27678	Manjimup Building Supplies	3 x 4lt linseed oil - Heritage Park	209.85
CP.258	21-04-2023	EFT	20	27435	Manjimup Building Supplies	2 x 38mm paint brushes, 2 x 50mm paint brushes, 2 x 75mm paint brushes	69.70
CP.258	21-04-2023	EFT	20	27398	Manjimup Building Supplies	2 x Everhard channel & grate	97.50
CP.258	21-04-2023	EFT	20	27816	Manjimup Building Supplies	Materials for the month of March 2023	31.30
CP.258	21-04-2023	EFT	20	27596	Manjimup Building Supplies	Materials for the month of March 2023	396.45
CP.258	21-04-2023	EFT	20	27822	Manjimup Building Supplies	Materials for the month of March 2023	276.15

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Payment Number	Date	Cheque Number	Creditor Number	Invoice No	Creditor Name	Invoice Description	Inclusive Amount
CP.258	21-04-2023	EFT	20	27811	Manjimup Building Supplies	1 x post hole shovel, 4 x square mouth shovels	149.95
CP.258	21-04-2023	EFT	114	00055771	Manjimup Cabinets & Glass Service	Pemby Sports Club Stadium 2 Supa Screens & 2 Panic Bars	1,715.80
CP.258	21-04-2023	EFT	114	00055780	Manjimup Cabinets & Glass Service	Pemby Sports Club 2 Door Closer, 4 Door Grills, 1 Door & 1 Flyscreen	1,205.60
CP.258	21-04-2023	EFT	114	00055770	Manjimup Cabinets & Glass Service	Pemby Sports Club Stadium toilets Supascreens	1,544.00
CP.258	21-04-2023	EFT	359	5769	Manjimup Carpet and Floorcovering Supplies	Supply and install 4 X Roller Blinds Smith Brook BFB	984.00
CP.258	21-04-2023	EFT	359	5770	Manjimup Carpet and Floorcovering Supplies	Supply and install indoor/outdoor carpet to entrance Basketball Stadium	3,762.00
CP.258	21-04-2023	EFT	24	102362	Manjimup Freight Distributors & BMI Logistics	Manjimup Freight 06/04/23	16.50
CP.258	21-04-2023	EFT	1729	2-1028926	Manjimup Mitre 10 & Retravisoin	Jug, syringe, adhesive & bucket	62.97
CP.258	21-04-2023	EFT	1729	2-1029282	Manjimup Mitre 10 & Retravisoin	Paint brushes, rollers, turps & sanding block	96.47
CP.258	21-04-2023	EFT	1729	2-1029494	Manjimup Mitre 10 & Retravisoin	2 x 36lt Mumballup soil conditioner, 1 x 25lt Earthcore chicken manure, 1 x 500ml Wettasoil - Northcliffe Cemetery	51.96
CP.258	21-04-2023	EFT	1729	2-1031451	Manjimup Mitre 10 & Retravisoin	6 x 310ml Sikaflex Pro sealant - Walpole Jetty Carpark	179.94
CP.258	21-04-2023	EFT	1729	2-1030628	Manjimup Mitre 10 & Retravisoin	Dropsheets x 3	32.97
CP.258	21-04-2023	EFT	458	MMBK-14252	Manjimup Monograms	Safety classes CESM	34.95
CP.258	21-04-2023	EFT	458	MMBK-14253	Manjimup Monograms	22 x blue support worker shirts	1,427.80
CP.258	21-04-2023	EFT	458	MMBK-14255	Manjimup Monograms	Embroidering of Uniform - E Apeldoorn	238.80
CP.258	21-04-2023	EFT	458	MMBK-14248	Manjimup Monograms	Tinted safety glasses	34.95
CP.258	21-04-2023	EFT	458	MMBK-14243	Manjimup Monograms	Embroided uniforms - shirts - Vance	213.20
CP.258	21-04-2023	EFT	458	MMBK-14247	Manjimup Monograms	1 x pr steel capped rubber boots - Warren Bennett	45.00
CP.258	21-04-2023	EFT	117	11203366	Manjimup Motors Pty Ltd	Hedger and hardware - A/C 001993	690.34
CP.258	21-04-2023	EFT	117	11200795	Manjimup Motors Pty Ltd	Mower parts , Hoe & file set - A/c 001993	245.61
CP.258	21-04-2023	EFT	117	11204157	Manjimup Motors Pty Ltd	Gloves x 4 - Account 001993	99.96

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Payment Number	Date	Cheque Number	Creditor Number	Invoice No	Creditor Name	Invoice Description	Inclusive Amount
CP.258	21-04-2023	EFT	117	11205912	Manjimup Motors Pty Ltd	1 x Honda Buffalo Classic GXV160 self propelled mower with mulcher/catcher	1,759.00
CP.258	21-04-2023	EFT	117	11206743	Manjimup Motors Pty Ltd	quantity of lawn mower parts, cleaning products & paint	555.11
CP.258	21-04-2023	EFT	117	11207029	Manjimup Motors Pty Ltd	1 x trimmer head - ME90	59.99
CP.258	21-04-2023	EFT	117	11206985	Manjimup Motors Pty Ltd	replace Honda brushcutter plastic cover - ME90	61.49
CP.258	21-04-2023	EFT	117	11208255	Manjimup Motors Pty Ltd	3 x 750ml Sikaboom expanding foam - Walpole Jetty Carpark	73.17
CP.258	21-04-2023	EFT	117	11207202	Manjimup Motors Pty Ltd	1 x Selflok HK 8mm swivel hook - TK24	109.00
CP.258	21-04-2023	EFT	117	11208048	Manjimup Motors Pty Ltd	1 x 310ml Sikaflex sealant - ME95	32.99
CP.258	21-04-2023	EFT	117	11208652	Manjimup Motors Pty Ltd	3/8 chainsaw chain - ME99	197.76
CP.258	21-04-2023	EFT	1067	837	Manjimup Painting	Pemby Sports Club painting of toilets in hall	1,980.00
CP.258	21-04-2023	EFT	1067	835	Manjimup Painting	Pemby Sports Club - Painting front entrance and hallways	11,902.00
CP.258	21-04-2023	EFT	137	11519/2	Manjimup Spray Painters	excess due on insurance claim - side damage - 1032WA	300.00
CP.258	21-04-2023	EFT	1842	PI13047702	Manjimup Stihl	service & starter rope replacement - BG56 blower - PCT	113.37
CP.258	21-04-2023	EFT	1842	PI13047705	Manjimup Stihl	service & repairs to FS85 snipper - Kieran (PCT)	147.02
CP.258	21-04-2023	EFT	1842	PI13047704	Manjimup Stihl	service & starter rope replacement - BG86 blower - PCT	109.52
CP.258	21-04-2023	EFT	201	JC14052169	Manjimup Toyota & Mitsubishi	repairs to speed sensor harness - 1019WA	159.50
CP.258	21-04-2023	EFT	537	T39756	Manjimup Tyre Mart & Auto Electrical Service	puncture repair & wheel balance - MHCC trailer - WA17584	40.00
CP.258	21-04-2023	EFT	537	T39751	Manjimup Tyre Mart & Auto Electrical Service	puncture repair, radial patch - TK021	116.00
CP.258	21-04-2023	EFT	537	T39821	Manjimup Tyre Mart & Auto Electrical Service	puncture repair & wheel balance - 1025WA	40.00
CP.258	21-04-2023	EFT	348	129055	McLeods Barristers & Solicitors	Cat Local Laws - D Potter - Matter 50477	419.65
CP.258	21-04-2023	EFT	348	129054	McLeods Barristers & Solicitors	unlawful removal of street tree - 67 Mount Street, Manjimup - K De Campo	359.70
CP.258	21-04-2023	EFT	908	INV-4752	Middlesex Mill Pty Ltd	timber for bridges	5,093.00

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Payment Number	Date	Cheque Number	Creditor Number	Invoice No	Creditor Name	Invoice Description	Inclusive Amount
CP.258	21-04-2023	EFT	85	11	Mr Alan Smedley	street sweeping Manjimup CBD month of April 2023	489.75
CP.258	21-04-2023	EFT	3744	36 - 22/23	Mr Grayson Hindmarsh	Environmental Health Consultancy Services 8/4/23	635.80
CP.258	21-04-2023	EFT	2352	0924	Mr Gregory Starkie	supply 24.8 tonnes roadbase shale - 13-14 March 2023 - Channybearup Road	682.00
CP.258	21-04-2023	EFT	1584	77	Mr Stuart McKinlay	service Walpole street & public bins and Walpole fire hazard sign month of March 2023	2,037.44
CP.258	21-04-2023	EFT	1584	78	Mr Stuart McKinlay	Cleaning of Walpole public toilets & surrounds - March 2023	2,040.00
CP.258	21-04-2023	EFT	3751	448	Ms Clare Wood	Youth Mental Health First Aid Training 2 x 2 days	3,039.00
CP.258	21-04-2023	EFT	1389	Expense Recoup - Perth Caravan & Camping Show - 24-27 March 2023	Ms Gaye Burridge	Expense Recoup - Perth Caravan & Camping Show - 24 -27 March 2023	167.21
CP.258	21-04-2023	EFT	3750	SOM-NS-130423	Ms Shandell Cummings	Purchase of Djlba Yierd Painting for Noongar Seasons - Nature in Transition Project	1,000.00
CP.258	21-04-2023	EFT	1761	557489	Muirs Manjimup	100 000km service - 1HMB825 (1007WA4)	616.35
CP.258	21-04-2023	EFT	1761	557525	Muirs Manjimup	75 000km service & windscreen wiper repairs - 1024WA	510.80
CP.258	21-04-2023	EFT	1761	557533	Muirs Manjimup	45 000km service - 1008WA	530.56
CP.258	21-04-2023	EFT	1761	557537	Muirs Manjimup	80 000km service - 1029WA	508.72
CP.258	21-04-2023	EFT	451	INV-1011	Northcliffe Community Development Inc	NKP Advertising - March 2023	175.00
CP.258	21-04-2023	EFT	451	INV-1033	Northcliffe Community Development Inc	NKP Advertising - April 2023	175.00
CP.258	21-04-2023	EFT	2770	1064 Stmt-04/04/2023	Northcliffe Newsagent & General Store	Diesel for Northcliffe BFB - March 2023	431.49
CP.258	21-04-2023	EFT	177	INV-0045	Northcliffe Visitor Centre	Quarterly Assistance Grant Apr - Jun 2023	11,414.70
CP.258	21-04-2023	EFT	265	908641878	Nutrien Ag Solutions	1 x 20lt KambaM	356.40
CP.258	21-04-2023	EFT	265	908556742	Nutrien Ag Solutions	2 x 50mm joiners, 1m x 50mm poly pipe, 2 x 1lt Surefire Fortune insecticide	133.75

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Payment Number	Date	Cheque Number	Creditor Number	Invoice No	Creditor Name	Invoice Description	Inclusive Amount
CP.258	21-04-2023	EFT	265	908596050	Nutrien Ag Solutions	reticulation parts - repairs - Manjimup Recreation Ground	58.72
CP.258	21-04-2023	EFT	265	908557680	Nutrien Ag Solutions	reticulation parts - repairs - Manjimup Community Centre	79.31
CP.258	21-04-2023	EFT	265	908579013	Nutrien Ag Solutions	10 x 25kg bag Elixir Supreme	566.17
CP.258	21-04-2023	EFT	265	908621216	Nutrien Ag Solutions	8 x 25kg bag Multigrow, 1 x 20lt Seasol Plus, 1 x 10kg bag Metarex	586.30
CP.258	21-04-2023	EFT	265	908549442	Nutrien Ag Solutions	20 L roundup & 5 L pulse & 5 L red dye - A/c 70103617	695.59
CP.258	21-04-2023	EFT	2365	717	OP Properties Pty Ltd	Project Management Support Services - Pemberton Hub Precinct Mar 2023	4,875.00
CP.258	21-04-2023	EFT	2516	MJ230327	PaperScout	2,000 copies of Walpole Wilderness Trails Brochure	1,342.00
CP.258	21-04-2023	EFT	1823	INV-5586	Pears Plumbing & Gas	Septic system / plumbing for Smith Brook Bush Fire Brigade Shed	1,000.00
CP.258	21-04-2023	EFT	496	INV-2541	Pemberton Community Resource Centre Inc	Advertising in Pemberton Community News - April 2023 - Shire Bulletin & Antenna Promotion	286.00
CP.258	21-04-2023	EFT	3659	INV-1282	Polmac Trailers	custom lawnmowing trailer ex heavy duty boxtop tandem - PCT trailer	18,087.00
CP.258	21-04-2023	EFT	546	PSI-015273	Position Partners	hire of Hiper VR Base & Controller - 22 to 31 March 2023 - Channybearup Road	1,399.20
CP.258	21-04-2023	EFT	546	PSI-015177	Position Partners	rental of GT-1203 robotic total station - month of March 2023	3,036.00
CP.258	21-04-2023	EFT	3442	INV-1099	Pound Construction Pty Ltd	Repairs to Library roof	187.00
CP.258	21-04-2023	EFT	2641	11008858	ROLLER Digital	Transaction fees - Lite Tier 1 March 2023	21.60
CP.258	21-04-2023	EFT	3565	161	Simpson Industries Pty Ltd	Replace Pemberton Community Centre roller door	1,918.68
CP.258	21-04-2023	EFT	794	00002723	South West Counselling Inc	Counselling for SWC Service File ID #1060	170.50
CP.258	21-04-2023	EFT	1774	122700	Southern Forests Medical Centre	Pre-employment medical - M Hayes	165.00
CP.258	21-04-2023	EFT	2587	2470	Specialty Timber Flooring WA	Manjimup Indoor Sports Pavilion - flooring	2,860.00
CP.258	21-04-2023	EFT	59	0585-S256166	Team Global Express Pty Ltd	Toll Freight w/e 9/04/23	24.17
CP.258	21-04-2023	EFT	2730	8453242	Truckline	4 x AE4018 antenna - ME95	211.07
CP.258	21-04-2023	EFT	121	175466	Tyrepower Manjimup	1 x Dunlop 265/65R17 tyre, fitting & disposal - 1008WA	310.00

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Payment Number	Date	Cheque Number	Creditor Number	Invoice No	Creditor Name	Invoice Description	Inclusive Amount
CP.258	21-04-2023	EFT	121	175526	Tyrepower Manjimup	1 x Century 58 MF hi performance battery - ATV1	170.00
CP.258	21-04-2023	EFT	3754	INV-0326	Verge Enviro Pty Ltd	C&D recovery & sorting to ensure longevity of refuse at MRRC (PO16802)	7,500.00
CP.258	21-04-2023	EFT	233	00033447 (1)	Walpole Community Resource Centre Inc	Advertising March - WCRC	194.00
CP.258	21-04-2023	EFT	863	WB032023	Walpole Mulching and Mowers	mowing maintenance Walpole month of March 2023	3,221.00
CP.258	21-04-2023	EFT	92	INV-0739	Walpole Tourist Bureau Inc	Walpole Normalup Visitors Centre Contribution - 3rd quarter 2023	10,377.00
CP.258	21-04-2023	EFT	92	INV-0740	Walpole Tourist Bureau Inc	Facilitate Youth Healthy Choices Art Project - Walpole	880.00
CP.258	21-04-2023	EFT	31	48016	Warren Electrical Service	2x Circular Fluorescent T5 tubes	60.00
CP.258	21-04-2023	EFT	31	48057	Warren Electrical Service	2 x 100072774 Ferno ladder stabiliser & freight	750.00
CP.258	21-04-2023	EFT	31	48084	Warren Electrical Service	S10 and S22 fluoro starters and 6 x LED down light globes	134.00
CP.258	21-04-2023	EFT	31	48088	Warren Electrical Service	1 x 11pce metric combination stubby spanner set, 1 x stubby spanner set, 1 x 5pce flat ring spanner, 1 x 4pce spanner set ring	619.00
CP.258	21-04-2023	EFT	31	1744291	Warren Electrical Service	Manjimup SES - 240v GPO to be fixed in switchboard cupboard	250.43
CP.258	21-04-2023	EFT	31	48120	Warren Electrical Service	Starters & globes	142.00
CP.258	21-04-2023	EFT	31	48254	Warren Electrical Service	5 LED bayonet light globes	75.00
CP.258	21-04-2023	EFT	1053	1002334320230331	West Australian Newspapers Limited	Newspaper Advertising MBT & The West March 2023	2,741.82
CP.258	21-04-2023	EFT	842	CORPB0647935 / CN412959	Western Power	Power Upgrade Rea Park & Collier St Reserve - Customer 412959	74,590.32
CP.260	28-04-2023	EFT	2874	4241	Adam Jenkins Tree Services	cut down large bluegum growing over truffie orchard, prune remaining bluegums, cut debris into sections - Seven Day Road, Manjimup	3,300.00
CP.260	28-04-2023	EFT	2077	2708708	AFGRJ Equipment	2 x AHC19917 hydraulic cylinder rods & freight - GR05	9,112.91
CP.260	28-04-2023	EFT	1171	1174033	Ambassadors Pharmacy	Chemist supplies - HCP - LP - 10/03/23 - Cust No 35086	49.95
CP.260	28-04-2023	EFT	3656	2023072	Baysan Constructions	Payment 5 of 7 - Munro House - Construction of Verandah and Pitching of Roof - Ref P/O 15534	20,000.00

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Payment Number	Date	Cheque Number	Creditor Number	Invoice No	Creditor Name	Invoice Description	Inclusive Amount
CP.260	28-04-2023	EFT	3103	87718/12347	Best Western Plus Hotel Lord Forrest	Accommodation and meals - Camille Parke - 11, 12 & 13 April 2023	770.50
CP.260	28-04-2023	EFT	639	301995	Better Life Centre Pty Ltd	Aids - HCP - AM	341.00
CP.260	28-04-2023	EFT	639	302009	Better Life Centre Pty Ltd	Rails and ramps - HCP - ER	910.00
CP.260	28-04-2023	EFT	639	302005	Better Life Centre Pty Ltd	Grabrail - HCP - PJ	175.00
CP.260	28-04-2023	EFT	639	302272	Better Life Centre Pty Ltd	Jar opener - AJ	59.00
CP.260	28-04-2023	EFT	639	302271	Better Life Centre Pty Ltd	Handybar car assist - GG	62.00
CP.260	28-04-2023	EFT	639	302243	Better Life Centre Pty Ltd	Grab rail - HCP - BM	110.00
CP.260	28-04-2023	EFT	646	INV-175643-N9V1C5	Building and Construction Industry Training Fund	BCITF Levy - March 2023	1,523.30
CP.260	28-04-2023	EFT	19	Retail 03/23	City & Regional Fuels	Fuel purchases for March 2023	9,318.00
CP.260	28-04-2023	EFT	2385	19435418 SO	Clifford Hallam Healthcare Pty Ltd	Items on A/C 6391138 - HCP - GL	116.64
CP.260	28-04-2023	EFT	2836	00074639	Corsign WA Pty Ltd	1 x rural road sign - DEZOTTI RD, 2 x W1-2B(R) signs	217.80
CP.260	28-04-2023	EFT	1142	Councillor Payments April 2023	Cr Clifford Winfield	Councillor Payments April 2023	1,793.67
CP.260	28-04-2023	EFT	244	Councillor Payments April 2023	Cr Denise Jenkins	Councillor Payments April 2023	2,634.25
CP.260	28-04-2023	EFT	3360	Councillor Payments April 2023	Cr Donelle Buegge	Councillor Payments April 2023	1,793.67
CP.260	28-04-2023	EFT	3361	Councillor Payments April 2023	Cr Jennifer Willcox	Councillor Payments April 2023	1,793.67
CP.260	28-04-2023	EFT	2661	Councillor Payments April 2023	Cr Kenneth Lawrence	Councillor Payments April 2023	1,793.67
CP.260	28-04-2023	EFT	2391	Councillor Payments April 2023	Cr Kimberley Skoss	Councillor Payments April 2023	1,793.67



Electronic Funds Transfer Payments							
Payment Number	Date	Cheque Number	Creditor Number	Invoice No	Creditor Name	Invoice Description	Inclusive Amount
CP.260	28-04-2023	EFT	2247	Councillor Payments April 2023	Cr Murray Ventris	Councillor Payments April 2023	1,793.67
CP.260	28-04-2023	EFT	1769	Councillor Payments April 2023	Cr Paul Omodei	Councillor Payments April 2023	5,494.42
CP.260	28-04-2023	EFT	246	Councillor Payments April 2023	Cr Robert Taylor	Councillor Payments April 2023	1,793.67
CP.260	28-04-2023	EFT	2655	Councillor Payments April 2023	Cr Susan Dawson-Vidovich	Councillor Payments April 2023	1,793.67
CP.260	28-04-2023	EFT	2248	Councillor Payments April 2023	Cr Wendy Eiby	Councillor Payments April 2023	1,793.67
CP.260	28-04-2023	EFT	2349	80352543	DHL Supply Chain (Australia)	ENSURE VANILLA - HCP - OP	264.00
CP.260	28-04-2023	EFT	2151	00869294	Dun Direct Pty Ltd	2 x 8.5kg kwik gas	71.90
CP.260	28-04-2023	EFT	2759	2535577	EQUANS Mechanical Services (WA) Pty Ltd	Repair Cool Room and Air Conditioner in Commercial Kitchen - WRCC	1,880.97
CP.260	28-04-2023	EFT	511	18,983	Express Print	Printing 500 x Library Membership Cards	231.00
CP.260	28-04-2023	EFT	3705	INV-45715	Guardian Safety Pendants Pty Ltd	Guardian Telstra - HCP - MH	70.00
CP.260	28-04-2023	EFT	3741	94896	Haddenham Healthcare Ltd	Compression Garments- LH	56.00
CP.260	28-04-2023	EFT	3752	INV-50084	Halo Software Australia Pty Ltd	Halo onboarding services and annual subscription	7,159.90
CP.260	28-04-2023	EFT	132	74581816	Hanson Construction Materials Pty Ltd	supply 42.2 tonnes 5mm single size basalt & freight	2,813.05
CP.260	28-04-2023	EFT	2481	71708526.04	Independence Australia	Resource Plus drinks - HCP - CJ	190.95
CP.260	28-04-2023	EFT	2481	71734738.01	Independence Australia	Continence aids - HCP - LR	64.15
CP.260	28-04-2023	EFT	2481	71737596.01	Independence Australia	continence aids- BT	331.20
CP.260	28-04-2023	EFT	413	INV-9983	J & I Milentis & Sons	service & check over truck - TK6	1,263.24
CP.260	28-04-2023	EFT	100	SP14638	Johnson's Food Services	Coffee Cups - Account 66	107.80

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Payment Number	Date	Cheque Number	Creditor Number	Invoice No	Creditor Name	Invoice Description	Inclusive Amount
CP.260	28-04-2023	EFT	100	SP14713	Johnson's Food Services	AquaCentre Cafe stock	433.45
CP.260	28-04-2023	EFT	156	31981	Kevrek Australia	1 x DV33 microswitch, 1 x 2 tonne latchlock hook & freight - hydraulic crane on TK24	348.15
CP.260	28-04-2023	EFT	3087	6851891	Lite n' Easy	Lite N Easy - HCP - DWD	124.82
CP.260	28-04-2023	EFT	3087	6869731	Lite n' Easy	Lite N Easy - HCP - GW	115.72
CP.260	28-04-2023	EFT	3087	6872700	Lite n' Easy	Lite N Easy - HCP - FJ	124.82
CP.260	28-04-2023	EFT	3087	6872394	Lite n' Easy	Lite N Easy - HCP - KR	98.08
CP.260	28-04-2023	EFT	3087	6839754	Lite n' Easy	Lite N Easy - HCP - MN	207.42
CP.260	28-04-2023	EFT	3087	6863720	Lite n' Easy	Lite N Easy - HCP - DWD	124.82
CP.260	28-04-2023	EFT	3087	6862642	Lite n' Easy	Lite N Easy - HCP - AJ	231.04
CP.260	28-04-2023	EFT	3087	6880564	Lite n' Easy	Lite N Easy - HCP - GW	97.52
CP.260	28-04-2023	EFT	3087	6881785	Lite n' Easy	Lite N Easy - HCP - JW	121.28
CP.260	28-04-2023	EFT	3087	6883408	Lite n' Easy	Lite N Easy - HCP - DG	96.78
CP.260	28-04-2023	EFT	3087	9872351	Lite n' Easy	Lite N Easy - HCP - RP	100.28
CP.260	28-04-2023	EFT	3087	6883689	Lite n' Easy	Lite N Easy - HCP - RP	91.88
CP.260	28-04-2023	EFT	1064	SINV02180	Malatesta Road Paving & Hot Mix	6600lt catemul	8,712.00
CP.260	28-04-2023	EFT	359	5772	Manjimup Carpet and Floorcovering Supplies	Supply and Install Sheet Vinyl to Laundry and WC Smithbrook Fire Station 5/4/23	2,220.00
CP.260	28-04-2023	EFT	753	11796	Manjimup Economy Auto Parts	1 x 2kg Ezi body filler	59.90
CP.260	28-04-2023	EFT	1729	2-1032272	Manjimup Mitre 10 & Retravision	quantity of brushes, sugar soap, cloth, buckets, tape, paint & drop sheets - painting of street furniture	68.89
CP.260	28-04-2023	EFT	1729	2-1033896	Manjimup Mitre 10 & Retravision	Concrete for rail - HCP - NG	29.97
CP.260	28-04-2023	EFT	458	MMBK-14254	Manjimup Monograms	6 x pr steel capped boots - PCT & PC Coordinator	1,202.60
CP.260	28-04-2023	EFT	458	MMBK-14250	Manjimup Monograms	1 x pr steel capped boots - John Harfouche	175.00
CP.260	28-04-2023	EFT	117	11208316	Manjimup Motors Pty Ltd	Hedger and hardware - HACC A/C 001993	654.58
CP.260	28-04-2023	EFT	117	11208996	Manjimup Motors Pty Ltd	Pad lock	44.99

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Payment Number	Date	Cheque Number	Creditor Number	Invoice No	Creditor Name	Invoice Description	Inclusive Amount
CP.260	28-04-2023	EFT	117	11209188	Manjimup Motors Pty Ltd	3 x 15mx6mm poly rope	32.37
CP.260	28-04-2023	EFT	117	11207053	Manjimup Motors Pty Ltd	2 x 131-139mm hose clamps, 2 x 121-130mm hose clamps - APT2	29.41
CP.260	28-04-2023	EFT	212	Inv - 2995	Manjimup Pump & Electrical Shop	Cilantro's - Installation Power points for firepanel control and repeater	416.11
CP.260	28-04-2023	EFT	1842	PI13047906	Manjimup Stihl	service & new hedger blades - PCT & Parks	223.08
CP.260	28-04-2023	EFT	1842	PI13047907	Manjimup Stihl	service & new hedger blades - PCT & Parks	143.88
CP.260	28-04-2023	EFT	537	M16202	Manjimup Tyre Mart & Auto Electrical Service	wheel alignment - 1019WA	100.00
CP.260	28-04-2023	EFT	537	T39845	Manjimup Tyre Mart & Auto Electrical Service	2 x 245/70R16 Hifly AT601 tyres, disposal - 1019WA	478.00
CP.260	28-04-2023	EFT	450	INV - 0172 /0091	Manjimup Visitor Centre	PowerUp Management payment per MOU - Quarter 4 Revised from 1/10/2020 - 30/06/2022	12,650.00
CP.260	28-04-2023	EFT	450	INV-0171	Manjimup Visitor Centre	Visitor Centre Contribution - Quarter 4 2023	11,414.70
CP.260	28-04-2023	EFT	3734	4	Mr Adam Girouard	Gardening services- LH	296.00
CP.260	28-04-2023	EFT	3763	Crossover	Mr David Wood	crossover subsidy - 22 Guppy Street, Pemberton	550.00
CP.260	28-04-2023	EFT	3762	Crossover	Mr Jared French	crossover subsidy - 42 Jamieson Street, Pemberton	550.00
CP.260	28-04-2023	EFT	3764	Bond for Conference Room 16/03/2023	Mr Robert Blechynden	Reimbursement for payment of Bond for Conference Room at Wellness Ctr 16/03/2023	250.00
CP.260	28-04-2023	EFT	2382	Reimbursement NDIS - Spencer Roberts - 200223	Mr Spencer Roberts	Reimbursement NDIS Worker Screening Check - Spencer Roberts - 200223	145.00
CP.260	28-04-2023	EFT	3670	INV-1622	Mr Stephen King	dismantle 50 x mattresses to extract metal for site contractor's salvage & dispose other materials to bulk waste bins for landfill - Walpole Transfer Station	1,500.00
CP.260	28-04-2023	EFT	3757	INV-0099	Mr William Bennell	Moodjar-Kaanya Tree artwork - Noongar Six Seasons Artwork Initiative	1,000.00
CP.260	28-04-2023	EFT	3624	15-02-2023 / 22-03/ 2023	Mrs Margaret Rice	Reimbursement for Continence aids - HCP - MR	67.26

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CP.260	28-04-2023	EFT	3760	Reimbursement NDIS - Corrina Barclay - 230323	Ms Corrina Barclay	Reimbursement NDIS Worker Screening Check - Corrina Barclay 230323	145.00
CP.260	28-04-2023	EFT	3628	Reimb 11/04/23	Ms Emily O'Neil	Reimburse Creative Leadership Training Expenses - 27-31March23	990.00
CP.260	28-04-2023	EFT	1761	557420	Muirs Manjimup	supply & fit new DPF and associated sensors & gaskets - 1020WA	4,516.49
CP.260	28-04-2023	EFT	1761	557787	Muirs Manjimup	30 000km service - 1013WA	462.79
CP.260	28-04-2023	EFT	1022	Inv - 140	Pemberton Mill Hall Restoration Committee (Inc)	Hire of Mill Hall - Pemberton Community Hub Advisory Committee Meeting 04/04/2023	66.00
CP.260	28-04-2023	EFT	3128	601473	Pemberton Pharmacy	Pharmacy items - HCP - DA	35.90
CP.260	28-04-2023	EFT	2038	INV-0251 (1)	S&J Ditri Pty Ltd	Council dinner & farewell 13 April 2023	1,495.00
CP.260	28-04-2023	EFT	1431	503161696	Seek Limited	Recruitment Advertising - AquaCentre Duty Manager	280.50
CP.260	28-04-2023	EFT	283	CFI000013068	Silver Chain Nursing Association	Nursing services- AC	264.00
CP.260	28-04-2023	EFT	3421	20223715	South West Rural Respite Services	Bridgetown Friendship Club - March - JW	495.00
CP.260	28-04-2023	EFT	447	26993	STANS Manjimup Farm Machinery	5 x G8253040 Silvan blank caps - ATV sprayer unit	45.00
CP.260	28-04-2023	EFT	447	26935	STANS Manjimup Farm Machinery	6 x K5559-34330 Kubota 42" blades - MW13	219.60
CP.260	28-04-2023	EFT	121	175707	Tyrepower Manjimup	puncture repair - 1004WA	44.00
CP.260	28-04-2023	EFT	3754	April 2023	Verge Enviro Pty Ltd	Manjimup Landfill Site Management Contract - April 2023	58,074.08
CP.260	28-04-2023	EFT	3084	PEN-31487-012	VisAbility Limited	Occupational Therapy - HCP - PJ	89.20
CP.260	28-04-2023	EFT	264	INV-5685	W & A Hetherington	weld split hydraulic tilt ram - BH10	418.00
CP.260	28-04-2023	EFT	264	INV-5684	W & A Hetherington	repair damaged tool box & paint - GR05	495.00
CP.260	28-04-2023	EFT	1322	623838	WA Country Health Service	Meals on wheels Jan 23	2,199.90
CP.260	28-04-2023	EFT	1322	623846	WA Country Health Service	Meals on Wheels February 2023	2,471.50
CP.260	28-04-2023	EFT	1322	623899	WA Country Health Service	Meals on Wheels March 2023	2,657.70

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Electronic Funds Transfer Payments							
Payment Number	Date	Cheque Number	Creditor Number	Invoice No	Creditor Name	Invoice Description	Inclusive Amount
CP.260	28-04-2023	EFT	516	11075	Walpole Hardware & Rural Supplies	2 x 8.5kg kwik gas - bbq - Walpole Recreation Ground	85.00
CP.260	28-04-2023	EFT	448	120066	Walpole Hotel Motel	accommodation & meals - 21-23 March 2023 - Ivan Panzich - North Walpole Road	600.00
CP.260	28-04-2023	EFT	448	120048	Walpole Hotel Motel	accommodation & meals - 21-23 March 2023 - W Bennett, K Hawkins, S Sims & J Schuitema - North Walpole Road	2,000.00
CP.260	28-04-2023	EFT	31	48280	Warren Electrical Service	2 x 300mm cable ties, 4 x 250mm cable ties, 1 x 400mm cable ties	44.50
CP.260	28-04-2023	EFT	526	INV-0363	Warren Fencing Contractors	asbestos removal - Northcliffe Transfer Station	165.00
CP.260	28-04-2023	EFT	69	226/2250 - 040523	Western Australian Treasury Corporation	Loan repayment 226 & 225	22,130.87
CP.260	28-04-2023	EFT	69	202 - 08052023	Western Australian Treasury Corporation	Loan Repayment 202	13,983.98
CP.260	28-04-2023	EFT	842	COPRB0656320	Western Power	Rent - Tv transmission site held for Emergency Services 1 Wheatley Coast Road, Quinnipup 22/4/23 - 21/4/2024	814.00
CP.260	28-04-2023	EFT	2493	2810	Willo's Gutter Cleaning & Handyman Service	Gutters - HCP - BK	550.00
CP.260	28-04-2023	EFT	2493	2816	Willo's Gutter Cleaning & Handyman Service	Gutters - HCP - RP	165.00
EFT Total							1,327,993.72

Other Payments (including Direct Debits)							
Payment Number	Date	Cheque Number	Creditor Number	Invoice No	Creditor Name	Invoice Description	Inclusive Amount
CPT.563	03-04-2023	N/A	3245	100001513024	HP Financial Services (Australia) Pty Ltd	Lease 5546295549AUS1 - 01/04/23 to 30/04/23 - Various IT items	3,206.50
CPT.564	03-04-2023	N/A	3245	100001513025	HP Financial Services (Australia) Pty Ltd	Lease 5546295549AUS4 - 01/04/23 to 30/06/23 - Fortinet Firewall	3,047.00
CPT.565	03-04-2023	N/A	1948	C39880	Maia Financial Pty Limited	Lease contract payment for 01/04/23 - 30/06/23	4,381.70
CPT.567	06-04-2023	N/A	2845	750945	Fleetcare Pty Ltd	Monthly Lease Rental, GPS Access Fee & OBD GPS Dongle - March 2023	1,217.49



Other Payments (including Direct Debits)							
Payment Number	Date	Cheque Number	Creditor Number	Invoice No	Creditor Name	Invoice Description	Inclusive Amount
CPT.568	11-04-2023	N/A	3266	30895457	Department of Justice	Lodgment Fee - Bush Fire Infringement 28440 - Robert Danti	81.00
CPT.569	11-04-2023	N/A	3266	30895467	Department of Justice	Lodgment Fee - Bush Fire Infringement 29382 - Ann-Marie Parke	81.00
CPT.570	11-04-2023	N/A	3266	30895278	Department of Justice	Lodgment Fee - Dog Infringement 0135 - Courtney Brown	81.00
CPT.571	11-04-2023	N/A	3266	30895246	Department of Justice	Lodgment Fee - Dog Infringement 0136 - Steven Krispyn	81.00
CPT.572	11-04-2023	N/A	3266	30895384	Department of Justice	Lodgment Fee - Dog Infringement 0138 - Daniel Loaring	81.00
CPT.573	11-04-2023	N/A	3266	30895371	Department of Justice	Lodgment Fee - Dog Infringement 0139 - Shaun Armstrong	81.00
CPT.574	11-04-2023	N/A	3266	30895291	Department of Justice	Lodgment Fee - Dog Infringement 0140 - Tyler Bennett	81.00
CPT.575	11-04-2023	N/A	3266	30895394	Department of Justice	Lodgment Fee - Dog Infringement 0141 - Scott Shadforth	81.00
CPT.576	11-04-2023	N/A	3266	30895361	Department of Justice	Lodgment Fee - Dog Infringement 0142 - Mikaela Forsberg	81.00
CPT.577	11-04-2023	N/A	3266	30895405	Department of Justice	Lodgment Fee - Dog Infringement 0144 - Cameron Martin	81.00
CPT.578	11-04-2023	N/A	3266	30895403	Department of Justice	Lodgment Fee - Dog Infringement 0145 - Cameron Martin	81.00
CPT.579	11-04-2023	N/A	3266	30895334	Department of Justice	Lodgment Fee - Dog Infringement 0148 - Damien Hodge	81.00
CPT.580	11-04-2023	N/A	3266	30895315	Department of Justice	Lodgment Fee - Dog Infringement 0149 - Damien Hodge	81.00
CPT.581	11-04-2023	N/A	3266	30895355	Department of Justice	Lodgment Fee - Dog Infringement 0150 - Coral Rodgers	81.00
CPT.582	11-04-2023	N/A	3266	30895262	Department of Justice	Lodgment Fee - Dog Infringement 0226 - Suzanne Walker	81.00
CPT.583	06-04-2023	N/A	2955	INV-2918	Aviary Corp Pty Ltd	Subscription Fee - Monthly Licence - March 2023	1,650.00
CPT.584	17-04-2023	N/A	3383	TA12341-045	Telair Pty Ltd	Internet Access 01/04/23 - 30/04/23	806.90
CPT.585	17-04-2023	N/A	1015	AUSG00457342	SG Fleet Australia Pty Ltd	Lease rental payment - April 23/May 23	3,782.69
CPT.586	03-04-2023	N/A	2532	1220667	Les Mills Australia	Contract Fee - Body Pump - 01/04/23 - 30/04/23	417.76
CPT.587	14-04-2023	N/A	2605	MHCC 141 574 034 - 103	Wright Express Australia Pty Ltd	MHCC Coles Card Purchases - March 2023	187.65



Other Payments (including Direct Debits)							
Payment Number	Date	Cheque Number	Creditor Number	Invoice No	Creditor Name	Invoice Description	Inclusive Amount
CPT.587	14-04-2023	N/A	2605	MRAC 141 571 034 - 103	Wright Express Australia Pty Ltd	MRAC Coles Card Purchases - March 2023	80.00
CPT.588	21-04-2023	N/A	3640	Lease Payment 6 of 60	Finrent Pty Ltd	Lease Fee - HP DesignJet XL 3600 Multifunction Printer	691.90
						Other Total	20,684.59
						Grand Total	1,441,570.07



# Shire of Manjimup

## MONTHLY FINANCIAL ACTIVITY STATEMENT

(Period Ending 31 March 2023)

SHIRE OF  
MANJIMUP

Monthly Financial Activity Statement – March 2023

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### General Comment

The financial performance for the Shire of Manjimup to the 31 March 2023 is a projected profit of \$26,663.

The projected profit is based on a conservative approach, however monitoring for any possible issues will continue as the Shire progresses through the financial year.

To date there have been some moderate issues both in the positive and in the negative influencing the Shire's end of year position. Listed below are those items, with explanation of the variance within the Operating comments of this report.

#### Positive

- Planning Fees (gain \$20,000) – to the end of March \$71,693 has been received for Planning Fees with a budget of only \$55,000; and
- Interest Received on Bank Accounts (gain \$157,554) – to the end of March \$237,183 has been received from a budget of \$143,542; and
- Manjimup Home & Community Care, Home Care Package Income \$465,000 – This growing area has seen more requests for services, however the gain is offset by additional staff costs associated with providing the service.

#### Negative

- Power Up Entry Fees (loss \$60,000) – The loss for the Power Up Museum entry has tempered a little however still significant. This loss has been significantly influenced by the low level of International Tourist, as well as a lack of tourist accommodation in the region for an extended period of time;
- AquaCentre Electricity (loss \$42,000) – The AquaCentre Solar array was out of commission for approximately 2 months with a parts failure that took some time to be sourced and replaced. There may be savings within the AquaCentre budget that might offset this overspend, however it should be noted as part of this report; and
- Auto Patch Truck (loss \$376,617) – As stated in previous reports, the company supplying the unit have gone into liquidation. This loss will not affect the carried forward position as it is funded by reserve, however it will require a significant reshuffle of future plant purchases.

#### Monitoring

There are several accounts being regularly monitored as we progress towards the 30 June 2023, being:

- Storm Damage – at the end of March 2023 storm damage actuals were \$97,081 from an overall \$127,185 budget. As we enter the change in season this account can be heavily affected with multiple storm events; and
- Road Maintenance – at the end of March 2023 road maintenance categories are 80% expended with 25% of the year remaining. Whilst slightly ahead of budget, April and May will see timesheet employees allocate time to capital jobs improving the road maintenance position.

Whilst there have been both negative and positive line items against the budget the final end of year position is expected to be neutral or a minor surplus.

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SHIRE OF MANJIMUP					
Statement of Comprehensive Income (Program) for the year ending 30 June 2023					
	Actuals to 31 Mar 2023	Budget to 31 Mar 2023	2022/2023 Adopted Budget	Projected to 30 June 2023	Variance
	\$	\$	\$	\$	\$
<b>Revenue</b>					
General Purpose Funding	(11,556,603)	(11,314,194)	(11,594,664)	(11,574,664)	20,000
Governance	(1,319,871)	(1,360,315)	(1,489,089)	(1,646,643)	(157,554)
Law, Order, Public Safety	(449,011)	(769,092)	(1,025,456)	(1,025,456)	0
Health	(23,931)	(44,969)	(59,959)	(59,959)	0
Education and Welfare	(2,524,872)	(1,785,926)	(2,072,249)	(2,537,249)	(465,000)
Housing	(23,171)	(18,150)	(24,200)	(24,200)	0
Community Amenities	(2,071,394)	(2,142,340)	(2,268,386)	(2,288,386)	(20,000)
Recreation & Culture	(675,596)	(1,410,474)	(1,880,632)	(1,820,632)	60,000
Transport	(662,566)	(690,585)	(787,446)	(787,446)	0
Economic Services	(115,246)	(127,094)	(169,458)	(169,458)	0
Other Property and Services	(214,873)	(329,081)	(438,775)	(438,775)	0
	<b>(19,637,135)</b>	<b>(19,992,219)</b>	<b>(21,810,314)</b>	<b>(22,372,868)</b>	<b>(562,554)</b>
<b>Expenses excluding Finance Costs</b>					
General Purpose Funding	5,432	22,500	30,000	30,000	0
Governance	3,485,179	3,401,355	3,557,638	3,660,309	102,671
Law, Order, Public Safety	1,244,810	1,585,125	2,113,500	2,126,500	13,000
Health	205,155	301,129	401,505	364,505	(37,000)
Education and Welfare	2,287,233	1,834,622	2,179,496	2,644,496	465,000
Housing	12,239	12,000	16,000	16,000	0
Community Amenities	2,172,271	2,562,180	3,416,239	3,433,739	17,500
Recreation & Culture	4,134,246	5,608,463	7,477,951	7,519,951	42,000
Transport	8,197,932	8,576,609	11,435,479	11,435,479	0
Economic Services	1,603,697	1,655,712	2,207,616	2,207,616	0
Other Property and Services	(13,777)	(212,538)	(283,383)	(283,383)	0
	<b>23,334,416</b>	<b>25,347,157</b>	<b>32,552,041</b>	<b>33,155,212</b>	<b>603,171</b>
<b>Finance Costs</b>					
Governance	54,595	38,953	51,937	51,937	0
Health	16,143	11,414	15,219	15,219	0
Community Amenities	6,014	8,831	11,774	11,774	0
Recreation & Culture	89,020	95,005	126,673	126,673	0
Other Property and Services	9,045	11,673	15,564	15,564	0
	<b>174,817</b>	<b>165,875</b>	<b>221,167</b>	<b>221,167</b>	<b>0</b>
<b>Non-Operating Grants Subsidies, Contributions</b>					
Governance	(30,000)	(75,000)	(100,000)	(100,000)	0
Law, Order, Public Safety	(607,249)	(6,273)	(8,364)	(389,811)	(381,447)
Recreation & Culture	(1,371,283)	(2,271,456)	(3,028,608)	(3,028,608)	0
Transport	(2,235,367)	(6,445,088)	(8,593,451)	(8,593,451)	0
	<b>(4,243,899)</b>	<b>(8,797,817)</b>	<b>(11,730,423)</b>	<b>(12,111,870)</b>	<b>(381,447)</b>
<b>(Profit)/Loss on Disposal of Assets</b>					
Governance	(6,672)	826	1,101	1,101	0
Law, Order, Public Safety	(78,182)	(4,967)	(6,623)	(6,623)	0
Health	0	0	0	0	0
Education and Welfare	0	(7,500)	(10,000)	(10,000)	0
Community Amenities	(14,395)	(7,866)	(10,488)	(10,488)	0
Recreation & Culture	(5,957)	(3,115)	(4,153)	(4,153)	0
Other Property and Services	(237,762)	(113,402)	(151,203)	(151,203)	0
	<b>(342,968)</b>	<b>(136,025)</b>	<b>(181,366)</b>	<b>(181,366)</b>	<b>0</b>
<b>NET RESULT</b>	<b>(714,769)</b>	<b>(3,413,029)</b>	<b>(948,894)</b>	<b>(1,289,724)</b>	
Other Comprehensive Income	0	0	0	0	
<b>TOTAL COMPREHENSIVE INCOME</b>	<b>(714,769)</b>	<b>(3,413,029)</b>	<b>(948,894)</b>	<b>(1,289,724)</b>	

SHIRE OF MANJIMUP						
Statement of Comprehensive Income (by Type) for the year ending 30 June 2023						
	Notes	Actuals to 31 Mar 2023 \$	Budget to 31 Mar 2023 \$	2022/2023 Adopted Budget	Projected to 30 June 2023 \$	Variance \$
<b>Revenue</b>						
Rates	6-9	(10,548,563)	(10,582,809)	(10,582,809)	(10,562,809)	20,000
Operating Grants, Subsidies and Contributions	21	(2,915,310)	(4,441,942)	(5,512,745)	(5,512,745)	0
Fees & Charges	11	(4,434,691)	(3,792,196)	(4,211,194)	(4,636,194)	(425,000)
Interest Earnings	27	(320,147)	(159,445)	(252,593)	(410,147)	(157,554)
Other Revenue		(1,418,424)	(908,229)	(1,210,972)	(1,210,972)	0
		<b>(19,637,135)</b>	<b>(19,884,620)</b>	<b>(21,770,314)</b>	<b>(22,332,868)</b>	<b>(562,554)</b>
<b>Operating Expenditure</b>						
Employee Costs	27	8,727,004	8,846,070	11,715,016	12,071,016	356,000
Materials and Contracts	27	5,611,457	7,591,696	9,330,862	9,433,362	102,500
Utility Charges	27	501,923	509,066	678,754	720,754	42,000
Depreciation	23	7,224,006	7,173,776	9,565,035	9,667,203	102,168
Interest Expenses	14	174,817	165,875	221,167	221,670	503
Insurance Expenses	27	824,403	808,679	808,679	808,679	0
Other Expenditure	27	445,623	340,271	453,695	453,695	0
		<b>23,509,233</b>	<b>25,435,433</b>	<b>32,773,208</b>	<b>33,376,379</b>	<b>603,171</b>
		<b>3,872,098</b>	<b>5,550,813</b>	<b>11,002,894</b>	<b>11,043,511</b>	
Non Operating Grants, Subsidies and Contributions	21	(4,243,899)	(8,827,817)	(11,770,423)	(12,151,870)	(381,447)
Profit on Asset Disposal	22	(342,968)	(213,623)	(284,831)	(284,831)	0
Loss on Asset Disposal	22	0	77,599	103,465	103,465	0
		<b>(4,586,867)</b>	<b>(8,963,842)</b>	<b>(11,951,789)</b>	<b>(12,333,236)</b>	<b>(381,447)</b>
<b>NET RESULT</b>		<b>(714,769)</b>	<b>(3,413,029)</b>	<b>(948,894)</b>	<b>(1,289,724)</b>	
Other Comprehensive Income		0	0	0		
<b>TOTAL COMPREHENSIVE INCOME</b>		<b>(714,769)</b>	<b>(3,413,029)</b>	<b>(948,894)</b>	<b>(1,289,724)</b>	



SHIRE OF MANJIMUP					
Rate Setting Statement (by Program) for the year ending 30 June 2023					
	Actuals to 31 Mar 2023 \$	Budget to 31 Mar 2023 \$	2022/2023 Adopted Budget \$	Projected to 30 June 2023 \$	Variance \$
<b>Revenue</b>					
General Purpose Funding	(1,008,041)	(731,385)	(1,011,855)	(1,011,855)	0
Governance	(1,356,543)	(1,434,489)	(1,565,380)	(1,722,934)	(157,554)
Law, Order, Public Safety	(1,134,442)	(780,332)	(1,040,443)	(1,421,890)	(381,447)
Health	(23,931)	(44,969)	(59,958)	(59,958)	0
Education and Welfare	(2,524,872)	(1,793,426)	(2,082,249)	(2,547,249)	(465,000)
Housing	(23,171)	(18,150)	(24,200)	(24,200)	0
Community Amenities	(2,085,789)	(2,150,206)	(2,278,874)	(2,298,874)	(20,000)
Recreation & Culture	(2,052,836)	(3,685,045)	(4,913,393)	(4,853,393)	60,000
Transport	(2,897,933)	(7,127,132)	(9,380,897)	(9,380,897)	0
Economic Services	(115,246)	(127,094)	(169,458)	(169,458)	0
Other Property and Services	(452,635)	(442,484)	(676,051)	(676,051)	0
	<b>(13,675,439)</b>	<b>(18,334,711)</b>	<b>(23,202,757)</b>	<b>(24,166,758)</b>	<b>(964,001)</b>
<b>Operating Expenditure</b>					
General Purpose Funding	5,432	22,500	30,000	30,000	0
Governance	3,539,774	3,440,307	3,586,967	3,689,638	102,671
Law, Order, Public Safety	1,244,810	1,585,125	2,113,500	2,126,500	13,000
Health	221,298	312,543	416,724	379,724	(37,000)
Education and Welfare	2,287,233	1,834,622	2,179,496	2,644,496	465,000
Housing	12,239	12,000	16,000	16,000	0
Community Amenities	2,178,285	2,571,010	3,428,013	3,445,513	17,500
Recreation & Culture	4,223,266	5,694,927	7,604,624	7,646,624	42,000
Transport	8,197,932	8,576,609	11,435,479	11,435,479	0
Economic Services	1,603,697	1,655,712	2,207,616	2,207,616	0
Other Property and Services	(4,732)	(200,865)	(181,746)	(181,746)	0
	<b>23,509,233</b>	<b>25,504,491</b>	<b>32,836,673</b>	<b>33,439,844</b>	<b>603,171</b>
<b>Net Operating Result Excluding Rates</b>	<b>9,833,794</b>	<b>7,169,780</b>	<b>9,633,916</b>	<b>9,273,086</b>	<b>(360,830)</b>
<b>Adjustments for Cash Budget Requirements</b>					
<i>Non-Cash Expenditure &amp; Income</i>					
Net Profit on Sale of Assets	342,968	136,025	181,366	181,366	0
Deprecation on Assets	(7,224,006)	(7,173,776)	(9,565,035)	(9,667,203)	(102,168)
Leave Provisions	(57,350)	(176,314)	(235,085)	(235,085)	0
Other	0	(7,500)	(10,000)	(10,000)	0
<b>Net Non-Cash Expenditure and Revenue</b>	<b>(6,938,388)</b>	<b>(7,221,566)</b>	<b>(9,628,754)</b>	<b>(9,730,922)</b>	<b>(102,168)</b>
<i>Capital Expenditure and Revenue</i>					
Purchase Land & Buildings	2,082,868	2,804,241	3,738,988	3,738,988	0
Purchase Infrastructure Assets	3,505,322	10,599,473	14,132,631	14,132,631	0
Purchase Plant & Machinery	1,326,478	1,532,557	2,043,409	2,456,674	413,265
Purchase Motor Vehicles	249,232	673,125	897,500	897,500	0
Purchase Furniture & Equipment	151,526	93,860	125,146	160,034	34,888
<i>Other Non Operating Expenditure/Transfer</i>					
Repayment of Loan Principal	494,195	488,159	650,879	650,879	0
Repayment of Lease Principal	59,852	92,250	123,000	123,000	0
Payment of Self Supporting Loan to Groups	-	187,500	250,000	250,000	0
Transfers to Reserves	1,063,764	4,488,127	5,984,169	5,984,169	0
<b>Net Operating Profit/(Loss) Excluding Rates Adjusted for Non Cash Items, Capital Expenditure and Other Non Operating Exp/Tsf</b>					
<i>Funded From</i>					
Proceeds from Disposal of Assets	(513,000)	(749,866)	(999,821)	(1,031,639)	(31,818)
Self-supporting Loan Principal Income	(9,054)	(13,715)	(18,287)	(18,287)	0
Transfers from Reserves	(1,158,444)	(2,898,851)	(3,865,134)	(3,865,134)	0
Unexpended Loan Funds Brought Forward	(295,162)	(638,102)	(850,802)	(850,802)	0
Proceeds from New Loans	-	(4,312,500)	(5,750,000)	(5,750,000)	0
<b>Net Cash from Investing Activities</b>	<b>6,957,578</b>	<b>12,346,259</b>	<b>16,461,678</b>	<b>16,878,013</b>	<b>416,335</b>
<b>Restricted Assets</b>	-	0	0	0	
<b>Estimated (Surplus)/Deficit July 1 B/Fwd</b>	<b>(5,884,029)</b>	<b>(5,884,029)</b>	<b>(5,884,029)</b>	<b>(5,884,029)</b>	
<b>Estimated Surplus/(Deficit) June 30 C/Fwd</b>	<b>6,579,609</b>	<b>4,172,364</b>	<b>0</b>	<b>26,663</b>	
<b>AMOUNT REQUIRED TO BE RAISED FROM RATES</b>	<b>10,548,563</b>	<b>10,582,809</b>	<b>10,582,809</b>	<b>10,562,809</b>	

SHIRE OF MANJIMUP					
Rate Setting Statement (by Nature & Type) for the year ending 30 June 2023					
	Actuals to 31 Mar 2023	Budget to 31 Mar 2023	2022/2023 Adopted Budget	Projected to 30 June 2023	Variance
	\$	\$		\$	\$
<b>Revenue</b>					
Rates	-	-	-	-	-
Operating Grants, Subsidies and Contributions	(2,915,310)	(4,441,942)	(5,512,745)	(5,512,745)	-
Non Operating Grants, Subsidies and Contributions	(4,243,899)	(8,827,817)	(11,770,423)	(12,151,870)	(381,447)
Fees & Charges	(4,434,691)	(3,792,196)	(4,211,194)	(4,636,194)	(425,000)
Interest Earnings	(320,147)	(159,445)	(252,593)	(410,147)	(157,554)
Profit on Asset Disposal	(342,968)	(213,623)	(284,831)	(284,831)	-
Other Revenue	(1,418,424)	(908,229)	(1,210,972)	(1,210,972)	-
	<b>(13,675,439)</b>	<b>(18,343,252)</b>	<b>(23,242,758)</b>	<b>(24,206,759)</b>	<b>(964,001)</b>
<b>Operating Expenditure</b>					
Employee Costs	8,727,004	8,846,070	11,715,016	12,071,016	356,000
Materials and Contracts	5,611,457	7,591,696	9,330,862	9,433,362	102,500
Utility Charges	501,923	509,066	678,754	720,754	42,000
Depreciation	7,224,006	7,173,776	9,565,035	9,667,203	102,168
Interest Expenses	174,817	165,875	221,167	221,670	503
Insurance Expenses	824,403	808,679	808,679	808,679	-
Loss on Asset Disposal	-	77,599	103,465	103,465	-
Other Expenditure	445,623	340,271	453,695	453,695	-
	<b>23,509,233</b>	<b>25,513,032</b>	<b>32,876,673</b>	<b>33,479,844</b>	<b>603,171</b>
<b>Net Operating Result Excluding Rates</b>	<b>9,833,794</b>	<b>7,169,780</b>	<b>9,633,915</b>	<b>9,273,085</b>	<b>(360,830)</b>
<b>Adjustments for Cash Budget Requirements</b>					
<i>Non-Cash Expenditure &amp; Income</i>					
Net Profit on Sale of Assets	342,968	136,025	181,366	181,366	-
Deprecation on Assets	(7,224,006)	(7,173,776)	(9,565,035)	(9,667,203)	(102,168)
Leave Provisions	(57,350)	(176,314)	(235,085)	(235,085)	-
Other	-	(7,500)	(10,000)	(10,000)	-
<b>Net Non-Cash Expenditure and Revenue</b>	<b>(6,938,388)</b>	<b>(7,221,566)</b>	<b>(9,628,754)</b>	<b>(9,730,922)</b>	<b>(102,168)</b>
<i>Capital Expenditure</i>					
Purchase Land & Buildings	2,082,868	2,804,241	3,738,988	3,738,988	-
Purchase Infrastructure Assets	3,505,322	10,599,473	14,132,631	14,132,631	-
Purchase Plant & Machinery	1,326,478	1,532,557	2,043,409	2,456,674	413,265
Purchase Motor Vehicles	249,232	673,125	897,500	897,500	-
Purchase Furniture & Equipment	151,526	93,860	125,146	160,034	34,888
Other Non Operating Expenditure/Transfer					
Repayment of Loan Principal	494,195	488,159	650,879	650,879	-
Repayment of Lease Principal	59,852	92,250	123,000	123,000	-
Payment of Self Supporting Loan to Groups	-	187,500	250,000	250,000	-
Transfers to Reserves	1,063,764	4,488,127	5,984,169	5,984,169	-
<b>Net Operating Profit/(Loss) Excluding Rates Adjusted for Non Cash Items, Capital Expenditure and Other Non Operating Exp/Tsf</b>					
<i>Funded From</i>					
Proceeds from Disposal of Assets	(513,000)	(749,866)	(999,821)	(1,031,639)	(31,818)
Self-supporting Loan Principal Income	(9,054)	(13,715)	(18,287)	(18,287)	-
Transfers from Reserves	(1,158,444)	(2,898,851)	(3,865,134)	(3,865,134)	-
Unexpended Loan Funds Brought Forward	(295,162)	(638,102)	(850,802)	(850,802)	-
Proceeds from New Loans	-	(4,312,500)	(5,750,000)	(5,750,000)	-
<b>Net Cash from Investing Activities</b>	<b>6,957,578</b>	<b>12,346,259</b>	<b>16,461,678</b>	<b>16,878,013</b>	<b>416,335</b>
<b>Restricted Assets</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Estimated (Surplus)/Deficit July 1 B/Fwd</b>	<b>(5,884,029)</b>	<b>(5,884,029)</b>	<b>(5,884,029)</b>	<b>(5,884,029)</b>	<b>-</b>
<b>Estimated Surplus/(Deficit) June 30 C/Fwd</b>	<b>6,579,609</b>	<b>4,172,364</b>	<b>-</b>	<b>26,663</b>	<b>-</b>
<b>AMOUNT REQUIRED TO BE RAISED FROM RATES</b>	<b>10,548,563</b>	<b>10,582,809</b>	<b>10,582,809</b>	<b>10,562,809</b>	<b>-</b>

## Shire of Manjimup

<b>Statement of Financial Position</b>		<b>ACTUAL 2022/2023 \$</b>	<b>ACTUAL 2021/2022 \$</b>
<b>Current Assets</b>			
Cash and cash equivalents		15,950,243	16,882,841
Trade and other receivables		2,154,568	1,465,910
Inventories		411,239	327,459
Other assets		732,977	822,382
Tax Assets		96,252	67,448
<b>Total Current Assets</b>		<b>19,345,280</b>	<b>19,566,040</b>
<b>Non-Current Assets</b>			
Other receivables		471,806	426,794
Property, plant & equipment		67,121,436	66,007,188
Infrastructure		232,434,873	233,904,728
<b>Total Non-Current Assets</b>		<b>300,028,115</b>	<b>300,338,709</b>
<b>TOTAL ASSETS</b>		<b>319,373,394</b>	<b>319,904,748</b>
<b>Current Liabilities</b>			
Trade and other payables		4,048,783	4,893,123
Provisions		2,180,565	1,911,970
Current Portion of Long Term Borrowings		168,674	722,720
<b>Total Current Liabilities</b>		<b>6,398,021</b>	<b>7,527,814</b>
<b>Non-Current Liabilities</b>			
Long term borrowings		5,389,561	5,338,547
Provisions		206,674	374,017
<b>Total Non-Current Liabilities</b>		<b>5,596,234</b>	<b>5,712,564</b>
<b>TOTAL LIABILITIES</b>		<b>11,994,256</b>	<b>13,240,378</b>
<b>NET ASSETS</b>		<b>307,379,140</b>	<b>306,664,370</b>
<b>Equity</b>			
Accumulated losses		(19,716,728)	(20,526,177)
Reserves - Cash Backed		6,515,669	6,610,349
Reserves - Asset Revaluation		320,580,198	320,580,198
<b>TOTAL EQUITY</b>		<b>307,379,140</b>	<b>306,664,370</b>

	<b>Accumulated Losses</b>	<b>Reserves Cash Backed</b>	<b>Asset Revaluation Reserves</b>	<b>Total Equity</b>
	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
<b>Statement of Changes in Equity</b>				
Balance as at 1 July 2021	(19,471,865)	6,285,835	318,603,098	305,417,066
Comprehensive Income				
- Net Result	(729,797)	-	-	(729,797)
- Change on Revaluation of Non-Current Assets			1,977,100	1,977,100
- Adjustment due to Accounting Std Changes	-	-	-	-
Total Other Comprehensive Income	(729,797)	-	-	(729,797)
Transfers from/(to) Reserves	(324,514)	324,514	-	-
<b>Balance as at 30 June 2022</b>	<b>(20,526,177)</b>	<b>6,610,349</b>	<b>320,580,198</b>	<b>306,664,370</b>
Net Result	714,769	-	-	714,769
Adjustment due to Accounting Std Changes	-			-
Total Other Comprehensive Income	-	-	-	-
Transfers from/(to) Reserves	94,680	(94,680)	-	-
<b>Balance as at 31 March 2023</b>	<b>(19,716,728)</b>	<b>6,515,669</b>	<b>320,580,198</b>	<b>307,379,140</b>

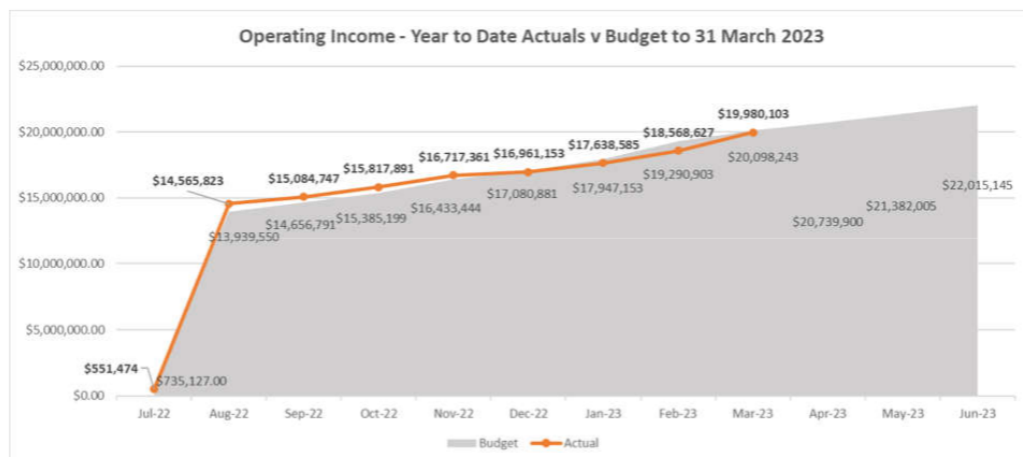
## Operating Items

The graphs below reflect what the expected cumulative budget to 30 June 2023 is (grey area), with the line graph represented actuals to 31 March 2023.

### Operating Income

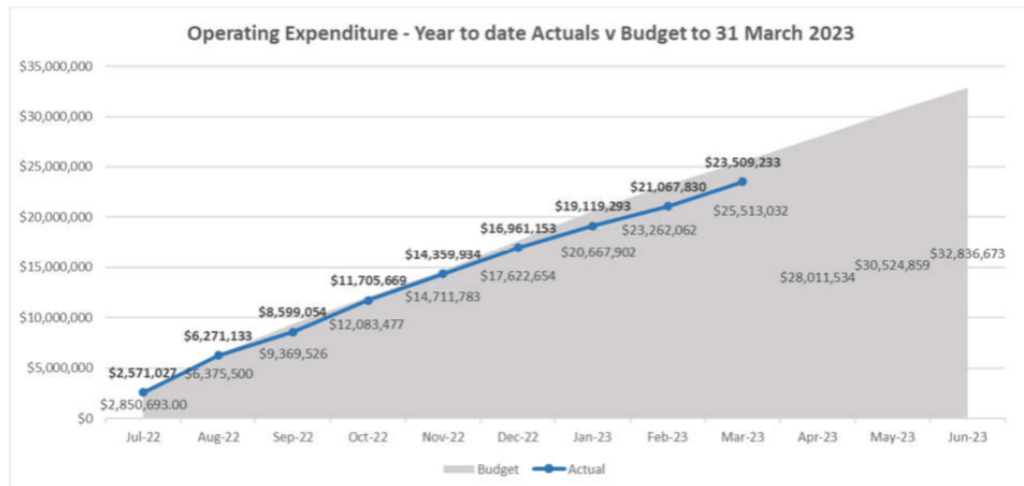
At present operating income to the 31 March 2023 is trending behind budget with actuals sitting at \$19,980,103 compared to a budget of \$20,098,243. Whilst a difference of \$118,140 is significant, it is difficult to predict the timing of payments for special operating project grants. The trend of the graph below has changed slightly for December 2022 with income now behind budget when it was previously ahead of budget.

Operating Income to March 2023 has significantly improved from the February 20223. This change has occurred due to the quarterly adjustments required by accounting standard AASB16 and ASSB1098 that set rules as to when revenue can be recognised, meaning if a grant was received but certain obligations have not been met yet the money is set aside until the obligations are met. An example of this would be if the Department of Fire and Emergency Services have paid \$100,000 in operating grants for Bush Fire Brigades however only \$60,000 has been expended, \$40,000 must be set aside until expended. This reduced income is reflected by the equivalent reduced expenditure for the same period. To date there are no areas of concern related to operating income other than Power Up Entry Fees being projected at \$60,000 under budget.



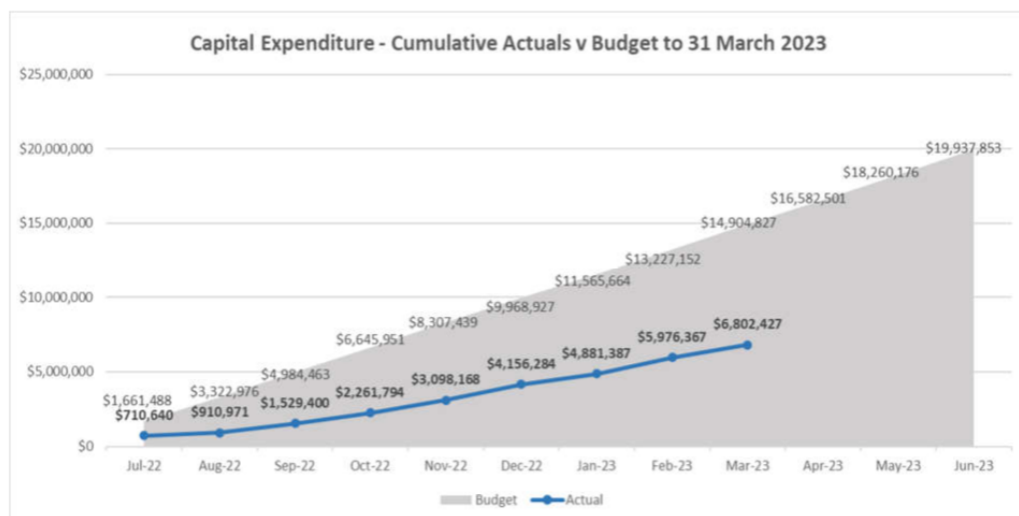
### Operating Expenditure

Operating Expenditure is trending behind budget with actuals of \$23,509,233 compared to a budget of \$25,513,032, a difference of \$2,003,799. This sort of variance is typical this time of year as one off grant projects that are operating in nature, generally accelerate expenditure in the latter half of the year.



### Capital Expenditure

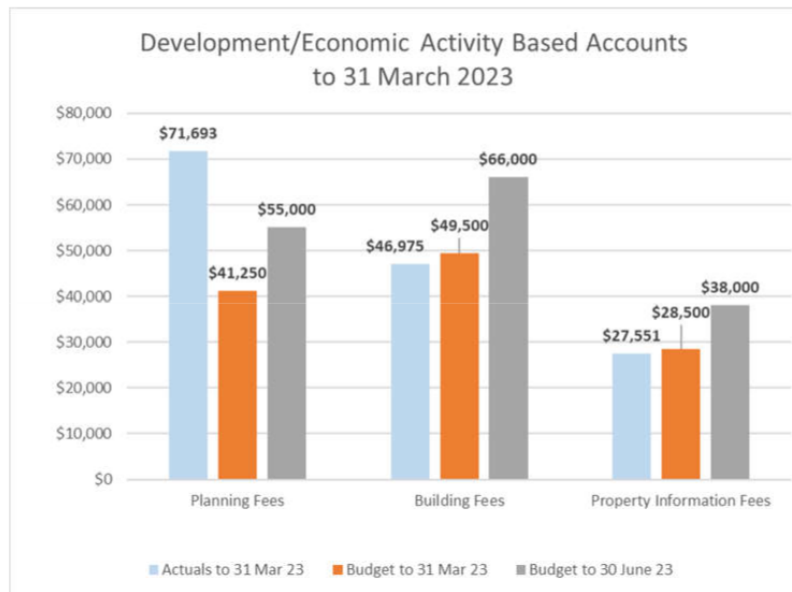
Capital expenditure is well behind budget for this time of year. Some of the major projects like the Rea Park/Collier Street Lighting Project and Local Roads and Community Infrastructure projects are fully budgeted in their first year so there is expected to be a high proportion of carried forward into the 2023/2024 financial year. It should be noted that of the remaining budget there are \$5,928,985 commitments in the system for contractors to carry out works or for the purchase of capital items. The Shire also has \$5,160,000 of capital bridge works scheduled by Main Roads WA which influences the capital actual expenditure comparison to budget, with only the Hatchery Road and Muirilup Bridges invoiced to date for \$303,000.



### Economic Activity

Development applications for Planning continue to dominate the economic activity-based accounts. March 2023 saw an increase to Planning Fees of \$7,751 to make this category \$16,693 ahead of the whole year budget of \$55,000. Building Fees has again seen a slowdown in March 2023 only increasing by \$2,752 being half of a typical monthly budget of \$5,500. This may just be a monthly anomaly however there appears to be a general softening in the number of building approval requests being received.

The graph shows a similar trend to last year, whilst the figures are slightly lower than February 2022, they show Planning Fees well ahead of budget and the continued high level of properties being sold compared to those years prior to the Pandemic.



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**Operating Income/Expenditure**

(Refer to note numbers on the "Operating Statement by Program" on the previous page for year to date income and expenditure figures)

- 1. Governance** as at 31 March 2023, is projected to be \$54,879 under budget after the removal on Non-cash items of \$116,548.

<b>Office of CEO</b>		
No significant variations		
<b>Human Resource Management</b>		
No significant variations		
<b>Public Relations</b>		
No significant variations		
<b>Occupational Health &amp; Safety</b>		
No significant variations		
<b>Administration &amp; Finance</b>		
Interest at Bank Accounts	(\$157,554)	The budget related to interest over the past 3 years has been reduced however with the increase of interest rates in 2023 the actuals to the 31 March 2023 was \$237,183 of a \$143,452 whole year revised budget.
Depreciation on Right of Use Assets	\$102,168	Depreciation related to leases for IT Equipment and Light Vehicles. Line item is non cash and has no affect on the Shire's cash end of year position.
<b>Corporate Management</b>		
No significant variations		
<b>Information, Communication &amp; Technology</b>		
No significant variations		

- 2. General Purpose Funding** as at 31 March 2023, is projected to be \$20,000 behind budget.

<b>Administration &amp; Finance</b>		
Rates	\$20,000	As part of the 2022/23 adopted budget \$30,000 of Interim Rates was anticipated. Whilst additional rates have been received from positive rates adjustments to rating accounts there have been some change of uses or amendments to rating accounts that have seen some reductions in rates.

**3. Law, Order, Public Safety** as at 31 March 2023 is projected to be \$15,000 over budget after the additional grant money is applied to capital expenditure \$381,447.

***Ranger Services***

Salaries	\$15,000	Slightly elevated salary due to staffing movement and return to work.
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***Fire Prevention***

ESL – Non Recurrent Funding	(\$381,447)	The Shire received a new fire unit for the Mordalup Bush Fire Brigade which wasn't accounted for in the 2022/23 adopted budget.
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**4. Health** as at 31 March 2023 is projected to be \$27,000 under budget.

***Environmental Health***

Salaries	(\$27,000)	Whilst staff vacancies were filled by a contractor there has been a significant period of time with no health staff.
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**5. Education and Welfare** as at 31 March 2023 is projected to be on budget.

***Manjimup Home and Community Care (MHCC)***

Package Payments	(\$465,000)	Higher than budgeted income from Home Care Package works carried out by the MHCC team
Home Care Package Salaries	\$465,000	Increase to salaries as Home Care Package work is primarily labour related

***Youth Development***

No significant variations

***Community Bus***

No significant variations

**6. Housing** as at 31 March 2023 is projected to be on budget.

***Administration & Finance***

No significant variations

***Community Services***

No significant variations

**7. Community Amenities** as at 31 March 2023 is projected to be on budget.

<b>Statutory Planning</b>	
No significant variations	
<b>Waste Management</b>	
No significant variations	
<b>Building Services</b>	
No significant variations	

**8. Recreation and Culture** as at 31 March 2023 is projected to be \$102,000 over budget.

<b>Northcliffe Town Hall</b>	
No significant variation	
<b>Manjimup Community Centre</b>	
No significant variation	
<b>Windy Harbour</b>	
No significant variation	
<b>Community Services</b>	
No significant variation	
<b>Manjimup Heritage Park</b>	
No significant variation	
<b>PowerUp Museum</b>	
Entry Income	\$60,000
At present Entry Income at the PowerUp Museum is projected to be \$60,000 behind budget. The Museum has struggled in the past few years since opening due to COVID restrictions. 2022/23 will be the first year with no interruptions which should give the Shire a more realistic picture of how the museum will perform in the longer term.	
<b>Recreation Services</b>	
No significant variations	
<b>Manjimup Indoor Sports Pavilion</b>	
No significant variation	
<b>Manjimup Regional AquaCentre</b>	
Electricity	\$42,000
The AquaCentre Solar array has been out of order for several months with a parts failure. This took	

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some time to fix, stopping the solar array from generating power.

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***Library and Information Services***

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No significant variations

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***Parks & Gardens***

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No significant variation

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**9. Transport** as at 31 March 2023 is projected to be on budget.

***Technical Services***

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	\$187,450	Recoup of overheads to jobs has been reduced due to staff vacancies, this has been offset by General Design as the accounts are solely for staff timesheets.
Less Allocated to Works		

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***Works***

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General Design	(\$187,450)	See comment above
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**10. Economic Services** as at 31 March 2023 is projected to be on budget.

***Building Services***

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No significant variations

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***Economic Development***

---

No significant variations

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**11. Other Property and Services** as at 31 March 2023 is projected to on budget.

***Parks & Gardens***

---

No significant variations

---

***Works***

---

No significant variations

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...

**Net Current Asset Position as at 31 March 2023****Current Assets**

Cash and cash equivalents	15,950,243
Trade and other receivables	2,154,568
Inventories	411,239
Other assets	732,977
Tax Assets	96,252

**Total Current Assets****19,345,280****Current Liabilities**

Trade and other payables	4,048,783
Provisions	2,180,565
Current Portion of Long Term Borrowings	168,674

**Total Current Liabilities****6,398,021****Total Net Current Assets****12,947,259**

...

## Capital

### Infrastructure

O'Connor St Reseal - \$19,886 over budget due to price increase related to the supply and laying of black asphalt.

### Light Vehicles

No significant variances to date.

### Plant & Equipment

The Shire is in receipt of an HD Fire Unit for the Mordallup BFB \$413,265. This did not form part of the 2022/23 budget however as it is a funded assets it will have no negative affect on the Shire's end of year position.

In January 2023 Shire Officer's were made aware of Paveline International going into voluntary liquidation. 75% of the new truck has been paid being \$376,617, a proof of debt claim has been lodged with liquidators for the paid amount. On review of the liquidator report the Shire is unlikely to get any significant amount if any.

### Furniture & Equipment

No significant variances to date.

### Land & Buildings

No significant variances to date.

...

## Debtors

Debtors owing as at 31 March 2023 are \$2,154,568 compared to \$2,148,050 at the same time last year.

Sundry Debtors as at 31 March 2023 are \$230,326 down \$33,201 at the same time last year.

Rates Debtors as at 31 March 2023 are \$1,924,242 up \$39,719 on the same time last year.

...

## Cash

As at the 31 March 2023 the Shire held \$15,950,243 cash in municipal, unspent loan funds and in reserve.

Municipal	\$ 9,384,867
Unspent Loan Funds	\$ 555,640
Reserve	\$ 6,515,669

...



**Budget Adjustments - March 2023**

			Source of Funds		
			Budget Offset	C/Fwd Def/(Surp)	Loan Funds
			Reserve		
			5,884,029		
Finance	Financial Assistance Grants - General Purpose		27,548		
Finance	Interest Received	Y	(43,452)		
Libraries	Cap L&B - Pemberton Colocation Project	N	(71,000)		
<i>Fund extra works to finalise the Pemberton Colocation Project as per agenda 9.9.2</i>					
Works	Grant - Regional Road Group	Y	(40,000)		
Works	Cap Inf - Footpath - Retrofit Pram Ramp & Gaps	N	(20,000)		
Works	Cap Inf - Roads - Wheatley Coast Road (SLK - 11.10 to 11.70)	N	60,000		
<i>Redirect funding to complete the section of Wheatley Coast Road per the Shire's 2022/23 Road Program and as per agenda item 9.13.1</i>					
Office CEO	HR Consultancy	Y	(40,000)		
Office CEO	Interest Received	Y	40,000		
<i>Set aside funds for HR Consultancy for CEO Recruitment process as per agenda item 9.16.5</i>					
Fire Prev	Trade - 1997 Isuzu FSS550 Fire Truck - Ex Modalup BFB	N	(31,818)		
Fire Prev	Grant - ESL Capital Funding	Y	31,818		
Fire Prev	P&E - Isuzu 4.4 Fire Truck - Mordalup BFB	N	413,265		
Fire Prev	Grant - ESL Capital Funding	Y	(413,265)		
Fire Prev	Trade - Light Tanker - Ex Northcliffe BFB	N	(46,364)		
Fire Prev	Grant - ESL Capital Funding	Y	46,364		
Fire Prev	P&E - Light Tanker Northcliffe BFB	N	(239,564)		
Fire Prev	Grant - ESL Capital Funding		239,564		
<i>Recognised ESL Bush Fire Brigade Assets received in 2022/23 that were not budgeted for</i>					
MHCC	Home Care Package Payments	Y	(465,000)		
MHCC	Salaries	Y	380,000		
MHCC	Client Specific Purchases	Y	85,000		
<i>Recognised increased service delivery in the area of Home Care Packages funded by Federal Government</i>					
Rec Serv	Grant - Western Australian Cricket Assoc	Y	(30,000)		
Rec Serv	Inf - Rea Park / Collier St Lighting Project	N	30,000		
<i>Recognise successful grant application for the lighting project as part of the Rea Park / Collier St Redevelopment.</i>					

Budget Adjustments - March 2023

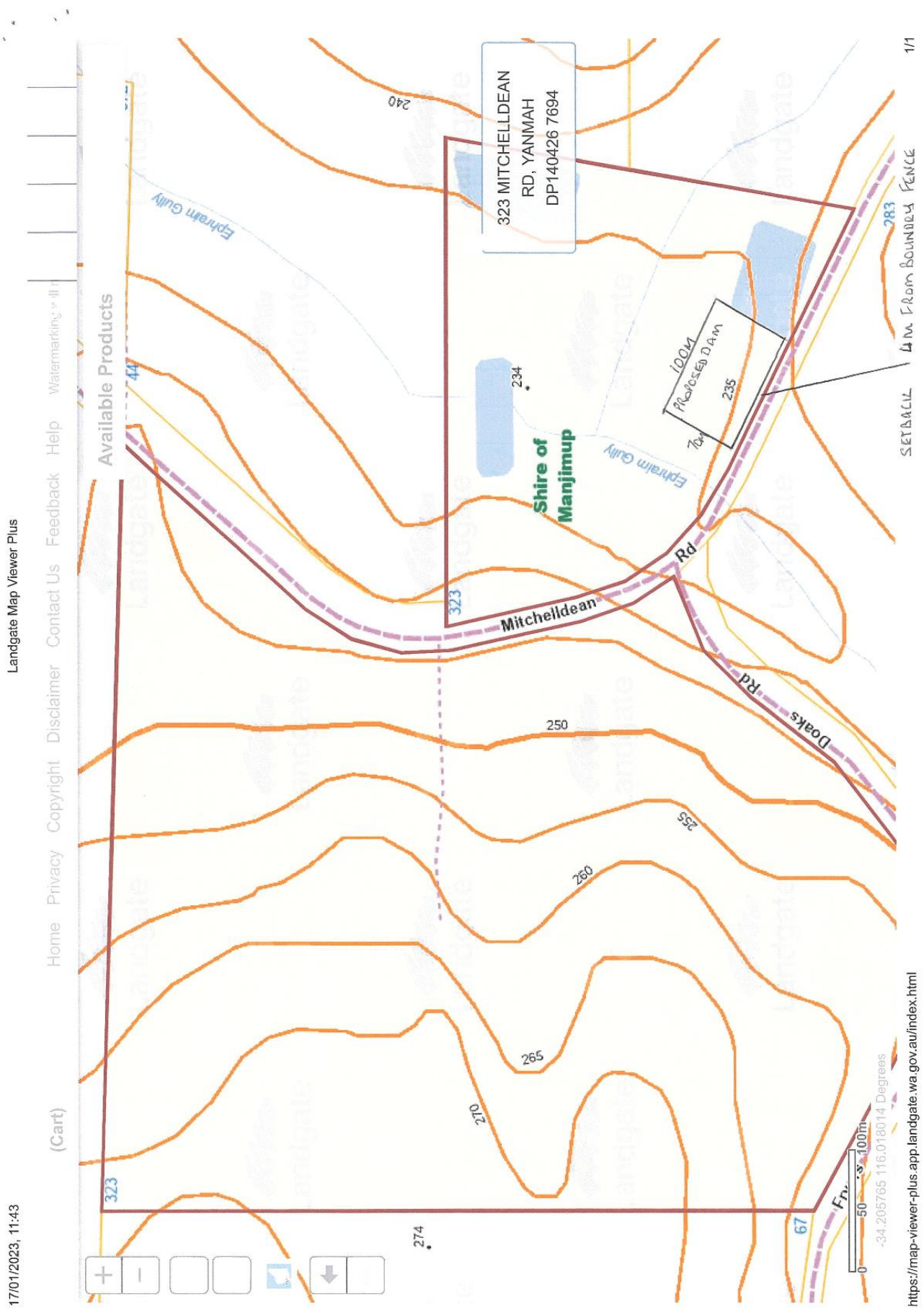
		State of Comprehensive Income Item	Council Resolution	Source of Funds		
				Budget Offset	C/Fwd Def/(Surp)	Loan Funds
Admin	T/F to Annual Leave and Long Service Leave Reserve	N	101,378		5,884,029	(101,378)
Admin	Carried Forward Surplus	N	(101,378)		101,378	
<i>Transfer funds into the Staff Annual and Long Service Leave Reserve to cover significant increases in leave provisions.</i>						
				(0)	101,378	(101,378)

Budget Adjustment Control		Operating Statement (Net Profit)
Adopted Budget - Change in Net Assets 17/22		(1,242,006)
September review amendments		(10,000)
December review amendments		414,112
March review amendments		(715,647)
June review amendments		
Amended Budget - Change in Net Assets		(1,553,541)













AQUATIC RESOURCE  
MANAGEMENT PTY. LTD.  
ABN: 54097510686

### New Dam Management Plan

#### Plan to manage erosion.

- The dam is on relatively flat land so no soil erosion is anticipated during construction.
- As per other dams nearby on the property, topsoil will be spread over the top and exterior walls of the completed dam and kikuyu seeded.
- The top wall will be slightly sloped inwards so rainfall will run into the dam and not down the outside walls.
- The scouring pipe will be flanged inside and outside to prevent capillary seepage. The pipe will also have clay compacted around it during installation.

#### Overflow Provisions.

- An emergency overflow will be constructed in the south – west corner of the dam using local rock material.
- Water height will be managed via the scour pipe.

#### Dam Wall Profile

- Internal batter 1:4
- External batter 1:3
- Top of wall roadway 5M wide

AQUATIC RESOURCE MANAGEMENT PTY. LTD.  
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Manjimup, Western Australia 6258  
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Email: [aquatic@westnet.com.au](mailto:aquatic@westnet.com.au)





AQUATIC RESOURCE  
MANAGEMENT PTY. LTD.  
ABN: 54097510686

The request for 4m boundary setback is so that the dam construction can compliment the existing dam (using a common wall) and the original dam can overflow into the new dam.

Alignment will also assist with roadways, maintenance and access as well as making maximum use of the limited land available.

The 4m setback will not impact existing roads as it is downhill from the road and will not have any adverse impacts on neighbours.

AQUATIC RESOURCE MANAGEMENT PTY. LTD.  
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**Shire of Manjimup**  
**ADDITIONAL INFORMATION FOR DAM CONSTRUCTION**  
 PO Box 1 Manjimup WA 6258  
 Phone: (08) 9771 7777 Fax: (08) 9771 7771

**ALL SECTIONS MUST BE COMPLETED**

**To be completed in addition to the Application for Development Approval Form**

Description of property upon which the Dam is to be proposed including full details of its proposed position within that property:

NELSON LOCATION 7694  
 323 MITCHELLDEAN RD  
 YANMAY WA 6258

SEE ATTACHED (PROPOSED DAM SITE).

(a) Purpose of the Dam:  
 MARRON / TROUT PRODUCTION  
 AQUACULTURE

(b) Which of the following definitions best describe the proposed dam?  
☐ On-Stream Dam – Means a dam located across a watercourse  
☐ Off-Stream Dam – Means a dam not located across a watercourse but into which water is fed from a watercourse.  
☒ Catchment Dam – Means a dam not located across a watercourse which receives rainfall and/or groundwater seepage only.

**Please note that Department of Water and Environmental Regulation (DWER) approval may be required if the proposed dam captures water from an existing streamline. Contact your local DWER office.**

(c) What is the proposed capacity of the dam?  
 10,000 m<sup>3</sup>

(d) What are the dimensions of the proposed dam?  
 • Width: 70m  
 • Length: 100m  
 • Depth: 5m  
 • Height of the top of the dam wall in relation to natural ground level, including :  
   ○ Inner dam wall height: 7m  
   ○ Outer dam wall height: 4m .

<p>(e) Any clearing of vegetation required? (DWER Permit?):</p> <p style="text-align: center;">No</p> <p>(f) If Yes, please justify why you have chosen a location which requires clearing?</p>
<p>(g) A Management Plan outlining the proposed method to stabilize soil to avoid erosion when constructing the dam and when it is completed:</p> <p style="text-align: center;">SEE ATTACHED DAM MANAGEMENT PLAN.</p>
<p>(h) How many dams are located within a one (1) kilometer radius of the proposed dam?</p> <p style="text-align: center;">26</p>
<p>Any further information: THE CLOSE PROXIMITY TO BOUNDARY IS TO ALLOW FOR BIRDNETTING TO BE CONSTRUCTED IN STRAIGHT LINES FROM EXISTING DAM. SETBACK ANY FURTHER WOULD REQUIRE 2 SEPARATE STRUCTURES. AESTHETICALLY MUCH MORE PLEASING &amp; STRUCTURALLY MORE SOUND USING SINGLE ANCHOR POINTS.</p>

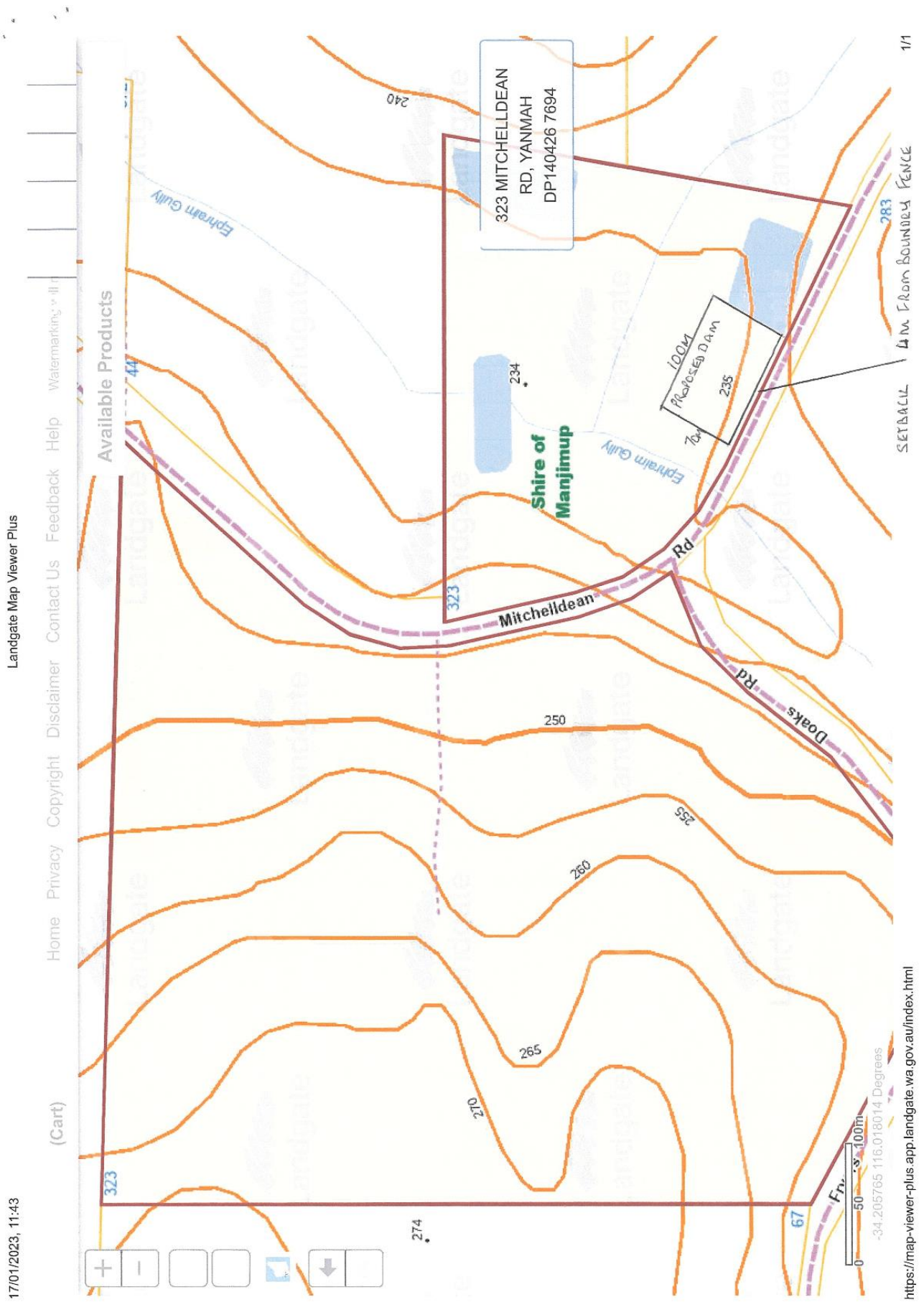
☒ Site Plan – Scaled showing the location of the dam and accurate setback distances to property boundaries, contours and the location of neighboring dwellings and/or structures and effluent systems.

☒ Scaled drawing showing the dimensions of the dam, including the length, height and width of the dam wall. Also the location of an ancillary structures, such as spillways, pumping equipment, etc.

Signature of applicant(s):  
(If different from landowners)

Date







AQUATIC RESOURCE  
MANAGEMENT PTY. LTD.  
ABN: 54097510686

### New Dam Management Plan

#### Plan to manage erosion.

- The dam is on relatively flat land so no soil erosion is anticipated during construction.
- As per other dams nearby on the property, topsoil will be spread over the top and exterior walls of the completed dam and kikuyu seeded.
- The top wall will be slightly sloped inwards so rainfall will run into the dam and not down the outside walls.
- The scouring pipe will be flanged inside and outside to prevent capillary seepage. The pipe will also have clay compacted around it during installation.

#### Overflow Provisions.

- An emergency overflow will be constructed in the south – west corner of the dam using local rock material.
- Water height will be managed via the scour pipe.

#### Dam Wall Profile

- Internal batter 1:4
- External batter 1:3
- Top of wall roadway 5M wide

AQUATIC RESOURCE MANAGEMENT PTY. LTD.  
323 Mitchelldean Road  
Manjimup, Western Australia 6258  
Phone: (+618) 9772 1195  
Moblie: 0407 389 674  
Email: [aquatic@westnet.com.au](mailto:aquatic@westnet.com.au)



AQUATIC RESOURCE  
MANAGEMENT PTY. LTD.  
ABN: 54097510686

The request for 4m boundary setback is so that the dam construction can compliment the existing dam (using a common wall) and the original dam can overflow into the new dam.

Alignment will also assist with roadways, maintenance and access as well as making maximum use of the limited land available.

The 4m setback will not impact existing roads as it is downhill from the road and will not have any adverse impacts on neighbours.

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DA25150  
D23/5704.

## Kaylene Roberts

---

**From:**  
**Sent:** Monday, 3 April 2023 1:22 PM  
**To:** Info  
**Cc:** Kaylene Roberts  
**Subject:** [External] DA23/30: Lot 7694 Mitchelldean Road, Yanmah

3 April 2023

Our Reference: PA 054908, DWERT929-2~61

Your Reference: DA23/30

To: Shire of Manjimup

From: Department of Water and Environmental Regulation

cc: Nicholas Hort, Department of Water and Environmental Regulation

Attention: Kaylene Roberts

RE: DA23/30: Lot 7694 Mitchelldean Road, Yanmah

Dear Kaylene,

Thank you for providing this Development Application (DA) for the Department of Water and Environmental Regulation (Department) to consider.

The DA proposes the construction of expansion of a new dam on Lot 7694 Mitchelldean Road, Yanmah (Lot 7964), with a setback variation of 4 metres to the side boundary.

The Department has assessed the potential for the proposal to impact on water resource values and the following comments are provided.

- WATER

The subject property is located within the Donnelly River System, an area proclaimed under the 'Rights in Water and Irrigation Act 1914' (RIWI).

The proponent holds a current RIWI surface water licence allocation, however, the Department has concerns around how the dam may be filled, given the existing storages on the property are likely to be in excess of the licensed annual water entitlement.

If the new dam is proposed to be filled under this entitlement, then it is unlikely to be supported by the Department.

The Department intends to engage with the licensee around potential amendments to their licence to ensure only their annual water entitlement is used.

The Shire of Manjimup (Shire) may wish to consider any ramifications of approving the DA prior to the above matters being resolved.

- SETBACK

The Shire is considering the proponent's intent to reduce the standard 20 metre setback from a property boundary.

Although the Department does not have a statutory role in this consideration, appropriate setbacks should apply, to ensure there is room for dam infrastructure to be constructed without impinging on the amenity of neighbouring properties.

In this case the neighbouring property is the Mitchelldean Road Reserve, managed by the Shire.

If the setback is to be relaxed, the Shire may wish to consider the dam's technical design, in order to protect its own property, i.e. the road and associated infrastructure, including any culverts, drainage lines, or the like.

The soil saturation effects around a large waterbody may be such that require consideration.

Suitable setbacks are also desirable to allow for vehicular access or firebreaks to be constructed, which are subject to site specific requirements.

Thank you for referring the matter, please contact either \_\_\_\_\_ for inquiries, or  
\_\_\_\_\_ for matters associated with water licensing under RIWI.

Department of Water & Environmental Regulation,  
Planning Advice, South West Region

*Work days are Tuesday, Wednesday, Thursday, however I am available on the mobile most times.*



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.

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Form FPC421  
Plantation Management Plan



**fpc** Forest Products  
Commission

# Plantation Management Plan

Tattenham Rd, Northcliffe

‘Smeathers’

Version control: V07/April2020  
Authority: Manager Forest Management  
Responsible Officer: Manager Strategic Asset Protection  
Security classification: Staff in confidence  
Uncontrolled when printed

Page 1 of 21



Form FPC421  
Plantation Management Plan



**fpc** Forest Products  
Commission

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**All relevant maps and plans are attached.**

The following maps and plans are attached:

Map 1: Location Map

Map 2: Concept Plan

Attachment 1 - Extract from DBCA Warren Region Fire Preparedness and Response Plan

Attachment 2 – FPC147 Guidelines for applying operation restrictions to manage fire risk.

Attachment 3 – Contractor procedure F1 – Fire Requirements

**References:**

- *Code of Practice for Timber Plantations in Western Australia*
- *Guidelines for Plantation Fire Protection*
- *Local Authority Firebreak Orders*
- *FPC Plantation Procedures, Technical Specifications & Work Instructions*
- *Code of Practice for the use of agricultural and veterinary chemicals in Western Australia*
- *Forest Products Act 2000 (WA)*
- *Carbon Rights Act 2003 (WA)*
- *Environmental Protection (Clearing of Native Vegetation) Regulations 2004 (WA)*
- *Wildlife Conservation Act 1950 (WA)*
- *Environmental Protection and Biodiversity Conservation Act 1999 (Cwth).*
- *Soil and Land Conservation Act 1945 (WA)*
- *Bush Fires Act 1954 (WA)*
- *Occupational Safety and Health Act 1984 (WA)*
- *Safety and Health Code for Native Forest / Hardwood Logging and Plantation Logging*





## **Smeathers, Northcliffe**

### **1. INTRODUCTION**

This property is under offer by the Forest Products Commission, subject to local government planning approval, and we are proposing to establish approximately 70ha of pine plantation there for the purpose of timber production and carbon abatement through the planting of trees.

The Forest Products Commission (FPC) will establish and manage the plantation.

This document outlines the following in relation to this plantation:

1. Introduction
2. Land information
3. Tree Farm Establishment Plan
4. Tree Farm Tending Plan
5. Fire Management Plan
6. Timber Harvesting Plan (interim)
7. Authorisation



## 2. LAND INFORMATION

### 2.1 Area

The planting area totals approximately 70 hectares and is situated in the Shire of Manjimup. The property is located 4kms west of Northcliffe, with 2 lots comprising the landholding shown on the attached Concept Plan.

The property is zoned "Rural" within the Shire of Manjimup with the area currently used for plantation. It is proposed that the previous plantation area be re-established as softwood plantation in the winter of 2023.

The property is located in the Gardiner/Warren River Catchment Area and has an annual average rainfall of approximately 1100mm. The property is not in a Public Drinking Water Source Area (PDWSA).

### 2.2 Locality Map and access roads

A Location Map is attached. It can be seen from this plan that the main access to the proposed plantation area is via Tattenham Road.

### 2.3 Natural features

#### 2.3.1 Significant landscapes, streams, rivers, lakes, ponds, swamps, drains etc

A visual assessment of the property has been completed to identify any significant landscape features.

No significant landscape features have been identified for exclusion from planting on the previously cleared area. The general landscape features of the property will be maintained including the 3ha area of karri forest.

#### 2.3.2 Principal soil types

The principal soil types consist of duplex soils with sandy clay loams over medium type clays.

#### 2.3.3 Areas of native vegetation with high or low natural integrity

Forest Type – Karri/Marri/Paperbark

Extent – There is one patch of remnant vegetation consisting mostly of karri and marri.

Condition – The health of the eucalypt upper story vegetation is generally good with a fair understory.

Pests or diseases – Nil noted.

Proposed future management – Minimal management will take place due to the small size of the remnant island.

#### 2.3.4 Cultural and heritage values



The following actions have been taken to determine the presence of cultural and heritage sites on the property:

- A search for Heritage Council registered sites has been completed.
- Department of Biodiversity, Conservation and Attractions (DBCA) and/or Department of Planning, Lands and Heritage databases have been checked for registered indigenous sites.

A registered indigenous site is located northeast of the property with a small section of the buffer zone extending onto lot 8894. This area will be excluded from the planting.

#### Threatened and Priority Species and Ecological Communities

Where activities related to this tree farm are likely to directly or indirectly affect threatened and priority species of flora, fauna and ecological communities, the following Acts, Regulations and Plans will be complied with:

- *Environmental Protection (Clearing of Native Vegetation) Regulations 2004 (WA)*
- *Wildlife Conservation Act 1950 (WA)*
- *Environmental Protection and Biodiversity Conservation Act 1999 (Cwth)*

DBCA's IMB database has been checked. No threatened or priority species have been reported within 1 kilometre of the planting area.

## 2.4 Improvements

### 2.4.1 Buildings

There are no dwellings located onsite.

### 2.4.2 Roads, bridges, creek crossings

There are several tracks throughout and surrounding the planting area that will allow for adequate access during establishment of the tree farm.

Establishment operations will not involve the requirement to construct roads or creek crossings. Some grading may take place to improve running surfaces of existing tracks.

New/further road construction is not planned until harvest operations are imminent. Any future road construction within the tree farm areas will be located on the firebreaks as shown on the attached initial plantable area map.

### 2.4.3 Fences, gates, powerlines, Communication cables and dams



Fences are located only on the northern and southern boundary of the property.

#### **Power line easements**

There are no powerlines present within the planting area

#### **Communication cables**

There are no underground communication cables present within the planting area.

#### **Water Supply Pipes**

There are no water supply pipes within the proposed planting area.

#### **2.4.4 Sensitive Areas**

Identification of sensitive areas has occurred by completing a reconnaissance inspection, interpreting aerial photographs and checking relevant databases. Any sensitive areas identified within, adjacent to and along the access ways to proposed tree farm areas require appropriate precautions to protect them. Sensitivities considered in this process include:

- Vineyards
- Orchards
- Apiary sites
- Adjacent National Parks and reserves
- Organic Farms
- Public Drinking Water catchments
- Natural waterways, lakes, swamps etc
- Erosion hazard (E.g. runoff on steep slopes)
- Close Dwellings incl. Neighbours
- School bus stops

A Department of Water and Environmental Regulation sensitive site is located in the remnant vegetation adjacent to the property to the west and south. The sensitive site is not part of the planting area and due to the proposed land use being a continuation from previous years, nil negative impacts are expected.

There are also 2 dwellings on neighbouring properties located on the eastern side of Tattenham rd and 1 dwelling south of the plantation. The plantation boundary will be in excess of 100m from neighbouring dwellings. It is normal practice of the FPC to keep close neighbours informed of operations that we undertake including spraying operations and machinery type operations.

It should also be noted that the townsite of Northcliffe is located approximately 4kms east of the proposed re-establishment plantation.



### 3. TREE FARM ESTABLISHMENT PLAN

Tree farms should be located to achieve maximum commercial viability while ensuring that environmental, social, aesthetic and cultural values are not compromised. Appropriate planting design can help to redress environmental problems associated with rising water tables, salinity and erosion.

#### 3.1 Species to be planted and source of stock

The site is to be planted with *Pinus radiata* (Monterey Pine) seedlings sourced from the FPC Manjimup Nursery.

#### 3.2 Areas to be planted, compartment sizes

The Concept Plan details the size of the compartments. The map and compartment size will be consistent with the *Guidelines for Plantation Fire Protection (FESA 2011)* and the local shire Firebreak Notices. The planting of this plantation will occur in 2023.

#### 3.3 Access roads and firebreaks

Access roads and firebreaks are shown on the Concept Plan attached. External firebreaks are 15 metres wide with 6-10-metre-wide internal firebreaks in accordance with the *Guidelines for Plantation Fire Protection (FESA 2011)* and the local shire Firebreak Notices. Firebreak maintenance to local authority standards is the responsibility of the FPC.

#### 3.4 Site preparation and planting technique

The site will be mounded with minimal disturbance to topsoil to minimise risk of erosion.

Trees are to be planted by hand. The stocking rate to be applied is 1313 seedlings per ha.

Note: Seedlings will be supplied in boxes. Boxed seedlings will be stored in a shed or under a tarp when in the field, prior to planting. Planting contractors will carry plants from a central plant dump from within the property to sections within the proposed planting area by 4 x 4 utilities and 4 x 4 All-Terrain Vehicle (ATV) motorbikes.

#### 3.5 Direction of planting lines in relation to contours and natural drainage

The planting direction of trees will depend on slope and existing planting lines. The aim of the planting direction will be to keep planting lines straight but taking into account the slope so as to not cause erosion.





### 3.6 Description of weed control methods and buffer zones

Depending on the weed species present and those predicted to germinate during the establishment phase, both broad and strip spray applications using a range of pesticides permitted for forestry use may be utilised.

The status of sensitive areas and the requirement to undertake precautionary measures will be reviewed prior to a spray event, to ensure measures are current and appropriate. (refer to the attached plantable area map).

All prescriptions to be applied will adhere to FPC specifications.

All operations will be carried out by licensed operators.

### 3.7 Control of vermin and declared weeds

The site has been checked for the presence of vermin and declared weeds. Small outbreaks of some potential declared weeds were noted onsite (thistle species). This is combined with numerous other woody weeds. The FPC will control such weeds before establishment and during the life of the plantation. Vermin will also be controlled if noted during the plantation life.

### 3.8 Clearing of woody vegetation (native or exotic species)

No areas of remnant vegetation, notifiable under the *Soil and Land Conservation Act 1945* of Western Australia, are to be cleared as part of the proposed planting.

### 3.9 Management of Logging Residue

Several bluegum mulch heaps and scattered coppice are located onsite which will be burnt and controlled respectively prior to plantation re-establishment.





#### **4. TREE FARM TENDING PLAN**

##### **4.1 Fertilising schedule**

Fertiliser is generally applied to softwood plantations at establishment and after first thinning. FPC staff will monitor the progress of the tree farm over its lifetime and will prescribe fertiliser applications if nutrient deficiencies are identified from the analysis of foliar samples.

##### **4.2 Weed management**

Weed status will be monitored on a regular basis in the first year after establishment and on an intermittent basis after that.

It is expected that some second year weed control may be necessary as part of the ongoing maintenance to the tree farm area. All prescriptions to be applied will adhere to FPC specifications.

##### **4.3 Monitoring and contingencies for disease and pests**

The FPC is committed to minimising the risk of introduction and spread of pests, diseases and weeds.

Plantings will be monitored on a fortnightly basis during the period September through to January during the first year after establishment and 3-6 monthly in subsequent years. Pests will be controlled as and when required using registered APVMA pesticides and licensed operators operating under all specifications as required by relevant authorities and acts.

##### **4.4 Road and break maintenance**

Firebreak maintenance to Local Government Authority guidelines is the responsibility of the FPC. The FPC will create and maintain permanent firebreaks throughout the life of the plantation using mechanical and chemical means.

##### **4.5 Grazing strategy**

Following establishment with softwood, the site is to be assessed regularly during the 3rd year to determine if the trees are of a height to allow grazing by sheep. Grazing opportunities will be offered to the market. The FPC is strongly committed to graze livestock as soon as trees are robust enough to not be impacted by stock. Grazing has benefits by reducing grass fuel levels and the ongoing protection of the plantation asset and other values in the area. Grazing will be subject to market demand as the FPC appreciates that this area isn't a traditional sheep grazing area. Fencing will be required around the property prior to grazing.



#### 4.6 Firebreak Pruning

Strategic pruning of softwood stems will be carried out on trees to ensure safe fire control access for fire suppression efforts throughout the tree farm and to protect adjoining values where identified during the plantation rotation. Standards will be consistent with the *Guidelines for Plantation Fire Protection*

#### 4.7 Thinning schedule

##### Pine Sawlog

It is expected that the tree farm will be thinned twice before final harvest. The stocking of trees will be reduced by approximately 50% at each thinning. The thinnings will be from below, meaning that the remaining trees will be the best performing and will be spaced such that growth may be maximised. The schedule of operations will depend on the rate of growth achieved and the market opportunities available during the life of the plantation.

Products from harvesting operations will be directed to domestic timber processors. These processors are significant providers of regional employment and assist in giving Western Australia resource security for softwood construction timber.



## 5. PLANTATION FIRE MANAGEMENT PLAN

The objective of the Fire Management Plan is to establish the infrastructure to prevent fires escaping from or entering tree farms and plantations and for suppression operations in the event of a fire. All fire control activities must adhere to the *Bush Fires Act 1954 (WA)*.

### 5.1 Landowner property details

<b>Name</b>	Forest Products Commission
<b>Address</b>	Level 2, 61 Victoria St, Bunbury
<b>Phone Number</b>	9225 5288
<b>Location Number (s)</b>	As per attached plans
<b>Species of Trees Planted</b>	<i>Pinus radiata</i>
<b>Total Area Planted</b>	Approx. 70ha
<b>Previous Land Use and Condition (i.e. pasture, ex bush, ex plantation)</b>	plantation
<b>Adjacent Land Use (i.e. farmland, forest, nature res.)</b>	Farmland including bluegum and grazing areas. Remnant vegetation areas.



## 5.2 Property details of neighbouring locations

NAME	LOCATION NUMBER(S)
Alexander Ailakis	Lot 8892 & 8893
Raymond Falshaw	Lot 8874
Colin Thexton	Lot 8875
Gino Favero	Lot 1 (east)
Robert Baker	Lot 8705
Graeme Horlock	Lot 8707
Peter Clifford	Lot 1 (west)

## 5.3 Local fire agencies

AGENCY	ADDRESS	PHONE NUMBER	CONTACT PERSON/ POSITION
FPC Duty Officer		9725 5288	Duty Officer
Shire Office	Manjimup	9771 7777	CEO
Chief Fire Control Officer	Manjimup	0427 988 705	Remo Pessotto
Fire Brigade	Northcliffe	0400 783 100	Rod Parkes
DBCA District	Warren	9771 7988	Duty Officer

## 5.4 Risk of ignition

Potential ignition sources are mainly restricted to lightning strikes, powerlines, adjoining roads, vehicle exhaust sparks and escapes from burning operations on surrounding land.

FPC, working in conjunction with Department of Parks and Wildlife (DPaW or 'Parks and Wildlife' – a division of DBCA) have implemented a comprehensive daily fire management notification system for plantation harvesting operations. All FPC operations also conform with the Department's daily fire risk and operational restrictions.

Please refer attachments:

- FPC147 Guidelines for applying operation restrictions to manage fire risk
- Contractor procedure F1 – Fire Requirements



## 5.5 Detection of fires

Fires will be detected by established methods including Northcliffe and surrounds residents, neighbours, passers-by, DBCA spotter aircraft, remote sensing and the existing bush fire brigade network.

In the event of all fires, notification should be made via the 000 emergency number. This will ensure fire authorities are alerted for an effective coordinated response.

The FPC Duty Officer should be also be notified on 9725 5288.

The FPC operates a 24/7 fire response roster during the fire season with rostered Fire Duty Officers and access to FPC suppression resources to support response agencies and volunteer brigades.

FPC Fire Duty Officers monitor all fires across the Southwest and Great Southern with direct access to the interagency fire surveillance platforms of both DFES and DBCA.

## 5.6 Location of fire control equipment

The FPC will provide fire suppression equipment and infrastructure to assist with an effective and sustained fire response. FPC can deploy in excess of 6 fast attacks and up to 3 fully equipped heavy duty fire trucks heavy units to this area in a relatively short period of time. These appliances come with fully trained staff and can be deployed by the FPC Duty Officer in liaison with the local CBFCO or Incident Controller. The closest manned FPC units are located in Manjimup. The Manjimup office holds 3 light units and 1 fully equipped heavy duty fire truck.

The nearby Northcliffe Bush Fire Brigade has access to a 4000 litre 4x4 truck, a 2000 litre 4x4 truck and 2 fast attack utilities. There are also several private fast attacks from neighbouring properties. We are advised that the Shire has heavy earth moving machinery available for use in a fire emergency.

It is acknowledged that many brigade volunteers are not currently trained to respond to fire under forest canopy (whether native or plantation species) and that equipment may not be suited to this purpose however it is expected that these resources may be utilised in preventing potential spread into adjoining pastured land.

The FPC has 3 fire trucks (2700Lt) and over 20 fire suppression units (fast attacks and trailer mounted fire appliances) that are staffed during the fire season within the southwest region. The following table provides a breakdown of the location of FPC fire equipment and fire staff

FPC Office Location	Number of fire ready staff	Fire Equipment



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Collie	3	1 Heavy Duty Tanker (3,000 litre) 3 Slip on 400 litre Light Units
Harvey	3	3 Slip on 400 litre light units
Nannup	8	1 Heavy Duty Tanker (3,000 litre) 8 Slip on 400 litre light units
Bunbury	6	3 Slip on 400 litre light units
Manjimup	6	1 Heavy Duty Tanker (3,000 litre) 3 Slip on 400 litre light units

The FPC also has capacity to access DBCA's fire resources through working arrangements between the two agencies. Page 23 and 24 of DBCA's Warren Region Fire Preparedness and Response Plan is attached as evidence that DBCA will respond to fire on FPC's properties that are within 3 kms of DBCA managed lands (category 2). DBCA has resources available from their closest depot in Northcliffe and Pemberton which has 2 x 3000 litre 4x4 trucks and 6 x 3000 litre 4x4 trucks respectively complimented by several 5 light units all within an approximate travel time of 25 minutes.

The FPC is also an associate member of the Forest Industries Federation Western Australia (FIFWA) and the Plantations Fire Response Group. FIFWA supports the responsible and sustainable management of WA forests and plantations and appreciates the fire threat to their resource and broader community and has recognised the importance of a unified approach in the control and management of wildfire near or within the plantation estate. The industry manages plantations across many local government areas and the Southwest of WA and work together under a formal agreement to integrate and maintain fire suppression capabilities and critical local knowledge of plantations that fire managers can call upon in a wildfire situation.

The FPC also maintains a Duty Officer roster over the prescribed fire season. The Duty Officer is the principal point of contact for deployed crews in coordinated response with fire authorities. The duty officer will liaise closely with the CBFCO/Incident controller over crew deployment & experience, shift changes and specialised equipment needs.

It should also be noted that whenever a forestry operation takes place on the property by a contractor employed by the FPC, the contractors are required to have firefighting equipment onsite. The amount and type of units varies, depending on the type of operation, time of year and operational fire risk. Generally, the minimum is one 400 litre unit per machine. During harvest operations, it is commonplace to have 3 light units and a heavy duty onsite.

In addition to the above and for your information, the FPC has capacity to support local Brigades fire response with funds to provide additional equipment that can assist with an initial effective response.



## 5.7 Initial response on fires

Upon detection of a fire on or threatening the property the FPC Duty Officer will immediately dispatch rostered and otherwise available suppression resources. These resources will deploy under the direction of the controlling authority with the primary objectives of minimising the potential impact on the plantation and preventing the fire spreading onto adjoining land. The FPC Duty Officer will determine whether to request assistance from DBCA and/or the Plantation Fire Response Group dependent upon the prevailing fire danger, ignition point and initial fire behaviour.

It should be noted that initial rates of spread for fires in plantations can be up to 75% lower than those for open pastures due to the influence of tree canopy on wind speed.

It is noted that many brigade volunteers are not currently trained to respond to fire under forest canopy (whether native or plantation species). Training in plantation firefighting is currently underway and FPC is working with DFES and FIFWA to provide training material and make it available to relevant parties.

Initial attack on a fire will be determined by indicative fire behaviour based on weather conditions and fuel structures. It is proposed that the Incident Controller with support from experienced FPC staff, will assess each fire, against the following values in order of priority and initiate a coordinated response with the appropriate fire management structures to achieve these objectives.

1. Human life.
2. Community, State assets & infrastructure,
3. Property rural infrastructure
4. Cost of suppression in relation to values threatened.

With fire behaviour and values in mind response strategies should follow this order of priority as a guide;

1. It is recommended that aerial assistance is requested immediately for fires on or in the immediate vicinity of the property when the prevailing fire danger is Very High or above.
2. Direct attack on head fires by ground and air resources where Head Fire Rate of Spread (HFROS) and safe access allows.
3. Indirect attack on head fire by extinguishing flank fire working towards the head fire;
4. Limit fire spread to pre-determined internal strategic firebreaks.
5. Limit fire spread to compartment breaks;
6. Limit fire spread to property boundary firebreaks where property is block planted;
7. Fall back to neighbouring properties, roads or where fire can be safely extinguished.



## 5.8 Fire management maps

Fire management maps will be prepared annually to reflect current planting and contact information. Maps will be stored in waterproof tubes at property access points. Copies of Fire Management Maps will also be made available to the Fire Control Officer.

## 5.9 Firebreaks

External firebreaks are planned to be 15 metres wide and internal breaks 6 or 10 metres wide as shown in the attached Concept Plan. Firebreaks will be constructed and maintained in accordance with Shire Regulations and the *Guidelines for Plantation Fire Protection*.

Fire breaks will be maintained to be free of flammable material with a minimum 6 m trafficable width and 4.5 m vertical clearance.

The maximum grades on fire break will be no greater than 1 in 8 with the maximum cross fall not exceeding 1 in 33. The slightly undulating nature of the property makes this readily achievable.

There are no 'no through roads' included in the plantation design.

Firebreak maintenance will be completed annually. Treatments may include spraying or grading as well as pruning of edge trees depending upon specific circumstances.

## 5.10 Method of road, track and firebreak maintenance

The FPC will maintain firebreaks during September/November period each year to ensure they meet appropriate standards leading into each fire season. Where grazing or herbicide applications are ineffective a graded mineral earth break will be programmed to provide safe access around the plantation during summer months and the high fire risk period.

## 5.11 Water supplies

Water points will be maintained to provide permanent water within a maximum 20 minute turnaround time for fire within the plantation. There is 1 known water point on the property to meet this need however as plantation evolves there may be a need to provide additional permanent water storage options strategically throughout the property in liaison with local FCO and landowners, which could include the installation of a tank or the upgrade of the existing water point.

## 5.12 Direction indicators of water points, road signs and other features



Plantation identification signage will be erected at key entry points around the property to facilitate effective incident reporting.

All water sources including dams, tanks suitable for fire suppression use will be signposted with directional markers. A laminated Fire Response map with these details will be also located at the entrances to the plantation area within the standard industry gate canister (Red).

### **5.13 Measures to protect infrastructure, powerlines, gas pipelines and Communication Cables**

Plantation planning and establishment staff must be familiar with and adhere to where applicable, the following guide from: *Guidelines for Plantation Fire Protection 2011*

Plantation separation distances must reflect potential fire behaviour driven by local variations in topography, aspect and slope. The hazard separation zone:

- Between the plantation and an existing or approved habitable building must be a minimum of 100 metres, unless the building has been constructed to an appropriate higher standard.
- Between the plantation and an existing or approved non-habitable structure (i.e.. sheds and enclosed storage areas) must be minimum of 50 metres.

Representative setbacks are illustrated in the attached Concept Map however distances will be confirmed by on ground physical measurement prior to establishment.

### **5.14 Surrounding fuels**

Surrounding fire fuels consist of broadacre grazing paddocks, bluegum plantations and native vegetation. Fuel reduction burning of the surrounding native vegetation on or adjoining the property may need to be considered with adjacent private landowners into the future. Where DBCA tenure adjoins the plantation FPC managers will liaise closely to ensure rotational burning programs are maintained to keep fuel levels to an acceptable level.

Most of the native vegetation stands on the property are effectively parkland cleared with a Eucalypt overstory and a mixed grasses understory (i.e.. the endemic understory has been grazed). FPC will consult regularly about the need for cool prescribed burns in spring in relevant locations to reduce grass fuel loads in these parkland cleared areas. Most of the native vegetation areas are unfenced and stock have access to reduce grass levels.





## 6. TIMBER HARVESTING PLAN

### 6.1 Location of harvesting operation

Harvesting operations will take place over the entire area of the plantation but be staggered according to the proposed establishment timelines and the pine sawlog management schedule as set out below. Extraction tracks and cartage routes will be determined prior to harvesting being due, in consultation with the Shire and in accordance with industry standards.

### 6.2 Timetable (to be updated at time of operations)

#### Pine Sawlog

First thinnings will occur when the tree farm is approximately 12 years of age, and approximately 20 years for the second thinning. Final harvest should occur around age 30.

### 6.3 Harvesting operations

Harvesting will generally be carried out using conventional timber harvesting equipment which currently consists of machine harvesters felling the trees, extraction by forwarders and loading on to trucks.

#### Pine Sawlog

In the first thinning every 5<sup>th</sup> row (E row) will be removed to allow access for the harvester. Trees will then be selectively removed to achieve the desired stocking. The second thinning will also be a selective process and the final clearfall, will see all the trees being removed.

### 6.4 Machinery and transport

The length of time until the planned final harvest means that it possible that technological innovations may alter industry standards.

The current standards are as follows;

- Machine harvesters - tracked excavators fitted with a felling/debarking head
- Forwarders - all wheel drive rubber tyred tractor
- Truck configurations - these are variable and are dependent on trafficability and access of sites as well as Local Authority Regulations

### 6.6 External Road Management

Access to the site for both light and heavy vehicles is directly from Tattenham Road. During the establishment and maintenance stages of the plantation it is unlikely that any damage will occur to the running surface adjacent to the entry points. However, when harvesting takes place with numerous heavy haulage trips, some damage to the running surface may occur adjacent to the





entry point. FPC will work with the Shire to remedy such damage including the repairing of any potholing that may occur.

During the establishment phase, it is projected that the site will be visited by 3 semi-trailer trucks for both carrying machinery and for carrying seedlings. During harvesting operations, the site could have up to 6 B-double truck visits per day. Weights for the B-double trucks can reach up to 80 tons.

The FPC will provide notice to the Shire at least three months prior to any harvesting commencing.

The FPC would propose to enter into a road use agreement with the Shire including coverage of harvesting traffic management measures and a commitment to rectification of any undue damage to public roads caused by harvesting operations and or movement of machinery associated with the plantation (based on pre and post operation road condition inspections).

## 6.7 Environmental safeguards

Harvesting operations will comply with all aspects of the *Code of Practice for Timber Plantations in Western Australia*.

Roads will be maintained during harvesting operation to minimize erosion and preserve water quality.

The risk of introducing pests or diseases via harvesting activities will be assessed prior to harvesting and appropriate hygiene measures will be adopted.

## 6.8 Safety

All associated operations will be as safe as possible and comply with *Occupational Health and Safety* and the *Safety and Health Code for Native Forest/ Hardwood Logging and Plantation Logging* will be observed.

## 7. AUTHORISATION

Prepared by:

Matt Jones

February 2023

Form FPC421  
Plantation Management Plan



**fpc** Forest Products  
Commission

Approved by Manager, Forest Assets:

A handwritten signature in black ink, appearing to read 'Dina Fie'.

21/2/23

## Contractor Procedure F1 Fire Requirements



### 1. Purpose / objectives

1. Minimise the chance of uncontrolled fire impacting life and property, community and industry assets and associated environmental values.
2. Ensure contractors are aware of opportunities to provide basic skills to their employees to help mitigate fire risk and safely provide initial suppression efforts to protect their equipment and surrounding forest assets.
3. This checklist is applicable to Native Forest and Plantations operations only.

### 2. PROCEDURE

#### The Contractor must:

1. Adhere to this procedure and operational restrictions as instructed at all times
2. Ensure all personnel and equipment complies with this procedure at all times. Failure to comply may result in the suspension of services until the fault is rectified.
3. Ensure all field employees have successfully completed the FPC Fire Awareness module within the first six months of employment and provide FPC with details of all current employees if not consistent with industry training records.
4. Ensure that all personnel conform with the minimum standards for Personal Protective Equipment (PPE) for all fire suppression activities.
5. Take all necessary precautions to prevent the occurrence or spread of fire in their worksite.
6. Not light fires in any forest area without the permission of the FPC (FPC) and local fire authority. (DBCA, Shire FCO)
7. During the Restricted and Prohibited burning periods, notify the FPC of their intent to work on weekends or public holidays by midday of the preceding workday. The FPC Duty Officer (FPC DO) will determine if the proposed work can occur and what restrictions will apply.
8. Monitor the State's emergency broadcaster (ABC radio) and the Department of Fire and Emergency Services website (<http://www.dfes.wa.gov.au/totalfirebans/Pages/default.aspx>) for any Local Government imposed bans.

#### The FPC must:

9. Ensure the [FPC810 Checklist – Contractor Fire Responsibilities](#) is completed during the second week of December on **ALL ACTIVE OPERATIONS** during the span of that week and copies retained on Contractors operational file and within the 788FP Annual Fire Requirements.
10. Notify the contractor during the Restricted and Prohibited burning periods of any operational restrictions based on the forecast fire danger such as shut down times, additional suppression equipment required and/or the requirement to monitor the site for 1 hour after the machine has come to rest.

## Contractor Procedure F1 Fire Requirements



11. Advise the relevant fire manager of the intended worksite location of Contractor(s) during the Restricted and Prohibited period.
12. Consult with the relevant land manager and the FPC DO during the Restricted and Prohibited burning periods regarding the Contractor's intention to work on weekends or public holidays and any fire related requirements that may be necessary.

### 2.1 Vehicles and equipment

#### The Contractor must (at all times):

1. Ensure all vehicles and equipment (including chainsaws) entering the forest have:
  - An effective exhaust system maintained in good working order (BFR 1954 24A.5).
  - Appropriate spark arrester fitted to all internal combustion engines (BFR 1954 24A.5(b)).
  - A fire extinguisher in a sound and efficient condition; defined as a container filled with at least 7.5 litres of water and has a pump capable of discharging that water (BFR 1954 3).
  - A fire rake or shovel with their fire unit.
  - For graders and bulldozers: exhaust systems that discharge emissions vertically upwards (BFR 1954 37A(b)).
2. Light vehicles must remain within 10 m of roads.
3. Daily machine start-up procedures should include a check that the machine is clean of combustible material, particularly the spaces between the engine and engine guards.

### 2.2 Fire-fighting appliances

#### During the Restricted and Prohibited burning periods, or as determined by the FPC the Contractor must:

1. Provide on-site, and maintain in good working order, a mobile fire-fighting unit consistent with the requirements of the Guidelines for applying stipulated operational restrictions for that specific operation site. Comprising of a full water tank with a minimum capacity of 400 litres connected to a powered pump with minimum of 20 m heat tolerant PVC/Nitrile hose and capacity to pump 100L/min (minimum).
2. Locate the fire suppression unit/s as per applicable Guidelines for applying operation restrictions to manage fire risk – [FPC145](#), [FPC146](#) and [FPC147](#).
3. Ensure all personnel at the worksite can safely operate the fire-fighting unit in the event of an emergency.
4. Remain on site for one hour after the machine has closed down and work is complete on days when restrictions based on the FDR are applied.

## Contractor Procedure F1 Fire Requirements



### 2.3 Smoking

1. Is prohibited in all forest operations, except where the ground surface is clear of all vegetation or other flammable material.
2. There will be no smoking of cigarettes within six metres of any refuelling site.

### 2.4 On-site maintenance – Hot Works

#### The Contractor must:

1. Only conduct in-forest maintenance involving hot works once authorisation from the FPC is obtained and ensure:
  - All hot work to be carried out on mineral earth breaks.
  - Before hot work, the area will be wet down with a fire unit in a 6m radius.
  - There shall be more than one person onsite while carrying out hot works.
  - A serviceable fire unit will be on standby at the site of the hot work.
2. Not undertake hot works on days when a Total Fire Ban has been imposed for the area of operation.

#### The FPC must:

3. Consult with the relevant land manager regarding the intended timing and location of any hot works authorised during the Restricted and Prohibited period, for work on ALL land tenures.

### 2.5 Fire suppression on or near the worksite

1. **In the event of a fire occurring the contractor must call 000 fire emergency** in the first instance to log the incident with COMCEN (Department of Fire and Emergency Services Communication Centre). Where radio / phone communications are limited, this may require immediately travelling to the nominated emergency communications point in the contractor's emergency safety plan for the worksite to initiate the 000 call.
2. Once the emergency call has been made then the contractor must call the FPC DO (**08 9725 5288**). The FPC DO will liaise with the land manager on the further coordination for the effective and efficient management of the fire incident.
3. Within employee capacity and training and due consideration for personal safety, endeavour to suppress a fire starting on, or in the vicinity of, the worksite until fire crews arrives.
4. Be competent in the use of the on-site suppression equipment to protect life and property.
5. Assist with the evacuation of personnel and equipment.
6. Pay for any costs incurred by the contractor in suppressing or attempting to suppress a fire on their worksite resulting from the Contractor's operations.



## Contractor Procedure F1 Fire Requirements
















































**The Contractor should follow the FPC Wildfire Emergency Response ADVISE process in reporting and responding**

- *Alert someone who can contact others to seek help to suppress*
- *Defend if safe to do so, take action to suppress where safe and skills support action*
- *Vocalise "communicate" your movements constantly, so others are aware of your situation, location*
- *Identify safe escape routes should fire escalate*
- *Safety zone, know where they are and when to go there*
- *Equipment is critical, ensure PPE is always used when responding to wildfire*

### **2.6 Wildfire fire risk appreciation and operational restriction guidelines process.**

1. All worksites will be allocated a site risk for fire, based on local topography, soil types, fuel types and loadings.
2. Operation type, method and machines will be considered to establish operational risk.
3. Restriction to activities will be determined by applying the Fire Danger Rating, forecast weather conditions for site and operational risk. The capacity of FPC staff, contractors, and other fire agencies to respond to wildfire for the operational period will also be taken into consideration.
4. Daily restriction details will be forwarded to Contractor managers each day by email (FPC199). It will be the managers responsibility to forward these restrictions on to all employees and ensure compliance.

Perth hills and South West softwood plantations					LGA harvest and vehicle movement ban
Fire danger index (JFDI)	0-60	61-100	101-140	141+	
<b>High risk operations</b> (all steel tracked machines, harvesters, excavators, bull dozers, and chainsaws)					
Low site fire hazard					
High site fire hazard					
Extreme site fire hazard	<b>No machine operations to occur on these sites from December 15th to March 15th without Strategic Asset and Fire Managers approval</b>				
					
<b>Medium risk operations</b> (rubber tyred/tracked machines including; graders, skidders, harvesters, forwarders, front end loaders, infield chippers on cleared site)					
Low site fire hazard					
High site fire hazard					
Extreme site fire hazard					
<b>Low risk operations</b> (graders, light vehicles and trucks on formed roads and spraying activities)					
Low site fire hazard					
High site fire hazard					
Extreme site fire hazard					

Version control: V06/April2022

Authority: Manager Strategic Asset Protection  
Responsible Officer: Manager Strategic Asset Protection  
Uncontrolled when printed

## Key

Contractors must meet the following requirements prior to commencing work:

✓ No restrictions



Operator within phone/radio contact with Supervisor (Supervisor in phone contact with DBCA Duty Officer and FPC).



Minimum of 1 light unit per machine



Minimum of 2 light units on site



Compulsory grab tank (min 400L) attached to forwarder or other approved machine-based suppression capacity on site located within 100m of active machine.



Minimum of 1 manned (2 operators available) heavy duty fire tank unit; minimum of 1 light unit per machine to be stationed on site, and remain and inspect the site for 1 hour after machine stops work



Minimum of grab tank (forwarder) or other approved machine based suppression capacity and a minimum of 1 light unit and heavy duty to be stationed on site and remain and inspect the site for 1 hour after machine stops work



Cease operations and inspect the site for 1 hour after machine stops work



\* Exception - Loading and transporting logs from a cleared break or landing is permitted providing Operator within phone/radio contact with DBCA Duty Officer and FPC Supervisor. Minimum of 2 manned light units to be stationed on site and to remain and inspect the site for 15 minutes after machine stops work



\*\* Exception - Rubber tyred vehicles travelling along formed roads. Does not include machinery conducting road maintenance.

These restrictions are a guideline only. Senior Operational Manager or Fire Duty Officer may consider further restrictions if conditions change.

#### Silviculture Operations:

Tracked machines working on cleared sites for establishment purposes may be assessed as Medium Risk Operations subject to approval from the Manager Silviculture and Manager Fire Protection.

Note: These guidelines do not apply to fire suppression activities.

#### Definitions

**Low site fire hazard** - Ground prepared for establishment (windrowed, heaping crusher rolled, mounded)

**High site fire hazard** - Heavy fuel loadings (including all standing plantations with dry needle bed)

**Extreme site fire hazard** - Steep slopes > 14 degrees and containing exposed rock and with heavy fuel loads (includes cured harvesting debris / red tops)

**On site** - located so as to support any potential ignition point within five minutes

**Heavy duty manned (2 operators)** - 4-wheel drive truck with 2,700 litre water tank and pump rate 1,200 litres per minute. Trucks must have capacity to deliver min 100m hose lay response with appropriate nozzle.

**Light unit/Fast Attack** - 4WD vehicle or attached trailer with 400 litres of water and 5 hp pump, rake and/or shovel

## Warren Region - Fire Preparedness and Response Plan 2022/23

**3.3 Plantation Suppression**

The Plantation Managers Fire Agreement document can be found on the FMSB extranet at: <https://dpaw.sharepoint.com/sites/fmsb/Pages/Inter-agency%20Doctrine.aspx> The district will respond to and manage bushfires on FPC plantations on DBCA managed estate within the district and notify the relevant FPC office. For fires on plantations outside of DBCA managed estate, response will be by agreement between the district and the controlling agency.

**3.3.1 FIFWA fire atlas logon procedure**

<https://www.forestindustries.com.au/members.html>

Password is: fifwamember

**3.3.2 Category 1****Bushfires in FPC Plantations on DBCA Managed Land**

DBCA is responsible for incident management and bushfire suppression.

The department will respond in a timely and adequate manner in accordance with legislation, State priorities and interagency arrangements, and to a degree that is appropriate to the: - Safety of fire management personnel

- Values at risk
- Prevailing and forecast weather
- Availability of resources
- Cost of suppression operations
- Likelihood of long-term impact or net gain to the environment
- The nature of any pre-existing response arrangements

Relevant DBCA DO to notify FPC DO as soon as practicable.

A Blackwood Valley Zone Response Plan has been developed to manage the risks associated with pine plantations within the Blackwood Valley. See Appendix 4

**3.3.3 Category 2****Bushfires in FPC Plantations within 3km of but not on DBCA Managed Land**

The landowner and the Local Government Authority (LGA) are responsible for incident management and bushfire suppression.

Includes both share farm (old Department of Environment and Conservation share farms) plantations and plantations established on land purchased by FPC.

The suppression response will be as for Category 1.

Relevant DBCA DO to notify FPC DO as soon as practicable.

**3.3.4 Category 3****Bushfires in FPC plantations greater than 3km from DBCA managed land within the Swan, South West and Warren regions & bushfires in all FPC plantations outside of the Swan, South West and Warren regions**

The landowner and the LGA are responsible for incident management and bushfire suppression.

The relevant DBAC DOs may, or may not dispatch suppression resources based on a request from the LGA Chief Bushfire Control Officer (CBFCO)

Relevant DBCA DO to notify FPC DO as soon as practicable.



## Warren Region - Fire Preparedness and Response Plan 2022/23

3.3.5 *Category 4***Bushfires in Private Plantations**

The landowner and the LGA are responsible for incident management and suppression. DBCA do not currently have any bushfire suppression agreements with any private plantation owners.

Any response will be based on requests from the LGA CBFCO.

Note: In all the above categories the response will also take into consideration guidance given in the DBCA Fire Management Policy 19 and the various DBCA regional and district FPRPs.

**3.4 Aerial Suppression Request Process**

Both Manjimup and Albany airstrips include Air Attack capabilities (Air Attack 3 and 4 respectively), together with two firebombing fixed wing aircraft at each location. These are activated as described in the Western Australian Aerial Fire Suppression Operating Procedures (AFSOP), available on FMSB website at: <https://dpaw.sharepoint.com/sites/fmsb/SitePages/Aviation.aspx>

**Parks and Wildlife Service DDO request:**

- Request fire-bombing aircraft through Bushfire Reporting System.
- Contact State Operations Air Desk (SOAD) by phone to advise of imminent request (09) 9414 7970.
- If not requested through the Bushfire Reporting system, email the Fire-Bombing Request Form ADF 01 (link below) to the address on the form and follow up with a telephone call.  
<https://dpaw.sharepoint.com/sites/fmsb/SitePages/Aviation.aspx>
- Establish SAR arrangements as per SOP 004  
<https://dpaw.sharepoint.com/sites/fmsb/Pages/Standard-Operating-Procedures.aspx>
- Activation of water bombers re-loaders for sustained operations is required as per the Aerial Fire Suppression Manual. See below table.
- An Airbase manager will be nominated by SAD as per 4.8.1 of the Aerial Fire Suppression Manual.

<b>Ferngrove Airstrip Re-Loaders</b>	<b>Manjimup Airport Re-Loaders</b>
1 <sup>st</sup> call Rod Hallet - 0427 552 303	1 <sup>st</sup> call DFES LSW Duty Coordinator – 1800 512 111
2 <sup>nd</sup> call Peter Ettridge – 0458 552 271	2 <sup>nd</sup> call Manjimup SES Duty phone – 0427 389 766 or 0417 183 404
3 <sup>rd</sup> call Tom Ettridge – 0427 566 232	
4 <sup>th</sup> Tim Penniment – 0458 742 521	
5 <sup>th</sup> – Garry Onions – 0427 552 306	
<b>Walpole Airstrip Re-Loaders</b>	<b>Denmark Airport Re-Loaders</b>
1 <sup>st</sup> call DBCA Frankland DDO – 9840 0400	1 <sup>st</sup> call DFES GSR Duty Coordinator – 9845 5000
2 <sup>nd</sup> call DFES LSW Duty Coordinator – 1800 512 111	2 <sup>nd</sup> call Denmark Shire –9848 0300
3 <sup>rd</sup> call Prison Work Camp – 0428 100 389	3 <sup>rd</sup> call Denmark CBFCO (Lez Baines) 0428 788 008



**Jocelyn Baister**

---

**From:** Lily Simpson <lily.simpson@dbca.wa.gov.au>  
**Sent:** Thursday, 27 April 2023 3:07 PM  
**To:** Info  
**Subject:** [External] DA23/28 P57248

Attn: Kaylee Blee

Good afternoon Kaylee

Thank you for your letter regarding application of a softwood plantation on Lot 8895, Tattenham Road, Meerup.

Parks and Wildlife Service has no further comments or objections to this proposal.

Kind regards  
Lil

**Lily Simpson**

Personal Assistant to  
A/Regional Manager, Warren Region  
Parks and Wildlife Service  
Phone: 97 717 957 mob: 0428 655 071  
Email: [lily.simpson@dbca.wa.gov.au](mailto:lily.simpson@dbca.wa.gov.au)



Department of Biodiversity,  
Conservation and Attractions



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Western Australia.*

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**Jocelyn Baister**

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**From:** Paul Davies <paul.davies@mainroads.wa.gov.au>  
**Sent:** Thursday, 23 March 2023 11:23 AM  
**To:** Kaylee Blee  
**Cc:** Daniel Naude  
**Subject:** RE: [External] Request for comment on DA23/28 Proposed Plantation Lot 8895 Tattenham Road Meerup

Hi Kaylee and Brian

I refer to your email below and advise that Main Roads has no objection to the proposed development.

If you have any queries please phone Daniel Naude

Regards Paul Davies

**For Daniel Naude**  
 ROAD CORRIDOR PLANNING MANAGER  
 Regional Management & Operations Directorate  
 p: +61 9724 5724 | m: +61 4189 31078  
 w: [www.mainroads.wa.gov.au](http://www.mainroads.wa.gov.au)



**mainroads**  
 WESTERN AUSTRALIA

*We're working for  
 Western Australia.*




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**From:** Kaylee Blee <kaylee.blee@manjimup.wa.gov.au>  
**Sent:** Wednesday, 15 March 2023 4:22 PM  
**To:** WEB South West Region <swreg@mainroads.wa.gov.au>  
**Subject:** Request for comment on DA23/28

**CAUTION:** This email originated from outside of Main Roads. Do not click links or open attachments unless you recognise the sender and know the content is safe.

Good Afternoon,

Please see attached request for comment on a proposed plantation at Lot 8895 Tattenham Road, Meerup.

Should you have any queries, please don't hesitate to contact us.

Kind regards,

**Jocelyn Baister**

---

**From:** Daniel Wong <daniel.wong@dwer.wa.gov.au>  
**Sent:** Wednesday, 12 April 2023 5:05 PM  
**To:** Info  
**Subject:** [External] Proposed softwood pine plantation at Lot 8895 & 8894 Tattenham Road Meerup ( DWER ref: PA 055044 , DWERT920-2~62 ; Shire ref: DA23/28 )  
**Attachments:** Screenshot 1\_\_wetlands in green.JPG

12<sup>th</sup> April 2023

Our Reference: PA 055044 , DWERT920-2~62

Your Reference: DA23/28

To: Shire of Manjimup

From: Department of Water and Environmental Regulation

Attention: Brian Robinson

**RE: Proposed softwood pine plantation at Lot 8895 & 8894 Tattenham Road Meerup**

Dear Brian,

Thank you for providing the above proposal for the Department of Water and Environmental Regulation (Department) to consider.

This proposal is to re-establish the site as a pine plantation (up to 70ha), which has been utilised as a bluegum plantation is currently sitting fallow.

The proposal states that no clearing of native vegetation is proposed, and previously planted areas of bluegum will be replaced by pine.

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:** Water supply
- **Advice 1:** The proponent quantify their water requirements for all aspects of the plantation and provide evidence of a secure water source, to the satisfaction of the Shire
- **Issue 2:** Wetland protection
- **Advice 2:** The proponent is advised to refer to the *Code of Practices for Timber Plantations in Western Australia* (FIFWA 2014) to assist them with their operations, as practical and appropriate to their site situation, in particular ensuring:
  - Machinery should not enter the wetland or its buffer
  - 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

More detail pertaining to the above issues are provided in Table 1 below.

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](mailto: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

**Table 1 - Department of Water and Environmental Regulation detailed comments on DA23/28**

Item No.	Ref	Reviewer comment/advice
1	N/A	<p><b>Issue 1:</b> Water supply</p> <p><b>Advice 1:</b> The proponent quantify their water requirements for all aspects of the plantation and provide evidence of a secure water source, to the satisfaction of the Shire.</p> <p><b>Discussion 1:</b> No details have been provided in the referral with regards to water supply requirements to support the plantation activity, noting the referral statement:</p> <ul style="list-style-type: none"> <li>“Water points will be maintained to provide permanent water within a maximum 20 minute turnaround time for fire within the plantation. There is 1 known water point on the property to meet this need however as plantation evolves there may be a need to provide additional permanent water storage options strategically throughout the property in liaison with local FCO and landowners, which could include the installation of a tank or the upgrade of the existing water point.”</li> </ul> <p>As such, DWER advises the proponent quantify their water requirements for all aspects of the plantation and provide evidence of a secure water source, to the satisfaction of the Shire.</p>
2	N/A	<p><b>Issue 2:</b> Wetland protection</p> <p><b>Advice 2:</b> The proponent is advised to refer to the <i>Code of Practices for Timber Plantations in Western Australia</i> (FIFWA 2014) to assist them with their operations, as practical and appropriate to their site situation, in particular ensuring:</p> <ul style="list-style-type: none"> <li>Machinery should not enter the wetland or its buffer</li> </ul>

- Use of chemicals, such as herbicides and pesticides, and other pest control methods in plantation operations will be in accordance with State policies, procedures and approved usage

**Discussion 2:** Our GIS shows there are no waterways on the subject lot. However, the south western portion of the subject lot 8895 contains a Palusplain wetland, whhc is hydrologically connected to the (seasonally waterlogged flat) (Screenshot 1).

DWER notes the proponent intends to fence around the property prior to grazing of the planation trees.

To ensure grazing does not impact the wetland, the *Code of Practices for Timber Plantations in Western Australia* (FIFWA 2014) recommends fencing for stock exclusion for the protection of significant values such as wetlands.

It is not known if there are bluegums to be removed, as our GIS imagery shows an existing plantation, but the referral states the property is currently sitting fallow.

In the event there are ground disturbing works, or the use of heavy machinery, these have the potential to mobilise sediments into the wetland and waterway.

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.

As such, the proponent is advised to refer to the *Code of Practices for Timber Plantations in Western Australia* (FIFWA 2014) to assist them with their operations, as practical and appropriate to their site situation, in particular observing the following:

- Machinery should not enter the wetland or its buffer
- 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



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Our Ref: D28167  
Your Ref: DA28/23

Jocelyn Baister  
Shire of Manjimup  
jocelyn.baister@manjimup.wa.gov.au

Dear Ms Baister

**RE: LOTS 8895 & 8894 TATTENHAM ROAD MEERUP — PROPOSED PINE PLANTATION (FORESTRY) – DEVELOPMENT APPLICATION**

I refer to your letter dated 20 March 2023 regarding the submission of a Plantation Management Plan (PMP) (Version 7) dated April 2020 and attached Fire Management Plan dated November 2022, prepared by the Forest Products Commission for the above development application (DA).

This advice relates only to the *FESA Guidelines for Plantation Fire Protection 2011* (Plantation Guidelines).

It is the responsibility of the proponent to ensure the proposal complies with relevant planning policies and building regulations where necessary. This advice does not exempt the applicant/proponent from obtaining approvals that apply to the proposal including planning, building, health or any other approvals required by a relevant authority under written laws.

**Assessment**

- The DA is situated in an area designated as bushfire prone.
- The DA involves an intensification of land use due to the change in use, presence of onsite workers and maturity of vegetation over long time frames.
- It is noted that the Plantation is planned in the General Agriculture Zone consistent with the Local Planning Scheme.
- Relevant components of a Bushfire Management Plan are addressed through the Plantation Guidelines and attached Fire Management Plan (specifically layout, access and water) and it is noted that there are no habitable dwellings or other structures proposed that would require assessment against State Planning Policy 3.7: Planning in Bushfire Prone Areas (SPP 3.7).
- Further clarification is required within the PMP and Fire Management Plan (FMP) as outlined in our assessment.

**Assessment against the FESA Guidelines for Plantation Fire Protection 2011 (Plantation Guidelines)**

A PMP must be submitted that adequately addresses all management responsibilities for the plantation and covers all elements raised in section 3 of the Plantation Guidelines.

Topic	Assessment
<b>Planning for Plantation Fire Management</b>	<p><b>2.1 External Fire Breaks and Setback Distances</b></p> <ul style="list-style-type: none"> <li>• The Guidelines state that the hazard separation zone between the plantation and an existing or approved habitable building must be a minimum of 100 metres.</li> <li>• DFES acknowledges that the PMP has proposed a 15m firebreak to separate the Plantation from the native vegetation adjacent to the dwellings, however this does not achieve compliance with the Guidelines.</li> <li>• As the distance from the Plantation Boundary to the adjacent dwellings is under 100m (Specifically Lots 8706 &amp; 8705) the hazard separation should be increased to account for the forest hazard being introduced to the adjacent dwellings.</li> <li>• The Guidelines state that the hazard separation zone between the plantation and an existing non habitable structure (i.e. sheds) must be a minimum of 50 metres.</li> <li>• The lots mentioned above also have non habitable structures within 50m of the Plantation Boundary.</li> </ul>
<b>Fire Management Plan</b>	<p><b>3b) Contact details of local fire control agencies</b></p> <ul style="list-style-type: none"> <li>• The PMP may need to be updated as it was written in 2020. Individual contact numbers listed in the PMP may need updating.</li> </ul> <p>The submitted information has not demonstrated compliance with the requirements.</p> <p><b>3e) Fire detection and reporting mechanisms</b></p> <ul style="list-style-type: none"> <li>• The PMP lists “<i>passers by</i>” assumed by DFES as members of the public and “<i>neighbours</i>” as appropriate fire detection methods. The PMP should be updated to detail an Onsite Manager and/or detection patrols on days of high risk as a more appropriate method of detection and reporting.</li> <li>• Site Fire History is not addressed in the FMP</li> </ul> <p><b>3f) Surrounding and local features</b></p> <ul style="list-style-type: none"> <li>• The adjacent dwellings and townsite of Northcliffe are not considered in the FMP</li> </ul> <p><b>3h) Fire Management Maps</b></p> <ul style="list-style-type: none"> <li>• Emergency Access and Egress roads and tracks are not clearly defined on the concept map. The map should show potential points of entry and exit.</li> </ul>
<b>Plantation Fire Protection Specifications</b>	<p>The submitted information has not demonstrated compliance with the requirements.</p> <p><b>4.2 Fire breaks and Access</b></p> <ul style="list-style-type: none"> <li>• Trafficable width of Firebreaks should be 6m however the FMP proposes 4m.</li> <li>• Passing bays which are required to be provided at 200m intervals at a minimum of 20m long are not provided in the FMP.</li> </ul>

	<p>The submitted information has not demonstrated compliance with the requirements.</p> <p><b>4.3 Water Supplies</b></p> <ul style="list-style-type: none"> <li>The PMP does not detail whether the water point will have all year round access or the estimated storage amount</li> </ul>
<b>Harvesting and Post Plantation Management</b>	<p>The submitted information has not demonstrated compliance with the requirements.</p> <p><b>6.2 Post plantation management</b></p> <ul style="list-style-type: none"> <li>The PMP provides no detail on site responsibility post harvest and details on fire management responsibilities such as maintaining fire breaks, removing coppice/stumps and logging debris/slash heaps.</li> </ul>

**Recommendation - Compliance with Guidelines not demonstrated – modifications required**

Consideration should be given to modifying the PMP to comply with the Guidelines as listed in the above table. The PMP should provide a more detailed assessment of the following;

- Planning for Plantation Fire Management
- Fire Management Plan
- Plantation Fire Protection Specifications
- Harvesting and Post Plantation Management

As per section 3.2.2 of the Guidelines for Planning in Bushfire Prone Areas, the decision maker should inform the Office of Bushfire Risk Assessment (OBRM) at email address - [obrm@dfes.wa.gov.au](mailto:obrm@dfes.wa.gov.au), of any approval of a development that increases the area of bushfire hazard for consideration in the next revision of the map of bushfire prone areas.

If you require further information, please contact Senior Land Use Planner Officer - Tristan Whiting on telephone number 9395 9301.

Yours sincerely



**Naomi Mynott**  
**DIRECTOR LAND USE PLANNING**

28 April 2022

**Jocelyn Baister**

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**From:** Jones, Matthew <matthew.jones@fpc.wa.gov.au>  
**Sent:** Tuesday, 9 May 2023 11:31 AM  
**To:** Jocelyn Baister  
**Cc:** Hodgson, Greg  
**Subject:** [External] FPC Reply Re DFES Comment on DA for LOTS 8895 & 8894 TATTENHAM ROAD MEERUP -- PROPOSED PINE PLANTATION (FORESTRY) – DEVELOPMENT APPLICATION  
**Attachments:** Form FPC421 - Plantation Management Plan Tattenham Rd MkII.pdf

Hi Jocelyn

Thank you for your correspondence and opportunity to respond to DFES's comments in regard to our Development Application for the re-establishment of a plantation on lot 8894 Tattenham Road.  
 I will endeavour to refer my comments to each section of DFES's letter/comments.

The first comment must be made that FPC are not changing the land use from grazing to plantation but continuing with the same land use being plantation. This is in reply to the comment stating that 'the DA involves an intensification of land use due to the change in use' which is quoted under their Assessment heading.

**Topic****Planning for Plantation Fire Management.**

Guidelines state that the hazard separation zone(HSZ) between the plantation and an existing or approved habitable building must be a minimum of 100m.

- The distance between the plantation and the mentioned dwellings does exceed 100m. FPC's concept plan is proposed to be set back further than the previous plantation to increase the HSZ.
- Within that 100m HSZ, there is allowance of vegetation as shown in the diagram in the guidelines. The diagram reflects closely to the actual scenario.
- Same comments as above for non-habitable structures.
- The FPC would be willing to negotiate further on the external firebreak widths ie all external breaks will be 20m rather than 15m.

**Fire Management Plan**

3b Contact details of local fire control agencies. DFES says the PMP was written in 2020.

- The FPC PMP template was created in 2020 but as per the signing page, the PMP has been developed in Feb 2023 using up to date contact details.

3e Fire detection and reporting mechanisms. DFES states that we have listed 'passers by' and 'neighbours' as fire detection methods.

- Correct these 2 methods are mentioned along with several other detection methods as mentioned throughout the PMP (section 5.5) this includes the DBCA spotter that schedules flights in accordance with the daily fire risk.

3f Surrounding fuels and local features. The adjacent dwellings and townsite of Northcliffe are not considered in the FMP

- Section 5.13 comments on the required setbacks for both habitable and non-habitable dwellings and also includes a statement that the FPC will physically measure the distance from the dwellings to the proposed plantation.
- The adjacent dwellings and the Northcliffe townsite will be added into the PMP in the Sensitive Areas section 2.4.4.

3h Fire management maps. Emergency Access and Egress road and tracks are not clearly defined on the concept map. The map should show potential points of entry and exit.

- The map highlights, in a colour coded system, where our firebreaks (strategic roads and tracks) are located including both external and internal. Access can be made in several points along Tattenham rd as the property is not fenced. In an emergency situation, this is very evident onsite.

### Plantation Fire Protection Specifications

DFES states that the submitted information has not demonstrated compliance with the requirements.

4.2 Fire breaks and Access. Trafficable firebreaks should be 6m however the FMP proposes 4m.

- The plantation firebreaks will range from 6m to 15m (and greater in sections). The PMP did quote 4m trafficable. The template will be edited to quote 6m minimum for future DAs. In reality, the width of trafficable access will be the same as the firebreak width as they are graded and/or sprayed on an annual basis to maximise a fuel free zone and good trafficable surface.

4.2 Passing bays which are required to be provided at 200m intervals at a minimum of 20m long and 6m wide are not provided in the FMP.

- As quoted above, the proposed firebreak widths allow for adequate and safe passing as per the guidelines which state a minimum width of 6m for passing bays. All firebreaks will be a minimum of 6m thus passing can occur safely anywhere, not specifically in 'passing bays'.
- A 10m strategic access road (firebreak) is proposed to dissect the plantation, providing fire suppression access and leading directly to the water point on the western boundary.

4.3 Water Supplies. The PMP does not detail whether the water point will have all year-round access or the estimated storage amount.

- The PMP states that the water point onsite will have directional markers at key entry points (Tattenham Rd) showing the water point location. There will also be a fire canister map located at key entry points which will show all relevant attributes of the plantation including the water point location. The PMP doesn't actually state it will have all year round access but I believe that the other information leads to that conclusion as our firebreaks and tracks will have all year round access and the water point is located on an external firebreak.
- The PMP indicates that there is only 1 water point on this property and the PMP also states that if this water point becomes inadequate, the FPC will consider installing a water tank sufficient for initial fire response. This will be done in consultation with the local FCO and neighbours.

### Harvesting and Post Plantation Management

DFES states that the submitted information has not demonstrated compliance with the requirements.

6.2 Post Plantation Management

- The guidelines are written as if the plantation is a leased area and at the end of the rotation, the area will be handed back to the landowner and continues to details who is responsible for what post harvest. This isn't the case in this proposed re-establish area as the FPC is the plantation manager and landowner. The FPC will be planning for multiple rotations, with approval, so we believe that these comments aren't applicable in this case.

Thank you and we are hoping that this supplied information and the highlighted modifications within the attached PMP adequately cover the points raised by DFES Land Use Planning.

Regards

**Matt Jones**  
Senior Forester

Forest Products Commission

Warren Road, Nannup, WA, 6725

Phone: (08) 9756 3727 | Mobile: 0427 158 670 | Email: [matthew.jones@fpc.wa.gov.au](mailto:matthew.jones@fpc.wa.gov.au)

Web: [www.fpc.wa.gov.au](http://www.fpc.wa.gov.au) | [www.facebook.com/fpcwa](https://www.facebook.com/fpcwa) | [www.twitter.com/fpcwa](https://www.twitter.com/fpcwa)

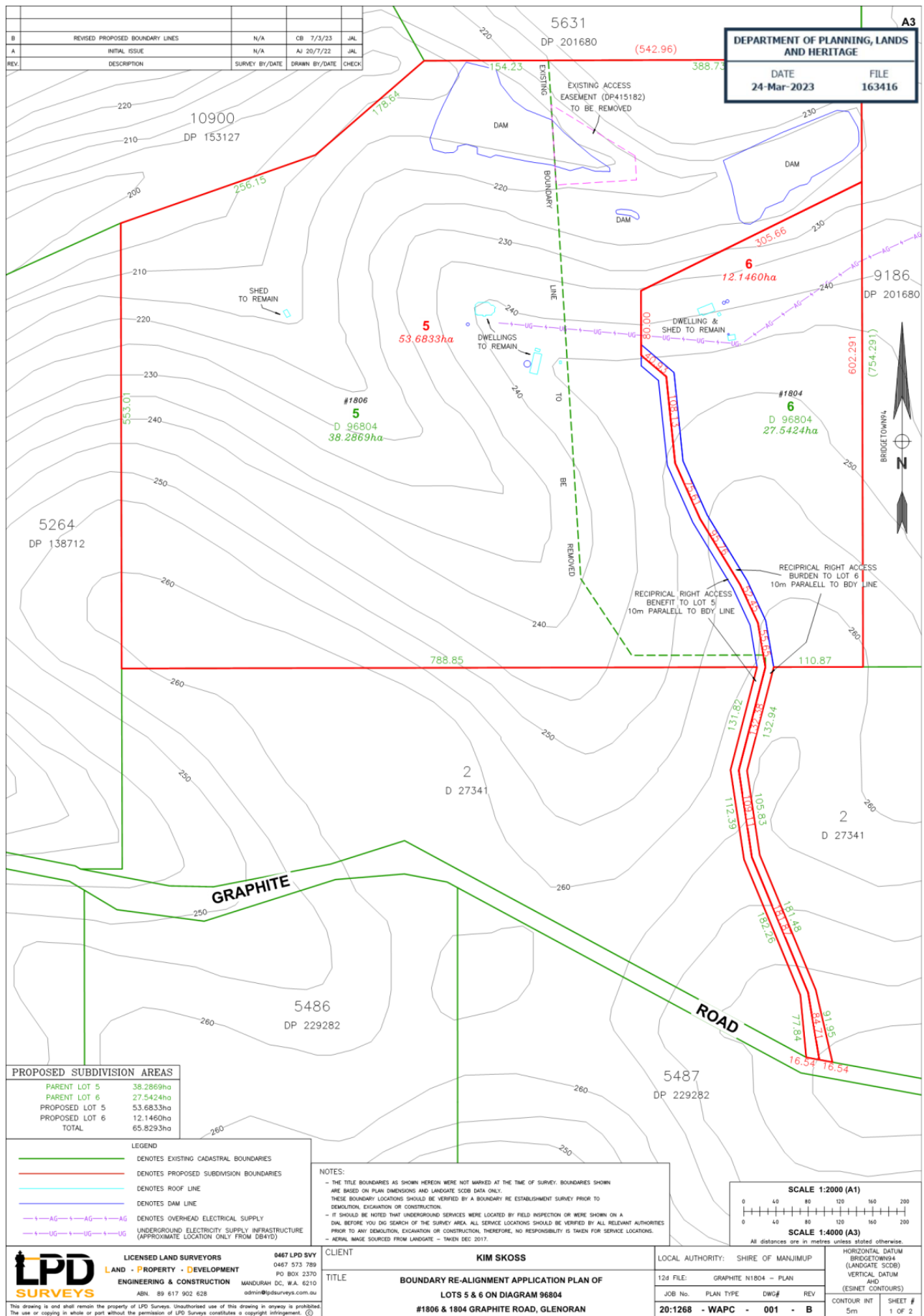


## 2023 Applications - March

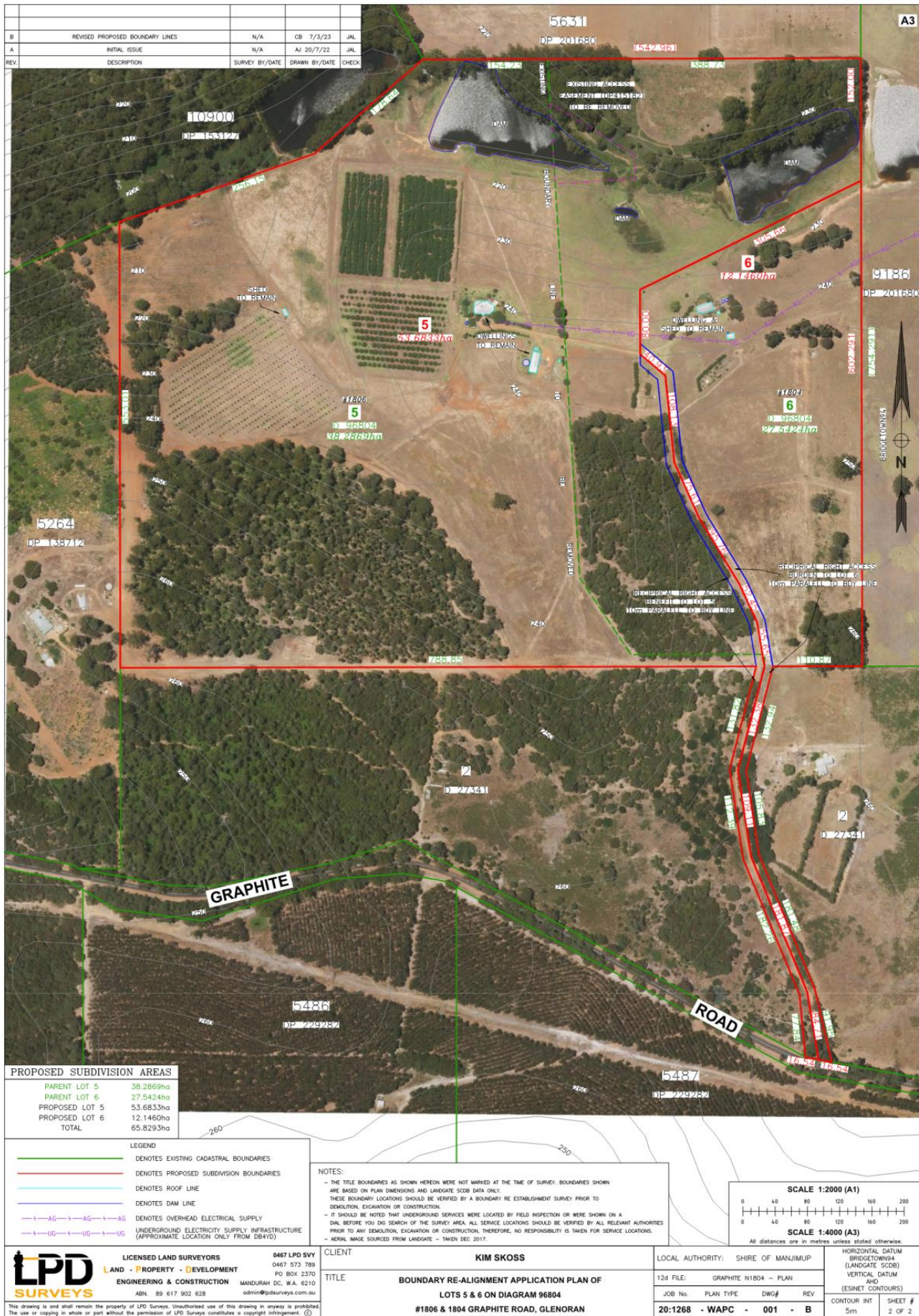
Reference	Details	Received	Determination	Est. Cost	Days
TP2022/193	DA22/196: Development Application - Lot 9782 Middlesex Road Middlesex - Proposed Dam Extension	10/11/2022	COUNCIL APPROVED	2/03/2023 \$ 40,000.00	112
TP2022/197	DA22/197: Development Application - Lot 10 Bottlebrush Drive Walpole - Retrospective setback reduction	22/11/2022	COUNCIL APPROVED	2/03/2023 \$ -	100
TP2022/199	DA22/202: Development Application - Proposed retrospective approval for netted orchard - Lot 272 Chopping St Manjimup	21/11/2022	COUNCIL APPROVED	2/03/2023 \$ 4,000.00	101
TP2022/203	DA22/206: Development Application - Lot 2716 Seven Day Rd Deanmill - proposed spring fed dam	24/11/2022	COUNCIL APPROVED	2/03/2023 \$ 175,000.00	98
TP2022/216	DA22/217: Development Application - Lot 501 Johnson St Manjimup - proposed construction of 3 dwellings for holiday accommodation	9/12/2022	COUNCIL APPROVED	2/03/2023 \$ 450,000.00	83
TP2022/217	DA22/220: Development Application - Lot 218 Karri St Walpole - proposed residence	15/12/2022	COUNCIL APPROVED	23/03/2023 \$ 250,000.00	98
TP2023/1	DA22/223: Development Application - Lot 16, 32 Miguel Place Walpole - Proposed Outbuilding	5/01/2023	APPROVED	20/03/2023 \$ 30,000.00	74
TP2023/7	DA23/6: Development Application - Lot 338, 12 Sheoak Street Walpole - Proposed Outbuilding	10/01/2023	COUNCIL APPROVED	23/03/2023 \$ 19,000.00	72
TP2023/8	DA22/227: Development Application - Lot 8707 Caesia Rd Meerup - proposed ancillary dwelling	12/01/2023	COUNCIL APPROVED	23/03/2023 \$ 85,000.00	70
TP2023/10	DA22/228: Development Application - Lot 26 Karri Lane Quinminup - proposed residence	12/01/2023	APPROVED	20/03/2023 \$ 374,700.00	67
TP2023/14	DA23/10: Development Application - Lot 143, 60 Karri Street Walpole - Proposed Garage	20/01/2023	APPROVED	10/03/2023 \$ 20,981.00	49
TP2023/16	DA23/13: Development Application - Lot 7695 Mitchelldean Road Yanmah - Proposed New Dwelling & Change of Use of Existing to Ancillary Accommodati	27/01/2023	COUNCIL APPROVED	23/03/2023 \$ 750,000.00	55
TP2023/17	DA23/15: Development Application - Lot 7489 Burma Road Pemberton - Proposed Construction of 4 cabins - Holiday Accommodation	27/01/2023	COUNCIL APPROVED	23/03/2023 \$ 237,000.00	55
TP2023/18	DA23/12: Development Application - Lot 125 Golf Links Rd Pemberton - proposed dwelling, retaining wall, shed, water tank and variation to building envel	31/01/2023	APPROVED	23/03/2023 \$ 500,000.00	51
TP2023/19	DA23/14: Development Application - Lot 1759 Cormint Rd Upper Warren - proposed storage shed	27/01/2023	APPROVED	16/03/2023 \$ 18,129.00	48
TP2023/20	DA23/16: Development Application - Lot 208, 209 & 210 Leman Street, Manjimup - Proposed Kindy & Pre-Primary School Block	31/01/2023	COUNCIL APPROVED	23/03/2023 \$ 2,000,000.00	49
TP2023/22	DA23/18: Development Application - Lot 77 Guppy Street Pemberton - Proposed Extension to Existing Dwelling	2/02/2023	APPROVED	20/03/2023 \$ 50,000.00	45
TP2023/27	DA23/24: Development Application - Lot 31 Brain St Manjimup - proposed deck	15/02/2023	APPROVED	27/03/2023 \$ 1,000.00	40
TP2023/28	DA23/25: Development Application - Lot 385 Simms Court Manjimup - proposed shed, concrete pad and retaining wall	17/02/2023	APPROVED	16/03/2023 \$ 36,000.00	27
TP2023/37	DA23/34: Development Application - Lot 3, 74 Chopping Street Manjimup - Proposed 16x Accommodation Units	3/03/2023	APPROVED	21/03/2023 \$ 900,000.00	18
TP2023/38	DA23/36: Development Application - Lot 365 Boronia Street, Manjimup - Bulk Earthworks	21/12/2022	APPROVED	21/03/2023 \$ 370,000.00	90
TP2023/41	DA23/38: Development Application - Lot 101 Aldersea Drive Manjimup - Proposed Extension to Dwelling	10/03/2023	APPROVED	27/03/2023 \$ 80,000.00	10
TP2023/42	DA23/39: Development Application - Lot 110 Golf Links Road Pemberton - Outbuilding	10/03/2023	APPROVED	27/03/2023 \$ 40,000.00	17

## 2023 Applications - April

Reference	Details	Received	Determination	Est. Cost	Days
TP2022/192	DA22/195: Development Application - Lot 4, 8 Fox Road Eastbrook - Low Impact Tourist Accommodation	9/11/2022	COUNCIL APPROVED	13/04/2023 \$ -	155
TP2022/218	DA22/221: Development Application - Lot 620 Middlesex Rd Middlesex - proposed Dam	13/12/2022	COUNCIL APPROVED	13/04/2023 \$ 40,000.00	121
TP2023/23	DA23/19: Development Application - Lot 77 Leman Street - Proposed Outbuilding & Patio	3/02/2023	COUNCIL APPROVED	13/04/2023 \$ 36,000.00	69
TP2023/26	DA23/22: Development Application - Lot 49 Karri Lane Quinminup - proposed dwelling and building envelope variation	17/02/2023	COUNCIL APPROVED	13/04/2023 \$ 150,000.00	55
TP2023/29	DA23/26: Development Application - Lot 115, 264 Golf Links Road Pemberton - Proposed Addition to Outbuilding - Toilet Cubicle	17/02/2023	COUNCIL APPROVED	13/04/2023 \$ 10,000.00	55
TP2023/32	DA23/29: Development Application - Lot 10 Angels Rd Middlesex - proposed cellar door	22/02/2023	APPROVED	12/04/2023 \$ -	49
TP2023/35	DA23/32: Development Application - Lot 103 Golf Links Rd Pemberton - proposed shed, water tank	2/03/2023	APPROVED	19/04/2023 \$ 40,000.00	48
TP2023/36	DA23/33: Development Application - Lot 17 Woodgate Retreat Deanmill - proposed shed	28/02/2023	APPROVED	18/04/2023 \$ 5,800.00	49
TP2023/39	DA23/35: Development Application - Lot 100 Tammar Terrace Crowea - Proposed Shed & Water Tank	7/03/2023	APPROVED	19/04/2023 \$ 19,000.00	43
TP2023/40	DA23/37: Subdivision Application - Lot 7489 Burma Rd Pemberton - 163350	9/03/2023	APPROVED	13/04/2023 \$ -	35
TP2023/48	DA23/44: Development Application - Lot 50 Black Georges Rd Middlesex - proposed retaining walls	20/03/2023	APPROVED	12/04/2023 \$ 100,000.00	23
TP2023/50	DA23/47: Development Application - Lot 19 Jackson Avenue, Walpole - Proposed Dwelling & Water Tank	23/03/2023	APPROVED	12/04/2023 \$ 300,000.00	20
TP2023/51	DA23/45: Development Application - Lot 9604 Ephraim Gully Grove Yanmah - proposed shed & water tank	27/03/2023	APPROVED	5/04/2023 \$ 180,000.00	9
TP2023/54	DA23/50: Development Application - Lot 1, 27685 South Western Highway, Balbarup - Proposed lean to.	6/04/2023	APPROVED	28/04/2023 \$ 8,000.00	22
TP2023/59	DA23/56: Development Application - Lot 68 Kelly Place, Windy Harbour - Proposed Outbuilding	14/04/2023	APPROVED	24/04/2023 \$ 2,500.00	10











## Planning Reform

### Consistent Local Planning Schemes – Consultation

*Disclaimer – This information below provides background information on the abovementioned reform project, and is provided in confidence to assist with project understanding and the provision of feedback. This information is not to be shared or distributed.*

#### 1. Overview and Project Background

The Action Plan for Planning Reform [Action Plan for Planning Reform](#) (**Action Plan**) includes goals, initiatives and actions aimed at making local planning schemes more consistent and legible, and improving associated guidance. To achieve these objectives, work to improve the consistency of the use of land use terms (and associated definitions), zones, and reserves in local planning schemes across the State, and land use permissibility and development requirements in commercial<sup>1</sup> and industrial<sup>2</sup> type zones in the Perth and Peel region scheme areas has been undertaken.

To implement this, the following is proposed:

- Changes to land use terms (and definitions) to apply to all local planning schemes State-wide.
- Changes to zones and reserves (and objectives) to apply to all local planning schemes State-wide.
- Standardised land use permissibility for commercial<sup>1</sup> and industrial<sup>2</sup> type zones, to apply to local planning schemes within the Perth and Peel region areas only.
- An approach for development requirements for commercial<sup>1</sup> and industrial<sup>2</sup> type zones, to apply to local governments within the Perth and Peel region areas only.

The above is proposed to be implemented through both regulatory change and the preparation of guidance, in addition to other supporting documentation. A report for stakeholder consultation has been prepared (**Stakeholder Consultation Report**). This report provides key project and background information, recommended proposals for change, and a recommended approach for implementation to improve consistency of the above areas of local planning schemes. Proposals for change and the recommended implementation approach have been formulated with consideration of the early feedback received from key stakeholders engaged with on this project to date. The Department of Planning, Lands and Heritage (**Department**) would like to thank these stakeholders for their time and effort in providing feedback on this work.

Your comment is now requested on the principles for proposed changes and implementation actions aimed at improving the consistency of local planning schemes across the State. Feedback received on this report will be used to refine the proposals and the recommended implementation approach. We appreciate your ongoing assistance with making refinements.

#### Notes:

- <sup>1</sup> Commercial type zones includes Local Centre, Neighbourhood Centre, Centre, Mixed Use and Service Commercial zones, as proposed.
- <sup>2</sup> Industrial type zones includes Light Industry, General Industry and Rural Enterprise zones, as proposed.



## Planning Reform

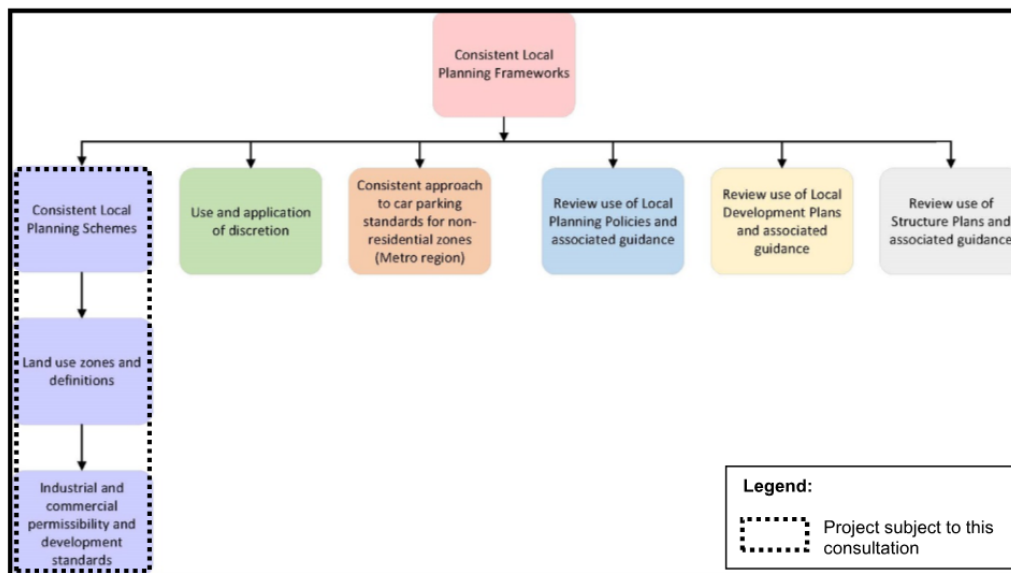
### 1.1 Action Plan for Planning Reform

This work relates to the following initiatives of Action Plan:

- *Local Planning Schemes are more consistent (C1).*
- *Clear and concise guidance is readily available (B5).*

This project forms part of a wider project related to improving the consistency and legibility of local planning frameworks across the State, with certain aspects focussed on the Perth and Peel region areas. The various project components outlined in **Figure 1** are complementary in nature.

Figure 1: Consistent Local Planning Frameworks – Project Components



### 1.2 Project Background

The Regulations became operational on 19 October 2015 and replaced the Town Planning Regulations 1967 and associated Model Scheme Text. Amongst other things, the Regulations provide for the preparation, adoption and amendment of local planning schemes and the establishment of model and deemed provisions for local planning schemes. Model Provision indicates the form that local planning schemes should take. The provisions outlined in the Deemed Provisions are applicable to all local planning schemes, whether or not they are incorporated into the local planning scheme text.

Notes:

- <sup>1</sup> Commercial type zones includes Local Centre, Neighbourhood Centre, Centre, Mixed Use and Service Commercial zones, as proposed.
- <sup>2</sup> Industrial type zones includes Light Industry, General Industry and Rural Enterprise zones, as proposed.





## Planning Reform

Local planning schemes prepared in accordance with the Regulations will generally include the following:

- Scheme map.
- Local planning scheme text (based on the Model Provisions).
- Deemed Provisions which do not need to be reproduced in individual schemes as they apply automatically.
- Supplemental provisions to the Deemed Provisions (additional requirements for individual local governments that are supplementary to the deemed provisions).
- Any supporting material required by the Western Australian Planning Commission (WAPC).

An audit of local planning schemes has highlighted that there continues to be variance in the zones, reserves and land uses and the land use permissibility included in local planning schemes across Western Australia. Variability in the content and format of local planning schemes is largely a consequence of the age and currency of local planning schemes, with only 44 out of 139 local governments having had a new local planning scheme approved since the Regulations became operational in October 2015. There have also been several variations to the model provisions approved to address circumstances not adequately covered by the zones, reserves and land uses contained in the model provisions.

The lack of consistency within local planning schemes increases the complexity of the planning system and hinders the preparation, interpretation, assessment and implementation of local planning schemes and proposals assessed under them by both local and State Government and the wider planning and development industry. Consistency is required to make the Western Australian planning system more efficient and easier to understand and implement by a broad range of stakeholders. It is recognised that due to the size of the state and unique issues within each of the regions, a regional approach for certain matters related to a scheme would be appropriate.

Key components of the local planning scheme text where there is potential for improved consistency are the land use terms, zones, reserves and their associated definitions and objectives; the zoning table (which assigns land use permissibility) particularly in relation to certain non-residential zones; and development requirements for certain zones. These components were identified following:

- Preliminary investigations, including an extensive audit of local planning schemes and the review of policy changes since the Regulations became operational, and
- Consultation with key stakeholders identified.

Regarding improving the consistency of land use permissibility and development requirements in local planning schemes, commercial and industrial type zones in the Metropolitan and Peel

### Notes:

- <sup>1</sup> Commercial type zones includes Local Centre, Neighbourhood Centre, Centre, Mixed Use and Service Commercial zones, as proposed.
- <sup>2</sup> Industrial type zones includes Light Industry, General Industry and Rural Enterprise zones, as proposed.



## Planning Reform

region scheme areas were identified as a priority. These aspects have therefore been the focus of this work.

### 1.3 Scope and Non-Negotiable Project Elements

The following project scope and non-negotiable elements are highlighted for information:

- Various goals and initiatives have been identified through the Action Plan and have been agreed to by the State Government. Suggestions contrary to the Action Plan will not be considered.
- Proposals to amend the *Planning and Development Act 2005* or other legislation is out of scope of the project.
- The focus of proposed changes identified in Stakeholder Consultation Report primarily relate to land uses, zones, reserves and associated definitions or objectives, zoning table (which assigns land use permissibility) and development requirements. Proposals beyond these matters are generally considered to be out of scope of this project.
- Delivery of implementation actions identified in the Stakeholder Consultation Report will require a mixture of changes to the Model Provisions and Deemed Provisions, and the preparation of supporting guidance (non-negotiable). Changes to the Regulations and any draft guidance will be subject to separate consultation processes.

## 2. Proposed Changes

The Stakeholder Consultation Report includes key project and background information, as well as a series of proposals for change and a recommended approach for implementing these proposals.

Proposals include:

- Changes to land use terms (and definitions) to apply to all local planning schemes State-wide, as outlined in **Section 3.1** and **Appendix A** of the Stakeholder Consultation Report.
- Changes to zones and reserves (and objectives) to apply to all local planning schemes State-wide, as outlined in **Section 3.2** and **Appendix B** of the Stakeholder Consultation Report.
- Standardised land use permissibility for commercial<sup>1</sup> and industrial<sup>2</sup> type zones, to apply to local planning schemes within the Perth and Peel region areas only. This is outlined in **Section 3.3** and **Appendix C** of the Stakeholder Consultation Report. Further detail is provided in **Appendix D**.
- An approach for development requirements for commercial<sup>1</sup> and industrial<sup>2</sup> type zones, to apply to local governments within the Perth and Peel region areas only. This is presented in **Section 3.3.2** of the Stakeholder Consultation Report. Further detail is provided in **Appendix D**.

Notes:

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The recommended implementation approach includes short term and long term actions (refer to Section 4.4 of the Report).

In the short term (1 to 3 years) it is proposed to:

- Update the Model Provisions to include:
  - The proposed changes to land use terms (and associated definitions), zones and reserves (and associated objectives).
  - The proposed zoning table and primary development controls for commercial and industrial type zones for the Perth and Peel region scheme areas.
  - Modified use class definitions for P, D, A and X.
- Prepare a standardised zoning table and primary development controls (similar to the proposal for commercial and industrial type zones discussed above) for all other model zones (existing model zones – e.g. residential, and proposed model zones e.g. cultural). It is noted that the R-Codes contain development controls for residential.
- Undertake a review of supplemental provisions included in local planning schemes to identify those that might have broader application to other local governments (for example significant tree register) through inclusion in either the Model Provisions or Deemed Provisions.
- Local governments located in the Perth and Peel regions to commence scheme amendments to update their schemes to be consistent with the updated Model Provisions and incorporate the primary development controls outlined in section 3.3.2 of the Stakeholder Consultation Report.
- Updates to the Deemed Provisions to include:
  - Provisions relating to non-conforming uses and restrictive covenants.
  - Provisions for the establishment and maintenance of a significant tree register (refer to section 3.4 of the Stakeholder Consultation Report for further details).
  - Separation of land use terms in the Deemed Provisions from other terms defined.
  - A requirement for the decision-maker of an Application for Development Approval to include the land use definitions of all approved land use/s as an advice note on a decision (refer to section 3.3.3 of the Stakeholder Consultation Report for further details).
- Investigate elements of the Model Provisions that could be included in the Deemed Provisions and the appropriateness of a 'Deemed Local Planning Scheme' that would include combining all elements of the Model Provisions and Deemed Provisions.
- Prepare contemporary and consistent guidance for the preparation and amendment of local planning schemes.

*Notes:*

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- Prepare a design code (similar to the R-Codes) for industrial<sup>2</sup> zones and potentially the Service Commercial zone.
- Publish approved variations to the Model Provisions, along with justification.

In the longer term (3 + years) it is proposed to:

- Update the Model Provisions to include a standardised zoning table and primary development controls for all model zones, to be applied State-wide (with consideration of appropriate regional variations).
- Update the Deemed Provisions to include relevant elements from the Model Provisions.
- Consider implementation options for a 'Deemed Local Planning Scheme' (subject to outcomes of investigation and consultation).
- Release and implement a design code for industrial<sup>2</sup> zones and potentially the Service Commercial zone.
- Conduct an ongoing review of the implementation of the standardised zoning table and objectives for the commercial<sup>1</sup> and industrial<sup>2</sup> type zones.

For more detail on these proposals and the recommended implementation approach, refer to the Stakeholder Consultation Report.

### 3. Frequently Asked Questions

#### Why has this work been undertaken?

This work has been undertaken to progress the goals and initiatives of the Action Plan for Planning Reform (2019), particularly those that relate to local planning schemes and improving the guidance available. The key objective is to make local planning schemes across the State more consistent where appropriate (refer to initiative C1 of the Action Plan).

#### How does this work seek to achieve consistency across local planning schemes?

Background research and consultation identified that there was potential for improved consistency for certain components of local planning schemes and this work focusses on those components - improving consistency of the use of land use terms (and associated definitions), zones, and reserves in local planning schemes across the State, and land use permissibility and the approach to development requirements in commercial<sup>1</sup> and industrial<sup>2</sup> type zones in the Perth and Peel region scheme areas.

#### Will this work consider addressing issues with current land use definitions such as 'Community Purpose'?

The draft report proposes to modify 23 land uses, delete or replace 14 land uses and introduce 14 new land uses to achieve greater consistency with legislation and policy and address implementation issues. In response to issues surrounding land use permissibility of

Notes:

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rehabilitation centres, the draft report proposes modification of the 'community purpose' land use definition to exclude uses associated with alcohol or other drug rehabilitation services.

### How will this work be implemented?

To implement these changes, a series of regulatory changes, including the Model Provisions and Deemed Provisions have been suggested, in addition to developing guidance for local planning schemes, and a design code for industrial zones. Further information on the proposals and recommended implementation approach can be found in the Stakeholder Consultation Report.

### Will there be further consultation on any amendments to the Regulations?

Separate consultation with stakeholders will be undertaken on the proposed amendments to the Regulations once they have been drafted.

### Where can I find more information about the proposed changes and recommended implementation options?

A Stakeholder Consultation Report has been prepared – this includes detailed project and background information, including more detail about the proposed changes and a recommended implementation approach. If you have further questions after reviewing this report, please contact Reform Delivery at [planningreform@dplh.wa.gov.au](mailto:planningreform@dplh.wa.gov.au).

### Will the proposed zoning table for commercial and industrial type zones in the Metropolitan and Peel region schemes areas apply more widely?

The proposed zoning table has been prepared specifically for the Metropolitan and Peel region scheme areas and only covers commercial and industrial type zones. Your feedback on the applicability beyond these regions/zones is sought and encouraged as part of the consultation exercise.

### Should my local government prepare its local planning scheme consistent with the proposed changes identified in the Stakeholder Consultation Report?

The proposed changes contemplated in the Stakeholder Consultation Report are not expected to be integrated into the preparation of new local planning schemes or the amendments of existing local planning schemes until amendments to the Regulations and guidance for the preparation or amendment of local planning schemes has been prepared.

## 4. More Information & Questions

If you require further information, please contact Reform Delivery on 6551 8002 or email [planningreform@dplh.wa.gov.au](mailto:planningreform@dplh.wa.gov.au).

### Notes:

- <sup>1</sup> Commercial type zones includes Local Centre, Neighbourhood Centre, Centre, Mixed Use and Service Commercial zones, as proposed.
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## **APPENDIX A – PROPOSED CHANGES TO LAND USES**





Land Use	Current	Proposed change and justification
Amusement parlour	Means premises — (a) that are open to the public; and (b) that are used predominantly for amusement by means of amusement machines including computers; and (c) where there are 2 or more amusement machines.	<b>Delete land use</b> The definition of amusement parlour is considered very narrow in scope and it could easily be integrated into the definition of 'recreation-private'.
Animal husbandry - intensive	Means premises used for keeping, rearing or fattening of pigs, poultry (for either egg or meat production), rabbits (for either meat or fur production) or other livestock in feedlots, sheds or rotational pens.	<b>Modify land use</b> Following a review of State Planning Policy 2.5 - Rural planning, it was suggested that the definition of animal husbandry be expanded to include specific reference to additional animals such as alpacas, beef and dairy cattle, goats and sheep Rather than expanding the list of specific animals in the definition, it is considered more pragmatic to provide greater flexibility to accommodate a broader range of relevant animals by modifying the definition to remove reference to specific animals (for example pigs, rabbits etc) and replace with more broader reference to animals/livestock.
Aerodrome	No current definition in Regulations.	<b>Add land use</b> There have been a number of schemes pre and post Regulations that include a land use term of either aerodrome, airfield or aviation uses. It is proposed that the use aerodrome be introduced to include those areas of land or water certified under the Civil Aviation Act for use as an aerodrome.
Aircraft landing area	No current definition in Regulations.	<b>Add land use</b> There have been a number of schemes pre and post Regulations that include a land use term of either aerodrome, airfield or aviation uses. It is proposed that the use aircraft landing area be introduced to include those areas of land suitable for the conduct of take-off and landing and associated aircraft operations for private, aerial work or charter activities.

Land Use	Current	Proposed change and justification
Brewery	Means premises the subject of a producer's licence authorising the production of beer, cider or spirits granted under the Liquor Control Act 1988.	<p><b>Replace land use</b></p> <p>The current definition of brewery includes other forms of liquor production including distillery and cidery. It is suggested that the land use term brewery and associated definition be replaced with 'liquor production facility'.</p> <p>The definition of 'liquor production facility' aligns with the Liquor Control Act and provides scope to include the full variety of alcohol production facilities (for example winery, brewery, cidery, distillery etc).</p>
Liquor store – large, liquor store – small, small bar, tavern, hotel, motel, nightclub, restaurant/café and proposed 'alcohol production facility'	Various.	<p><b>Modify land uses</b></p> <p>To improve clarity regarding the nature of each use in a planning context and remove potential for confusion regarding approval of the land use being dependent on a liquor license being granted and vice versa, it is proposed to:</p> <p>delete references to the type of liquor licence</p> <p>replace references to a licence being granted with capable of being granted a licence</p>
Bulky goods showroom	Means premises — (a) used to sell by retail any of the goods and accessories of the following types that are principally used for domestic purposes - (i) automotive parts and accessories; (ii) camping, outdoor and recreation goods; (iii) electric light fittings; (iv) animal supplies including equestrian and pet goods; (v) floor and window coverings; (vi) furniture, bedding,	<p><b>Modify land uses</b></p> <p>The review of SPP4.2 noted concerns from stakeholders that shops (such as supermarkets and pharmacies) are starting to locate in bulky goods and large format retail precincts (e.g. service commercial zone) which undermines the role and function of activity centres.</p> <p>In resolving to endorse the final release of SPP 4.2 (March 2022), the WAPC amongst other things resolved to review the 'shop' and 'bulky goods showroom' land use terms and zones related to activity centres in the Planning and Development (Local Planning Schemes) Regulations 2015.</p> <p>It is suggested that the definition of 'bulky goods showroom' be refined to:</p> <ul style="list-style-type: none"> <li>- Specify that goods and services are of a bulky nature</li> <li>- Excludes the sale of foodstuffs, alcohol, medicines, footwear or clothing unless their sale is ancillary to the sale of bulky goods</li> </ul>

Land Use	Current	Proposed change and justification
	<p>furnishings, fabrics, manchester and homewares;</p> <p>(vii) household appliances, electrical, goods and home entertainment goods;</p> <p>(viii) party supplies;</p> <p>(ix) office equipment and supplies;</p> <p>(x) babies' and children's goods, including play equipment and accessories;</p> <p>(xi) sporting, cycling, leisure, fitness goods and accessories;</p> <p>(xii) swimming pools.</p> <p>or</p> <p>(b) used to sell goods and accessories by retail if -</p> <p>(i) a large area is required for the handling, display or storage of the goods; or</p> <p>(ii) vehicular access is required to the premises for the purpose of collection of purchased goods.</p>	<p>- Remove reference to the specific types of goods and accessories specified in the current definition</p>
Caravan park	Means premises that are a caravan park as defined in the Caravan Parks and Camping Grounds Act 1995 section 5(1).	<p><b>Modify land uses</b></p> <p>9 schemes post Regulations and 21 schemes pre Regulations include camping ground as a land use term and definition.</p> <p>Schemes that include camping ground as a land use term refer to the Caravan Parks and Camping Grounds Act 1995 for a definition.</p> <p>The provision of 'caravan park/camping ground' as a combined land use term and definition in the model provisions, without reference to</p>



Land Use	Current	Proposed change and justification
Community purpose	Means premises designed or adapted primarily for the provision of educational, social or recreational facilities or services by organisations involved in activities for community benefit.	the Caravan Parks and Camping Grounds Act provides greater clarity to the use.  <b>Modify land use</b> It is proposed that the community purpose definition be revised to exclude uses associated with alcohol or other drug rehabilitation services. It is recognised that such land uses could be dealt with as a use not listed.
Family day care	Means premises where a family day care service as defined in the Education and Care Services National Law (Western Australia) is provided.	<b>Replace land use</b> As both 'home business' and 'family day care' are a business operated from a dwelling, there is an opportunity to combine these uses. It is suggested that the 'family day care' use is deleted and integrated into the 'home business' use.
Fast food outlet/lunch bar	Means premises, including premises with a facility for drive-through service, used for the preparation, sale and serving of food to customers in a form ready to be eaten — (a) without further preparation; and (b) primarily off the premises.	<b>Replace land use</b> Replace land use with 'food outlet'. It is suggested that the definition of food outlet allow for the preparation, sale and serving of food, in a form ready to be consumed without further preparation on and/or off the premises' and explicitly exclude drive-through facility.
Food outlet with drive-through facility	No current definition in the Regulations.	<b>Add land use</b> Currently the Regulations do not distinguish between those food outlets that have a drive through facility and those that do not. It is considered that the nature of land use and potential impact of a food outlet will be different depending on whether the food outlet has a drive through facility. To allow distinction between a food outlet that has drive through facility and those that do not, it is suggested that a new land use 'food outlet with drive-through facility' be introduced.

Land Use	Current	Proposed change and justification
<p>Freeway service centre and roadhouse</p>	<p>Means premises that has direct access to a freeway and which provides all the following services or facilities and may provide other associated facilities or services but does not provide bulk fuel services —</p> <ul style="list-style-type: none"> <li>(a) service station facilities;</li> <li>(b) emergency breakdown repair for vehicles;</li> <li>(c) charging points for electric vehicles;</li> <li>(d) facilities for cyclists;</li> <li>(e) restaurant, cafe or fast food services;</li> <li>(f) take-away food retailing;</li> <li>(g) public ablution facilities, including provision for disabled access and infant changing rooms;</li> <li>(h) parking for passenger and freight vehicles;</li> <li>(i) outdoor rest stop facilities such as picnic tables and shade areas.</li> </ul>	<p><b>Modify land use</b></p> <p>The definition should be refined to be less prescriptive as the current definition lists a number of specific uses or activities that can be undertaken.</p>
<p>Home business, home occupation, home office, home store</p>	<p>Various.</p>	<p><b>Replace land use</b></p> <p>There are currently four land uses related to the operation of a commercial business from a residential home.</p> <p>There are subtle differences in the definition of each land use, which are essentially development requirements rather than a definition. For example number of people employed, area occupied etc.</p> <p>To allow for the rationalisation of these uses and deal with subtle differences through development exemptions, development requirements or local planning policies rather than separate land uses.</p>

Land Use	Current	Proposed change and justification
Independent living complex	No current definition.	<p><b>Add land use</b></p> <p>Independent living complex is a term that was introduced in the Position Statement - Residential accommodation for ageing persons (December 2021) and has been approved as a variation to the model provisions through its inclusion in local planning schemes recently approved by the Minister.</p> <p>It is suggested that the land use 'independent living complex' and associated definition from the Planning Position Statement - Residential accommodation for ageing persons, be included in the Regulations.</p>
Industry – primary production	Means premises used — (a) to carry out a primary production business as that term is defined in the Income Tax Assessment Act 1997 (Commonwealth) section 995-1; or (b) for a workshop servicing plant or equipment used in primary production businesses.	<p><b>Replace land use</b></p> <p>Continuous review of the Regulations have identified that stakeholders are more comfortable with the term 'industry – rural', than 'industry – primary production'.</p> <p>It is suggested that the land use term 'industry – primary production' be replaced with 'industry – rural'.</p> <p>It is also suggested that the definition be modified to remove reference to the Income Tax Assessment Act 1997.</p>
Market	Means premises used for the display and sale of goods from stalls by independent vendors.	<p><b>Modify land use</b></p> <p>The review of SPP4.2 acknowledged that the market land use definition may also require review as it may provide an opportunity for large shops to locate out of centre zones.</p> <p>It is suggested that the definition be modified to make reference to 'temporary' stalls.</p>
Motor vehicle repair and motor vehicle wash	Means premises used for or in connection with - (a) electrical and mechanical repairs, or overhauls, to vehicles other than panel beating, spray painting or	<p><b>Replace land use</b></p> <p>These uses are likely to result in similar considerations with respect to noise and traffic, and have similar use permissibility in a number of Schemes.</p>

Land Use	Current	Proposed change and justification
	chassis reshaping of vehicles; or (b) repairs to tyres other than recapping or retreading of tyres.  Means premises primarily used to wash motor vehicles.	It is suggested that Motor Vehicle Repair and Motor Vehicle Wash be combined as one use called vehicle repair / wash  It is suggested that the definition for vehicle repair / wash address the following:  Includes electrical, mechanical or tyre repairs or washing of vehicles Excludes panel beating, spray painting or chassis reshaping of vehicles or recapping or re-treading of tyres.
Park home park	Means premises used as a park home park as defined in the Caravan Parks and Camping Grounds Regulations 1997 Schedule 8.	<b>Modify land use</b> Reference to schedule 8 of Caravan Parks and Camping Grounds Regulations 1997 should be deleted as that schedule is no longer included in those Regulations.
Recreation - private	Means premises that are — (a) used for indoor or outdoor leisure, recreation or sport; and (b) not usually open to the public without charge.	<b>Modify land use</b> As it is suggested that the land use term 'amusement parlour' and associated definition be deleted, it is also suggested to modify the definition of 'recreation – private' to include reference to 'amusement'.
Renewable energy facility	Not currently defined in the Regulations.	<b>Add land use</b> The Minister has approved the inclusion of the term 'renewable energy facility' in 21 schemes post Regulations.  The Position Statement – Renewable energy facilities (March 2020) proposed a definition for a 'renewable energy facility'. It is suggested that the definition for renewable energy facility be consistent with the definition from the position statement.
Repurposed dwelling and second-hand dwelling	Not currently defined in the Regulations.	<b>Add land use</b> Amenity concerns have been raised by various stakeholders with respect to repurposed dwellings and second-hand dwellings being exempt from requiring development approval under the Regulations as they currently fall within the definition of a 'single house' which are normally listed as a 'P' use in schemes.  To allow local governments to control the location of repurposed dwellings and second-hand dwellings, the inclusion of repurposed

Land Use	Current	Proposed change and justification
		<p>dwelling and second-hand dwelling as land uses has been approved as a variation to the model provisions in around 20 local planning schemes post Regulations.</p> <p>Preliminary consultation with some local governments and industry stakeholders has suggested that repurposed dwelling and second-hand dwelling are a single house and do not warrant inclusion as individual land uses within the Regulations. Those stakeholders suggested that that the appearance, condition and built form of a dwelling where necessary could be dealt with through scheme provisions or a local planning policy.</p> <p>Further feedback is sought as to whether repurposed dwelling and second-hand dwelling should be included as separate land uses in the Regulations.</p>
Residential care facility	Not currently defined in the Regulations.	<p><b>Add land use</b></p> <p>There have been many different land uses and definitions across schemes both pre and post Regulations that have been used to classify or define a facility providing personal and/or nursing care primarily to people who are frail and aged or dependent persons.</p> <p>Position Statement - Residential accommodation for ageing persons (December 2021) proposed the use of the land use term 'residential aged care facility' and associated definition.</p> <p>Preliminary consultation with some local governments and industry stakeholders has suggested as people of all ages can require high levels of care, broader reference to residential care is preferred over specific reference to 'aged care'.</p> <p>It is suggested that the proposed land use remove reference to 'aged' and instead be referred to as 'residential care facility'</p>
Rural home business	Means a dwelling or land around a dwelling used by an occupier of the dwelling to carry out a business, service or occupation if the carrying	<p><b>Modify land use</b></p> <p>There are a number of schemes post and pre Regulations that have included a diversity of land uses (e.g. wayside stall, produce stall) that</p>



Land Use	Current	Proposed change and justification
	<p>out of the business, service or occupation —</p> <p>(a) does not involve employing more than 2 people who are not members of the occupier's household; and</p> <p>(b) will not cause injury to or adversely affect the amenity of the neighbourhood; and</p> <p>(c) does not occupy an area greater than 200 m<sup>2</sup>; and</p> <p>(d) does not involve the retail sale, display or hire of any goods unless the sale, display or hire is done only by means of the Internet; and</p> <p>(e) does not result in traffic difficulties as a result of the inadequacy of parking or an increase in traffic volumes in the neighbourhood; and</p> <p>(f) does not involve the presence, use or calling of more than 3 vehicles at any one time or of a vehicle of more than 30 tonnes gross weight.</p>	<p>generally relate to the sale of produce or commodity grown on the land on which it is sold.</p> <p>To avoid the introduction of a new land use in the model provisions it is recommended that the definition of rural home business is modified to delete subclause (d) from the existing definition, so as to allow for the sale of goods.</p>
Service station	<p>Means premises other than premises used for a transport depot, panel beating, spray painting, major repairs or wrecking, that are used for —</p> <p>(a) the retail sale of petroleum products, motor vehicle accessories and goods of an incidental or convenience nature; or</p>	<p><b>Modify land use</b></p> <p>the definition of service station should be refined to be less prescriptive to allow for the various types of fuel (currently limited to petroleum products) and the charging of vehicles.</p>

Land Use	Current	Proposed change and justification
Shop	<p>(b) the carrying out of greasing, tyre repairs and minor mechanical repairs to motor vehicles.</p> <p>Means premises other than a bulky goods showroom, a liquor store — large or a liquor store — small used to sell goods by retail, to hire goods, or to provide services of a personal nature, including hairdressing or beauty therapy services;</p>	<p><b>Modify land use</b></p> <p>Currently the Regulations includes the land use term 'shop'. Shop means premises other than a bulky goods showroom, a liquor store — large or a liquor store — small used to sell goods by retail, to hire goods, or to provide services of a personal nature, including hairdressing or beauty therapy services. The recent review and update of SPP 4.2 provides for two different shop sizes:</p> <ul style="list-style-type: none"> <li>- shop – small – no greater than 1500m2 NLA</li> <li>- shop – large – greater than 1500m2 NLA</li> </ul> <p>The intent of specifying shop – small and shop – large is to encourage larger shops (full-line supermarkets) to locate in higher level activity centres (neighbourhood and above). Locating full-line or large supermarkets in higher order centres encourages diversity of land use and housing density around those centres intended to have the largest population catchments.</p> <p>To support implementation of SPP4.2 and encourage appropriate sized shops in activity centres, it is suggested that the current 'shop' land use be separated into two uses 'shop – small' (a net lettable area of less than 1,500m2) and 'shop – large' (a net lettable area of more than 1,500m2).</p> <p>It suggested that the definitions for shop – small and shop – large exclude other shops and liquor stores.</p>
Tourist accommodation related land uses	Various definitions.	<p><b>Modify land use</b></p> <p>The draft position statement: planning for tourism (December 2021) proposes a number of new and modified land uses related to tourist accommodation. Overall, it is proposed that land use definitions which refer to 'short-stay' be amended to refer to the updated terminology used in other jurisdictions, being 'short-term rental accommodation'.</p>

Land Use	Current	Proposed change and justification
		<p>Holiday Accommodation, Hotel, Motel, Serviced Apartment and Tourist Development are all uses that offer short stay accommodation, along with varying forms of amenities. The likely impacts of these uses are similar. There is potential to possibly combine these uses. The draft position statement proposes a number of new and modified land uses related to tourist accommodation.</p> <p>For instance, it is noted that 'holiday unit' and 'holiday apartment' are potentially overlapping definitions and may be either a grouped or multiple dwelling. It is suggested that the well known 'holiday house' definition as applying to a single house, be retained. The impacts of a holiday house on amenity may not be as considerable compared with a grouped or multiple dwelling, due to factors such as the proximity of neighbours, parking and common facilities.</p> <p>It is intended to delete the land use term 'bed and breakfast' from the model provisions. With the advent of online platforms listing short-term rental accommodation, 'bed and breakfast' as a distinct land use is an out of date concept.</p> <p>Tourist development and serviced apartment are similar definitions, and it is likely that both are not required. Further, the definition for serviced apartment could be refined if retained to exclude references to a reception.</p> <p>It is proposed that the term short-term rental accommodation has been amended to include reference to accommodation provided on a commercial basis.</p> <p>There are two forms of low impact short-term rental accommodation in which it is proposed that they be exempt from the need to obtain development approval. These are as follows:</p> <ul style="list-style-type: none"> <li>- Hosted accommodation: refers to a dwelling or ancillary dwelling, or portion thereof, used for the purpose of short-term rental accommodation, with a permanent resident who is present overnight for the duration of the stay either in the dwelling or ancillary dwelling.</li> </ul>

Land Use	Current	Proposed change and justification
		<ul style="list-style-type: none"> <li>Unhosted accommodation: refers to a single house, grouped or multiple dwelling where it is let for no more than 60 days per calendar year. The intent is that unhosted accommodation over the 60 days per year would trigger a change of use, which may require the host to obtain development approval, depending on the requirements of the local government.</li> </ul>
Veterinary centre	Means premises used to diagnose animal diseases or disorders, to surgically or medically treat animals, or for the prevention of animal diseases or disorders.	<b>Modify land use</b> Update the land use to be consistent with the Veterinary Practice Act 2021.
Warehouse/storage	Means premises including indoor or outdoor facilities used for — (a) the storage of goods, equipment, plant or materials; or (b) the display or sale by wholesale of goods;	<b>Modify land use</b> The review of SPP4.2 acknowledged that the warehouse/storage land use definition may also require review as the current definition may assist warehouse style supermarkets to locate out of centre. It is suggested that the definition be modified to provide more clarity around the term “wholesale”, whereby the goods sold are to be on sold by a retailer.
Winery	Means premises used for the production of viticultural produce and associated sale of the produce.	<b>Replace land use</b> It is suggested that the ‘winery’ land use be deleted from the Regulations as it would fall under the broader proposed land use of ‘liquor production facility’ (see proposed new land use above).
Wind farm	Means premises used to generate electricity by wind force and any associated turbine, building or other structure but does not include anemometers or turbines used primarily to supply electricity for a domestic property or for private rural use.	<b>Replace land use</b> Consistent with the Position Statement – Renewable energy facilities (March 2020) it is suggested that the wind farm land use be replaced as it will be incorporated in the proposed new land use renewable energy facility.





## **APPENDIX B – PROPOSED CHANGES TO ZONES & RESERVES**





Zone	Current	Proposed change and justification
Residential	<ul style="list-style-type: none"> <li>To provide for a range of housing and a choice of residential densities to meet the needs of the community.</li> <li>To facilitate and encourage high quality design, built form and streetscapes throughout residential areas.</li> <li>To provide for a range of non-residential uses, which are compatible with and complementary to residential development.</li> </ul>	<p><b>Modify zone objectives</b></p> <p>Review of the objectives is required to assist improved alignment of the zone objectives with the R-Codes. It is suggested that this may include clearer reference to the residential density code and objectives of the medium density policy component of the R-Codes.</p>
Rural	<ul style="list-style-type: none"> <li>To provide for the maintenance or enhancement of specific local rural character.</li> <li>To protect broad acre agricultural activities such as cropping and grazing and intensive uses such as horticulture as primary uses, with other rural pursuits and rural industries as secondary uses in circumstances where they demonstrate compatibility with the primary use.</li> <li>To maintain and enhance the environmental qualities of the landscape, vegetation, soils and water bodies, to protect sensitive areas especially the natural valley and watercourse systems from damage.</li> <li>To provide for the operation and development of existing, future and potential rural land uses by limiting the introduction of sensitive land uses in the Rural zone.</li> <li>To provide for a range of non-rural land uses where they have demonstrated benefit and are compatible with surrounding rural uses.</li> </ul>	<p><b>Modify zone objectives</b></p> <p>It is suggested that objectives be modified to:</p> <ul style="list-style-type: none"> <li>Refer to amenity rather than character to ensure consistency with the use of amenity in the objectives of other zones and in the deemed provisions.</li> <li>Ensure that the objectives as currently worded do not imply that rural industry can only occur if it is incidental or ancillary to agricultural activities (such as cropping and grazing).</li> <li>Broaden the scope of the third objective by removing reference to sensitive areas and natural valleys.</li> </ul>

Zone	Current	Proposed change and justification
Rural Residential	<ul style="list-style-type: none"> <li>To provide for lot sizes in the range of 1 ha to 4 ha.</li> <li>To provide opportunities for a range of limited rural and related ancillary pursuits on rural-residential lots where those activities will be consistent with the amenity of the locality and the conservation and landscape attributes of the land.</li> <li>To set aside areas for the retention of vegetation and landform or other features which distinguish the land.</li> </ul>	<p><b>Modify zone objectives</b></p> <p>It is suggested that objective 1 be modified to make reference to applicable State Planning Policy as <u>State Planning Policy 2.5 - Rural planning</u> provides criteria and controls around subdivision of rural residential lots. The objectives should also recognise that the zone provides for low density residential uses.</p>
Rural Smallholdings	<ul style="list-style-type: none"> <li>To provide for lot sizes in the range of 4 ha to 40 ha.</li> <li>To provide for a limited range of rural land uses where those activities will be consistent with the amenity of the locality and the conservation and landscape attributes of the land.</li> <li>To set aside areas for the retention of vegetation and landform or other features which distinguish the land.</li> </ul>	<p><b>Modify zone objectives</b></p> <p>Similar to above it is suggested that objective 1 be modified to make reference to applicable State Planning Policy as <u>State Planning Policy 2.5 - Rural planning</u> provides criteria and controls around subdivision of rural smallholding lots. The objectives should also recognise that the zone provides for low density residential uses.</p>
Strategic Industry	To designate industrial sites of State or regional significance.	<p><b>Modify zone objectives</b></p> <p>The current objective is not that useful in assisting the assignment of permissibility of land uses to the zone. It is suggested that additional objectives consistent with SPP 4.1 be included to address principles related to:</p> <ul style="list-style-type: none"> <li>Accommodating high intensity industries of state significance.</li> <li>Accommodating supporting infrastructure.</li> <li>Co-location of compatible and complementary land uses.</li> <li>Incorporate impact areas within the zone that require suitable and appropriate integration with surrounding compatible zones, reserves and land uses.</li> </ul>

Zone	Current	Proposed change and justification
Local Centre	No current zone / objectives.	<p><b>Add zone</b></p> <p>Based on the review of SPP4.2 Activity Centres, the WAPC has formed a position that a <b>local centre</b> warrants an individual zone. It is intended that a local centre provide for the incidental and convenience needs of the local community (within a walkable catchment) primarily through land uses such as convenience store, shop – small, liquor store – small, fast food outlet / lunch bar, restaurant/café, small bar. It is suggested that objectives for the local centre zone address principles related to:</p> <ul style="list-style-type: none"> <li>• Providing for the local community's incidental and convenience needs of goods and services, consistent with this level of the activity centre hierarchy as outlined in the applicable State planning policy.</li> <li>• Ensuring that development is of a scale compatible with surrounding development and does not adversely impact on adjoining residential areas.</li> <li>• Providing for a pedestrian-dominant streetscape where the primary focus of activity is on the street, the public realm and public open spaces.</li> <li>• Prioritise walking, cycling and public transport access to and within the centre.</li> <li>• Ensuring the design and landscaping of development provides a high standard of safety, convenience and amenity and contributes towards a sense of place and community.</li> </ul>
Neighbourhood Centre	No current zone / objectives	<p><b>Add zone</b></p> <p>Based on the review of SPP4.2 Activity Centres, the WAPC has formed a position a <b>neighbourhood centre</b> warrants an individual zone. It is intended that a neighbourhood centres provide a local focal point for daily</p>



Zone	Current	Proposed change and justification
		<p>to weekly household shopping needs, community facilities and a small range of other convenience services. A neighbourhood centre may provide for land uses allowed in a local centre, plus the additional land uses of Shop – large, liquor store – large, market, restricted premises, amusement parlour, educational establishment, recreation – private, small bar, tavern, office – small, medical centre, art gallery.</p> <p>It is suggested that the objectives for the neighbourhood centre zone address the following principles:</p> <ul style="list-style-type: none"> <li>• Providing a focal point for accommodating the local community's daily to weekly household shopping needs, community facilities, small range of convenience services and local employment consistent with this level of the activity centre hierarchy as outlined in the applicable State planning policy.</li> <li>• Ensuring that development is of a scale compatible with surrounding development and does not adversely impact on adjoining residential areas.</li> <li>• Providing for a pedestrian-dominant streetscape where the primary focus of activity is on the street, the public realm and public open spaces.</li> <li>• Providing a focus for integrated and well-designed medium density housing and mixed used development.</li> <li>• Prioritise walking, cycling and public transport access to and within the centre.</li> <li>• Ensuring the design and landscaping of development provides a high standard of safety, convenience and amenity and contributes towards a sense of place and community.</li> </ul>

Zone	Current	Proposed change and justification
Centre	<ul style="list-style-type: none"> <li>To designate land for future development as a town centre or activity centre.</li> <li>To provide a basis for future detailed planning in accordance with the structure planning provisions of this Scheme or the Activity Centres State Planning Policy.</li> </ul>	<p><b>Modify zone objectives</b></p> <p>Based on the review of SPP4.2 Activity Centres, It is generally agreed that the differences between district, secondary and strategic centres as identified in SPP 4.2, is a matter relating to the area of land zoned rather than land use permissibility and so a separate zone is not necessarily required for each of the three centres of district, secondary and strategic. It is therefore suggested that any district, secondary or strategic centres be zoned 'Centre'.</p> <p>It is suggested that the current objectives of the 'Centre' zone under clause 16 of the Model Provisions be modified to address the following principles:</p> <ul style="list-style-type: none"> <li>• Providing a focal point for accommodating a broad range of land uses to meet the community's district and/or sub-regional needs for goods and services, community facilities, entertainment and leisure, education, health and tourism, consistent with the centre's level of the activity centre hierarchy as outlined in the applicable State planning policy.</li> <li>• Facilitating a broad range of employment to contribute towards the sub-region's employment self-sufficiency, consistent with the centre's level of the activity centre hierarchy.</li> <li>• Providing a basis for detailed planning in accordance with any relevant State planning policy.</li> <li>• Ensuring that development at the edges of the centre is of a scale which facilitates transition with adjoining residential areas.</li> <li>• Providing for a pedestrian-dominant streetscapes where the primary focus of activity is on the street, the public realm and public open spaces.</li> </ul>

Zone	Current	Proposed change and justification
Mixed Use	<ul style="list-style-type: none"> <li>To provide for a wide variety of active uses on street level which are compatible with residential and other non-active uses on upper levels.</li> <li>To allow for the development of a mix of varied but compatible land uses such as housing, offices, showrooms, amusement centres, eating establishments and appropriate industrial activities which do not generate nuisances detrimental to the amenity of the district or to the health, welfare and safety of its residents.</li> </ul>	<ul style="list-style-type: none"> <li>Providing a focus for integrated and well-designed high density housing and mixed used development.</li> <li>Providing for a diverse range of housing options to meet the needs of the community.</li> <li>Providing public open space and other infrastructure needed to serve residents, workers and visitors.</li> <li>Ensuring walking, cycling and public transport access to and within the centre is prioritised whilst ensuring safe and efficient access for service vehicles.</li> <li>Ensuring the design and landscaping of development provides a high standard of safety, convenience and amenity and contributes towards a sense of place and community</li> </ul>
	<p><b>Modify zone objectives</b></p> <p>SPP 4.2 encourages the use of a 'mixed use' zone for the frame of strategic, secondary and district centres. The frame is the area of land used to transition from the core of the activity centre to surrounding residential areas. Modification to the objectives of the mixed use zone is required to recognise the role of the mixed use zone in providing for the frame of activity centres. It suggested that an objective be included for the mixed used zone that provides for a transition in the scale of development from a centre zone to surrounding areas.</p> <p>As mixed use zones are also used in local governments that do not fall in the Metropolitan, Peel or Bunbury Region Scheme areas and/or do not include a centre zone, it is suggested that a note be included in brackets to acknowledge that the objective only applies where a centre zone exists.</p>	

Zone	Current	Proposed change and justification
Service Commercial	<ul style="list-style-type: none"> <li>To accommodate commercial activities which, because of the nature of the business, require good vehicular access and/or large sites.</li> <li>To provide for a range of wholesale sales, showrooms, trade and services which, by reason of their scale, character, operational or land requirements, are not generally appropriate in, or cannot conveniently or economically be accommodated in, the central area, shops and offices or industrial zones.</li> </ul>	<p><b>Modify zone objectives</b></p> <p>To support implementation of SPP 4.2, it is suggested that the objectives of the service commercial zone are modified to make appropriate reference to proposed centre zone(s) and reinforce the importance of the service commercial zone not impacting on the role and function of centre zone(s).</p>
Commercial	<ul style="list-style-type: none"> <li>To provide for a range of shops, offices, restaurants and other commercial outlets in defined townsites or activity centres.</li> <li>To maintain the compatibility with the general streetscape, for all new buildings in terms of scale, height, style, materials, street alignment and design of facades.</li> <li>To ensure that development is not detrimental to the amenity of adjoining owners or residential properties in the locality.</li> </ul>	<p><b>Delete zone</b></p> <p>With the addition of the local and neighbourhood centre zones and modification to objectives of the centre zone, it is unlikely that a commercial zone is required. Out-of-centre developments shouldn't really be happening and if they are, an additional use or special use zone is the most appropriate way to do it so that it can be conditioned.</p> <p>It is suggested that the commercial zone and associated objectives be deleted from the Regulations.</p>
Rural Enterprise	No current zone / objectives.	<p><b>Add zone</b></p> <p>SPP 2.5 (approved December 2016) recognised the need to support economic opportunities in small rural communities by providing for rural enterprise zones which combine light industry and housing, provided they are carefully planned; in general proximity to urban areas; serviced; and have design features that address buffers and amenity.</p> <p>It is suggested that objectives for the rural enterprise zone address the following principles:</p>

Zone	Current	Proposed change and justification
		<ul style="list-style-type: none"> <li>• Providing for light industrial and ancillary residential development on one lot.</li> <li>• Providing for lot sizes in the range of 1 ha to 4 ha.</li> <li>• Carefully design rural enterprise estates to provide a reasonable standard of amenity without limiting light industrial land uses.</li> </ul>
Priority agriculture	No current zone / objectives.	<p><b>Add zone</b></p> <p>As a result of the review of SPP 2.5 Rural Planning, it has been suggested that a 'priority agriculture' zone be included in the Regulations for land of state, regional or local significance for food production.</p> <p>It is suggested that the objectives for a 'priority agriculture' zone address following principles:</p> <ul style="list-style-type: none"> <li>• Identify land of State, regional or local significance for food production purposes.</li> <li>• Retain priority agricultural land for agricultural purposes.</li> <li>• Limit the introduction of land uses which may compromise existing, future and potential agricultural production.</li> </ul>
Cultural and natural resource use	No current zone / objectives.	<p><b>Add zone</b></p> <p>A new 'cultural and natural resource use' zone is proposed. It is expected that the zone would typically cover Aboriginal Land Trust land where a variety of land use rights and interests apply over the land as part of indigenous land use agreements under the Native Title Act 1993, such as traditional hunting and camping, management of land and economic ventures.</p> <p>It is suggested that the objectives for a 'cultural and natural resource use' zone address the following principles:</p>



Zone	Current	Proposed change and justification
		<ul style="list-style-type: none"> <li>• Ensure the preservation of Aboriginal heritage and culturally significant areas.</li> <li>• Provide for the conservation of significant landscape and environmental areas and values.</li> <li>• Allow for low impact tourism and economic development opportunities.</li> <li>• Allow land uses associated with Aboriginal heritage, traditional law and culture.</li> </ul>
Urban development	<ul style="list-style-type: none"> <li>• To provide an intention of future land use and a basis for more detailed structure planning in accordance with the provisions of this Scheme.</li> <li>• To provide for a range of residential densities to encourage a variety of residential accommodation.</li> <li>• To provide for the progressive and planned development of future urban areas for residential purposes and for commercial and other uses normally associated with residential development.</li> <li>• To provide an intermediate transitional zone following the lifting of an urban deferred zoning within the Metropolitan Region Scheme.</li> </ul>	<p><b>Modify zone objectives</b></p> <p>The fourth objective is specific to the Metropolitan region scheme so it is suggested that the objectives for the zone are modified to replace the reference to the Metropolitan Region Scheme with 'a region planning scheme' so that the objective can be applied to those schemes that fall within a region scheme area</p>
Special residential	<ul style="list-style-type: none"> <li>• To provide for lot sizes in the range of 2 000 m<sup>2</sup> and 1 ha.</li> <li>• To ensure development is sited and designed to achieve an integrated and harmonious character.</li> <li>• To set aside areas where the retention of vegetation and landform or other features which distinguish the land, warrant a larger residential lot size than that expected in a standard residential zone.</li> </ul>	<p><b>Delete zone</b></p> <p>In 2021 the WAPC released a position statement <a href="#">Planning Position Statement - Special residential zone</a> (<a href="http://www.wa.gov.au">www.wa.gov.au</a>) outlining the WAPC's intent to discontinue the special residential zone in local planning schemes. Consistent with the intent of the WAPC's position statement it is suggested that the special residential zone is removed from the Regulations.</p>
Rural towns site zone	To provide for a range of land uses that would typically be found in a small country town	<b>Modify zone name</b>

Zone	Current	Proposed change and justification
		For consistency with other zone names listed, Remove the word 'zone' from the zone name in cl.2 of Schedule 3 and from the zone name listed in cl.16 of the model provisions.
Special use zone	<ul style="list-style-type: none"> <li>To facilitate special categories of land uses which do not sit comfortably within any other zone.</li> <li>To enable the Council to impose specific conditions associated with the special use.</li> </ul>	<p><b>Modify zone name</b></p> <p>For consistency with other zone names listed, Remove the word 'zone' from the zone name in cl.2 of Schedule 3 and from the zone name listed in cl.16 of the model provisions.</p> <p>To ensure consistency throughout the Regulations, in the second objective change 'Council' to 'local government'.</p>
Foreshore	N/A	<p><b>Add reserve</b></p> <p>The need for a new reserve called 'foreshore' has previously been identified to assist with the implementation of SPP 2.6 Coastal Planning.</p> <p>It is suggested that the objectives for a 'foreshore' reserve address the following principles:</p> <ul style="list-style-type: none"> <li>Set aside areas for foreshore reserved abutting a body of water or water course.</li> <li>Provide for the protection of natural values and processes, including a coastal retreat.</li> <li>To accommodate a range of active and passive recreational uses that would be capable of relocation or rehabilitation.</li> </ul>
Civic and community, social care facilities, cultural facilities	N/A	<p><b>Rationalise reserves</b></p> <p>Remove 'social care facilities' and 'cultural facilities' reserves and retain the 'civic and community' reserve'. It is suggested that the objectives for the 'civic and community' reserve address the following principles:</p> <ul style="list-style-type: none"> <li>Provide for a range of community facilities and services which are compatible with surrounding land use and development.</li> </ul>

Zone	Current	Proposed change and justification
		<ul style="list-style-type: none"> <li>Provide for public facilities and other services by organisations involved in activities for community benefit.</li> </ul>
Public purposes, medical purposes, education, emergency services, heritage, government services and recreational	N/A	<p><b>Rationalise reserves</b></p> <p>Rationalise the number of public purpose reserves by grouping them together under the reserve 'public purposes'.</p> <p>It is suggested that the objectives for the 'public purpose' reserve address the following principle:</p> <ul style="list-style-type: none"> <li>Provide for a range of essential public services and facilities.</li> <li>Prior to proceeding with the suggested changes above, further consideration will be given to the implications for exemptions for public works if the list of public works reserves were to be rationalised.</li> </ul>
Infrastructure services	N/A	<p><b>Modify reserve</b></p> <p>Preliminary consultation with local government and industry stakeholders indicated a preference for retaining 'infrastructure services' as a specific reserve.</p> <p>It is suggested that the objectives for 'infrastructure services' reserve address the following principle: provide for a range of essential public infrastructure services.</p>



**APPENDIX C – RECOMMENDED  
ZONING TABLE FOR  
COMMERCIAL &  
INDUSTRIAL TYPE  
ZONES IN THE  
METROPOLITAN  
REGION & PEEL  
REGION SCHEME  
AREAS**





**LEGEND:**

Proposed changes to land uses identified in **Appendix A** are acknowledged in the below table as follows:

- Land uses coloured green are proposed new land uses.
- Land uses coloured blue are those where the definition is proposed to be modified.
- Land uses coloured red are proposed to be deleted and/or replaced by another land use.

Proposed changes to zones identified in **Appendix B** are acknowledged in the below table as follows:

- Zones coloured in green are proposed new zones.
- Zones coloured in blue are those where the objectives of the zone are proposed to be modified.

USE	Local Centre	Neighbourhood Centre	Centre	Mixed Use	Service Commercial	Light Industry	General Industry	Rural Enterprise
Abattoir	X	X	X	X	X	X	A	X
Agriculture — extensive	X	X	X	X	X	X	X	X
Agriculture — intensive	X	X	X	X	X	D	D	A
Amusement Parlour	A	D	D	A	P	X	X	X
Animal Establishment	X	X	X	X	X	X	X	A
Animal Husbandry – intensive	X	X	X	X	X	X	X	X
Art Gallery	X	P	P	P	D	X	X	X
Aerodrome	X	X	X	X	X	X	X	X
Aircraft Landing Area	X	X	X	X	X	X	X	X
Bed & Breakfast	P	P	P	P	X	X	X	X
Betting Agency	A	A	D	A	D	X	X	X
Brewery	X	X	D	X	D	D	P	D
Bulky goods showroom	X	X	D	D	P	X	X	X
Car Park	D	D	D	D	P	P	D	X
Caravan Park / Camping Ground	X	X	X	X	X	X	X	X
Child Care Premises	D	P	P	D	D	X	X	X
Cinema/Theatre	X	P	P	X	X	X	X	X
Civic Use	D	P	P	D	D	X	X	X
Club Premises	X	A	A	A	A	X	X	X
Commercial Vehicle Parking	X	X	X	X	D	P	P	D
Community Purpose	D	P	P	D	D	X	X	X
Consulting Room	P	P	P	P	D	X	X	X
Container Deposit Recycling Centre	X	X	X	X	D	P	P	D

USE	Local Centre	Neighbourhood Centre	Centre	Mixed Use	Service Commercial	Light Industry	General Industry	Rural Enterprise
Convenience Store	P	P	P	D	D	D	X	X
Corrective Institution	X	X	X	X	X	X	X	X
Educational Establishment	D	P	P	D	D	A	A	X
Exhibition Centre	X	P	P	D	D	X	X	X
Family Day Care	P	P	P	P	X	X	X	X
Fast Food Outlet / Lunch Bar	P	P	P	D	D	D	X	X
Food Outlet	P	P	P	D	D	D	X	X
Food Outlet with Drive-Through Facility	A	P	P	X	D	X	X	X
Freeway Service Centre	X	X	X	X	X	X	X	X
Fuel Depot	X	X	X	X	X	A	P	X
Funeral Parlour	X	D	P	D	D	D	X	X
Garden Centre	D	D	D	D	P	D	X	X
Grouped Dwelling	P	D	D	D	X	X	X	X
Holiday Accommodation	D	D	D	D	X	X	X	X
Holiday House	D	D	D	D	X	X	X	X
Home Business	D	D	D	D	X	X	X	D
Home Occupation	P	P	P	P	X	X	X	P
Home Office	P	P	P	P	X	X	X	P
Home Store	P	P	P	P	X	X	X	P
Hospital	X	D	D	A	D	X	X	X
Hotel	A	D	D	A	X	X	X	X
Independent Living Complex	D	D	D	D	X	X	X	X
Industry	X	X	X	X	X	X	P	X

USE	Local Centre	Neighbourhood Centre	Centre	Mixed Use	Service Commercial	Light Industry	General Industry	Rural Enterprise
Industry - extractive	X	X	X	X	X	X	A	X
Industry - light	X	X	X	X	D	P	P	P
Industry – primary production	X	X	X	X	X	D	P	D
Industry - rural	X	X	X	X	X	D	P	D
Liquor Production Facility	X	X	D	X	D	D	P	D
Liquor Store - large	D	P	P	A	X	X	X	X
Liquor Store - small	P	P	P	A	X	X	X	X
Marina	X	X	X	X	X	X	X	X
Marine Filling Station	X	X	X	X	D	A	D	X
Market	X	P	P	A	D	X	X	X
Medical Centre	D	P	P	D	D	X	X	X
Mining Operations	X	X	X	X	X	X	A	X
Motel	X	D	D	A	X	X	X	X
Motor Vehicle, Boat or Caravan Sales	X	X	D	A	P	X	X	X
Motor Vehicle Repair	X	A	A	X	A	D	P	D
Motor Vehicle Wash	A	D	P	X	P	P	P	D
Multiple Dwelling	P	P	P	P	X	X	X	X
Nightclub	X	X	D	X	X	X	X	X
Office	D	D	P	P	D	X	X	X
Park Home Park	X	X	X	X	X	X	X	X
Place of Worship	X	D	P	A	D	X	X	X
Reception Centre	X	D	P	A	D	X	X	X
Recreation – Private	A	D	D	A	P	X	X	X

USE	Local Centre	Neighbourhood Centre	Centre	Mixed Use	Service Commercial	Light Industry	General Industry	Rural Enterprise
Renewable Energy Facility	A	A	A	A	D	D	P	A
Repurposed Dwelling	D	D	D	D	X	X	X	D
Residential Care Facility	D	D	D	D	X	X	X	X
Residential Building	D	D	D	D	X	X	X	X
Resource Recovery Centre	X	X	X	X	X	A	A	X
Restaurant / Café	P	P	P	D	X	X	X	X
Restricted Premises	A	A	D	A	D	X	X	X
Road House	X	X	X	X	X	X	X	X
Rural Home Business	X	X	X	X	X	X	X	P
Rural Pursuit / Hobby Farm	X	X	X	X	X	X	X	P
Second-hand Dwelling	D	D	D	D	X	X	X	D
Service Station	A	D	D	X	P	D	D	X
Serviced Apartment	A	A	D	D	X	X	X	X
Shop	D	P	P	D	X	X	X	X
Shop – large	D	D	P	A	X	X	X	X
Shop – small	P	P	P	A	X	X	X	X
Single House	P	D	D	D	X	X	X	D
Small Bar	D	P	P	D	X	X	X	X
Tavern	A	D	D	A	X	X	X	X
Telecommunications Infrastructure	D	P	P	D	P	P	P	P
Tourist Development	A	A	D	D	X	X	X	X
Trade Display	X	X	X	X	D	P	P	X
Trade Supplies	X	X	X	X	D	P	P	D



USE	Local Centre	Neighbourhood Centre	Centre	Mixed Use	Service Commercial	Light Industry	General Industry	Rural Enterprise
Transport Depot	X	X	X	X	X	D	P	A
Tree Farm	X	X	X	X	X	X	X	A
Vehicle Repair / Wash	X	A	A	X	D	P	P	D
Veterinary Premises	D	P	P	D	P	X	X	X
Warehouse / Storage	X	X	D	X	P	P	P	D
Waste Disposal Facility	X	X	X	X	X	X	A	X
Waste Storage Facility	X	X	X	X	X	A	D	X
Wind Farm	A	A	A	A	D	D	P	A
Winery	X	X	D	X	D	D	P	D
Workforce Accommodation	X	D	D	D	X	X	X	X

# CONSISTENT LOCAL PLANNING SCHEMES REPORT

STAKEHOLDER CONSULTATION REPORT



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Terms

Action Plan	Action Plan for Planning Reform
Department	Department of Planning Lands and Heritage
LPS	Local Planning Scheme
Regulations	Planning and Development (Local Planning Schemes) Regulations 2015
SPP	State planning policy

## EXECUTIVE SUMMARY

Current planning reforms in Western Australia commenced in 2018 with the Modernising WA's Planning System: Green Paper. The Green Paper resulted in an Action Plan for Planning Reform (Action Plan).

More consistent local planning schemes was identified as initiative (C1) within the Action Plan. Initiative C1 seeks to achieve *a standardised approach to zones, land use, permissibility and development control to increase consistency, while retaining the ability for local governments and their communities to respond to local circumstances, such as heritage and character.*

To assist delivery of initiative C1 the Department of Planning, Lands and Heritage (the Department) has undertaken the consistent local planning schemes project.

The consistent local planning schemes project has utilised:

- Outcomes from an audit of local planning schemes
- Review of policy changes since the Regulations became operational
- Preliminary consultation within the Department of Planning, Lands and Heritage (DPLH) and externally with key stakeholders, to inform a recommended approach for improving the consistency of local planning schemes.

This report is the culmination of the consistent local planning scheme project and provides an overview, context and justification for proposed changes to the Regulations and a recommended approach aimed at improving the consistency of local planning schemes.

This report:

- Provides the relevant background to the project
- Explains the process undertaken to deliver the project and prepare this report
- Summarises feedback from preliminary consultation with key stakeholders
- Outlines principles and rationale for draft proposals to amend the Regulations
- Outlines a recommended approach for improving the consistency of local planning schemes

The recommended approach for improving the consistency of local planning schemes across the State includes a number of short term (1-3 years) and longer term (3 years +) actions to support proposed changes and implementation through model and deemed provisions.

In the short term it is proposed to:

- amend the model provisions of the Regulations to refine land uses, zones and reserves (state wide) and introduce a standardised zoning table for land use permissibility and primary development controls for commercial and industrial type zones (metropolitan and Peel region scheme areas).
- amend the deemed provisions of the Regulations to include provisions relating to non-conforming uses and restrictive covenants (from model provisions) and for the establishment and maintenance of a significant tree register
- investigate the elements of the model provisions that could be included in the deemed provisions and the appropriateness of a 'deemed local planning scheme' that would include combining all elements of the model and deemed provisions
- prepare local planning scheme guidelines to assist preparation and amendment of local planning schemes and improve transparency of approved variations to the model provisions
- commence preparation of a design code for industrial zones and potentially the service commercial zone

In the longer term it is proposed to:

- amend the model provisions to provide more standardised content in local planning schemes (for example standard zoning table and primary development controls for relevant zones across the State)
- amend the deemed provisions to incorporate more elements of the model provisions and subject to the findings of the investigation in relation to the appropriateness of a 'deemed scheme', consider implementation options
- release and implement a design code for industrial zones and potentially the service commercial zone

The Department is seeking comment from key stakeholders including local government, State Government agencies and industry representative groups on the options described and recommendations included in this report. Feedback received on this report will be used to further refine proposed changes to the Regulations and the recommended approach for improving the consistency of local planning schemes.



# 1. THE NEED FOR CONSISTENCY IN LOCAL PLANNING SCHEMES

## 1.1. BACKGROUND

The Planning and Development (Local Planning Schemes) Regulations (the Regulations) 2015 became operational on 19 October 2015 and replaced the Town Planning Regulations 1967 and associated Model Scheme Text. Amongst other things, the Regulations provide for the preparation, adoption and amendment of local planning schemes and the establishment of model and deemed provisions.

Local planning schemes prepared in accordance with the Regulations will generally include the following documents:

- Scheme map
- Local planning scheme text (model provisions as provided in Schedule 1 of the Regulations)
- Deemed provisions (as provided in Schedule 2 of the Regulations) which do not need to be reproduced in individual schemes as they apply automatically
- Supplemental provisions to the deemed provisions
- Any supporting material required by the Western Australian Planning Commission (WAPC)

In regard to the local planning scheme text, there continues to be variance in the zones, land uses and the land use permissibility included in local planning schemes across Western Australia. Variability in the content and format of local planning schemes is largely a consequence of the currency of local planning schemes, with only 44 out of 139 local governments having had a new local planning scheme approved since the Regulations became operational in October 2015. Additionally, there have been a number of variations to the model provisions approved to address circumstances not adequately covered by the zones, reserves and land uses contained in the model provisions.

The lack of consistency within local planning schemes increases the complexity of the planning system and hinders the preparation, interpretation, assessment and implementation of local planning schemes by both local and State Government and the wider planning and development industry. Consistency is required in order to make the Western Australian planning system more efficient and easier to understand and implement by a broad range of stakeholders.

The current planning reforms began in Western Australia in 2018 with the Modernising WA's Planning System: Green Paper. The Green Paper resulted in an Action Plan for Planning Reform (Action Plan).

The Action Plan identified three key themes for the modernisation of planning in Western Australia:

- (a) Planning Creates Great Places for People
- (b) Planning is Easier to Understand and Navigate
- (c) Planning Systems are Consistent and Efficient

More consistent local planning schemes was identified as initiative (C1) within the Action Plan. Initiative C1 seeks to achieve *a standardised approach to zones, land use, permissibility and development control to increase consistency, while retaining the ability for local governments and their communities to respond to local circumstances, such as heritage and character.*

To achieve the consistency required by initiative C1, a number of sub projects were established in order to review and rationalise local planning frameworks, these included:

- Consistent local planning schemes
- Consistent approach to the use and application of discretion
- Consistent approach to development standards for non-residential uses
- Review of the use of local planning policies and associated guidance
- Review of the use of local development plans and associated guidance.

The consistent local planning schemes project has utilised:

- Outcomes from an audit of local planning schemes
- Review of policy changes since the Regulations became operational
- Preliminary consultation within the Department of Planning, Lands and Heritage (the Department) and externally with key stakeholders, to inform a recommended approach for improving the consistency of local planning schemes.

## **1.2. PURPOSE**

The purpose of this report is to provide an opportunity for further consultation with key stakeholders by providing an overview, context and justification for proposed changes to the Regulations and a recommended approach aimed at improving the consistency of local planning schemes. The key stakeholders targeted for consultation on this draft report include local government, State Government agencies and industry representative groups.

The report:

- Provides the relevant background to the project
- Explains the process undertaken to deliver the project and prepare this report
- Summarises feedback from preliminary consultation with key stakeholders
- Outlines principles and rationale for draft proposals to amend the Regulations
- Outlines a recommended approach for improving the consistency of local planning schemes

Feedback received on this report will be used to further refine proposed changes to the Regulations and the recommended approach for improving the consistency of local planning schemes.

## 2. PROJECT PROCESS



Delivery of the project has been undertaken consistent with the process outlined in Figure 1 and in more detail below.

Figure 1 - Project Process



The project is currently within the key stakeholder consultation phase. Further information relating to the path forward is set out in Section 5 of this report.

### 2.1. LOCAL PLANNING SCHEMES AUDIT

To assist the identification of potential changes to zones listed under clause 16(2) of the model provisions, and land use terms defined under clause 38 of the model provisions, an audit of local planning schemes was undertaken by the Department.

Any land use listed in a zoning table of a current local planning scheme that did not use wording identical to a land use term listed in the model provisions, was recorded as a non-model land use. For example, the model provisions include the land use term 'rural pursuit/hobby farm', so where a land use in a zoning table was 'rural pursuit' it was recorded as a non-model land use.

The audit of local planning schemes identified the following key findings:

- Approximately 800 different land use terms are used within Western Australian local planning schemes
- Many land use terms constitute variations of similar land uses, for example *child care*; *child care centre*; *child care premises*; *child care service*; *child day care centre*; *child family care centre*; *child family day care*; *child minding centre*; *childcare centre*
- 269 differing zones are used within Western Australian local planning schemes
- Many of the zones constitute variations of similar zones and have some alignment with those within the model provisions
- Since the introduction of the model provisions in 2015 the following have been inserted into new schemes:
  - 11 new or modified reserves,
  - 24 new or modified zones and
  - 90 new or modified land uses

To narrow down the scope of work, those non-model land use terms (around 90) that have been included in local planning schemes gazetted since 2015 were further investigated for compatibility with the land use terms in the model provisions, with the outcomes contributing to potential changes to land uses that were further considered by key stakeholders during preliminary consultation.

### 2.1.1. CONSIDERATION OF POLICY CHANGES

Since the Regulations became operational in October 2015 a number of State planning policies and position statements have either been prepared, or reviewed, that have implications for model zones and land uses and the associated objectives and definitions. The following State planning policies and position statements proposed new or modified land uses and zones, and consideration was given to them in identifying potential changes to land uses and zones in the model provisions:

- State Planning Policy 2.5 Rural planning
- Draft State Planning Policy 4.2 Activity centres
- Planning Position Statement: Special residential zone
- Planning Position Statement: Residential accommodation for ageing persons
- Planning Position Statement: Renewable energy facilities
- Draft Position Statement: Planning for Tourism

## 2.2. LAND USE PERMISSIBILITY & DEVELOPMENT REQUIREMENTS FOR COMMERCIAL & INDUSTRIAL TYPE ZONES IN THE METROPOLITAN REGION & PEEL REGION SCHEME AREAS



Land use permissibility and development requirements form a substantial part of local planning schemes. Currently the model provisions provide only limited direction on the standardisation of the content of land use permissibility and development requirements. Given the vastness and diversity of issues across WA, a staged approach to achieving more consistent land use permissibility and development requirements in local planning schemes is considered appropriate.

Commercial and industrial type zones in the Metropolitan and Peel region scheme areas were identified as a priority for improving the consistency of land use permissibility and development requirements in the relevant local planning schemes.

A recommended approach, supporting information and guidance to improve consistency of land use permissibility and development requirements for commercial and industrial type zones in the Metropolitan and Peel region scheme areas has been developed.

To inform this, a review of local planning schemes in the metropolitan and Peel region scheme areas. Key findings of their review included:

- 183 different zones across 33 local authorities in the Metropolitan and Peel region scheme areas, including:
  - 31 centre zones,
  - 17 industrial zones
  - 15 commercial zones.
- It is noted that there is increased consistency in zoning within local planning schemes which have recently been reviewed or a new Scheme prepared.
- The need to rationalise the zones, inclusive of consistent naming conventions is evident from the review.

A wide range of land use permissibilities for commercial and industrial type zones were identified along with significant variation in the development requirements for these types of zones.

Without a consistent approach to zoning conventions, the introduction of standardised permissibilities and development requirements for these zones will be difficult to achieve.

Further detail can be found in a Background Report included at **Appendix D**.



## 2.3. PRELIMINARY CONSULTATION

The Department undertook a series of workshops with key stakeholder reference groups during September and October 2022 in order to:

- Confirm the benefits of improved consistency of local planning schemes
- Understand why there is variability in local planning schemes and how the consistency of local planning schemes could be improved
- Review potential changes to zones, reserves and land uses and associated objectives and definitions
- Review a recommended zoning table for commercial and industrial type zones in the Metropolitan and Peel region scheme areas
- Review and discuss principles for guiding more consistent development requirements for commercial and industrial type zones in the Metropolitan and Peel region scheme areas
- Identify and discuss potential changes to the Regulations
- Identify and discuss aspects of the preparation and implementation of local planning schemes that require guidance.

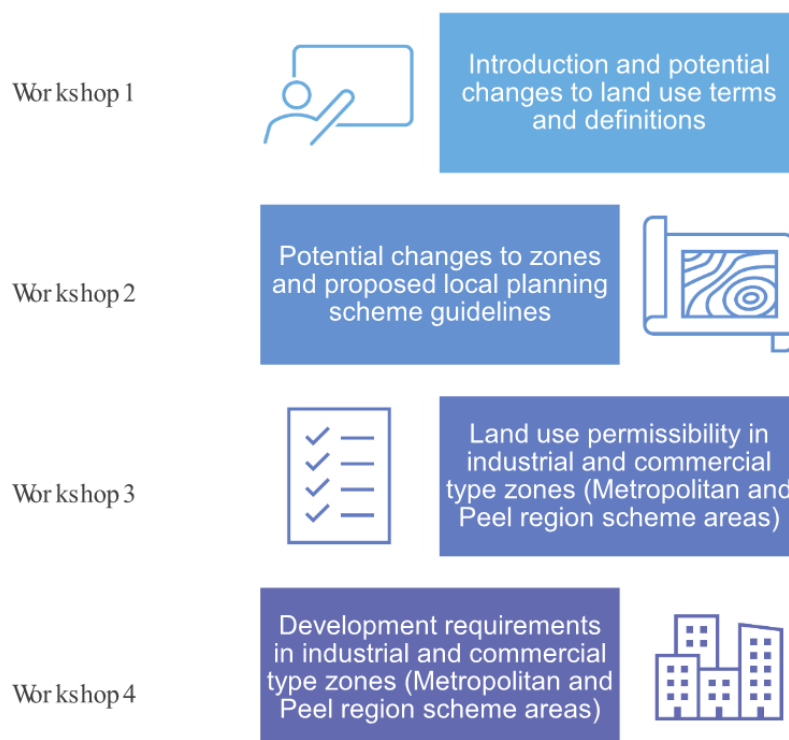
Two stakeholder reference groups (local government and industry) were established by the Department based on nominations received from local governments and industry.

A summary of the workshop content and key outcomes are set out below.

### 2.3.1. WORKSHOP CONTENT

Four workshop sessions with each of the stakeholder reference groups were facilitated by Shape Urban (a total of 8 sessions) to cover the following aspects of the project:

Figure 2 – Key Stakeholder Reference Group Workshops



The outcomes of the workshops have informed the refinement of the identified changes and draft proposals for amendments to the deemed and/or model scheme provisions.



## 2.3.2. KEY WORKSHOP OUTCOMES

A summary of the key outcomes of the workshops as compiled by Shape Urban are set out below:

Table 1 - Key Workshop Outcomes

Areas of general agreement	Areas of varying views
<ul style="list-style-type: none"> <li>• Benefits of improving consistency within local planning schemes</li> <li>• Land uses, zones and associated definitions and objectives need to be less prescriptive and more general</li> <li>• Support for the proposed: <ul style="list-style-type: none"> <li>• deletion of commercial and special residential zones</li> <li>• new and modified zones (local centre, neighbourhood centre, centre, mixed use, rural enterprise, priority agriculture and cultural and natural resource use zones)</li> </ul> </li> <li>• That zones and objectives need to be more contemporary and provide additional clarity</li> <li>• Review the impact of proposed changes creating non-conforming use rights</li> <li>• A need for local planning scheme guidance on the manner and form provisions, transitioning between the current and new system, land use interpretations and discretionary provision test examples</li> <li>• Consideration of car parking implications from the proposed changes</li> <li>• Review and reconsider bulky goods, showroom, supermarket, office and shop definitions and permissibility</li> <li>• Review the definition, size, scale and functionality of alcohol based uses</li> <li>• The limitations of applicability outside Perth and Peel need to be considered</li> <li>• Standardisation should be balanced with local context</li> </ul>	<ul style="list-style-type: none"> <li>• The industry stakeholder reference group had a clear preference for a standardised zoning table to be included in the deemed provisions along with land use definitions</li> <li>• Opinion on the implementation of a standardised zoning table was more varied amongst local government stakeholders, however there was general agreement that local context needed to be accounted for in implementation of any standardised zoning table</li> <li>• The local government stakeholder reference group expressed hesitancy about the implementation of development requirements through either model or deemed provisions, instead preferring that improved consistency in development requirements be facilitated through guidelines</li> <li>• Conversely the industry stakeholder reference group indicated a preference for development requirements be addressed through a mix of deemed and model provisions</li> <li>• The role of local planning policies was viewed differently by the local government and industry stakeholders reference groups</li> </ul>

Other aspects raised include:

- Increased transparency in decision making conditions to ensure that previous approvals could be recognised as they were originally intended when contemplated in a future time frame (even if land use descriptions and definitions change over time).
- The need for guidance to be provided to assist local government to transition from current use of local planning schemes to the recommended approach for more consistent local planning schemes.

### 3. PROPOSED CHANGES TO LOCAL PLANNING SCHEME REGULATIONS



The audit of local planning schemes, review of land use permissibility and development requirements for commercial and industrial type zones in the Metropolitan and Peel region scheme areas and preliminary consultation with key stakeholders has resulted in a consolidation of draft proposals aimed at improving the consistency of local planning schemes.

This section provides a summary of proposals and the principles including justification for the proposals. More specific detail on the draft proposals is provided in **Appendices A, B and C**. **Appendix D** provides further background and context for land use permissibility and development requirements for commercial and industrial type zones in the Metropolitan and Peel region scheme areas.

#### 3.1. LAND USE TERMS & DEFINITIONS – SUMMARY OF DRAFT PROPOSALS

The review process identified that the more specific or prescriptive land uses and associated definitions become, the more likely it is that more land uses and definitions will need to be added to the Regulations, creating additional levels of complexity. The primary principle forming the basis of proposed changes to land use terms and definitions, is the preference to have land uses and associated definitions to be less prescriptive.

The proposed changes to land use definitions can be separated into four key categories:

- Modifications to land uses terms and/or definitions
- Deletion of land use terms and definitions
- Replacement of land use terms and/or definitions
- Addition of land use terms and definitions

The proposed change to land uses are set out in Table 2 below including a summary of the draft proposals and discussion on the principles for change. A detailed rationale for each proposed change to land use term/definition is provided in **Appendix A**.

Table 2 - Land Use Definitions – Summary of Proposals

Proposed Change	Land Uses	Principles behind the draft proposals
Modify	Animal husbandry – intensive Bulky Goods Showroom Caravan Park Community Purpose Freeway Service Centre and Roadhouse Home business Hotel Liquor Store – large Liquor Store – small Small Bar Tavern Market Motel Nightclub Office Park Home Park	It is proposed the definitions associated with these land use terms be modified.  The audit of land use terms and definitions identified that these terms and/or definitions could be better defined to become less prescriptive/more flexible and to reflect similar definitions in state planning policies, position statements and other relevant legislation where applicable.  Aspects that have been taken into account in reviewing the definitions / suggested modification include: <ul style="list-style-type: none"> <li>▪ Achieving consistency across schemes (review of varying definitions to achieve optimal definition)</li> </ul>

	Recreation - private Restaurant / Café Rural Home Business Service Station Tourist Accommodation Veterinary Centre Warehouse / Storage	<ul style="list-style-type: none"> <li>▪ Achieving consistency with State Planning Policies</li> <li>▪ Achieving consistency with relevant Legislation</li> <li>▪ Providing greater flexibility and improved implementation of terms and definitions</li> <li>▪ Recognising changes in the way land uses operate</li> <li>▪ Providing for ongoing technological and business improvements</li> <li>▪ Addressing bugbears seen in land use definitions by local government and industry</li> </ul>
Delete	Bed and breakfast	It is proposed these land uses are deleted.
Replace	Amusement Parlour (recreation private) Brewery (liquor production facility) Family Day Care (home business) Fast Food Outlet / Lunch Bar (food outlet) Home Occupation (home business) Home Office (home business) Home Store (home business) Industry – Primary Production (industry rural) Motor Vehicle Repair (vehicle repair/wash) Motor Vehicle Wash (vehicle repair/wash) Shop (shop – small, shop – large) Winery (liquor production facility) Wind Farm (renewable energy facility)	<p>It is proposed these land uses and their definitions are replaced with alternative terms.</p> <p>The audit of land use terms and definitions identified that these terms and/or definitions contained similarities with other terms or with definitions within State policy.</p> <p>The proposed replacement land use term is included in brackets.</p>
Add	Aerodrome Aircraft Landing Area Food Outlet Food Outlet with Drive Through Facility Independent Living Complex Industry rural Liquor Production Facility Renewable Energy Facility Repurposed Dwelling Residential Care Facility Second Hand Dwelling Shop – small Shop – large Vehicle repair/wash	<p>It is proposed these land uses be added to the list of land use terms.</p> <p>The audit of land use terms and definitions identified that these terms and/or definitions (or variations of) were included in a number of local planning schemes prepared since 2015 or has a basis established through recent policy reviews.</p> <p>The addition of these terms and associated definitions will provide greater consistency across schemes.</p>

Generally, land uses that appear in a zoning table are predominantly defined under clause 38 of the model provisions, however some land uses that have been included in the zoning tables of some local planning schemes (for example ancillary dwelling, container deposit recycling centre, grouped dwelling, multiple dwelling, and single house) are defined under clause 1 of the deemed provisions (terms used).

To enable better differentiation between land uses included in a zoning table and their definitions and other terms as defined in the Regulations, it is suggested that land use terms that are included in the deemed provisions be separated from other terms defined in the deemed provisions.

### **3.2. ZONES & RESERVES – SUMMARY OF DRAFT PROPOSALS**

The primary principles behind the changes to zones and reserves is that zone names and associated objectives be less prescriptive and more general. The more specific or prescriptive zones and associated objectives become then the more likely it is that more zones and objectives will need to be added to the Regulations.

The objectives of some zones refer to specific State planning policy. It is suggested that any reference to State planning policy refer to 'applicable state planning policy', rather than the specific number and or name of the State planning policy.

The proposed changes to zones and reserves can be separated into four key categories:

- Modifications to zones and reserves
- Deletion of zones and reserves
- Addition of zones and reserves
- Rationalisation of zones and reserves

The zones and reserves identified for change are set out in Table 3 and Table 4 below. A summary of the draft proposals and discussion on the principles for change are provided. A detailed rationale for each proposed change to zones and reserves is provided in **Appendix B**.

Table 3 – Zones – summary of proposals

Proposed Change	Zones	Principles behind the draft proposals
Modify	Centre Mixed Use Urban Development Residential Rural residential Rural small holdings Service commercial Strategic industry Rural Townsite Special Use	<p>It is proposed the objectives associated with these zones be modified.</p> <p>The audit of zones and their objectives identified there was a need to provide a greater ability for zones to guide the appropriateness of the land use and development within the respective zone.</p> <p>Modifying the zone objectives will allow for improved application of zones and in turn provide consistency in application across local planning schemes.</p> <ul style="list-style-type: none"> <li>▪ Aspects that have been taken into account in making the suggested modifications include:</li> <li>▪ Achieving consistency across schemes</li> <li>▪ Achieving consistency with State Planning Policies</li> <li>▪ Achieving consistency with relevant Legislation</li> <li>▪ Providing greater flexibility and improved implementation of zones and their objectives</li> <li>▪ Addressing concerns raised</li> <li>▪ Implementing best practise across all zones</li> <li>▪ Recognising changes in the way land uses operate and how zones need to guide these</li> <li>▪ Administrative edits (i.e removing the “zone” after Rural Townsite and Special Use)</li> </ul>
Delete	Commercial Special Residential	<p>It is proposed these land uses are deleted.</p> <p>The audit of zones and objectives identified that these uses have been made redundant by either the proposed addition of new zones (i.e Commercial to be replaced by widened Centre zones) or through State directives (i.e Special Residential zone).</p>

Add	Local Centre Neighbourhood Centre Priority Agriculture Rural enterprise Cultural and Natural Resource	The audit of local planning schemes identified a number of these zones being included in local planning schemes following the Regulations becoming operational in October 2015. It is proposed these zones and associated objectives be added to the list of zones in the model provisions.  Consistency with State Planning Policies such as SPP 2.5 Rural Planning and SPP 4.2 Activity Centres has further guided the recommendation to add these zones and associated objectives. For example it is proposed to include new zones for local centre and neighbourhood centre and expand objectives of the centre zone to implement the activity centre hierarchy established in SPP 4.2.
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Table 4 – Reserves – summary of proposals

Proposed Change	Reserves	Principles behind the draft proposals
Rationalisation	Social Care Facilities (civic and community) Cultural Facilities (civic and community) Medical Services (public purposes) Education (public purposes) Emergency Services (public purposes) Heritage (public purposes) Government Services (public purposes) Recreational (public purposes)	It is proposed these reserves be rationalised to provide for improved application of public purposes. The reserve that is proposed to cover the rationalised reserve is included in brackets.  The audit of reserves identified that a number of reserves were highly prescriptive and restricted the ability for these to be readily used.  The rationalisation / grouping of various reserves will allow for greater flexibility and application in the reserve purpose.
Add	Foreshore	It is proposed this reserve be added to the list of reserves.  The need for a specific foreshore reserve has been identified to assist with the implementation of SPP 2.6 Coastal Planning.
Modify	Infrastructure Services	It is proposed this reserve be modified as a result of feedback from the stakeholder reference groups to provide a more overarching objective to ensure consistency.



### 3.3. LAND USE PERMISSIBILITY & DEVELOPMENT REQUIREMENTS FOR COMMERCIAL & INDUSTRIAL TYPE ZONES IN THE METROPOLITAN REGION & PEEL REGION SCHEME AREAS – SUMMARY OF DRAFT PROPOSALS

The review undertaken on commercial and industrial type zones in Metropolitan and Peel region scheme areas resulted in:

- A proposed zoning table
- Guidance on addressing development requirements
- A number of supporting actions.

Proposals recommended were presented and discussed during the preliminary consultation undertaken with stakeholder reference groups in workshops 3 and 4. Following preliminary consultation, refinements were made to the proposals, with a summary of those proposals provided below and specific detail provided in **Appendix C**.

#### 3.3.1. LAND USE PERMISSIBILITY

The permissibility of land uses in each zone is generally set out in the form of a zoning table, which lists land uses against zones and assigns a permissibility to each land use within a zone. Based on work undertaken a standardised zoning table for commercial and industrial type zones in the Metropolitan and Peel region scheme areas is recommended in **Appendix C**.

In preparing the recommended zoning table the following assumptions were used:

- Given the importance of the objectives of each zone, it is desirable that each land use be first considered against the objectives of the zone
- The process for preparing a zoning table is consistent with the process outlined in section 5.4.3 of **Appendix D**
- Potential changes to land uses and zones proposed in appendices A and B were considered in assigning permissibility to land uses in the zoning table
- An incidental use is not a separate and distinct use in its own right, but rather is a related component of the predominant use and therefore the designation of incidental uses is not incorporated in the recommended zoning table. Given that both ancillary accommodation and caretakers dwelling are both land uses that in all circumstances are incidental to the predominant use, it is appropriate that they be excluded from the zoning table.

In support of the recommended zoning table and in recognition of the importance of the zone objectives in determining the permissibility of land uses, it is recommended that the permissibility definitions contained in the model (clause 18(2)) and deemed (clause 1) provisions be updated as follows:

*class A use, in relation to a zone,*

- (a) means a use identified in the zoning table for this Scheme (regardless of the symbol used) as a use that is consistent with the zone Objectives, but is not permitted in the zone unless the local government has exercised its discretion by granting development approval after advertising the application in accordance with clause 64;

*class D use, in relation to a zone,*

- (a) means a use identified in the zoning table for this Scheme (regardless of the symbol used) as a use that is consistent with the zone Objectives, but is not permitted in the zone unless the local government has exercised its discretion by granting development approval; but
- (b) does not include a class A use;

*class P use, in relation to a zone,*

- (a) means a use identified in the zoning table for this Scheme (regardless of the symbol used) as a use that is consistent with the zone Objectives and does not require approval consistent with cl 61(2) of the Deemed Provisions;

*class X use, in relation to a zone,*

- (a) means a use identified in the zoning table for this Scheme (regardless of the symbol used) as a use that is not permitted in the zone;

### 3.3.2. DEVELOPMENT REQUIREMENTS

The audit of development requirements for commercial and industrial type zones in the Metropolitan and Peel region scheme areas found significant variation for each local authority. It is highlighted that the location of the development requirements can vary between local governments, with some being located within the scheme and others being outlined in local planning policies, local development plans and/or guidelines.

Ideally development requirements for industrial type zones and potentially the service commercial zone will be addressed through an industrial design code. The development of an industrial design code similar to the R-Codes, would enable provisions and/or acceptable outcomes to be developed consistent with development requirement principles specified in a design code. This would ensure an overall consistency whilst also accommodating those localities or developments that might need a different approach.

In the interim it is recommended that a combination of provisions in the local planning scheme and local planning policy be used. It is suggested that the following primary controls be introduced to local planning schemes under part 4 – general development requirements of the model provisions:

- Lot sizes;
- Setbacks;
- Building height (if applicable)

It is also suggested that a local planning policy is used to address discretion in relation to the above primary controls and other elements of design not included in the local planning scheme, consistent with the following:

- General Matters
  - Precinct structure plan references
  - Other Guidance Document references (For example - EPA separation guidelines)
  - Design intent
- Site Layout and Building
  - Building orientation
  - Materials
  - Setbacks (guidance on the application of discretion)
  - Transition to other zones
- Community Spaces, Landscaping and Verges
  - Community spaces
  - Landscaping
  - Verge appearance and infrastructure
- Parking and Access
  - Parking provision (refer to relevant provision(s)), location and materials
  - Crossovers

- Bicycle parking
- End of trip facilities
- Loading and waste
  - Refuse and storage areas
  - Waste
  - Stormwater
  - Waste disposal
- Other matters
  - Lighting
  - Fencing
  - ESD
  - Acoustic considerations

It is recommended that the above guidance and more detail provided in section 4.3.5 of the document included at **Appendix D** be formalised through inclusion in the proposed local planning scheme guidelines.

### 3.3.3. OTHER MATTERS

During discussion regarding land use permissibility it was suggested that the definition of the approved land use(s) be included with the development approval to avoid any dispute or need for another approval should the land use definition change in the future.

It is recommended that clause 68 of the deemed provisions be amended to include a sub-clause as outlined below to require the decision maker to include the definition of the approved land use as an advice note to the approval/decision letter:

- (b) If development approval is granted under clause 68, the local government is to include a list of the approved land use(s) together with the applicable land use definition(s) as approved.

## 3.4. SUPPLEMENTAL PROVISIONS – SUMMARY OF DRAFT PROPOSALS

In addition to the model and deemed provisions, section 73(2A) of the *Planning and Development Act 2005* allows for a scheme to include supplemental provisions, provided those supplemental provisions are consistent with or not already covered by the Regulations.

There are some supplemental provisions commonly included in local planning schemes that may warrant broader application and standardisation in local planning schemes.

It is proposed that provisions relating to the establishment and maintenance of a significant tree register be included in the model or deemed provisions to address the following principles:

- Local governments can choose to establish or not establish a significant tree register
- The manner and form of the significant tree register
- Availability of the published significant tree register for inspection
- Process for inclusion or removal of a tree from the significant tree register
- Process and requirements relating to the cutting, pruning or removal of a tree included on the significant tree register
- Exemptions relating to the cutting, pruning or removal of a tree included on the significant tree register to be addressed through a local planning policy or supplemental provisions rather than the deemed provisions
- Recognition of a significant tree register established under a local planning scheme



## 4. IMPLEMENTATION OPTIONS

The implementation options for improving the consistency of local planning schemes across the State and for implementing the recommended zoning table and development requirements for commercial and industrial type zones in the Metropolitan and Peel region scheme areas are explained below and summarised generally as:

- Deemed provisions
- Model provisions
- Mixture of model and deemed provisions

### 4.1. DEEMED PROVISIONS

This option involves the expansion of the deemed provisions to incorporate more elements of the model provisions into the deemed provisions. Potentially all elements of the model provisions except the scheme map, schedules of special use zones, environmental conditions, special uses, additional uses and restricted uses, additional site development requirements, special control areas and supplemental provisions (provisions that deal with special circumstances for which adequate provisions are not provided in the deemed provisions) could eventually be included in the deemed provisions. Additional work would be required to be undertaken by the Department to first update and standardise more of the content of model provisions (for example standard zoning table and primary development controls for relevant zones).

A logical extension of the expansion of the deemed provisions could be to introduce a 'standardised deemed local planning scheme'. A standardised deemed local planning scheme could involve combining all elements of both the deemed provisions and the model provisions as one consolidated standardised scheme (currently a local planning scheme consists of two documents the deemed provisions and a local planning scheme generally consistent with the model provisions). In addition to improving consistency of local planning schemes a consolidated and standardised deemed local planning scheme would reduce the complexity associated with having both deemed provisions and a local planning scheme (consisting of model provisions, variations to model provisions and supplemental provisions).

### 4.2. MODEL PROVISIONS

An incremental and staged approach to achieving more consistent local planning schemes is through introducing more standardised content to local planning schemes (for example standard zoning table and primary development controls for relevant zones) through inclusion of that content in the model provisions. As acknowledged earlier, based on past uptake of the model provisions it may take a number of years for local governments to appropriately amend their schemes to be consistent with any new standardised content introduced into the model provisions.

To expediate the currency and consistency of the inclusion of the model provisions into local planning schemes, a timeframe for amending local planning schemes to be consistent with the model provisions could be specified. The Minister for Planning could potentially use powers under section 76 of the *Planning and Development Act 2005* to order local governments to amend their local planning scheme to be consistent with the model provisions within a specified timeframe. Prior to specifying a timeframe and ordering local governments to amend their schemes it is expected that the model provisions would have been adequately updated to include the changes proposed in this report and future changes relating to a standardised zoning table and primary development control for all zones.

### 4.3. MIXTURE OF MODEL & DEEMED PROVISIONS

The option of utilising both the model and deemed provisions allows for a balance between consistency and flexibility in local planning scheme provisions. This would require the interrogation of the draft proposals to the Regulations to determine which are best suited under the model provisions and which can be readily incorporated into the deemed provisions. Essentially the recommended approach for improving the overall consistency of local planning schemes across the State and for implementing the recommended zoning table and development requirements for commercial and industrial type zones in the Metropolitan and Peel region scheme areas (as outlined in section 1.2) uses a mixture of model and deemed provisions.

Table 5 – Implementation Options Pros and Cons

Pros	Cons
<b>Model Provisions</b>	
<ul style="list-style-type: none"> <li>Provides for flexibility in the application of changes where relevant</li> <li>Allows for new / unique terms and definitions to be incorporated into schemes where deemed appropriate by the WAPC/Minister</li> </ul>	<ul style="list-style-type: none"> <li>Reliant on local governments to amend or review local planning schemes.</li> <li>Potentially will take a lot longer than the deemed provisions for local planning schemes to become more consistent and contemporary unless Minister utilises powers under 76 of the Planning and Development Act to require updates to schemes</li> <li>Flexibility for variations may be counterproductive to achieving more consistent local planning schemes.</li> </ul>
<b>Deemed Provisions</b>	
<ul style="list-style-type: none"> <li>Ability to ensure ongoing consistency in land use terms and definitions</li> <li>Expedited efficiency of including the provisions in local planning schemes</li> <li>Changes or updates to land use terms, zone and reserve names and their associated definitions and objectives if included within the deemed provisions can be automatically updated in local planning schemes when the deemed provisions are amended.</li> <li>Changes to the content of the deemed provisions require amendments to the Regulations so are unlikely to be frequent and thus contributing to greater consistency.</li> </ul>	<ul style="list-style-type: none"> <li>May result in non-conforming uses arising</li> <li>May still require elements of the local planning scheme to be amended (for example scheme map, additional uses, special control areas etc) when the deemed provisions are updated.</li> <li>Effect on other aspects of the scheme and local planning framework.</li> <li>Assuming land uses and zones are included in the deemed provisions, any new or specific land uses or zones would require amendment to the Regulations to become deemed.</li> <li>The majority of model provisions needs to be included in the deemed provisions at the same time as if it is staged there is potential to contribute to reduced readability and usability of the local planning scheme as scheme information will be split between deemed provisions and the local planning scheme.</li> <li>Requires ongoing amendments to the Regulations to stay current.</li> </ul>
<b>Mixture of Model and Deemed Provisions</b>	
<ul style="list-style-type: none"> <li>Scheme content can be standardised and texted through model provisions</li> <li>Ability to ensure ongoing consistency in planning aspects</li> <li>Allows for separation of provisions where required</li> </ul>	<ul style="list-style-type: none"> <li>Some aspects of change still reliant on local governments to amend or review local planning schemes.</li> </ul>

## 4.4. RECOMMENDED APPROACH

### 4.4.1. SHORT TO MID TERM ACTIONS (1 - 3 YEARS)

#### MODEL PROVISIONS

1. Update the model provisions to include:
  - (a) proposed changes identified in Appendix A for zones, reserves and land uses and associated definition and objectives
  - (b) recommended zoning table and primary development controls for commercial and industrial type zones in the model provisions (Appendix C) with recognition that it only applies to those local governments located in the Metropolitan and Peel region scheme areas.
  - (c) modified use class definitions for P, D, A and X to recognise consistency with zone objectives
2. Prepare a standardised zoning table and primary development controls (similar to work undertaken for the commercial and industrial type zones in the Metropolitan and Peel region scheme areas), for all other model zones (existing model zones – residential, urban development, settlement, special residential, rural, rural residential, rural smallholdings, rural townsite, environmental conservation, tourism, private clubs, institutions and places of worship; and proposed model zones – priority agriculture, cultural and natural resource use).
3. Undertake a review of supplemental provisions included in local planning schemes (gazetted after 19 October 2015) to identify those that might have broader application to other local governments (for example significant tree register) through inclusion in either model or deemed provisions.
4. Local governments located in the Metropolitan and Peel region scheme areas to commence amending their schemes to:
  - (a) be consistent with the updated model provisions
  - (b) incorporate development provisions for commercial and industrial type zones consistent with guidance provided in the local planning scheme guidelines

#### DEEMED PROVISIONS

5. Update the deemed provisions to include:
  - (a) model provisions relating to non-conforming uses and restrictive covenants
  - (b) provisions for the establishment and maintenance of a significant tree register
  - (c) separation of land use terms in the deemed provisions from other terms defined in the deemed provisions
  - (d) a requirement for the decision maker of an Application for Development Approval to include the land use definition(s) of all approved land use(s) as an advice note on a decision
6. Investigate the elements of the model provisions that could be included in the deemed provisions and the appropriateness of a 'deemed local planning scheme' that would include combining all elements of the model and deemed provisions

#### SUPPORTING IMPLEMENTATION ACTIONS

7. Prepare local planning scheme guidelines to provide:
  - (a) guidance on the process of preparing and amending a local planning scheme
  - (b) greater transparency on the process for varying model provisions and for sharing information on approved variations to the model provisions
  - (c) translation and alignment of non-model land uses, zones and reserves with those contained in the model provisions
  - (d) guidance for the preparation of development provisions for industrial and commercial type zones



- (e) improved guidance on the inclusion in schemes of additional uses, restricted uses, special use zones, non-conforming uses and special control areas
  - (f) improved guidance and updated manner and form for undertaking reports of review and amendments to local planning schemes
8. Commence the preparation of a design code for industrial zones, and potentially the service commercial zone
  9. Preparation and assessment of local planning schemes and amendments to be consistent with local planning scheme guidelines
  10. Publish approved variations to the model provisions, along with justification for their approval and applicability to other local governments

#### **4.4.2. LONG TERM ACTIONS (3 YEARS+)**

##### **MODEL PROVISIONS**

11. Update the model provisions to include a standardised zoning table and primary development controls for all model zones, to be applied statewide (with consideration of regional variations)

##### **DEEMED PROVISIONS**

12. Update the deemed provisions to include relevant elements from the model provisions
13. Subject to the findings of the investigation in relation to the appropriateness of a 'deemed scheme', the WAPC to consider implementation options

##### **SUPPORTING IMPLEMENTATION ACTIONS**

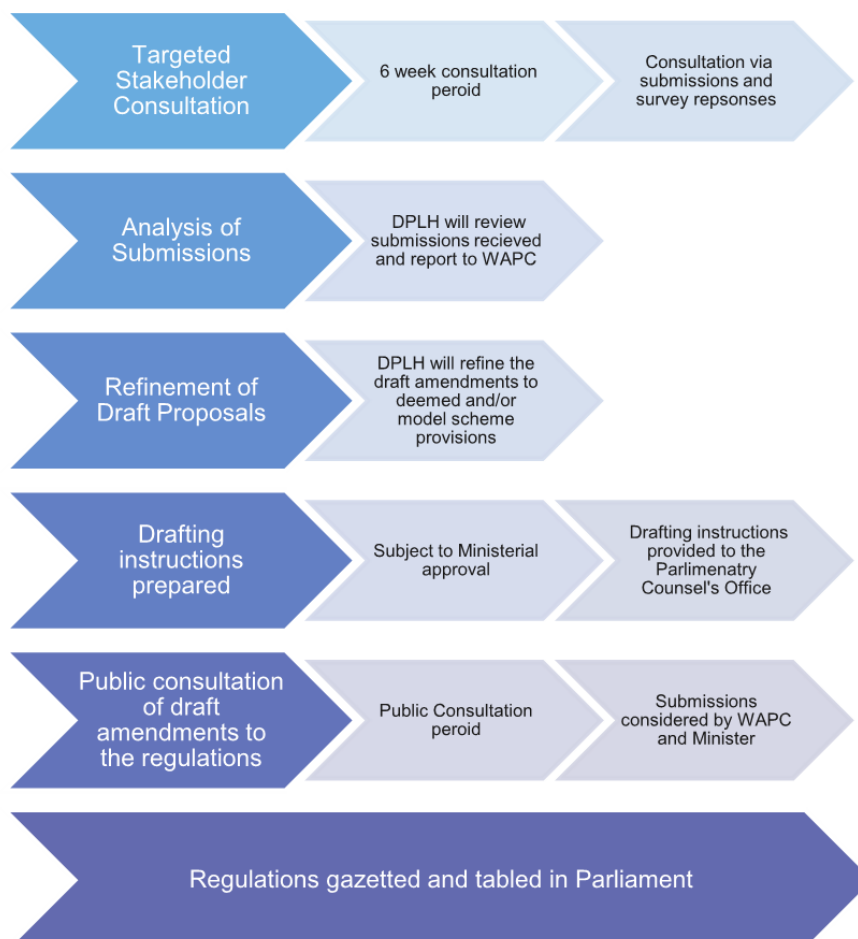
14. Release and implement a design code for industrial zones and potentially the service commercial zone
15. Conduct an ongoing review of the implementation of the standardised zoning objectives and table for the industrial and commercial zones



## 5. PATH FORWARD

Key stakeholder consultation is the next step for the Department in further progressing consistent local planning schemes project and potential changes to the Regulations. The remaining steps of this process are set out in Figure 3 below:

Figure 3 - Consistent Local Planning Schemes Project - Path Forward



### 5.1. TRANSITIONAL ARRANGEMENTS

The proposed changes contemplated in the draft consistent local planning schemes report are not expected to be integrated into the preparation of new local planning schemes or the amendment of existing local planning schemes until the proposed changes have been incorporated into drafting instructions for changes to the Regulations and or guidance for the preparation or amendment of local planning schemes.

At this stage those new local planning schemes or amendments to existing schemes that have been given consent to advertise prior to proposed changes to the Regulations being incorporated into drafting instructions and or finalisation of guidance for the preparation or amendment of local planning schemes, will not be required to be consistent with those proposed changes.





## Planning Reform

Proposed Amendments - Planning & Development (Development Assessment Panel) Regulations 2011

### Consistent Local Planning Schemes - Consultation SUBMISSION

The Department of Planning, Lands and Heritage requests your comment on the principles for proposed changes and implementation actions aimed at improving the consistency of local planning schemes across the State. These proposals relate to land use terms and definitions, zones and reserves, and land use permissibility for commercial and industrial type zones in the Perth and Peel regions and are open for comment until midnight, **26 May 2023**. These proposed changes will inform future changes to the Planning and Development (Local Planning Schemes) Regulations, 2015 (**Regulations**), which will be the subject of a future consultation exercise. The following Feedback Form is provided to guide a detailed submission.

This Feedback Form has been prepared in six (6) parts. Please include your feedback about:

- The proposed changes to land use terms (and associated definitions) in Part A,
- The proposed changes to zones and reserves (and associated objectives) in Part B,
- The proposed changes to land use permissibility for commercial and industrial type zones in the metropolitan Perth and Peel region scheme areas in Part C,
- The proposed development requirements for commercial and industrial type zones in the metropolitan Perth and Peel region scheme areas in Part D,
- The recommended approach for implementation in Part E, and
- Any other feedback in Part F.

Please email a completed form to [planningreform@dplh.wa.gov.au](mailto:planningreform@dplh.wa.gov.au).

#### Submitters Details:

<b>Submitter's name</b>	Shire of Manjimup	
<b>Email address</b>	info@manjimup.wa.gov.au	
<b>Are you submitting on behalf of an organisation?</b>		
Yes		
<b>Organisation name (if applicable)</b>		
Shire of Manjimup		
<b>Submitter/ Organisation type</b>		
Local government or related association		
<b>Submissions may be published as part of the consultation process. Do you give permission for your name and your company's name (if applicable) to be published?</b>		Yes, please publish my details



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## Planning Reform

Proposed Amendments - Planning & Development (Development Assessment Panel) Regulations 2011

### Overview:

The Action Plan for Planning Reform (**Action Plan**) includes goals, initiatives and actions aimed at making local planning schemes more consistent and legible, and improving associated guidance. To achieve these objectives, work to improve the consistency of the use of land use terms (and associated definitions), zones, and reserves in local planning schemes across the State, and land use permissibility and development requirements in commercial<sup>1</sup> and industrial<sup>2</sup> type zones in the Perth and Peel region scheme areas has been undertaken.

A report for Stakeholder Consultation Report has been prepared. This report provides key project and background information, the changes recommended to bring greater consistency across local planning schemes, and a recommended approach to implementation. The proposals include:

- Changes to land use terms (and definitions) to apply to all local planning schemes State-wide,
- Changes to zones and reserves (and objectives) to apply to all local planning schemes State-wide,
- Standardised land use permissibility for commercial<sup>1</sup> and industrial<sup>2</sup> type zones, to apply to local planning schemes within the Perth and Peel region areas only.
- An approach for development requirements for commercial<sup>1</sup> and industrial<sup>2</sup> type zones, to apply to local governments within the Perth and Peel region areas only.

The recommended approach for implementation is presented as a series of short term and long term actions, and includes proposed changes to Schedule 1 – Model Provisions for Local Planning Schemes (**Model Provisions**) and Schedule 2 – Deemed Provisions for Local Planning Schemes (**Deemed Provisions**) of the Regulations, the development of local planning scheme guidelines, and the development of an industrial code, in addition to other implementation actions aimed at improving consistency of local planning schemes.

### Notes:

- <sup>1</sup>Commercial type zones includes Local Centre, Neighbourhood Centre, Centre, Mixed Use and Service Commercial zones, as proposed.
- <sup>2</sup>Industrial type zones includes Light Industry, General Industry and Rural Enterprise zones, as proposed.



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## Planning Reform

Proposed Amendments - Planning & Development (Development Assessment Panel) Regulations 2011

### Comments:

#### PART A – LAND USES TERMS (& ASSOCIATED DEFINITIONS)

A number of changes are proposed to land use terms (and associated definitions) included in the Model Provisions to achieve greater consistency across local planning schemes State-wide.

##### 1. LAND USE TERMS & ASSOCIATED DEFINITIONS TO BE LESS PRESCRIPTIVE

*(Section 3.1 (Page 12) of the Stakeholder Consultation Report)*

The review process identified that the more specific or prescriptive land uses and associated definitions become, the more likely it is that more land uses and definitions will need to be added to the Regulations, creating additional levels of complexity. The primary principle forming the basis of proposed changes to land use terms and definitions, is the preference to have land uses and associated definitions to be less prescriptive.

**Do you support the principle that land uses and associated definitions are to be less prescriptive?**

**Conditional support**

**Please include any comments about this approach below:**

Whilst less prescriptive is somewhat supported, the final definitions should be written and tested so as to not raise doubt about what a particular proposal might be defined as.

##### 2. PROPOSED CHANGES TO LAND USE TERMS & ASSOCIATED DEFINITIONS

*(Table 2 (Page 12 – 13) and Appendix A of the Stakeholder Consultation Report)*

Clause 38 of the Model Provisions provides a list of land use terms and associated definitions that can be included in a local planning scheme. Various land use terms and definitions associated are proposed to be modified, deleted, replaced or added to:

- Be less prescriptive/more flexible and improve implementation.
- Be more clear and consistent across all local planning schemes.
- Align with similar definitions in state planning policies, position statements and other relevant legislation (where applicable).
- Recognise changes in the way land uses operate.
- Provide for ongoing technological and business improvements.
- Address bugbears identified by local governments and industry during preliminary engagement activities.

These proposals are summarised in **Table 2** of the Stakeholder Consultation Report, and further detail can be found in **Appendix A** of this report.



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## Planning Reform

Proposed Amendments - Planning & Development (Development Assessment Panel) Regulations 2011

<b>Are there any proposed changes to land use terms (and associated definitions) that you do not support?</b>	<b>Yes</b>
<b>For each proposed land use term (and associated definition) that you do not support, please outline further detail below. Please list the particular land use/s, why you do not support the proposed change and any modification you wish to recommend.</b>	
Brewery replaced with liquor production facility – the new term should capture juice and other non-alcoholic beverages that can be made from fruit, grain or vegetables and potentially there should be a scale of production since DWER has a 200kL per year production limit, any more is a Prescribed Premise and requires a license from EPA.	
Liquor Store etc – modify land use – DPLH to ensure each land use can stand alone without referring to the liquor licence. Definitions will require some review and testing.	
Bulky Goods Showroom – request to ensure that the sale of ancillary goods being sold is quantified in terms of maximum floor space allocated.	
Caravan Park – new definition to ensure nature based camping is adequately captured.	
Family Day Care – the Shire has concerns about combining this term with Home Business where located in a bushfire prone area.	
Independent Living Complex – the Shire supports this inclusion however encourages the removal of aging from the definition to capture all ages requiring assistance.	
Repurposed and Second-hand dwellings – the Shire considered this to not be a land use term, rather an amenity issue. DPLH could consider exempting single houses except where the house is repurposed or second-hand. This would allow local governments to develop policy or provisions to address amenity.	
Warehouse/storage – the Shire suggests clarifying the term storage to ensure self-storage facilities are captured.	
Additional terms to consider – Wind Turbines (frost fans), Pet Day Care, Short –term respite accommodation.	



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## Planning Reform

Proposed Amendments - Planning & Development (Development Assessment Panel) Regulations 2011

Additional modifications – combine Art Gallery and Exhibition Centre. The Shire combines these definitions under the land use term Exhibition Centre and then has an additional land use Arts and Craft Gallery which allows for the production on site.



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## Planning Reform

Proposed Amendments - Planning & Development (Development Assessment Panel) Regulations 2011

### PART B – ZONES & RESERVES (& ASSOCIATED OBJECTIVES)

A number of changes are proposed to zones and reserves (and associated objectives) included in the Model Provisions to achieve greater consistency across local planning schemes State-wide.

#### 3. ZONES & RESERVES TO BE LESS PRESCRIPTIVE

*(Section 3.2 (Page 14) of the Stakeholder Consultation Report)*

Similar to the approach associated with the proposed changes to land use terms (and associated definitions), the primary principle behind the changes to zones and reserves is that the zone names and associated objectives be less prescriptive and more general, to minimise the need for further amendments to the Regulations in the future.

**Do you support the principle that zones and reserves are to be less prescriptive?**

**Conditional support**

**Please include any comments about this approach below:**

The Shire considers that any modification should enforce the intent of the zone through its objectives whilst also clarifying what is not intended.

#### 4. PROPOSED CHANGES TO THE OBJECTIVES OF ZONES & RESERVES

*(Section 3.2 (Page 14) of the Stakeholder Consultation Report)*

Clause 16 (2) of the Model Provisions provides a list of zones and associated objectives that can be included in a local planning scheme. The objectives of some zones refer to specific State planning policies. It is suggested that any reference to a State planning policy refer to 'applicable State planning policy', rather than the specific number and or name of the State planning policy.

**Do you support changing the objectives of the zones that refer to specific State planning policy, to 'applicable State planning policy'?**

**Support**

**Please include any comments about this proposal below:**

Insert comments here

#### 5. PROPOSED CHANGES ZONES & RESERVES

*(Table 3 and 4 (Page 15 – 16) and Appendix B of the Stakeholder Consultation Report)*



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## Planning Reform

Proposed Amendments - Planning & Development (Development Assessment Panel) Regulations 2011

It is proposed to modify, add or rationalise the zones and reserves contained in clause 16(2) of the Model Provisions to:

- Be less prescriptive/more flexible and improve implementation.
- Be more clear and consistent across all local planning schemes, and improve application.
- Align with similar definitions in state planning policies, position statements and other relevant legislation (where applicable).
- Recognise changes in the way land uses operate and how zones need to guide these.
- Implement best-practice across all zones.
- Address issues identified by local governments and industry during preliminary engagement activities.
- Provide a greater ability for zones to guide the appropriateness of the land use and development within the respective zone.
- Address administrative edits (i.e. removing the 'zone' after Rural Townsite and Special Use).

Two zones (Commercial and Special Residential) are proposed to be deleted. These zones are considered to have been made redundant by either the proposed addition of new zones (i.e Commercial to be replaced by widened Centre zones) or through previous decisions of the Western Australian Planning Commission (**WAPC**) (i.e Special Residential zone).

The zones and reserves identified for change are set out in **Table 3** and **4** of the Stakeholder Consultation Report, along with a summary of the principles guiding the changes proposed. Detailed rationale is provided in **Appendix B** of this report.

<b>Are there any proposed changes to zones and reserves that you do not support?</b>	<b>Yes</b>
--------------------------------------------------------------------------------------	------------

**For each proposed land use term (and associated definition) that you do not support, please outline further detail below. Please list the particular land use/s, why you do not support the proposed change and any modification you wish to recommend.**

Residential – The Shire requests that the new objectives still reference land uses to be compatible with residential setting.

Rural – The Shire requests that the new objectives still protect agricultural activities by restricting sensitive land uses on priority agricultural land.



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## Planning Reform

Proposed Amendments - Planning & Development (Development Assessment Panel) Regulations 2011

Rural Residential and Rural Small Holdings – if the lot sizes are to be removed, ensure there is no expectation of residential subdivision and future densification. Ensure that there is no expectation of rural activities as of right.

Neighbourhood Centre – include in objectives that passive commercial land uses should be located upper floors.

Service Commercial – ensure that general industry land uses are discouraged.



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## Planning Reform

Proposed Amendments - Planning & Development (Development Assessment Panel) Regulations 2011

### PART C – LAND USE PERMISSIBILITY AND DEVELOPMENT REQUIREMENTS FOR COMMERCIAL AND INDUSTRIAL TYPE ZONES IN THE METROPOLITAN REGION AND PEEL REGION SCHEME AREAS

Land use permissibility and development requirements form a substantial part of local planning schemes. Currently the Model Provisions provide limited direction on the standardisation of the content of land use permissibility and development requirements. Given the vastness and diversity of issues across the State, a staged approach to achieving more consistent land use permissibility and development requirements in local planning schemes is being proposed. Commercial<sup>1</sup> and industrial<sup>2</sup> type zones in the Perth and Peel region scheme areas were identified as a priority for improving the consistency of land use permissibility and development requirements in local planning schemes within these regions.

#### 6. PROPOSED LAND USE PERMISSIBILITY IN COMMERCIAL & INDUSTRIAL TYPE ZONES (PERTH AND PEEL REGIONS ONLY)

*(Section 3.3.1 (Page 17) and Appendix C of the Stakeholder Consultation Report)*

A standardised zoning table for commercial<sup>1</sup> and industrial<sup>2</sup> type zones in the metropolitan Perth and Peel region scheme areas is proposed to improve consistency. The land use permissibility is proposed to be set out in the form of a zoning table (lists land uses and assigns a permissibility to each land use within a zone). This can be found in **Appendix C** of the Stakeholder Consultation Report. Further details associated with these changes can be found in **Appendix D** of this report.

This is proposed to be implemented through updates to the Model Provisions (refer Part E of this Feedback Form for further detail and questions about the recommended implementation approach).

**Do you agree with the need for a standardised zoning table for commercial<sup>1</sup> and industrial<sup>2</sup> type zones in the Metropolitan Perth and Peel region scheme areas?**

**Yes**

**Please explain why below:**

Land use permissibility and zones are the fundamental basis of orderly and proper planning and should be prescribed across the state.

**Do you think the standardised zoning table for commercial<sup>1</sup> and industrial<sup>2</sup> type zones could apply outside of the Metropolitan Perth and Peel region scheme areas?**

**Yes**

**Are there any proposed land use permissibilities that you do not support?**

**Yes**



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## Planning Reform

Proposed Amendments - Planning & Development (Development Assessment Panel) Regulations 2011

**For each proposed permissibility that you do not support, please outline further detail below. Please list the particular zone and land use/s, why you do not support the proposed permissibility and any modification you wish to recommend.**

**Animal Establishment** – could be acceptable in Service commercial, light industry and general industry where the use type is for boarding or day care.

**Community purpose** – this could include a Men's Shed and therefore could be acceptable in general industry or light industry.

**Container Deposit Recycling Centre** – not appropriate in Rural Enterprise, not considered Rural.

**Industry – Extractive** – not supportive in the General Industry zone, although a somewhat compatible land use, these zones are usually close to housing or townsites and may cause larger impacts than just industrial type uses.

**Renewable Energy Facility** – to permit this land use type in Commercial type zones would need to consider the impact on the amenity of the community. It is suggested that a policy may need to be prepared for assessment tools.

### 7. PROPOSED CHANGES TO THE PERMISSIBILITY DEFINITIONS

*(Section 3.3.1 (Page 17 – 18) of the Stakeholder Consultation Report)*

In recognition of the importance of the zone objectives in determining the permissibility of land uses, it is recommended that the permissibility definitions contained in clause 18(2) of the Model Provisions and Clause 1 of the Deemed Provisions be updated as follows:

*class A use, in relation to a zone,*

- a. means a use identified in the zoning table for this Scheme (regardless of the symbol used) as a use that is consistent with the zone Objectives, but is not permitted in the zone unless the local government has exercised its discretion by granting development approval after advertising the application in accordance with clause 64;*

*class D use, in relation to a zone,*

- a. means a use identified in the zoning table for this Scheme (regardless of the symbol used) as a use that is consistent with the zone Objectives, but is not permitted in the zone unless the local government has exercised its discretion by granting development approval; but*
- b. does not include a class A use;*

*class P use, in relation to a zone,*



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## Planning Reform

Proposed Amendments - Planning & Development (Development Assessment Panel) Regulations 2011

*a. means a use identified in the zoning table for this Scheme (regardless of the symbol used) as a use that is consistent with the zone Objectives and does not require approval consistent with cl 61(2) of the Deemed Provisions;*

*class X use, in relation to a zone,*

*a. means a use identified in the zoning table for this Scheme (regardless of the symbol used) as a use that is not permitted in the zone;*

**Do you support the proposed changes to the permissibility definitions?**

**Support**

**Please include any comments about this proposal below:**

Insert comments here

### **PART D – DEVELOPMENT REQUIREMENTS IN COMMERCIAL<sup>1</sup> & INDUSTRIAL<sup>2</sup> TYPE ZONES (PERTH AND PEEL REGIONS ONLY)**

An audit of local planning schemes in the metropolitan Perth and Peel region scheme areas identified significant variation in the way development requirements for commercial and industrial type zones were addressed. To achieve greater consistency across local planning schemes in the Perth and Peel regions, it is recommended that a standard approach to development requirements in commercial<sup>1</sup> and industrial<sup>2</sup> type zones is applied.

### **8. APPROACH TO OUTLINING DEVELOPMENT REQUIREMENTS**

*(Section 3.3.2 (Page 18 – 19) and Appendix D of the Stakeholder Consultation Report)*

Ideally development requirements for industrial<sup>2</sup> type zones and potentially the Service Commercial zone will be addressed through an industrial design code (similar to the R-Codes but addressing industrial zones). The development of an industrial design code similar to the R-Codes, would enable provisions and/or acceptable outcomes to be developed consistent with development requirement principles specified in a design code. This would ensure an overall consistency whilst also accommodating those localities or developments that might need a different approach.

In the interim it is recommended that a combination of development provisions in the local planning scheme and local planning policy be used. It is suggested that primary controls be introduced to local planning schemes (Perth and Peel regions scheme areas only) under Part 4 (General Development Requirements) of the Model Provisions. Primary controls are proposed to include lot sizes, setbacks and building height (if applicable). It is suggested that a local planning policy is used to address discretion in relation to the above primary controls, and other elements of design including general matters; site layout and building; community spaces, landscaping and verges; parking and access; loading and waste; and other matters. It is recommended that this interim approach is outlined in a guidance document (local planning scheme guidelines).

More detail can be found in **Section 3.3.2** of the Stakeholder Consultation Report, and **Appendix D** of this report (refer to section 4.3.5).



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## Planning Reform

Proposed Amendments - Planning & Development (Development Assessment Panel) Regulations 2011

<p><b>Do you support the development of an industrial design code for defining development requirements for industrial<sup>2</sup> type zones and potentially the Service Commercial zone?</b></p>	<p><b>Support</b></p>
<p><b>Please explain why below:</b></p>	
<p>The building industry has accepted that there is minimum standards of construction for residential development, however there as there is no standardised approach to the construction of commercial and industrial development, some buildings have been developed with a minimal level of amenity for users and the community. The commercial and industrial areas of our state are areas that a large number of people work and spend a majority of their days. Therefore an area that does not provide an prescribed level of amenity may have long term impacts on the health and wellbeing of those working there.</p>	
<p><b>In the absence of an industrial design code, do you support the inclusion of guidance on development requirements in the proposed local planning scheme guidelines?</b></p>	<p><b>Conditional support</b></p>
<p><b>Please explain why below:</b></p>	
<p>Yes the introduction of provisions into the deemed provisions or model scheme text will assist, however a model planning policy alongside the provisions in the interim would deliver the intent.</p>	
<p><b>Please include any other comments you have on this proposal below:</b></p>	
<p>Areas outside of Perth and Peel would benefit from a design code for industrial estates and service commercial zones.</p>	



Learn more about our Action Plan for Planning Reform at [www.dplh.wa.gov.au/planning-reform](http://www.dplh.wa.gov.au/planning-reform)



## Planning Reform

Proposed Amendments - Planning & Development (Development Assessment Panel) Regulations 2011

### PART E – RECOMMENDED IMPLEMENTATION APPROACH

*(Section 4.4 of the Stakeholder Consultation Report)*

Short to mid term actions (1 – 3 years) and long term actions (3+ years) are proposed to implement the proposals to achieve more consistency across local planning schemes. These actions include changes to the Model Provisions, Deemed Provisions, development of local planning scheme guidelines, development of a design code for industrial zones and potentially the service commercial zone.

### 9. RECOMMENDED SHORT TERM ACTIONS

*(Section 4.4.1 of the Stakeholder Consultation Report)*

Short term actions, proposed to take place over a period of 1 to 3 years, include:

- Updates to the Model Provisions to include:
  - The proposed changes to land use terms (and associated definitions), zones and reserves (and associated objectives).
  - The proposed zoning table and primary development controls for commercial and industrial type zones for the Perth and Peel region scheme areas.
  - Modified use class definitions for P, D, A and X.
- Preparation of a standardised zoning table and primary development controls (similar to the proposal for commercial and industrial type zones discussed above) for all other model zones (existing model zones – eg. residential, and proposed model zones eg. cultural). It is noted that the R-Codes contain development controls for residential.
- Undertaking a review of supplemental provisions included in local planning schemes to identify those that might have broader application to other local governments (for example significant tree register) through inclusion in either the Model Provisions or Deemed Provisions.
- Local governments located in the Perth and Peel region areas to commence scheme amendments to update their schemes to be consistent with the updated Model Provisions, and incorporate the primary development controls summarised in Part D.
- Updates to the Deemed Provisions to include:
  - Model provisions relating to non-conforming uses and restrictive covenants.
  - Provisions for the establishment and maintenance of a significant tree register (refer to Section 3.4 of the Stakeholder Consultation Report for further details).
  - Separation of land use terms in the Deemed Provisions from other terms defined.
  - A requirement for the decision-maker of an Application for Development Approval to include the land use definitions of all approved land use/s as an advice note on a decision (refer to Section 3.3.3 of the Stakeholder Consultation Report for further details).
- Investigate elements of the Model Provisions that could be included in the Deemed Provisions and the appropriateness of a 'Deemed Local Planning Scheme' that would include combining all elements of the Model Provisions and Deemed Provisions.



Learn more about our Action Plan for Planning Reform at [www.dplh.wa.gov.au/planning-reform](http://www.dplh.wa.gov.au/planning-reform)





## Planning Reform

Proposed Amendments - Planning & Development (Development Assessment Panel) Regulations 2011

- Prepare contemporary and consistent guidance for the preparation and amendment of local planning schemes.
- Prepare a design code for industrial<sup>2</sup> zones and potentially the Service Commercial zone.
- Publish approved variations to the Model Provisions, along with justification.

**Do you support the short term implementation actions recommended?**

**Conditional support**

**Please list any implementation actions that you do not support and include any comments or improvements you have below:**

The Shire requests that the investigation of the appropriateness of a 'Deemed Local Planning Scheme' be workshoped with a range of Local Government's to ensure the whole State is considered for each element of the Model Provisions before proceeding with its inclusion. Other aspects of the implementation are supported with the above comments in mind.

### 10. LOCAL PLANNING SCHEME GUIDELINES

*(Section 4.4.1 (7) of the Stakeholder Consultation Report)*

The preparation of guidance for local planning schemes is recognised as a key supporting action for improving the consistency of local planning schemes. The guidance is proposed to provide:

- Guidance on the process of preparing and amending a local planning scheme.
- Greater transparency on the process for varying model provisions and for sharing information on approved variations to the model provisions.
- Translation and alignment of non-model land uses, zones and reserves with those contained in the model provisions.
- Guidance for the preparation and inclusion of development provisions.
- Improved guidance on the inclusion in schemes of additional uses, restricted uses, special use zones, non-conforming uses and special control areas.
- Improved guidance and updated manner and form for undertaking reports of review and amendments to local planning schemes.

**In addition to the type of guidance outlined, is there any other guidance you would like provided in local planning scheme guidelines? Please include additional areas of guidance below:**

Insert comments here



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## Planning Reform

Proposed Amendments - Planning & Development (Development Assessment Panel) Regulations 2011

### 11. RECOMMENDED LONG TERM ACTIONS

*(Section 4.4.2 of the Stakeholder Consultation Report)*

Long term actions, proposed to take place over a period of 3 plus years, include:

- Updates to the Model Provisions to include a standardised zoning table and primary development controls for all model zones, to be applied State-wide (with consideration of regional variations).
- Updates to the Deemed Provisions to include relevant elements from the Model Provisions.
- Consider implementation options for a 'Deemed Local Planning Scheme' (subject to outcomes of investigation and consultation).
- Release and implement a design code for industrial<sup>2</sup> zones and potentially the Service Commercial zone.
- Conduct an ongoing review of the implementation of the standardised zoning table and objectives for the commercial<sup>1</sup> and industrial<sup>2</sup> type zones.

**Do you support the long term implementation actions recommended?**

**Support**

**Please list any implementation actions that you do not support and include any comments or improvements you have below:**

Insert comments here



Learn more about our Action Plan for Planning Reform at [www.dplh.wa.gov.au/planning-reform](http://www.dplh.wa.gov.au/planning-reform)





## Planning Reform

Proposed Amendments - Planning & Development (Development Assessment Panel) Regulations 2011

### PART F – OTHER

#### 12. FURTHER COMMENTS OR SUGGESTIONS

**Do you believe there are any other elements of Local Planning Schemes that could change that would bring greater consistency across local governments? Please outline any other suggested improvements or comments below:**

Insert suggested improvements or comments here

**THANK YOU FOR YOUR FEEDBACK.**



Learn more about our Action Plan for Planning Reform at [www.dplh.wa.gov.au/planning-reform](http://www.dplh.wa.gov.au/planning-reform)

Attachments - Ordinary Meeting of Council - 25 May 2023

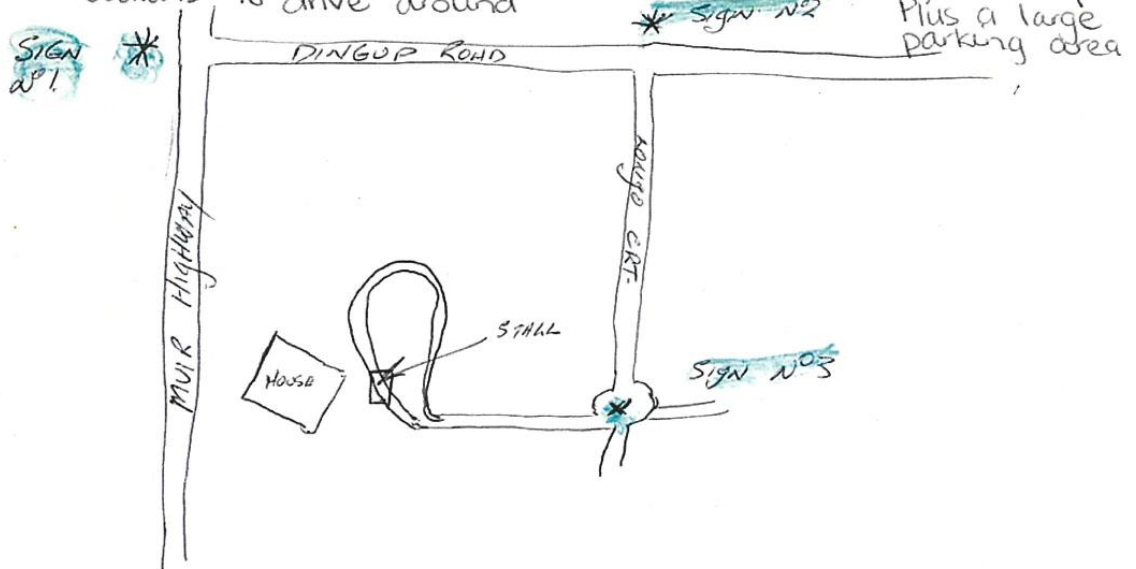




(i) (A) BASIC HOURS WILL BE 24/7 AS IT WILL BE ON A HONOUR SYSTEM WITH REPLENISHMENT OF STALL AS REQUIRED.\*

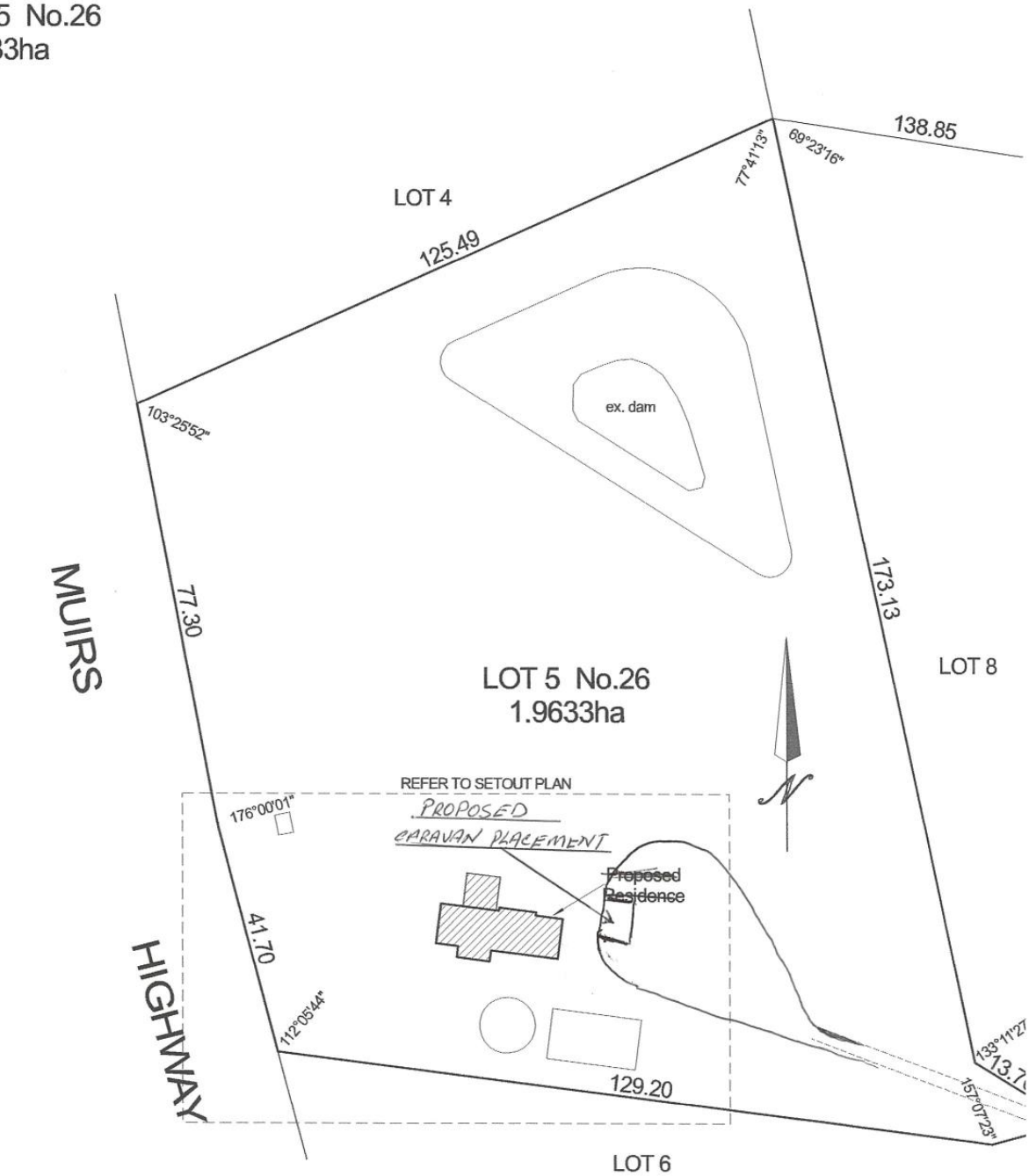
(B) WE WILL BE SELLING PRESERVES FROM THE PRODUCE THAT WE GROW ON OUR PROPERTY. PLUS ANY EXCESS SEASONAL FRESH FRUIT AND VEGETABLES THAT ARE PRODUCTS. (Jams, Pickles, Relishes etc)

(ii) ~~THE~~ NO CAR PARKING WILL BE REQUIRED AS WE HAVE THE STALL SET UP ON A RING ROAD AT OUR HOUSE. - There is sufficient space for vehicles including caravans to drive around ~~sign no 2~~ Plus a large parking area.



(iii) SIGNAGE WILL BE DISPLAYED AT THE POSITIONS AS PER DIAGRAM. WITH HIGHLIGHTER. WITH SIZE ETC AS PER YOUR REQUIREMENTS

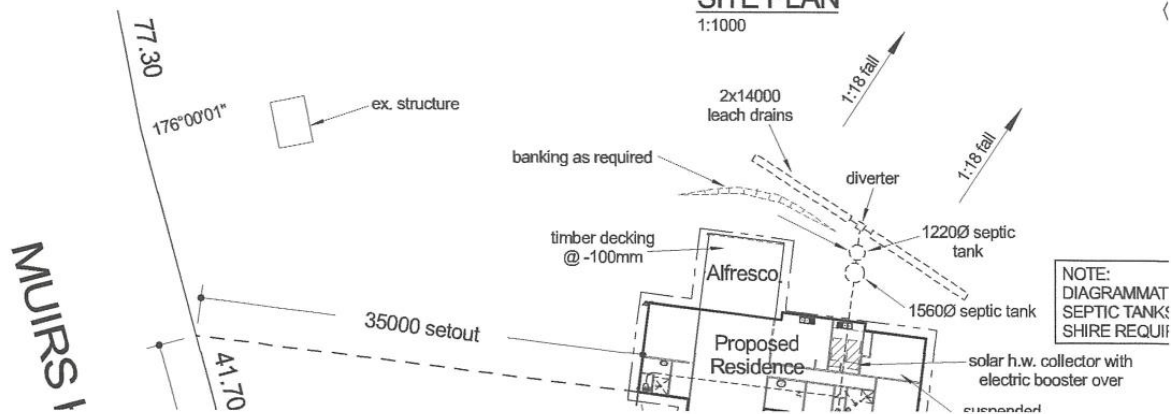
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LOT 6

# **SITE PLAN**

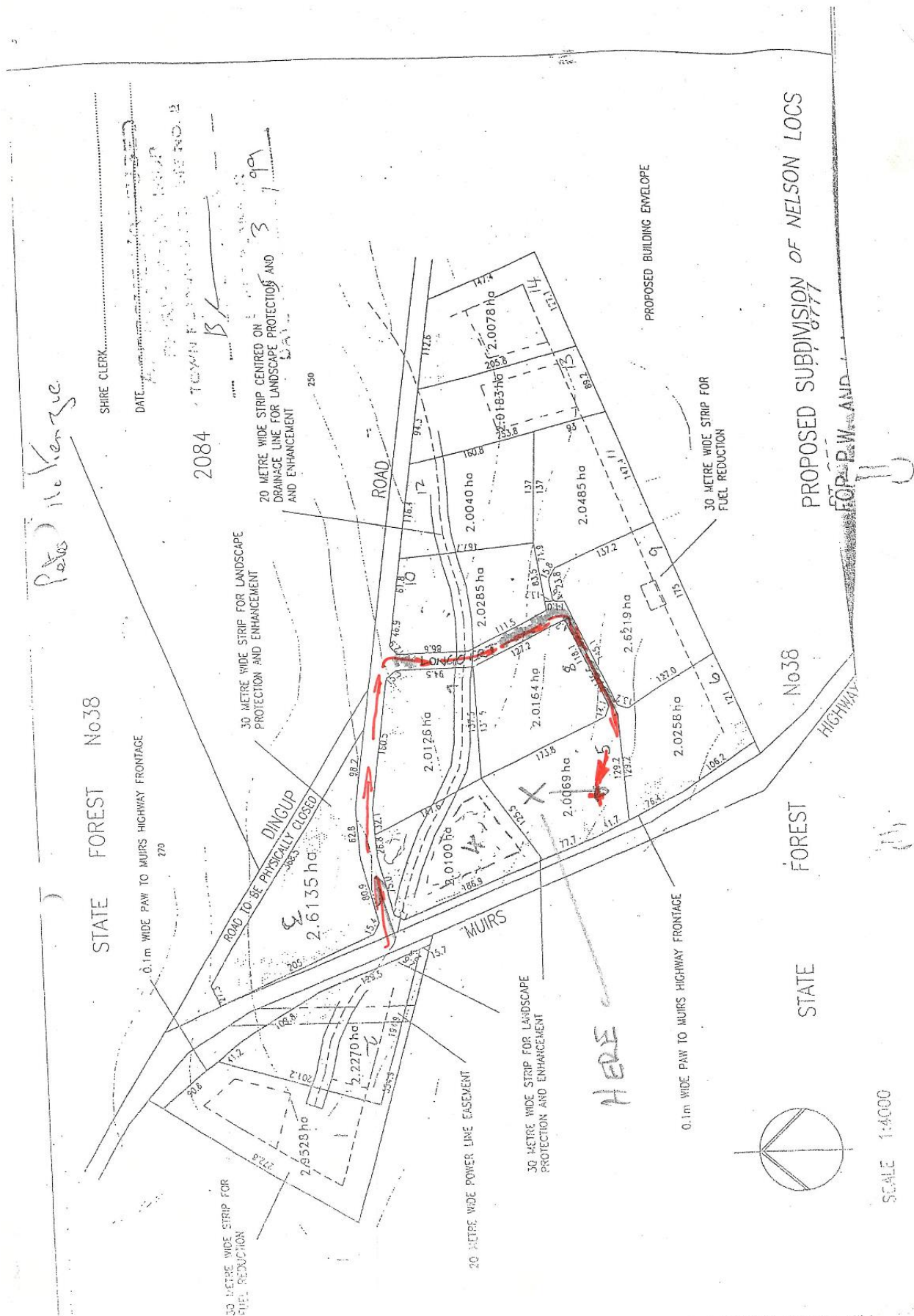
1:1000











**Pemberton Bowls Club, Incorporated**

P O Box 129  
Pemberton  
WA 6260  
Tel: 0417952427  
Email. bandtmorris@westnet.com.au

Monday, 17 April 2023

Mr. Brian Robinson  
Acting CEO  
Shire of Manjimup  
PO Box 1,  
MANJIMUP WA 6258

**Request for Shire Funding of Bowling Green Surface and surrounds.**

I am writing to you to formally request funding from the Shire of Manjimup for our project to replace our bowling green surface, surrounds and gutters as per my presentation at the Shire meeting held on 23<sup>rd</sup> March, 2023.

Our project will ensure the continuation of the Pemberton Bowls Club as one of the most successful bowling clubs in the Blackwood League and allow us to support the community of Pemberton by offering both competitive and non-competitive games. As well, we are a major supporter of the Pemberton Sports Club holding many events which require the services of the dining room and bar facilities.

Our project has a total budget of \$240,000, we will apply for State Sports and Recreation funding which may provide \$40,000 as we are replacing our facilities, this leaves a total of \$200,000 required to complete the project. Pemberton Bowls Club has put aside over \$100,000 over the past twelve years and so we need the Shire of Manjimup to provide \$100,000 to allow us to complete the project. Expenditure of the monies will occur in April/May 2024. The amount required from the Shire may be reduced if we are able to source any additional grants during the coming twelve-month period.

For any additional information on our project please contact the undersigned.

Your sincerely

,



Brian Morris – Secretary

**MINUTES**

Minutes from the meeting of the Reconciliation Action Plan Advisory Committee held 12noon, Friday 28 April 2023 at the Town Hall Meeting Room.



<b>1</b>	<b>Declaration of Opening of Meeting</b> In the absence of Shire President, Cr. PO (chair), and as agreed by members in attendance GIC Chaired the meeting. GIC declared the meeting open at 12:02am
<b>2</b>	<b>Acknowledgement of Country</b> delivered by GIC The Shire of Manjimup respectfully acknowledges the Noongar people as the Traditional Custodians of the lands in which we work throughout the region and we pay our respects to their Elders, past, present and emerging.
<b>3</b>	<b>Attendance / Apologies</b> <b>ATTENDANCE:</b> Cr. Cliff Winfield G. Ipsen Cutts (Shire of Manjimup) S. Griffiths (ATSI Community Stakeholder) K. May (ATSI Community Stakeholder) F. Sinclair (Community Representative) W. Eiby (Community Representative) W. Herdigan (ATSI Community Stakeholder) <i>left 1:00pm</i> <b>APOLOGIES:</b> Cr. P. Omodei V. Dei-Tos (Shire of Manjimup – Proxy) S. Kelly (ATSI Community Stakeholder) <b>ABSENT:</b> B. Cornwall (A&TSI Community Stakeholder) <b>GUESTS:</b> K. Brown (Shire of Manjimup) Minute Taker
<b>4</b>	<b>Declaration of Interest</b> WE declared that she was a Shire Cr., noting that her position on the Committee was as a community member. within the Committee.
<b>5</b>	<b>Confirmation of Minutes</b> Minutes from the Reconciliation Action Plan Advisory Committee Meeting on 24 February 2023 were accepted at this meeting as a true and correct record.  <b>Moved:</b> KM <b>Seconded:</b> SG <b>CARRIED</b>
<b>6</b>	<b>Council Decisions on Committee Recommendations</b> Nil
<b>7</b>	<b>Business Arising from Previous Minutes</b> <ul style="list-style-type: none"> <li>Discussions on Suzanne Fisher - Principal of Northcliffe District High School attendance for future meetings. Discussions of membership at next meeting.</li> <li>Shire advertised vacant youth positions for this committee and didn't receive any nominations. FS brought up potential of mentorship bringing in youth members to committee. Potential to be flexible with meeting times. FS to approach young aboriginal artist on one of her board meetings. SG to approach son. WH follow up with previous youth members to attend next meeting.</li> <li>FS couldn't find Noongar graphic designer. WE (Nani Creative) to forward contact.</li> <li>No progression with KM actions.</li> <li>Manjin Park signage mock ups to be presented to Committee once available.</li> </ul>
<b>8</b>	<b>General Business / New Matters</b> <b>Presentation by Cr. CW on Welcome &amp; Trailside Plaques</b> <ul style="list-style-type: none"> <li>PowerPoint presentation with welcome panel and trailside interpretation panel examples to be used for future Manjimup Heritage Park and Manjin Park. Suggested</li> </ul>

RAP Advisory Committee – 28 April 2023

that the Shire already have an existing design for interpretation signs and that we should keep with current design. Discussions had around location of proposed signage in the Manjimup Heritage Park. GIC suggested we further develop what we want displayed on the signage and stated the primary focus is Manjin Park as the signage has significantly worsened over time. CW suggested maybe SK can lead the language process for the signage due to her knowledge. CW happy for the Shire to use his already existing content. GIC to develop further with the assistance of H Rose who is currently doing work placement with the Shire. KB to send out copy of the slideshow with minutes.

**Action: KB**

#### **Reconciliation Week Activities & Events**

- NRW Virtual Breakfast 25 May 2023 from 8am to 10am. Proposal to have event at the Wellness Centre due to more space. Proposal to do reconciliation walk through the Manjimup Heritage Park following the park. Advertising to be organised for the papers. This event fall on a Council meeting date, therefore no senior staff or Cr's after 10am. Flyer likely to be finalised within the week and will be disturbed to the group.
- Sponsored Reconciliation Banners to be installed in each town entry on existing banner frames in May.
- Reconciliation Choir potentially being used for the breakfast event 'Voices for generations choir'. FS has offered to help to advertise and offered to do weaving workshop post event.
- Reconciliation walk in Bunbury for all to attend on Friday 26 May 2023.
- Artworks by Noongar Artist Natalie Clark in collaboration with children from Northcliffe District High School on the 6 Noongar Seasons. Artworks have been transferred digitally and are being printed on banners to display outside the school. FS mentioned that the plan to launch artwork during Reconciliation Week. GIC suggested they may like to be displayed as part of the Noongar art exhibition in the Manjimup Art Gallery. FS to follow up with the school and report back.

**Action: FS**

#### **NAIDOC Week Activities & Events**

- Kangaroo Stew, Johnny Cakes & Damper at Manjimup Senior High School with Home Economics team. Well attended previous years. Potential to run similar for the whole community at the Wellness Centre. Theme 'For our Elders'. GIC to discuss with Liz Lockyear, Home & Community Care. Event hosted in Term 3. 'Our Elders, Our Time of Life' Poem created by Sharon Roebourne (Bunbury based). Potential to be performed as part of NAIDOC Week Celebrations. KM to ask for permission to read our poem as part of proposed above event.

**Action: GIC & KM**

- GIC suggested committee to forward any information on events to Shire so they can be sent out through social media channels.
- Bindjared Middars Dance Mob invited to the Manjimup Senior High School.

#### **Project Updates**

- Update provided by GIC on behalf of Vanda on Noongar Seasons: Nature in Transition Project on behalf of VD. Winners selected by judging panel on 21 February. The 6 winning artists have been advised. Artist purchasing agreement has been prepared, cleared through appropriate channels and emailed to artists for review and signature. Currenting working through payment process. Once this has been finalised, the Shire will arrange for the 6 selected works to be printed on the street banners and move forward with preparations for an exhibition in the Manjimup Art Gallery of all the artwork received as part of this project.

**Roundtable**

Fiona Sinclair

- Attended 'Yes Campaign to Canberra' talk. Discussions on what the Local Government responsibility with a RAP and their responsibilities around information dissemination and advocacy for the yes vote. Presenter is happy to visit Manjimup and provide information on the topic. GIC suggested it might need to be raised to Council for further direction on the matter. GIC mentioned our role as a local government is to provide accurate information about what it is – non bias. Awaiting information from Reconciliation Australia on further advice. GIC to forward information as it is made available from the Federal Government and Reconciliation Australia.

**Action: GIC**

- Art sculpture (\$135K) proposed to be installed outside the Northcliffe Visitor Centre. Funding application in with the Shire and Lotterywest. Sculpture is about evolution and will be linked into other existing sculptures.
- Southern Forest Arts in partnership with the Shire of Manjimup to deliver Gina Williams and Guy House performances on August 26 to be held at the Manjimup Town Hall. Ticketed event.

Wendy Eiby

- Bibbulmun Track's 25<sup>th</sup> Anniversary Walk is passing through Northcliffe on 21 and 22 August. Holding community celebrations in Northcliffe. Sourcing someone for Welcome to Country and requested committee clarification on who is able to deliver this. Suggestion of WH or SK.

Katrice May

- Planning is underway for NAIDOC Week celebrations. Awaiting funding outcome from Tallison to assist with funding dance mob.
- Spotlight is currently selling indigenous fabrics. Students are making handbags out of the fabrics.
- SWAMS have approached MSHS and want to be involved with planned celebrations.

Susanne Griffiths

- In contact with the Stephen Michael Foundation in regard to rolling out program through primary and high school to provide students with an opportunity to learn and participate in traditional Aboriginal games.

Cr. Cliff Winfield

- Project brief needs to be developed for the interp signage at Manjin Park. CW offered to assist with this.
- Mentioned that any future Heritage Park works need to be raised with the Heritage Park Advisory Committee. Noted that there is not currently any Aboriginal Representatives on the committee. GIC mentioned that the vacancies were advertised in Jan/Feb and no applications were received. CW suggested Marika & Sean may be suitable representatives for this committee and he will approach them to discuss.

**Action: CW**

Gail Ipsen Cutts

- The Shire is receiving increasing requests from the community for contacts of people who can deliver a Welcome to Country. GIC has developed a spreadsheet over the years and would like committee input and advice. CW suggested maybe the Karri Karrak could assist or provide further direction. GIC noted she had approached Land & Sea Council for assistance in the past.

	Wayne Herdigan <ul style="list-style-type: none"> <li>Will follow up with previously mentioned 2 young people and their potential to be involved with the Committee. GIC mentioned it might be better to invite as a guests so there is no initial commitment.</li> </ul> <p style="text-align: right;"><b>Action: WH</b></p>
<b>9</b>	<b>Meeting Closure</b> GIC declared the meeting closed at 1:48pm.
<b>10</b>	<b>Next Meeting Date:</b> 12noon, 30 June 2023 at Power Up Museum Meeting Room, Manjimup Heritage Park. <b>Remaining 2023 Meeting Dates:</b> 25 August, 27 October



**ATTACHMENT****9.5.2 Government of Western Australia Discussion Paper for Planning Reform**

<b>PROPONENT</b>	Government of Western Australia
<b>OWNER</b>	N/A
<b>LOCATION / ADDRESS:</b>	N/A
<b>WARD:</b>	N/A
<b>ZONE:</b>	N/A
<b>DIRECTORATE:</b>	Development and Regulation
<b>FILE REFERENCE:</b>	F160613
<b>LEGISLATION:</b>	Planning and Development Act 2005
<b>AUTHOR:</b>	Jocelyn Baister
<b>DATE OF REPORT:</b>	10/07/2018
<b>DECLARATION OF INTEREST:</b>	Nil

**BACKGROUND:**

The Minister for Transport, Planning and Lands has commissioned an independent review of the planning system in Western Australia (WA) for the purpose of identifying ways to make the system more efficient, as well as making it more transparent and understandable to all members of the community. The Government of Western Australia (the Government) has published a Green Paper outlining five (5) key proposals for reform and has encouraged feedback and ideas from the community.

**ATTACHMENT: 9.5.2(1)**

Following consultation the proposals will be reviewed and a White Paper will be developed that will set out the Government's reform agenda for a modern planning system.

The Green Paper has been released for public comment by the Government for a two (2) month period from May 2018 to July 2018. Any member of the community is entitled to make a submission. A response has been prepared and was submitted on behalf of Council for the due date of 22 July 2018, a note was provided advising that the response was subject to endorsement of Council at a future date.

Council is now requested to endorse the submission.

**PUBLIC CONSULTATION UNDERTAKEN:**

Nil

**COMMENT (Includes Options):**

The Green Paper proposes to modernise the planning system for WA to make it fairer, more open and understandable, less complicated and able to reach effective decisions quicker. There are four (4) principles that underpin the proposed system which are:

- Fairness;

- Transparency;
- Integrity; and
- Efficiency.

The Green Paper proposes five (5) key reforms as listed below:

- **Strategically-led** - Make strategic planning the cornerstone of the planning system;
- **Legible** - Make the planning system easy to access and understand;
- **Transparent** - Open up the planning system and increase community engagement in planning;
- **Efficient** - Make the planning system well organised and more efficient; and
- **Delivering smart growth** - Refocus the planning system to deliver quality urban infill.

Each reform is summarised below with comment provided on those that are only in part supported; not supported or have impacts to Local Government.

#### A Strategically-led System

This proposal aims at refocusing the planning system to emphasise the importance of strategic planning. It is proposed to provide that strategic planning as a purpose of the *Planning and Development Act 2005* (the Act) with a definition of strategic planning. It is proposed that sustainability will be defined within a State Planning Policy with steps on how to balance economic, social and environmental matters in land use planning.

It is proposed that the *Planning and Development (Local Planning Schemes) Regulations 2015* (LPS Regulations) be amended to require an amendment to a Local Planning Strategy alongside a complex scheme amendment. This requirement is considered appropriate, however would need to allow for flexibility to delay a strategy amendment if the scheme amendment occurs within a pending review.

It is recommended that a suggestion be included in the submission that complex scheme amendments be supported by an assessment on the impact of the proposal against the successful delivery of the local planning strategy.

The Green Paper proposes that every Local Planning Strategy is to include a local housing strategy which would undertake a periodic analysis of housing needs and how to accommodate regional growth forecasts. This change may cause delay for the Shire of Manjimup (the Shire) which has prepared a draft revised Local Planning Strategy.

#### A Legible Planning System

This proposal aims at creating a planning system that is user friendly to the wider community by consolidating both State and Local planning frameworks into single concise framework. Under this proposal the State Planning Policies would be consolidated and reorganised into common elements and a local planning framework would introduce a 'Comprehensive Local Planning Scheme' which would contain strategies, legal provisions (scheme text), maps and local planning policies.

The Green Paper proposes that all current reviews of local planning frameworks be delayed pending availability of guidance on the format and content of local planning strategies and schemes. This proposal would have an immediate impact on the Shire's Local Planning Strategy which is currently under review. It is recommended that a request be included in the submission to provide flexibility to allow strategies and schemes which have substantially commenced reviews to proceed to advertising.

It is proposed that the LPS Regulations include additional deemed provisions that standardises zones, land uses and land use permissibility. This will enable the grouping of land uses into groups or categories and provide flexibility to land owners wishing to lawfully change uses within the categories providing the proposal is considered low risk.

The final proposal under this reform will create an online planning portal for keeping comprehensive local planning schemes online, current depending on deemed provisions, and user-friendly.

#### A Transparent Planning System

The main proposals under this key reform include introducing a Community Engagement Charter to establish a duty to engage with the community in a meaningful way on strategic planning.

It is also proposed that the Local Planning Scheme Regulations be amended to provide for reasons for decisions to be included within all planning decisions. This proposal is considered to be justified, providing additional information to the applicant as to either the merits for or against their application. However, in some instances for commercial confidentiality it may not be appropriate to publish reasons for decisions. It is recommended that this concern be relayed in the submission.

The Green Paper proposes to introduce reporting on planning matters in two phases, the first phase will focus on local government performance of statutory responsibilities and then on the monitoring of Western Australian Planning Commission (WAPC)/Department of Planning, Lands and Heritage performance on local planning strategies, local planning scheme reviews, structure plans and development applications. Phase one of this reporting is considered to have impacts on the Shire's resources to compile reports to align with current reporting required under the Local Government Act.

It is also proposed that changes to the Development Assessment Panels (DAPs) processes be amended to assist with transparency to introduce greater accessibility of DAP meetings, audio recordings, the ability for the DAP to defer a decision to allow for additional Responsible Authority Report advice and other procedural changes.

A proposal to allow for interested parties to make a submission during State Administrative Tribunal (SAT) mediation is not considered appropriate and it is recommended that Council not support this proposal. SAT mediation is a forum

where an applicant and decision maker can negotiate an outcome on an application. It is considered that other parties have the ability to make submissions during an application process or at SAT Hearing.

#### An Efficient Planning System

This proposal aims to refocus the WAPC to prepare and implement regional strategic planning, effectively managing state planning policies and to collaborate with local governments in the preparation of structure plans. By shifting the responsibility of advising the Minister for Planning on the operation of the planning system to DPLH and implementing an accreditation system for local government to receive additional delegations from the WAPC, such as determination of basic subdivisions (e.g. Boundary realignments), the WAPC will have the resources to focus on strategic planning.

Such accreditation would require local governments to have up-to-date local planning strategies and schemes, and have appropriately qualified planning officers and appropriate delegation to those officers. It is considered that this would have minimal impact on the Shire's operation, however additional resources may be required if the WAPC increases delegations to local governments.

It is proposed to provide within the LPS Regulations that a local government must advise an applicant within 10 business days of receipt of a development application whether additional information is required. This proposal is not considered to be always achievable due to the reliance on technical referral agencies to respond and request additional information. It is recommended that this concern be relayed in the submission.

The Green Paper proposes to provide certainty to structure plans by having approved structure plans given the 'force and effect' of the Scheme. This is considered to remove the flexibility for developers to vary the structure plan during subdivision based on detailed engineering design. It is recommended that these concerns are raised in the Shire's submission.

It is proposed to introduce the ability for a local government to refuse to progress a local structure plan or activity centre plan which is considered to lack sufficient planning merit, thereby limiting unnecessary community angst or engagement. This proposal is considered appropriate and similar to the process with scheme amendments which can be refused to be initiated.

It is proposed to require for costs and contributions of development contribution plans (DCP) to be included as a schedule in local planning schemes. This proposal is not considered appropriate since DCP's are required to be reviewed periodically to adjust costs associated with construction cost changes. Should this proposal proceed local planning schemes may be in a state of constant amendment to update costs published in the scheme schedule.

Additionally it is proposed that the LPS Regulations provide for the Minister of Planning to require reporting on development contributions and to be able to instruct a local government to take particular actions in the administration of a

DCP. This proposal is not considered to be appropriate and may introduce a level of political input into an administration process. It is recommended that Council only support this proposal in part and request additional information on how this would operate in practice.

The Green Paper proposes to introduce fast-track applications for single houses by providing for a 'deemed to comply' check application for a fee and a 30 day fast-track process for minor variations. Both proposals are considered to have merit however both also have issues. A 'deemed to comply' check will usually still require a full assessment and therefore would require additional resources and a 30 day fast-track application should be limited and not include side setback variations due to neighbour consultation requirements. These issues have been included within the submission.

The proposal to extend the track-based approach to all levels of planning proposals similar to the already introduced 'Basic, Standard and Complex' stream of local planning scheme amendments aims to streamline the planning system and once introduced, many include reduced information, consultation, referral and assessment requirements. This track-based approach would also consider future delegations for basic and standard proposals to local government. This proposal is considered appropriate and would benefit decision makers and applicants alike. Additional delegation from WAPC may result in demand on Shire's resources.

#### Planning for Consolidated and Connected Smart Growth

Key reform 5 focuses on proposals to improve planning for the Perth Metropolitan and Peel Regions building on METRONET and establishing contemporary smart growth principles and practises. Although this key reform is not considered to be entirely relevant to regional local governments and towns, it is considered that aspects of best practise planning could be referred to at a regional level. It is recommended that it be noted within the submission that any proposals include reference to regional towns where applicable.

#### Conclusion

As detailed above, Shire Officers have provided detailed comment on feedback on the Green Paper. Due to the timing of the consultation period, officers have provided this comment and are seeking Council endorsement of the comments that have been offered.

A table detailing the proposed draft response as submitted is shown attached.

**ATTACHMENT: 9.5.2(2)**

#### **STATUTORY ENVIRONMENT:**

*Planning and Development Act 2005, Planning and Development (Local Planning Schemes) Regulations 2015, Planning and Development (Development Assessment Panels) Regulations 2011, State Planning Policies,*

**POLICY / STRATEGIC IMPLICATIONS:**

Shire of Manjimup Local Planning Strategy 2003-2013, Liveable Neighbourhoods

**ORGANISATIONAL RISK MANAGEMENT:**

Nil.

**FINANCIAL IMPLICATIONS:**

Nil.

**SUSTAINABILITY:**

Environmental: Nil.

Economic: Nil.

Social: Nil.

**VOTING REQUIREMENTS:**

**SIMPLE MAJORITY**

**OFFICER RECOMMENDATION:****That Council:**

1. Note the Government of Western Australia's Modernising Western Australia's Planning System – Green Paper concepts for a Strategically-led System as shown Attachment: 9.5.2(1);
2. Endorse the attached completed Green Paper Response Template as submitted by Shire Officers and shown Attachment: 9.5.2(2); and
3. Await a further report on the White Paper when released by the Government of Western Australia for public comment.

**ATTACHMENTS**

- |                                                                                 |             |
|---------------------------------------------------------------------------------|-------------|
| 1 Attachment No 1 - Green Paper Modernising Western Australia's Planning System | 82<br>Pages |
| 2 Attachment No 2 - Green Paper Response                                        | 11<br>Pages |

**Ordinary Meeting****COUNCIL RESOLUTION:**

**MOVED: Eiby, W**

**SECONDED: Tapley, D**

**27478**

**That Council:**



- 1. Note the Government of Western Australia's Modernising Western Australia's Planning System – Green Paper concepts for a Strategically-led System as shown Attachment: 9.5.2(1);**
- 2. Endorse the attached completed Green Paper Response Template as submitted by Shire Officers and shown Attachment: 9.5.2(2); and**
- 3. Await a further report on the White Paper when released by the Government of Western Australia for public comment.**

**ADOPTED BY EN BLOC RESOLUTION: 10/0**

## ATTACHMENT APPENDIX

### 9.5.1 Government of Western Australia Action Plan for Planning Reform

<b>PROPONENT</b>	Government of Western Australia
<b>OWNER</b>	N/A
<b>LOCATION / ADDRESS:</b>	Whole of Shire
<b>WARD:</b>	All
<b>ZONE:</b>	N/A
<b>DIRECTORATE:</b>	Development and Regulation
<b>FILE REFERENCE:</b>	F160613
<b>LEGISLATION:</b>	<i>Planning and Development Act 2005</i>
<b>AUTHOR:</b>	Jocelyn Baister
<b>DATE OF REPORT:</b>	5 September 2019
<b>DECLARATION OF INTEREST:</b>	Nil

#### BACKGROUND:

In May 2018 the Government of Western Australian (the Government) released for public comment a Green Paper that outlined five (5) key proposals for planning reform seeking feedback from the community. The intent was that following consultation the proposals would be reviewed and a White Paper developed that was to set out the Government's agenda for a modern planning system.

Council considered the Green Paper at its meeting 26 July 2018 and resolved (27478) in accordance with the following resolution:

#### That Council:

- 1. Note the Government of Western Australia's Modernising Western Australia's Planning System – Green Paper concepts for a Strategically-led System as shown Attachment: 9.5.2(1);**
- 2. Endorse the attached completed Green Paper Response Template as submitted by Shire Officers and shown Attachment: 9.5.2(2); and**
- 3. Await a further report on the White Paper when released by the Government of Western Australia for public comment.**

A copy of the previous agenda item is appended.

#### APPENDIX: 9.5.1(A)

Responses to the 2018 Green Paper showed clear stakeholder support for reform of the planning system. An Action Plan for Planning Reform has been prepared that sets out the vision for the planning system through a program of 19 reform initiatives, centred around three fundamental goals:

1. Planning creates great places;
2. Planning is easier to understand and navigate; and
3. Planning systems are consistent and efficient.

A copy of the Action Plan is attached, whilst a copy of the 60 page Guidelines is available to Councillors on request.

**ATTACHMENT: 9.5.1(1)**

Council is now requested to note the Government's Action Plan and endorse the Director of Development and Regulation (or nominated representative) to represent the Council and Shire as a stakeholder for the development of implementation initiatives. This collaboration will be undertaken instead of the Government preparing a White Paper.

**PUBLIC CONSULTATION UNDERTAKEN:**

Nil.

**COMMENT (Includes Options):**

The Action Plan proposes 19 initiatives to deliver the Government's three goals for planning reform.

**Goal 1 – Planning creates great places for people**

- A.1 Collaborative planning delivers district-level priorities
- A.2 Urban corridors are realised with integrated planning
- A.3 Land use and infrastructure planning is coordinated
- A.4 Good design is required and design excellence is encouraged

**Goal 2 – Planning is easier to understand and navigate**

- B.1 Planning is strategically-led
- B.2 Engagement and consultation processes are consistent and effective
- B.3 Local planning frameworks are more legible
- B.4 Online planning portal improves access to information
- B.5 Clear and concise guidance is readily available

**Goal 3 – Planning systems are consistent and efficient**

- C.1 Local planning schemes are more consistent
- C.2(i) Approvals are quicker and easier for small business in commercial and mixed-use centres
- C.2(ii) Car parking requirements in commercial and mixed-use centres are consistent
- C.3 Pre-lodgement advice facilitates better outcomes
- C.4 Targeted reduction in timeframes for lower-risk proposals
- C.5 Referral processes are well defined and coordinated
- C.6 Structure and precinct planning tools are fit-for-purpose
- C.7 Development assessment processes are streamlined and outcomes-focussed
- C.8 Development Assessment Panels processes are more consistent and transparent

- C.9 The Western Australian Planning Commission (WAPC) is more efficient and strategically focussed
- C.10 Planning activity data drives system improvement

The Action Plan is structured into the three goals, with each initiative under the goals given an Outcome, Actions and early actions (quick wins).

A review of the Action Plan has been undertaken to determine the impacts on the day-to-day planning processes of the Shire of Manjimup. Where the initiatives are likely to impact on the Shire, these are discussed below:

Goal 1 – Planning creates great places for people

*A.1 Collaborative planning delivers district-level priorities*

This initiative will enable new arrangements for the WAPC to partner with local governments to prepare district level planning strategies and resolve regionally-significant priorities at the district level.

The WAPC/Department of Planning Lands and Heritage (DPLH) will seek expressions of interest from local government to nominate areas that may be suitable to pilot the partnership. This could be an opportunity for the Shire to progress planning strategies over land that has been identified for future development or requiring collaboration to redevelop land for more suitable purposes.

*A.4 Good design is required and design excellence encouraged*

This initiative focuses on the continuation of the Design WA suite of state planning policies (SPP) and sets out to achieved an outcome where design policy and guidance and design review processes deliver great places and good design across the State.

The WAPC/DPLH will continue to release SPP's for residential precincts, neighbourhoods and medium density developments and through more public discussions promote awareness of good design of buildings and urban environments. A separate report on the draft SPP 7.2 Precinct Design is contained as Item 9.5.2 of this agenda.

Goal 2 – Planning is easier to understand and navigate

*B.2 Engagement and consultation processes are consistent and effective*

This initiative looks at the engagement and consultation with community members on planning proposals and sets out to achieve contemporary, consistent and clear engagement.

One action, which would alter the Shire's consultation practice, is the advertising of significant developments. On-site signage requirements have a minimum dimension and scale and in some cases the development must be visually represented.

*B.3 Local planning frameworks are more legible*

A number of the actions outlined in this initiative will require the Shire to review the content of its local planning scheme and policies to ensure the planning instruments are easier to understand and have a clear strategic direction.

The status of local planning strategies will be elevated by a 'local strategic statement' being included in the local planning scheme. Restrictions will be introduced which limit the mandatory development requirements, preventing variation to key provisions to improve certainty.

The use and function of local planning policies (LPP's) will be clearly stipulated with set criteria on what they can and cannot be used for; variations to this criteria will require the approval of the WAPC. In addition, all LPP's will be required to be prepared in a standard manner and form and have a maximum five year lifespan to ensure regular review takes place.

It is expected that these initiatives will be introduced over a period of time.

Goal 3 – The planning system is consistent and efficient*C.1 Local planning schemes are more consistent*

This initiative will introduce a range of standardised approaches to zones, land use, permissibility and development control to increase consistency whilst allowing for response to local circumstances, such as character and heritage.

A suite of standard zones, land use definitions and permissibility will be developed for state-wide adoption in local planning schemes. In addition, a package of common development standards and conditionally permitted low-risk development will be prepared for inclusion in local planning schemes.

With the State leading the standardisation of zoning and development controls there is a risk that regional variations are overlooked. It is recommended that the Shire engage with the DPLH on these actions if given the opportunity.

*C.2(i) Approvals are quicker and easier for small business in commercial and mixed-use centres*

This initiative looks at streamlining and a state-wide consistent process for 'change of use' development applications to make it easier for small businesses to establish in existing town centres, retail corridors and other commercial and mixed-use centres.

A framework for change of use developments which are considered to be low risk will be developed which applies simple and consistent requirements and ensures that applications are either fast-tracked or exempt from approval in existing buildings.

Seen as a positive action for town centre revitalisation, this change comes with the risk of introducing less desirable ground floor land uses when 'active' land uses are more preferable. The local planning framework would require review to accommodate this state-wide change.

*C.2(ii) Car parking requirements in commercial and mixed-use centres are consistent*

A state-wide consistent approach for the provision of car parking is the outcome identified for this initiative. To complement the initiative to streamline change of use applications, a policy with practical, basic benchmarks and fair methodology for considering concessions and the uses of cash-in-lieu will be developed and implemented for the assessment of car parking requirements for small businesses in established town centres.

Also seen as a positive action for town centre revitalisation, this change comes with a risk that regional variations and lack of access to public transport options will not be considered and available in a state-wide policy.

For each of the above initiatives, the WAPC/DPLH will partner with local governments to develop, test and pilot a framework for change-of-use applications and car parking requirements. It is recommended that the Shire participate in the pilot project to ensure regional variations are incorporated into the planning reform actions.

*C.5 Referral processes are well defined and coordinated*

This initiative aims to create a new framework for the referral of planning applications to provide greater certainty regarding timing, process and scope of the agency input and includes actions relating to consistent timeframes and clear reasoning statements for referral requirements.

These changes will have a minimal impact on the day-to-day operations of the Statutory Planning team, however will create some modifications to correspondence templates.

*C.7 Development assessment processes are streamlined and outcomes-focused*

The outcome of this initiative is to develop improvements to development assessment processes to increase the understanding, deliver good practice and increase consistency across jurisdictions. Examples on how this will be achieved include:

- providing additional pre-lodgement advice services for applicants;
- setting a 10- business day timeframes for local governments to request additional information for single house applications;
- introducing a voluntary 'deemed to comply' check for single houses; and
- decision makers will be required to make available a statement of reasons for planning decisions.

*C.10 Planning activity data drive system improvement*

This initiative includes actions that will create a greater visibility of local government and State government responsibilities and the operation of the regulatory system to inform ongoing system improvements.



Local governments and State government planning authorities will be required to undertake mandatory reporting of planning activities. This activity data will be collected and used for performance monitoring.

The Shire currently does not provide activity data to the WAPC/DPLH however, has been invited to participate previously. The process for generating reporting data will need to be considered when creating the development applications interface within Datascape.

#### Delivery

Two stages of legislative amendments are proposed to support the implementation of the reform initiatives with the first stage dealing with several of the proposals, which had broad support during consultation. The State has not however outlined which proposals are to be implemented in the first stage. It is anticipated that each stage will be subject of a consultation process, as with any amendment to legislation.

#### Conclusion

As detailed above, the Action Plan for Planning Reform will most likely have impact on the Shire's day-to-day operations and some of the reforms may present opportunities for process improvements. It is recommended that the Shire actively engage with the WAPC/DPLH during the implementation of the initiatives, which require regional variations.

#### **STATUTORY ENVIRONMENT:**

*Planning and Development Act 2005, Planning and Development (Local Planning Schemes) Regulations 2015, Planning and Development (Development Assessment Panels) Regulations 2011, State Planning Policies.*

#### **POLICY / STRATEGIC IMPLICATIONS:**

The Action Plan for Planning Reform aligns with the following strategies of Strategic Community Plan 2019-2029:

- B10. Ensure the regulatory environment is easy to navigate and development, business and industry-friendly.
- B12. Provide development opportunities and support local small businesses to thrive.
- D5. Undertake planning for the provision of potable water and deep sewerage infrastructure where identified gaps exist.
- D8. Review or amend the Local Planning Scheme to meet the changing needs of community and industry.
- D9. Develop town centres to showcase their unique characters and encourage vibrant, mixed-use commercial and public spaces.
- D16. Undertake long-term regional transport infrastructure planning, giving consideration to future road, rail and air transport needs and user safety.

#### **ORGANISATIONAL RISK MANAGEMENT:**

Through standardisation of requirements state-wide there is a risk that regional variations will not be considered. By participating in the process as a stakeholder, Shire Officers will be seeking to minimise such risks.

There is also risk as a result of legislative changes that the emphasis on faster processing of simple planning applications (including dwellings) will result in Local Government focusing on those applications at the expense of more complex proposals.

**FINANCIAL IMPLICATIONS:**

Nil

**SUSTAINABILITY:**

Environmental: Nil

Economic: Nil

Social: Nil

**VOTING REQUIREMENTS:**

**SIMPLE MAJORITY**

**OFFICER RECOMMENDATION:**

**That Council:**

1. **Note the Government of Western Australia's Action Plan for Planning Reform and Background Paper as shown in Attachment 9.5.1(1); and**
2. **Endorse the Director of Development and Regulation (or nominated representative) to represent the Council and Shire as a stakeholder for the development of implementation initiatives.**

**ATTACHMENTS**

- 1 Action Plan for Planning Reform 40 Pages

**APPENDICES**

- A Item 9.5.2 Ordinary Meeting 26 July 2018 7 Pages

**Ordinary Meeting**

**COUNCIL RESOLUTION:**

**MOVED: Eiby, W**

**SECONDED: Daubney, L**

**27947**

**That Council:**

1. **Note the Government of Western Australia's Action Plan for Planning Reform and Background Paper as shown in Attachment 9.5.1(1); and**
2. **Endorse the Director of Development and Regulation (or nominated representative) to represent the Council and Shire as a stakeholder for the development of implementation initiatives.**

**ADOPTED BY EN BLOC RESOLUTION: 10/0**





The Government of Western Australia acknowledges the traditional owners and custodians of this land. We pay our respect to Elders past and present, their descendants who are with us today, and those who will follow in their footsteps.

#### Disclaimer

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## Minister's foreword



**Hon Rita Saffioti MLA**  
Minister for Planning

Western Australia is experiencing a shifting planning and development landscape, influenced by new disruptive technologies, changes to our economy and a growing population with different needs and expectations.

A streamlined, contemporary and fit-for-purpose planning system that meets the varying needs of our vast State is critical for the delivery of connected, vibrant and affordable communities, now and into the future.

Responses to the 2018 *Modernising WA's Planning System Green Paper* showed clear stakeholder support for reform of the planning system. Importantly, stakeholders told us they are willing to contribute to the process of developing the detail and shaping the reform initiatives.

This Action Plan for Planning Reform sets out the State Government's vision for the planning system through a program of 19 reform initiatives, centred around three fundamental goals:

1. Planning creates great places
2. Planning is easier to understand and navigate
3. Planning systems are consistent and efficient

The reform initiatives tackle issues such as greater collaborative and strategic planning; effective and consistent community engagement; improved transparency and consistency for Development Assessment Panels; a greater focus on outcomes; and ensuring clear and concise planning guidance is readily available.

The Action Plan provides a whole-of-government approach to resolving the complex barriers to achieving consolidated and smart growth, by making better use of existing infrastructure, coordinating outcomes and more timely delivery of projects.

In particular, the Action Plan facilitates transformational and place-changing projects such as METRONET and Design WA to contribute to the structural evolution of our fantastic city.

Achieving meaningful reform is a shared challenge and I invite you to participate in this process. Our immediate task is to deliver on our Early Actions and convene working groups to generate, test and evaluate ideas for many of the reform initiatives.

The sustainable growth of liveable towns and cities is an important priority for the McGowan Government and with your help, we will create a contemporary planning system that enables us to achieve great outcomes which enhance the quality of life for all Western Australians.





# 1 Introduction

The Western Australian planning system has supported Perth's global reputation as a highly-liveable city, and has contributed to the growth of strong regional communities and economies. But over time, the planning system has become more complex, increasingly legalistic and less responsive.

Today, our towns, cities, communities, economy and environment are facing unprecedented challenges due to rapid changes in demographics, economies, energy, transport and climate. In the face of this change, the planning system should sustain liveability and prosperity for all Western Australians as outlined in *Our Priorities: Shared Prosperity*, by providing for:

- increased housing choice and diversity to accommodate a growing and ageing population and more diverse households
- high amenity, safe public spaces and recreation areas for connected, liveable and healthy communities
- efficient use of infrastructure to reduce the costs of new housing and the costs of living
- adequate well-connected and appropriately serviced land to support growing economies
- new transport infrastructure to provide better connections to education, jobs and trade
- protection of agricultural land, natural resources and valuable eco-systems and climate change mitigation and adaptation.

It is imperative that our planning system leads and enables well-designed and innovative land-use and development solutions to respond to these challenges.

In late 2017, the Minister for Planning, the Hon Rita Saffioti MLA commissioned a planning reform team, led by highly-experienced town planner Evan Jones FPIA, to undertake an independent review of the Western Australian planning system. The primary recommendations of the review were to elevate the importance of strategic planning and make the planning system more efficient and more open and understandable to everyone. The Independent Reviewer prepared a Green Paper outlining ideas for reform of the planning system, which was released by the Minister for public consultation in May 2018.

Generally, stakeholders responded positively to the principles and broad directions described in the Green Paper, agreeing that the planning system needs to be more open and collaborative, and that a greater focus needs to be placed on outcomes rather than processes. Many stakeholders also provided detailed comments on the recommendations and proposed other ideas. There was broad feedback that stakeholders are willing to contribute to the process of developing the detail and shaping the reform initiatives.

Many community stakeholders say they find the planning system difficult to understand and feel increasingly excluded from the decision-making process. Some feel as though they do not have a fair say about proposals for development in their community.

Government and industry stakeholders are advocating for a more efficient system and a more proactive, timely and collaborative planning culture across all levels of government.

Reform of the planning system must provide all stakeholders with a better understanding of how the planning system works and ensure planning processes are efficient and consistent.

An increased focus on strategic planning and engagement is also important to assist the community and other stakeholders to understand the drivers of change and provide them with the opportunity to have an early say in how this change should occur. This in turn provides landowners, investors and the development industry with more clarity and certainty about community needs and expectations and allows them to focus on delivering projects that create great places and grow prosperity. Without such understanding and engagement, there will be ongoing resistance to the change required in our towns and cities.

This Action Plan identifies three goals for reform of the planning system and 19 reform initiatives to achieve the goals. The Minister has also determined that instead of preparing a White Paper, the Department of Planning, Lands and Heritage (DPLH) will collaborate with stakeholders to develop and implement the detail of many of the 19 reform initiatives to deliver this Action Plan for planning reform.

Supporting information including more detail about the context, the initiatives and delivery arrangements is provided in the Background Paper, which is available from:

[www.dplh.wa.gov.au/planning-reform](http://www.dplh.wa.gov.au/planning-reform)



On 20th February 2019, the State Government released *Our Priorities: Sharing Prosperity* to deliver better outcomes for all Western Australians. One of the six priorities - 'A liveable environment' - includes goals relating to the sustainable growth of WA's towns and cities, including transformational projects such as METRONET and increasing housing choices; as well as protecting significant natural assets and mitigating the impacts of climate change through a careful and considered transition of our economy. This Action Plan of 19 reform initiatives will assist in achieving these targets and support other government priorities.





## 2 Action Plan for planning reform

The State Government has identified three goals for planning reform:



**Planning creates great places for people**



**Planning is easier to understand and navigate**



**Planning systems are consistent and efficient**


This Action Plan of 19 reform initiatives has been prepared to deliver the State Government's three goals for planning reform.

Many stakeholders have urged the State Government to engage widely in future stages of the reform process, expressing a willingness to contribute to the process of developing the detail and shaping the reform initiatives. The Action Plan responds to this with collaborative processes to develop the detail of the reforms. This reflects the State Government's commitment to establishing new ways of working with community and business.

This approach will contribute to building a more collaborative and inclusive planning culture between State and local government, industry and the community and will:


- ensure the planning tools and processes are fit-for-purpose to respond to the challenges of the next phase of WA's growth
- make the planning system easier to understand and enable the community to be more engaged in strategic planning
- support new ways of working to reduce red tape, increase cooperation and create more consistency and efficiency in how the planning system operates.

## Reform Initiatives




### PLANNING CREATES GREAT PLACES FOR PEOPLE

- A1: Collaborative planning delivers district-level priorities
- A2: Urban corridors are realised with integrated planning
- A3: Land use and infrastructure planning is coordinated
- A4: Good design is required and design excellence encouraged



### PLANNING IS EASIER TO UNDERSTAND AND NAVIGATE

- B1: Planning is strategically-led
- B2: Engagement and consultation processes are consistent and effective
- B3: Local planning frameworks are more legible
- B4: Online planning portal improves access to information
- B5: Clear and concise guidance is readily available



### PLANNING SYSTEMS ARE CONSISTENT AND EFFICIENT

- C1: Local planning schemes are more consistent
- C2(i): Approvals are quicker and easier for small business in commercial and mixed-use centres
- C2(ii): Car parking requirements in commercial and mixed-use centres are consistent
- C3: Pre-lodgement advice facilitates better outcomes
- C4: Targeted reduction in timeframes for lower-risk proposals
- C5: Referral processes are well defined and coordinated
- C6: Structure and precinct planning tools are fit-for-purpose
- C7: Development assessment processes are streamlined and outcomes-focussed
- C8: DAP processes are more consistent and transparent
- C9: The WAPC is more efficient and strategically-focussed
- C10: Planning activity data drives system improvement



## 2.1 Planning creates great places for people



The creation of great places for Western Australians is at the heart of many of the State Government's plans and priorities. For Perth and Peel, this means creating a compact, consolidated and connected city, whereas in the regions it means attracting economic development and provide housing choice for changing needs. Planning reform must address impediments within the planning system to achieving consolidated growth, with processes that make it easier to develop places that are well-connected, provide housing choice and diversity, and offer a great quality of life.

Four initiatives have been identified to deliver this reform goal.

### A1: Collaborative planning delivers district-level priorities

In some areas, planning for consolidated growth, housing diversity, the public realm and other strategic priorities would be more effective if it was undertaken at the district level and involved State and local government working in close partnership to achieve an outcome.

This is particularly warranted when land ownership is highly fragmented and there are significant infrastructure challenges involving multiple agencies and/or multiple local governments. East Wanneroo is one example where State leadership is assisting to resolve long-standing barriers to development with a coordinated and strategic approach. Other locations that could benefit from this approach include urban and rail corridors.

**OUTCOME:** Collaborative district-level planning is enabled where it is required to deliver strategic priorities.

#### Actions:

- New arrangements will be introduced to provide for the WAPC to partner with local governments to prepare District Planning Strategies that address and resolve regionally-significant priorities at the district level.
- Provision will also be made for local planning schemes to give effect to District Planning Strategies.



#### Early action

The WAPC/DPLH will seek expressions of interest from local government to nominate areas that may be suitable to pilot preparation of a District Planning Strategy in partnership with State Government. A select number of priority areas will be chosen to trial potential new arrangements and procedures.

## A2: Urban corridors are realised with integrated planning

Currently there are many significant urban road corridors, which are priority activity corridors for mixed-use development and consolidated growth and there is constant tension between the land use potential, and road use and access. Examples include the Canning and Stirling Highways.

The current road planning framework does not align with these proposals, creating an impediment to realising the potential of the corridors.

**OUTCOME:** Integrated planning and approvals for land use and transport to facilitate development and activation of urban corridors.

### Actions:

- DPLH, Department of Transport (DoT), Main Roads Western Australia (MRWA), in collaboration with local government, will jointly prepare a whole-of-government framework of performance requirements that balance land use, transport and road planning outcomes for urban corridors.
- A new position to be established within MRWA, dedicated to providing stakeholders with early guidance to support development along and access to the corridors.
- New processes will be investigated to coordinate and streamline referral and approval processes for development on urban corridors.
- Design guidance will be provided for planning and development of urban corridors, and the development outcomes will be monitored to inform ongoing improvements in guidance and policy.

## A3: Land use and infrastructure planning is coordinated

The development of priority precincts can be delayed or constrained by the need for upgrades to infrastructure outside the control of local government and landowners. There are no clear arrangements for the timely coordination and funding of these works, which will generally fall below the threshold of Infrastructure WA but are beyond the capacity of individual landowners to organise and fund.

Development of some urban renewal and regeneration precincts is being held up by the need for upgrades to water, sewerage and power. An effective mechanism is required to align these capital works with planning for priority precincts.

**OUTCOME:** Investment in consolidated growth and housing choice is unlocked with new funding models and arrangements to align capital works planning with land use planning.

### Actions:

- A Cabinet taskforce, comprising Ministers responsible for key infrastructure agencies, will be established with a mandate to address the infrastructure barriers to urban consolidation and development.
- Research and trials will be undertaken to determine effective new arrangements for infrastructure coordination in priority areas, including infill locations and land identified as urban and industrial deferred in region schemes.
- Data regarding forward infrastructure planning and staging by State agencies will be collated and disseminated by the WAPC to inform strategic planning at a local level.



## A4: Good design is required and design excellence encouraged

The State Government is committed to improving the design quality of our towns and cities, as signalled with the release of Stage One of Design WA – Design of the Built Environment, Apartment Design Policy and Design Review Guide – and the establishment of the State Design Review Panel. The State will continue to progressively expand the Design WA suite of policies and guidance to improve the quality of design of buildings and public spaces.

**OUTCOME:** Design policy and guidance and design review processes deliver great places and good design across the State.

### Actions:

- Policy guidance about planning and design of mixed-use precincts and activity centres, medium-density housing and new development areas will be finalised and implemented, in consultation with stakeholders.
- The WAPC and the Office of the Government Architect will promote more public discussion and awareness of good design of buildings and urban environments.
- The role of design review processes will be more clearly defined and more widely promoted.



### Early action



The Design WA suite of policies and guidance continues to be developed to improve the quality of the built environment. The next stage of Design WA focusses on precinct design and medium-density development.

The Precinct Design policy and guidelines will apply to areas that require a high level of design focus due to their complexity, whether this is due to mixed-use components, higher levels of density, an activity centre designation or character and/or heritage value. The policy will require a tailored, performance-based approach to precinct design, supported by design review and a high level of community participation.

A scoping paper has been prepared for a medium-density policy and work on the policy has commenced. The scoping paper is based on information from the development industry, practitioners and local governments as well as conversations with some smaller-scale developers and builders who work in this space.

## 2.2 Planning is easier to understand and navigate



Many community members find the planning system hard to understand and do not feel they have an adequate say in planning matters. Industry stakeholders also comment on the complexity of the system and the challenges of finding all relevant information. Everyone should be able to easily find and understand planning documents and information, and have the opportunity to make a meaningful contribution to planning for the future of their community.

### B1: Planning is strategically-led

**OUTCOME:** Strategic planning is elevated to become the guiding platform and approach to inform plan-making and decision-making, and the State planning policy framework is easier to understand.

#### Actions:

- The purpose and intent of each strategic planning and policy instrument will be better defined, as will key terms such as strategic planning and sustainable land use and development.
- Local planning instruments will be required to give effect, and have line-of-sight, to State, regional and sub-regional strategies.
- All decision-makers will be required to have due regard for strategic planning documents and the State policy framework in decision-making.
- Strategic planning documents and the State policy framework will be more accessible: written in plain-English, consolidated, have line-of-sight to higher order strategic documents, and easily accessed online with guidance documents.

- Strategic planning and the State policy framework will be kept up to date via monitoring of outcomes and regular review (or no later than every 10 years) and efficient amendment processes.
- Guidance will be provided to inform the interpretation and application of strategic planning documents and the State policy framework in local planning and decision-making.



#### Early action

The WAPC is currently reviewing its suite of State Planning Policies (SPP) to rationalise the number of SPPs, address overlaps and ensure SPPs remain aligned with contemporary planning practice. Of 28 State Planning Policies, 10 are under active review, with a further eight at various stages of consideration and investigation. Six water-related SPPs are currently being consolidated into a single SPP.





## B2: Engagement and consultation processes are consistent and effective

The requirements and processes for community engagement and consultation are inconsistent between different planning authorities, and tend to be reactive rather than proactive. Industry and stakeholders have expressed support for modernising community engagement practices and regulatory requirements so they are more consistent and provide more opportunity for early engagement of the community in strategic planning.

**OUTCOME:** Contemporary, consistent and clear engagement and consultation practices to improve community understanding of the reasons for change and provide more awareness of proposals.

### Actions:

- For strategic planning and planning policy development, contemporary engagement principles and requirements will be clearly defined to provide more certainty, consistency and confidence in the system.
- For statutory planning matters, consultation and notification requirements will be updated and mandated to provide consistent and contemporary practices among planning authorities within the metropolitan area and regional centres.
- Minimum on-site signage requirements for advertising of significant development applications will be provided, including a requirement for the height, bulk and appearance of a proposed building to be visually represented in particular circumstances.



### Early action

#### Engagement:

The DPLH will lead by example in engaging with stakeholders and community by preparing a new engagement toolkit and implementing this through its own strategic and policy projects.

The WAPC has initiated a pilot project to explore community attitudes on urban consolidation. In addition to exploring community views towards greater density and infill development, it aims to identify engagement methods and techniques that can be used for other strategic planning and policy projects and will inform preparation of the toolkit.

#### Consultation:

A working group will be established to review and propose contemporary consultation and notification requirements for statutory planning proposals to be implemented consistently among planning authorities within the metropolitan area and regional centres.

## B3: Local planning frameworks are more legible

Poor coordination and the extent of variance across local planning instruments can make the local planning framework unnecessarily complex to navigate and hard to understand for users, and makes it more difficult for decision-makers to determine complex matters and explain their decisions.

**OUTCOME:** Local planning instruments are easier to understand and have a clear strategic direction.

### Actions:

- The status of local strategic planning will be elevated and more meaningful with a concise 'local strategic statement' included in local planning schemes.
- A refined scope and requirements, and improved guidance will make local strategic planning less burdensome to prepare and make it easier for local government to be responsive to strategic needs.
- Provision will be made within local planning schemes for the limited use of mandatory development requirements, which will prevent variation to key provisions to achieve strategic outcomes and improve certainty.
- The use and function of local planning policies (LPPs) will be clearly stipulated with set criteria of what LPPs can and cannot be used for. LPPs that do not meet the criteria will require the approval of the WAPC before coming into effect.

- All LPPs will be prepared in a standard manner and form to improve legibility.
- LPPs will have a maximum five-year lifespan to ensure regular review takes place.
- Local strategic planning and local planning schemes and policies will be linked and presented on an online planning portal together with structure, activity centre and precinct plans (see C6). This means that every landowner will be able to see the planning requirements that affect their property in one place.
- The Planning and Development (Local Planning Schemes) Regulations 2015 Schedule 2: Deemed Provisions, which contain process and procedural requirements, will be better integrated with local planning schemes.





## B4: Online planning portal improves access to information

Users often need to access multiple websites and documents to find the information they require about a planning matter. This makes it more difficult to find important information and understand the planning system.

**OUTCOME:** A single online planning portal makes the planning system easier to understand and quicker to navigate.

### Actions:

- The State Planning Framework (State Planning Strategy, SPPs and associated guidelines, regional and sub-regional strategies, operational policies and position statements) will be better organised and presented in a new online planning portal
- Local planning instruments will be presented in a single location alongside the Planning and Development (Local Planning Schemes) Regulations 2015 Schedule 2: Deemed Provisions on the online planning portal, with cross-referencing and links between documents and provisions.
- Expanded online functionality will be investigated as a second stage, including mapping and the potential for proposal lodgement, tracking and referral management.

## B5: Clear and concise guidance is readily available

Planning guidance documents vary greatly in purpose, scope, format and currency, and are often difficult to locate. The absence of complete, up-to-date guidance is contributing to unnecessary confusion, delays and frustration and creates a perception of more red tape.

**OUTCOME:** Clear and concise up-to-date guidance assists local governments and other users to understand the system.

### Actions:

- DPLH/WAPC will prepare and publish contemporary guidance to explain the purpose of various planning instruments, expectations regarding how they are to be prepared and the way they are to be used.
- DPLH/WAPC will ensure that the guidance is regularly reviewed and kept up-to-date.

## 2.3 The planning system is consistent and efficient



A more efficient, consistent and simple planning system will deliver benefits such as reduced timeframes and more clarity and certainty for all stakeholders, including the wider community.

10 initiatives have been identified to achieve this goal.

### C1: Local planning schemes are more consistent

There is significant variance in how zones, land uses, permissibility and development standards are applied across local planning schemes.

**OUTCOME:** A standardised approach to zones, land use, permissibility and development control to increase consistency, while retaining the ability for local governments and their communities to respond to local circumstances, such as heritage and character.

#### Actions:

- A suite of standard zones, land use definitions and permissibility, including both compulsory and recommended elements, will be developed for state-wide adoption in local planning schemes.
- A package of common development standards and conditionally permitted low-risk development (whereby land uses may be permitted without approval, subject to compliance with pre-determined parameters) will be prepared for adoption in local planning schemes.



## C2(i): Approvals are quicker and easier for small business in commercial and mixed-use centres

A significant cost and time delay for new small businesses can be the required 'change of use' development applications. This is often an unnecessary impediment to activation of town centres and main street café and retail corridors.

**OUTCOME:** A streamlined and state-wide consistent 'change of use' development approval process to make it easier for small businesses to establish in existing town centres, retail/café corridors and other commercial and mixed-use centres.

### Actions:

- A framework for change-of-use development applications for small business (with a low planning risk) will be developed which applies simple and consistent requirements and ensures low-risk proposals are either fast-tracked or exempt from approval requirements in existing buildings in established town centres, retail/café corridors and other commercial and mixed-use centres.
- Following a pilot program, the framework will be implemented state-wide and regulations amended as appropriate to give effect to changes.
- Plain English guidance for business owners will be prepared to support new business through planning approval processes.



### Early action

The WAPC/DPLH will partner with participating local governments to develop, test and pilot a framework for change-of-use development applications and the criteria and methodology used to assess car parking requirements for small business in established town centre, retail/café corridors and other commercial and mixed-use centres.

## C2(ii): Car parking requirements in commercial and mixed-use centres are consistent

The provision of car parking and the methodology used to consider concessions vary across planning authorities. In addition, the requirement to provide a cash-in-lieu of car parking payment to local government for a calculated shortfall of car parking is an additional impediment to the establishment of new small businesses.

**OUTCOME:** A state-wide consistent approach for provision of car parking that makes it easier for small businesses to establish in existing town centres, retail/café corridors and other commercial and mixed-use centres.

### Actions:

- A state-wide consistent policy with practical criteria, basic benchmarks and fair methodology for considering concessions and the use of cash-in-lieu of car parking, will be developed and implemented for assessment of car parking requirements for small businesses in established town centres, retail/café corridors and other commercial and mixed-use centres.
- Following a pilot program, the criteria and methodology will be implemented state-wide and regulations amended as appropriate to give effect to changes.

### C3: Pre-lodgement advice facilitates better outcomes

Current arrangements for provision of pre-lodgement advice vary substantially between different planning decision-makers and agencies. Some actively engage with proponents up-front while others require formal submission of a planning proposal before meaningful discussions can commence. Stakeholders recognise the benefit of pre-lodgement advice and seek a consistent approach.

**OUTCOME:** New processes for pre-lodgement advice to assist with the early identification and resolution of issues, which are consistent, fair, open and beneficial.

#### Actions:

- A pre-lodgement advice service, which is voluntary for applicants but cannot be declined by an assessor, will be available for region schemes amendments, local planning schemes and amendments, structure and precinct plans, development and subdivision applications.
- Following a trial of potential new pre-lodgement processes, the framework will be implemented state-wide and incorporated into regulation if required.



#### Early action

The DPLH will prepare new tools and processes to provide improved access and consistent and useful information and advice for proponents and users of the planning system on matters involving the Department. These include region scheme requests and amendments, local planning scheme matters, structure plans (and precinct plans as per the Design WA project) and subdivision proposals.



## C4: Targeted reduction in timeframes for lower-risk proposals

Processing applications according to risk can enable relatively straightforward, low-impact planning proposals to be processed more quickly. At present, only certain types of planning proposals are formally subject to risk-based assessment and decision-making streams.

**OUTCOME:** Timeframes are reduced for a range of planning processes, according to the scale, risk and/or complexity of the proposal.

### Actions:

- The use of risk-based assessment and decision-making pathways (e.g. basic/standard/complex), with appropriate timeframes, will be expanded to other planning processes including:
  - region scheme amendments (review of current streams)
  - structure plans and amendments
  - activity centre plans and amendments (to become precinct plans under the Design WA project)
  - development applications (review of existing streams, refer initiative C7)
  - minor amendments and 'limited scope' reviews of SPPs.
- Clear and easy-to-apply criteria will be developed and arrangements put in place so that applicants can seek early agreement from assessors regarding the appropriate assessment stream for a planning proposal.



### Early actions

The DPLH will trial and put in place new risk-based assessment and decision pathways for planning proposals it considers.

In the short term, the DPLH will review timeframes for and streamline the process of minor amendments to structure plans and activity centre plans (acknowledging that the process for activity centre plans is to be reviewed more widely as part of the Design WA Precinct Design project).

In addition, the DPLH will also streamline the processing of minor amendments, or limited scope reviews for SPPs, to ensure the State policy framework is responsive.



## C5: Referral processes are well defined and coordinated

Consistent, timely and pragmatic referral authority input is an essential component of good decision-making. Current referral arrangements are not efficient or effective for proponents, referral agencies or planning assessors.

**OUTCOME:** A new framework for the referral of planning applications to provide greater certainty regarding the timing, process and scope of referral agency input.

### Actions:

- A new framework for the referral of planning applications to agencies will be developed so they occur in a consistent manner.
- Timeframes for referral agencies to respond will be introduced for all planning proposals (currently only applicable to development and subdivision applications) and if no response is provided in the set timeframe, assessment will proceed on the assumption there are no objections or issues for resolution.
- The purpose and scope of planning referrals will be clearly outlined and understood, with requirements known in advance.
- Clear arrangements will be in place to resolve conflicting referral responses where they arise.

## C6: Structure and precinct planning tools are fit-for-purpose

There is currently confusion as to which tool should be used in different situations and a sense that the current processes are sometimes not appropriate to the desired outcome, particularly for infill development, leading to a proliferation of local development plans and the inappropriate use of structure plans.

**OUTCOME:** The framework for structure and precinct planning is improved to ensure the tools are used appropriately and consistently to achieve good outcomes.

### Actions:

- The option to incorporate key elements of precinct (and/or structure) plans into local planning schemes will be available via a parallel or streamlined scheme amendment process to reduce total assessment and decision timeframes and remove duplications in consultation.
- The purpose and effect, and appropriate use, of structure and activity centre plans (soon to be precinct plans under the Design WA project) and local development plans will be clearly defined.
- The process to prepare structure and precinct plans will be collaborative, including pre-lodgement discussions and the involvement of referral agencies (where relevant) and the community.
- Structure and precinct plans will be subject to risk-based assessment streams and contemporary consultation practices.





## C7: Development assessment processes are streamlined and outcomes-focussed

Development assessment practices often vary across jurisdictions, leading to confusion and uncertainty. The development application process should be easy for people to understand, while also being consistent and efficient to provide certainty for proponents.

**OUTCOME:** Improvements to development assessment processes to increase understanding, deliver good practice and increase consistency across jurisdictions.

### Actions:

- Planning authorities will be required to provide a pre-lodgement advice service if requested by an applicant (refer initiative C3). Requirements for local governments outside the metropolitan area or regional centres will be investigated with support provided where appropriate.
- A guide to the development assessment process will be prepared to assist all parties on what to expect and steps to be taken.
- For single house development applications, a 10-business-day timeframe will be set for local government to request additional information (above that required by the regulations), after receipt of an application, to ensure planning applications continue to progress.
- For other types of development applications, a timeframe for planning authorities to request additional information (above that required by the regulations), will be investigated.

- A voluntary 'deemed to comply' check for single houses will be introduced (with a fee for service) to provide certainty to those building or doing additions to their home.
- A mechanism to pause the statutory timeframes when additional information is requested from an applicant will be provided.
- Better defined risk-based assessment streams will be provided, including a shorter pathway for 'minor variations' to single houses (to be defined).
- Decision makers will be required to make available a statement of reasons for their planning decisions.



### Early action

A working group will be formed to prepare improvements to the development application process, including to determine the scope of a 'minor variation' to single houses which may qualify for a shorter assessment and determination pathway.

## C8: DAP processes are more consistent and transparent

A total of nine Development Assessment Panels (DAPs) are currently constituted across Western Australia, with 48 specialist members within the pool. DAPs are engaged on an as-needs basis, which means many of the specialist members are engaged in other working arrangements in addition to their role as a DAP member. Agendas are centrally compiled by the DAP Secretariat (within DPLH) however secretarial support for each DAP meeting is generally provided by the local government that is hosting the meeting. These arrangements result in variation in governance, decision-making and record-keeping across DAPs, which in turn has created some confusion and fuelled mistrust of the DAP system.

**OUTCOME:** A more consistent, robust DAP process to reduce potential conflicts of interest and promote consistency of decision making.

### Actions:

- The number of DAPs will be reduced to no more than three, and the DAP specialist members will be engaged on a full-time basis. (Note: there is no change proposed to the arrangement for local government members on DAPs).
- A pool of non-voting subject matter experts will be formed to provide DAPs with independent, specialist advice when required.
- DAP meetings will be held at regular times, with the option to hold meetings outside ordinary business hours where appropriate.

- Meetings will be audio recorded, with recordings made available on the DAP section of the DPLH website.
- Consistent governance support will be provided to attend meetings, clarify process and ensure consistent and correct meeting procedures.
- All administrative support will be provided by the DAP Secretariat.



### Early actions

- DAP procedures and practice notes will be updated to provide clear arrangements for deferring matters, managing additional information presented at meetings, and exercising flexibility in meeting procedures where appropriate.
- DAPs will provide an improved statement of reasons for all decisions: addressing key matters raised in the Responsible Authority Report and submissions received.
- Plain English explanatory materials will be readily available to improve community understanding of the DAP process.



## C9: The WAPC is more efficient and strategically-focussed

The WAPC is established as a Board of Management under the *Planning and Development Act 2005* (PD Act), which prescribes the functions, structure and responsibilities of the WAPC and its committees. The WAPC currently comprises 16 members, including six Directors General, four nominated representatives and six independent members with technical expertise relevant to the role of the WAPC. Changes to the membership of the WAPC and the Statutory Planning Committee have recently taken place, including the appointment of four new members to the WAPC and five new members to the SPC earlier in 2019.

The current structure and scope of the WAPC, however, means that it has less capacity to focus on strategic planning, maintain oversight of the planning system and the policy framework, and respond promptly to emerging trends and challenges.

**OUTCOME:** Changes to the structure, functions and operations of the WAPC to increase transparency and efficiency and enable a greater focus on strategic planning matters.

### Actions:

The Chair of the WAPC will lead development of a new structure and operations for the WAPC and its committees. Options include:

- an independent WAPC board comprising of seven to 10 members
- a more flexible committee structure, with the power to form and disband committees as required to respond to emerging challenges, future work program and projects (noting that the Statutory Planning Committee and Executive, Finance and Property Committee perform core functions and will continue)

- fit-for-purpose arrangements for the provision of technical agency input from agency Directors General and CEOs on matters as required
- clear arrangements for the WAPC in leading key land use planning and infrastructure co-ordination activities which fall outside the scope of Infrastructure WA
- changes to the servicing and resourcing arrangements between the WAPC and DPLH to better support effective strategic planning and policy development.



### Early actions

Community, local government and proponents are able to make better informed deputations:

- Timeframes will be established to notify key stakeholders when matters are coming before the SPC and WAPC for consideration.
- The WAPC and SPC to publish agenda papers that provide the 'key matters under consideration' for schemes and amendments, allowing deputations to address the areas of known concern.

## C10: Planning activity data drive system improvement

Transparent reporting of the performance of planning authorities in undertaking planning processes can be a powerful tool to identify areas that require improvement.

**OUTCOME:** Greater visibility of local government and State Government performance of planning responsibilities and the operation of the regulatory system to inform ongoing system improvements.

### Actions:

- Mandatory reporting of planning activity by local government and State Government planning authorities will be introduced.
- Quantitative and qualitative planning activity data will be collected including information on performance against statutory requirements.
- Summary data will be made available.



### Early action

The DPLH/WAPC will convene a working group to propose a framework for the collection, analysis and publication of data on planning activity for implementation.



# 3 Delivery



## 3.1 Indicative program

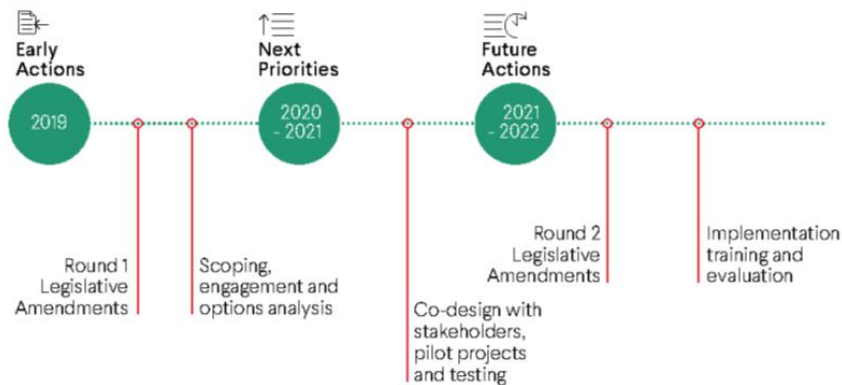
The Background Paper to this Action Plan provides further detail regarding each initiative, the key activities and an indicative timeframe.

Two stages of legislative amendment are proposed to support implementation of the reform initiatives; an initial round to progress pending amendments and deal with several of the reform proposals that have broad support; and a second round to give effect to the outcomes of longer-term reform initiatives.

The 19 initiatives will be staged according to the priorities and capacity of government and industry, and taking into account the inter-dependency of some initiatives and potential for some working groups to consider several initiatives concurrently. Some initiatives will be split to allow components to be delivered as soon as possible.

Each initiative includes sufficient time to provide information sessions, training, education material and briefings to ensure stakeholders and users of the planning system are ready for changes.

A schedule of the highlighted early actions (Schedule 1) and key activities (Schedule 2) provides an indication of steps and timing to implement the reform initiatives.





## 3.2 Round 1 legislative changes

The *Planning and Development Act 2005* and *Planning and Development (Local Planning Schemes) Regulations 2015* are two key legislative documents that govern planning and development in Western Australia. Round 1 legislative changes are currently being progressed, consisting of amendments identified in previous reform processes which support the goals and reform initiatives of this Action Plan. These include:

- changes to regulations to support the introduction of Design Review Panels
- streamlining the process for minor amendments to Structure Plans
- streamlining the development application process by reducing the time for public authorities to respond to a referral from 42 days to 30 days
- reducing red tape by allowing a scheme amendment to be withdrawn by the proponent (i.e. landowner or local government – note: if the proponent is a landowner, withdrawing will require consent of the local government)
- clarifying the basis for the basic/standard/complex processing of scheme amendments
- responding to industry and community concerns by providing additional land use definitions for residential aged care facilities and light industry
- addressing issues in making compliant single houses exempt from the need for planning approval in new development areas (i.e. where development zones apply) and where a local planning policy amends, replaces or augments the R-Codes

- clarification of red-tape reduction for minor residential development
- providing for streamlined processing of basic amendments or limited scope reviews to SPPs
- modernising basic advertising requirements
- various administrative amendments that rectify drafting anomalies and provide more clarity in interpretation.

The Metropolitan Region Scheme text will also be updated to bring it into line with modern planning practices.

Additional amendments to legislation will be made in Round 1 as part of the reform initiatives described in this Action Plan, where project timing aligns.





### 3.3 Pilot projects and reform initiative trials

Concurrent with the early actions identified, the WAPC and DPLH will also engage with local government and stakeholders to commence pilot projects and trials of new processes and procedures. The four initial priorities are listed below:

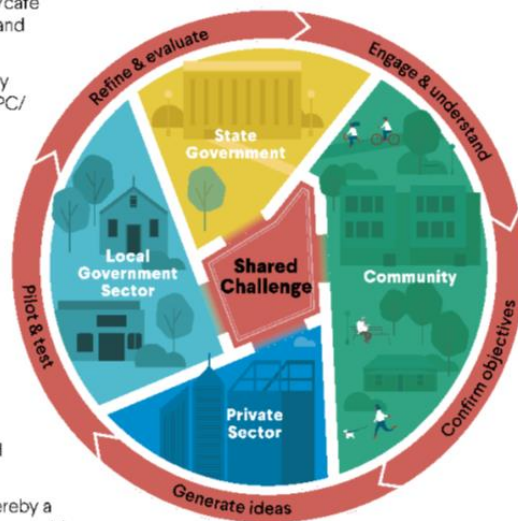
1. Seek expressions of interest from local government to nominate areas that may be suitable to pilot preparation of a District Planning Strategy in partnership with State Government. A select number of priority areas will be chosen to trial potential new arrangements and procedures.
2. Partner with participating local governments to develop, test and pilot a framework for change-of-use development applications and the criteria and methodology used to assess car parking requirements for small business in established town centre, retail/cafe corridors and other commercial and mixed-use centres.
3. Pilot new pre-lodgement advisory services and procedures for WAPC/ DPLH.
4. Partner with local government to prepare and trial methods for fast-track assessment and consideration of minor variations to single house development applications, including:
  - introduction of a voluntary "deemed-to-comply" check and consideration of an appropriate fee structure for this service
  - Standardising consultation and notification requirements
  - Identifying circumstances whereby a reduced assessment timeframe would be appropriate.

### 3.4 Collaboration




Stakeholders have told us they are willing to play an active part in shaping planning reform and the State Government is committed to transforming the way it works with stakeholders across all its operations and activities.

In implementing this Action Plan, the DPLH and WAPC will work collaboratively with the community, private sector, local government and other state agencies to develop the detail of many of the reform initiatives.

Informed by the principles of co-design and design thinking, stakeholder reference and initiative working groups will be convened to participate in problem definition, ideas generation, solution testing and the making of recommendations. Broader stakeholder and community consultation will also be undertaken.



## Schedule 1: Summary of Early Actions

	A1: Collaborative planning delivers district level priorities	The WAPC/DPLH will seek expressions of interest from local government to nominate areas that may be suitable to pilot preparation of a District Planning Strategy in partnership with State Government.
	A3: Land use and infrastructure planning is coordinated	A Cabinet taskforce, comprising Ministers responsible for key infrastructure agencies, will be established with a mandate to address the infrastructure barriers to urban consolidation and development.
	A4: Good design is required and design excellence encouraged	WAPC will progress the Design WA project to deliver policy and guidance for precincts and medium density development.
	B1: Planning is strategically-led	WAPC is currently reviewing the state-wide strategic and policy framework to rationalise policies, address overlaps and ensure policy remains aligned with contemporary planning practice.
	B2: Engagement and consultation processes are consistent and effective	DPLH will improve its engagement practices with stakeholders and prepare and implement a new engagement toolkit.  DPLH will convene a working group to propose new standardised consultation requirements.
	C2(i): Approvals are quicker and easier for small business in commercial and mixed-use centres	DPLH will partner with participating local governments to develop, test and pilot a framework to improve the current change-of-use development application process (including criteria and methodology used to assess car parking requirements) for small business in established town centre, retail/café corridors and other commercial and mixed-use centres.
	C2(ii): Car parking requirements in commercial and mixed-use centres are consistent	
	C3: Pre-lodgement advice facilitates better outcomes	The DPLH will prepare new tools and processes to provide improved access and consistent and useful information and advice for proponents and users of the planning system on matters involving the Department.
	C4: Targeted reduction in timeframes for lower-risk proposals	The DPLH will trial and put in place new risk-based assessment and decision pathways for planning proposals it considers.
	C7: Development assessment processes are streamlined and outcomes focussed	A working group will be formed to determine the scope of a 'minor variation' to single houses which may qualify for a shorter assessment and determination pathway.
	C8: DAP processes are more consistent and transparent	DAP procedures, practice notes and explanatory materials will be improved and updated, and DAPs will provide an improved statement of reasons for all decisions.
	C9: The WAPC is more efficient and strategically-focussed	The WAPC and SPC to publish agenda papers that provide the 'key matters under consideration' for schemes and amendments.
	C10: Planning activity data drives system improvements	A working group will be convened to propose a framework for collection, analysis and publication of data on planning activity.



## Schedule 2: Key activities

This schedule provides an indicative timeframe of key activities to be undertaken in implementing the reform initiatives detailed above. Please note, to assist readability, this schedule highlights key activities only.

Planning creates great places for people

### A1: Collaborative planning for district level priorities

#### Early Actions

The WAPC/DPLH will seek expressions of interest from local government to nominate areas that may be suitable to pilot preparation of a District Planning Strategy (DPS) in partnership with State Government. A select number of priority areas will be chosen to trial potential new arrangements and procedures.

#### Next Priorities

The working group will monitor and evaluate outcomes of pilot projects and provide advice on preferred options for the preparation of DPS, including:

- community engagement requirements
- information and procedural requirements
- funding models/arrangement
- arrangements for implementation.

#### Future Actions

Document, consult and finalise:

- a prioritised list and program for future DPS projects
- procedures for the initiation and funding of DPS projects
- legislative changes required to prepare a DPS (if required)
- policy and guidance documents to support implementation.

## A2: Urban corridors are realised with integrated planning

### Early Actions

Establish a new position within MRWA, dedicated to aligning planning and transport outcomes on urban corridors and providing stakeholders with early guidance to support development along and access to the corridors.

Progress investigation of a Movement and Place framework as a tool to identify the performance characteristics for traffic, transport and place along urban corridors and consider solutions in terms of design and approvals.

### Next Priorities

Identify pilot projects and test the framework in partnership with local government on identified corridors.

Modify strategic and policy documents across all agencies (DPLH, DoT, MRWA) to reflect the agreed framework.

Investigate an integrated process to coordinate and streamline referral and approval process for development on urban corridors.

Evaluate the merits of identifying urban corridors as a new road reservation category in region schemes, and of reviewing road reservations for identified urban corridors.

### Future Actions

Prepare design guidance for built form and urban places on corridors (refer Initiative A4).

Progress legislative amendments where appropriate to give effect to changes.

## A3: Land use and infrastructure planning is coordinated

### Early Actions

Establish a Cabinet taskforce comprising Ministers responsible for key infrastructure agencies with a mandate to address the infrastructure barriers to urban consolidation and development.

### Next Priorities

Undertake research and trials to determine new arrangements for infrastructure coordination in priority areas, including infill locations and land identified as urban and industrial deferred in region schemes.

Investigate options for collating and disseminating infrastructure forward works data to inform strategic planning.

WAPC to consult with State agencies and local government, and the 'consolidated growth' working group, to review outcomes of trials and identify arrangements that are replicable and scalable for infrastructure coordination and funding.

### Future Actions

DPLH to prepare policy frameworks, procedural arrangements and guidance notes for the preferred models of infrastructure coordination.

DPLH to monitor outcomes to ensure new arrangements are effective.



## A4: Good design is required and design excellence encouraged

### Early Actions

Undertake consultation on draft Precinct Design SPP and testing to finalise the policy.

Develop and deliver necessary guidance and training materials.

Progress community engagement activities regarding the design of the built environment and consolidated growth.

Review and update content of *Liveable Neighbourhoods* in consultation with stakeholders, adopt as Neighbourhood Design SPP and develop and deliver necessary guidance and training materials.

Commence preparation of a SPP for medium density residential development and update the R-Codes accordingly.

### Next Priorities

Review SPP 4.2 - *Activity Centres for Perth and Peel*, SPP 3.1 - *Residential Design Codes (Single Houses)* and review associated design guidelines such as *'Designing Out Crime'*.





Planning is easier to understand and navigate

## B1: Planning is strategically-led

### Early Actions

The WAPC has commenced review of the SPP suite with 10 of the 28 SPPs under active review, and a further eight are at various stages of consideration and investigation.

Develop 'risk-based' assessment and decision-making streams for basic amendment and limited scope reviews of SPPs (refer initiative C4).

### Next Priorities

Clarify the purpose and intent of strategic planning instruments and prepare guidance for users of the planning system on the purpose, effect and application of the strategic planning instruments and SPPs, including requirements for all planning decisions makers to consider these documents in decision-making.

Prepare definitions of key terminology such as strategic planning and sustainable land use and development and provide for these definitions to be included in legislation, regulation or *SPP1 – State Planning Framework* as appropriate.

Investigate strategies to improve line-of-sight through the State Planning Framework, including consideration of common elements and amending the PD Act or Regulations to require local planning frameworks to give effect to higher-order strategic plans and policies.

### Future Actions

Implement a work program to progressively consolidate and update documents so they are more consistent and easier to understand: written in plain English, clear line-of-sight to State, regional and sub-regional strategies and updated at least every 10 years. Ensure the guidance is kept up to date to align with policy reviews.





## B2: Engagement and consultation processes are consistent and effective

### Early Actions

DPLH will implement new practices through its own strategic and policy projects to improve its engagement with stakeholders.

Convene a working group to review and propose contemporary consultation and notification requirements (including new minimum on-site signage requirements for advertising of significant development applications) to be implemented consistently among planning authorities within the metropolitan area and regional centres.

### Next Priorities

Working group to determine changes to make engagement and consultation processes more meaningful and consistent, including consideration of the need for, and scope of, a Community Engagement Charter.

Collaborate with the local government sector to prepare a toolkit and good practice guide for engagement on strategic planning matters.

### Future Actions

Monitor the impact and efficacy of changes and determine other required actions to further improve stakeholder engagement by all planning authorities.

Progress legislative amendments where appropriate to give effect to changes.

## B3: Local planning frameworks are more legible

### Early Actions

Convene a 'local planning framework' working group to consider an appropriate framework for:

- local strategic statements
- use of mandatory development requirements;
- local planning policies
- better integration of the deemed provisions with local planning schemes.

### Next Priorities

Trial and test the proposed new approaches for local strategic statement, mandatory development requirements and local planning policies with local governments. Make recommendation for implementation of the preferred approaches.

Commence development of an online planning portal so that the local planning framework can be accessed from one location (refer Initiative B4).

Develop guidance to assist with preparation of the local planning framework (refer Initiative B5).

### Future Actions

Prepare final framework and deliver training on new processes.

Progress legislative amendments where appropriate to give effect to changes.

## B4: Online planning portal makes information accessible

### Early Actions

Investigate and determine scope, functionality and design requirements of an online planning portal.

### Next Priorities

Develop an online planning portal to present, cross-reference, link and organise:

- the State Planning Framework (including SPPs, associated guidelines, maps, regional and sub-regional strategies)
- local planning instruments for each local government jurisdiction (including associated maps) alongside the Deemed provisions.

Investigate refinement of public mapping platform as tool to display increased State and local planning spatial information.

### Future Actions

Investigate development of a coordinated online system for improved functionality of proposal lodgement and referrals coordination.

## B5: Clear and concise guidance is readily available

### Early Actions

Engage with stakeholders to identify improvements and desired scope of the guidance suite.

### Next Priorities

Rescind, revise and/or reorganise current guidance documents into a new WA Planning Toolkit framework.

Prepare and publish additional guidance as required to explain the purpose of planning instruments, how they are to be prepared and the way they are to be used.

### Future Actions

Develop and implement a work plan for regular review and updating of the WA Planning Toolkit.



Planning systems are consistent and efficient

## C1: Local planning schemes are more consistent

### Early Actions

Convene a working group to consider the principles and objectives for more consistent local planning schemes and standardisation of zones, land uses, permissibility, common development standards and conditional permissibility.

### Next Priorities

Develop framework:

- a suite of standard zones, land use definitions and permissibility, including both compulsory and optional elements, for adoption across local planning schemes
- a package of common development standards and conditionally permitted low-risk development (whereby land uses may be permitted without approval, subject to compliance with pre-determined parameters).

Undertake testing of the proposed elements with local governments.

Finalise the recommendations and identify implementation methods.

### Future Actions

Prepare guidance documents and deliver training on transitional arrangements and new processes.

Progress legislative amendments where appropriate to give effect to changes.

## C2(i): Approvals are quicker and easier for small business in commercial and mixed-use centres

### Early Actions

WAPC/DPLH to partner with participating local governments to develop, test and pilot a framework for change-of-use development applications to fast track approval processes for small, low-impact businesses.

### Next Priorities

Prepare plain English guidance for business owners to support new businesses through planning approval processes.

Amend regulations as appropriate to give effect to changes.

## C2(ii): Car parking requirements in commercial and mixed-use centres are consistent

### Early Actions

WAPC/DPLH to partner with participating local governments to develop, test and pilot a framework for considering concessions and the use of cash-in-lieu of car parking.

### Next Priorities

Amend regulations as appropriate to give effect to changes.

## C3: Pre-lodgement advice facilitates better outcomes

### Early Actions

The DPLH will prepare new tools and processes to provide pre-lodgement advice (voluntary for applicants) for proponents and users of the planning system on matters involving DPLH.

Convene a working group to consider a draft industry-wide framework for pre-lodgement advice services.

### Next Priorities

Road-test proposed new framework with participating local governments and DPLH and make refinements as required.

Investigate arrangements and support for local governments outside of the metropolitan area or regional centres.

### Future Actions

Deliver guidance and training on new processes.

Progress legislative amendments where appropriate to give effect to changes.

## C4: Targeted reduction in timeframes for lower-risk proposals

### Early Actions

DPLH/WAPC to develop and trial expansion of risk-based assessment streams to the processing of amendments to structure (and precinct plans as per the Design WA project), region schemes, and amendment of SPPs.

Convene a working group to consider a draft framework for expansion of risk-based assessment streams across the planning system.

### Next Priorities

Road-test potential new procedures with participating local governments and DPLH, and refine.

Prepare, consult and finalise framework and deliver training on new processes.

### Future Actions

Progress legislative amendments where appropriate to give effect to changes.



## C5: Referral processes are well defined and coordinated

### Early Actions

Convene a cross-government working group with key agencies to determine constraints and opportunities for improvement and develop a draft framework for a consistent and efficient planning referrals system.

### Next Priorities

Develop a clear framework for referrals for all planning proposals including:

- clear definition of the triggers, purpose, scope and requirements of planning referrals
- arrangements for resolution of conflicting referral responses where they arise.

Test the draft framework with referral agencies before progressing to implementation.

### Future Actions

Prepare guidance and training materials to support implementation.

Progress legislative amendments where appropriate to give effect to changes.

## C6: Structure and precinct planning tools are fit-for-purpose

*Note: Several outcomes and actions of this initiative are addressed in the Design WA Precinct Project currently released for consultation, including:*

- *Draft State Planning Policy 7.2 - Precinct Design and the Precinct Design Guidelines*
- *Planning Framework Discussion Paper*

### Early Actions

Develop and trial pre-lodgment, risk-based assessment streams and more effective engagement with referral agencies in relation to approvals for structure and activity centre (precinct) plans (refer to Initiatives C3, 4 & 5).

### Next Priorities

Develop and trial arrangements to concurrently progress amendments to local planning schemes to give effect to structure or activity centre (precinct) plans, including definition of additional process or requirements in preparing and assessing plans to enable this to occur.

Finalise the framework and prepare an implementation program including training and guidance.

### Future Actions

Progress legislative amendments as required to give effect to changes.



## C7: Development assessment processes are streamlined and outcomes-focussed

### Early Actions

Convene a working group to prepare improvements to the development application process as identified in the Action Plan.

### Next Priorities

Prepare a Development Assessment Guide including best-practice examples.

### Future Actions

Deliver training for implementation of changes.  
Progress legislative amendments as required to give effect to changes.

## C8: DAP processes are more consistent and transparent

### Early Actions

Amend existing procedures and practice notes to reflect current requirements and to provide clear arrangements for deferring matters, managing additional information presented at meetings, and exercising flexibility in meeting procedures where appropriate.

Make changes necessary to procedures and practice notes, including any training and administrative support for an improved statement of reasons for all DAP decisions.

Improve explanatory materials available on website to improve community understanding of the DAP process.

Prepare a transition plan to reconfigure the DAPs to a maximum of three panels of full-time specialist members.

### Next Priorities

Progress changes to the Planning and Development (Development Assessment Panel) Regulations 2011 to implement new structure.

Form new DAP panels and recruit as required.

Form a pool of subject matter experts to provide DAPs with independent, specialist advice when required.

Establish requirements for audio-recording of DAP meetings and regular meeting times.

Provide governance support to attend meetings, clarify process and ensure consistent and correct meeting procedures and full administrative support from the DAP Secretariat.





## C9: The WAPC is more efficient and strategically-focussed

### Early Actions

Establish new procedures and practices for notifying key stakeholders when a matter is coming before the WAPC or SPC for consideration.

Publish agenda papers that provide a summary of the 'key matters under consideration' for schemes and amendments to allow stakeholders to make better informed deputations.

### Next Priorities

Develop options, consult and finalise new structure and operations for the WAPC and its committees.

### Future Actions

Progress legislative amendments as required to give effect to changes.

## C10: Planning activity data drive system improvements

### Early Actions

Convene a 'data reporting' local government working group to:

- establish principles and objectives
- identify key qualitative and quantitative/lead and lag indicators based on available data
- determine an efficient data collection method.

### Next Priorities

Undertake trial program with planning authorities to road-test draft data collection processes and to assess impacts on business practices.

Establish arrangements for provision of, analysing and reporting of data.

Prepare, consult on and finalise new framework and deliver training.

Progress legislative amendments as required to give effect to changes.



### 3. **COUNCIL POLICIES**

#### 3.1 **COMMUNITY DEVELOPMENT**

#### 3.1.2 **Financial Assistance towards Sport and Recreation Capital Projects, including CSRFF**

#### **Background**

Whilst Council's priority is to invest in infrastructure that is Council owned and managed, it has traditionally given recognition to local sport and recreation clubs and groups within the Shire that are deemed to fill a significant gap in local sport and recreation infrastructure. Requests for funding assistance are considered on a case by case basis and are subject to Council's financial capacity at the time of the request.

With an increasing financial pull on limited resources, Council will be required to balance the established needs of the community with the wants of the community. Council has many competing funding priorities and endeavours to allocate funding in a strategic manner.

Sporting clubs/recreation organisations can request Council for financial assistance towards their projects in various ways, including:

1. Cash contribution, directly towards the project  
For small capital projects, clubs/ groups may request a financial contribution from Council towards their project.
2. Cash contribution towards a grant application for the project  
For larger, more costly projects, clubs/ groups are expected to seek funding contributions from various sources, which may include state, federal or other grants. The Community Sporting & Recreation Facility Fund (CSRFF) is a grant program specifically for sport and recreation facilities. The purpose of the CSRFF program is to provide Western Australian Government financial assistance to community groups and local government authorities to develop basic infrastructure for sport and recreation. The CSRFF program is administered by the Department of Local Government, Sport and Cultural Industries (DLGSC). The CSRFF program aims to increase participation in sport and recreation, with an emphasis on physical activity, through rational development of sustainable, good quality, well-designed and well-utilised facilities. CSRFF can fund new or upgraded facilities which will maintain or increase physical activity, or result in a more rational use of facilities. More information on the CSRFF program can be found in Attachment 2.
3. Self supporting loan  
Council may consider requests from community based organisations such as sporting clubs and not for profit community groups for a self supporting loan. Refer to Policy 4.1.2 Self Supporting Loans for further information.

This Council policy is necessary for the following reasons:

- a. The possibility for Council to make a financial contribution towards sport and recreation project driven by community clubs/groups; and
- b. The requirement of the CSRFF program that all applications are assessed and ranked in priority order for the municipality by the local government.

### **Objectives**

The objectives of this policy are:

1. To guide Council in its decision making, investment and prioritization processes;
2. To guide Council in allocating funds (this may include direct cash contributions, self supporting loans, or other means) in a consistent, transparent and equitable manner;
3. To provide community groups and clubs within the Shire of Manjimup clear guidelines relating to applying for financial assistance in general, and specifically under the CSRFF program;
4. To guide Council in assessing CSRFF applications, and ranking them in priority order for the municipality; and
5. To provide guidelines to staff administering this policy.

### **Scope**

The policy applies to the whole of the Shire of Manjimup for capital (facility/infrastructure development) projects driven by community organisations such as sporting clubs and recreation/community groups.

Note: Financial contributions for small and non-infrastructure projects can be applied for under the Shire of Manjimup Community Fund Program (refer to Policy 3.1.3).

Financial assistance by Council can only be given to organisations and clubs occupying:

- ☐ Land owned by, vested in, or managed by the Shire; and
- ☐ Crown land or freehold land, where Council is authorised to do so under the provisions of the Local Government Act.

The CSRFF program stipulates that the land on which the facility is to be developed must be one of the following: Crown reserve, land owned by a public authority, municipal property, or land held for public purposes by trustees under a valid lease, title or trust deed that adequately protects the interests of the public.

### **Policy Principles**

Based on the Sport and Recreation Strategic Plan 2014-2024, this Policy is guided by the following principles:

1. The cost of providing and maintaining the list of amenities and facilities requested by the community is in total far greater than the resources of the Shire could possibly meet. Accordingly the Shire will attempt to satisfy demand by providing facilities to meet the largest segment of the community as a priority. Community support through volunteer contributions, fundraising and ongoing user contributions will be necessary to achieve development projects;
2. Council will provide greater support to community groups and organisations that demonstrate a degree of self help;
3. Clubs that have developed a licensed premise as part of their facilities will be encouraged to meet two thirds the cost of their future sport and recreation development proposals;
4. Council will endeavour to support the development and maintenance of a minimum suite of facilities in or nearby to each of the townships in conjunction with the local community;
5. Proposals for the future development of facilities must, wherever possible, be multi-purpose in design and function to attract the greatest range of user groups and the maximum level of utilisation;

6. All future developments must be designed to cater for all segments of the community in regards to access and functionality;
7. Sport, recreation and leisure facilities should, wherever possible, be aggregated in the one location, or in near proximity to each other, to enable cross-promotion, cross-selling and management, maintenance and operation efficiencies to be maximised;
8. The pursuit of community access to sport and recreation facilities developed by or in conjunction with the Department of Education, other government agencies, or the private sector is encouraged;
9. Support proposals for the installation of lighting for competition and training purposes to sporting facilities such as playing fields and hard courts that increase and extend utilisation opportunities;
10. Support proposals to upgrade playing arena surfaces where such upgrades will increase and extend utilisation opportunities;
11. Support proposals to upgrade amenities and support facilities at the venues they use to improve safety and increase and extend utilisation opportunities by the community;
12. Support proposals that ensure there is complementary development of facilities rather than duplication; and
13. Fund allocation will be guided by the principle of fairness and equity in terms of applicants, location and activities.

### **Policy Measures**

#### **Submission of Applications**

Applications for financial support towards capital development projects can be submitted to Council at any time during the financial year. Any applications for financial assistance towards a proposal from a club/group for the development of sport and recreation facilities will be evaluated using information provided by the club/group, as well as information collected by the administering Officer. Attachment 3 offers guidelines for information to be included in applications.

#### **Assessment of Applications**

Applications for amounts up to \$30,000 will be assessed by the Administering Officer. To assess applications for amounts greater than \$30,000, an Evaluation Panel will be established, consisting of three (3) Officers with areas of expertise relevant to the application, who will each independently score the application against the criteria.

Applications are assessed against five (5) qualitative criteria, as shown in Attachment 1. A scoring system will be used as part of the assessment of the criteria. The extent to which an application demonstrates greater satisfaction of each of these criteria will result in a greater score. Each criterion will be weighted to indicate the relative degree of importance that Council places on this criterion. Proposals that do not contain all information requested cannot be evaluated or may result in a lower score. Applications are assessed against their merit, and Council determines whether it supports the application.

The aggregate score of each proposal will be used to determine whether an application meets the criteria sufficiently to be deemed meritable for financial support, in accordance with the following guide:

Score (max. 100)	Recommendation
10 to 49	Project has limited merit and is not recommended for funding in its current proposal.
50 to 69	Project has merit but requires further improvements before funding be considered.
70 to 100	Project has merit and may be considered for funding.

#### Financial Assistance towards Applications

There is no obligation, unless previously committed, on the local government authority to make a financial contribution to the applicant projects. Clubs/groups are not to expect as a right any financial assistance from the Council, as requests will only be considered in respect to the overall priorities of other projects within the Shire and will also be subject to the availability of finance. Council will determine its total financial commitment to community funding for the upcoming financial year, as part of its budget preparation, and will exclude projects on the basis that they cannot be accommodated in the budget.

Council may contribute in a finance arrangement between the club/group, the Shire and other funding organisations:

1. Council's contribution may include the provision of materials, staff time, and loans of plant and equipment;
2. Financial assistance to organisations may be in the form of a donation and/or a self supporting loan. A loan will only be considered, when the organisation agrees to re-pay the costs in full and can also demonstrate the ability to do so;
3. Licensed clubs, under the Liquor Control Act, may be required to re-pay (for the licensed component of the facility) in full any financial assistance from Council;
4. Funds may be allocated in the current, or following financial year, or, where possible, may be spread over multiple financial years; and
5. Council's contribution may be subject to successful grant funding.

In regards to funding towards CSRFF applications, the CSRFF program guidelines stipulate the following:

- ☐ The maximum grant offered for standard grant applications is one third of the total estimated project cost (excluding GST) up to a maximum grant of \$2 million;
- ☐ There is no obligation on the local government to make a contribution to a community group project, however a contribution from all stakeholders (local government or community club/group) in a project that meets local needs will be viewed more favourably;
- ☐ State Government funding for any project cannot exceed two thirds of the total project cost; and
- ☐ The value of work undertaken by volunteers and donations can be included in the applicant's contribution. Voluntary labour is allowable up to \$50,000 in value, however the grantee's cash contribution must match any non-cash contribution to the project. There is no limit on donated materials, however the applicant's non-cash contribution cannot exceed the applicant's cash contribution to the project.

Council reserves the right to refuse to support an application, to give an application a low priority or to refuse to make funding available for projects under the following circumstances:

- ☐ When the proposed project is not prioritised in the Shire of Manjimup Corporate Business Plan or informing strategic documents;

- ☐ Where the application is not consistent with the recommendations of the Shire of Manjimup's adopted Strategic Community Plan or Strategic Sport and Recreation Plan;
- ☐ Where the proposal is not the product of a development plan or in response to an identified and documented need;
- ☐ Where the applicant cannot demonstrate adequate expertise within the organisation/club to undertake the project.
- ☐ When Council feels that its financial commitments for the upcoming Financial Year preclude it from making funding available;
- ☐ When the proposal will lead to an unacceptable ongoing financial commitment by Council;
- ☐ When the ongoing management of the capital item is unclear or places an unacceptable burden on Council staff and resources; and
- ☐ When the legal and/or financial status of the organisation or club is in doubt.

#### Assessment and Ranking of CSRFF Applications

The CSRFF program has several grant rounds per year. In accordance with the State Government's guidelines for the program it is a requirement, prior to submission to the DGLSC, that:

- ☐ each application be assessed by Council; and
- ☐ all applications submitted in a particular round are ranked in priority order.

Applications are assessed against their merit (i.e. delivering benefits to the local and wider community, and visitors), and Council determines whether it endorses/supports the application.

The philosophy applied in determining the Shire of Manjimup's recommended ranking is based on consideration of the following factors:

1. Inclusion or compatibility with Shire's Sport and Recreation Strategic Plan;
2. Inclusion or compatibility with key Shire's Strategic Documents;
3. Inclusion or compatibility with the Shire's budget;
4. Timeliness of proposed implementation;
5. Judgement of extent to which the project funding is secured;
6. Project readiness; and
7. Any other related concerns or implications.

The intent of applying the above factors is to give greatest support to those projects that fit well within the overall strategies for the Shire, and are ready to be implemented without any delay.

#### Pre-requisites of Financial Assistance towards an Application

1. This policy shall only apply where works of a capital nature are being undertaken;
2. Financial assistance cannot be sought in retrospect;
3. The proposed project must be consistent with the Shire of Manjimup's Corporate Business Plan and relevant informing Strategic documents (such as the Strategic Community Plan, Sport and Recreation Strategic Plan);
4. Groups seeking project funding assistance need to work in collaboration with Shire staff from the outset to ensure that the proposed works are included in the Corporate Plan;
5. Requests for financial assistance should normally be received well in advance to allow for the inclusion into the budget process (at the latest by 1st March each year);
6. Organisations are encouraged to seek financial contributions from other sources;



7. Applicants need to be aware of and comply with the requirements of funding bodies, and ensure that the Council is also made aware of those requirements;
8. Copies of previous two (2) years audited financial statements of the Club/Organisation should accompany any application for financial assistance over \$5,000; and
9. The organisation or club must demonstrate to the Council that there is sufficient expertise within their organisation to provide appropriate plans and specify accurately materials and services required to complete the project.

#### **Administration**

The Community Services Directorate is responsible for the administration of this policy, Council's financial contributions towards projects driven by sporting clubs and recreation organisations, and the management of CSRFF applications.

#### **Adoption and Date Due for Revision**

**ADOPTED 13 FEBRUARY 1997  
REVIEWED 22 JANUARY 2014  
REVIEWED 4 JULY 2019  
REVIEWED 26 NOVEMBER 2020**

**NEXT DUE FOR REVIEW NOVEMBER 2024**

<p><b>The Administration of this Policy is by Community Services Directorate.</b></p>
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### Attachment 1. Assessment Criteria for Applications

Assessment Criteria	Assessment Criteria Guide	Scoring & Weighting
1. Strategic alignment	<ul style="list-style-type: none"> <li>- Alignment with Shire of Manjimup Strategic Community Plan and Corporate Business Plan.</li> <li>- Alignment with other Shire strategic documents, incl. Sport and Recreation Strategy, Master Plans, Access &amp; Inclusion Strategy.</li> </ul>	0 (no alignment) – 5 (excellent alignm.)  <b>30%</b>
2. Benefit to community	<ul style="list-style-type: none"> <li>- Benefit other clubs/ groups and to wider community.</li> <li>- Facilities shared/ co-location with other groups/ clubs.</li> <li>- Economic benefit and/ or increase in tourism.</li> <li>- Catering for a demographic group, which is current not being catered for.</li> </ul>	0 (no benefit) – 5 (excellent benefit)  <b>20%</b>
3. Financial contribution request	<ul style="list-style-type: none"> <li>- Contribution from club/ group.</li> <li>- Amount requested, as percentage of total project costs.</li> <li>- Amount requested in relation to the community benefit.</li> <li>- Previous funding/ support provided to this club/group.</li> <li>- Equity across towns within the Shire, and across sports and recreation pursuits.</li> </ul>	0 (not proport.) – 5 (proportionate)  <b>20%</b>
4. Imperative & Opportunity	<ul style="list-style-type: none"> <li>- External funding available</li> <li>- Unique/ timely opportunity</li> <li>- Immediate need (e.g. safety/risk)</li> <li>- Impact on ongoing/ future financial burden of Shire.</li> </ul>	0 (no relevance) – 5 (high relevance)  <b>15%</b>
5. Benefit to club and sport	<ul style="list-style-type: none"> <li>- Potential for growth in membership numbers/ activities &amp; programs/ facility usage/ revenue/ inclusion (e.g. gender, abilities)</li> <li>- Alignment with regional and/or state strategies (e.g. State Sporting Association/ peak body)</li> </ul>	0 (no benefit) – 5 (excellent benefit)  <b>15%</b>
<b>Total weighted score:</b>		<b>Max. 100</b>

#### Scoring Guide

Score	Rating	Guide
5	Excellent	Demonstrated excellence, substantially exceeds minimum requirements, a number of superior features.
4	Good	Exceeds requirements in some respects.
3	Fair	Meets minimum requirements with no materials concerns or deficiencies.
2	Marginal	Some areas of concern in relation to ability to meet minimum requirements or some deficiencies.
1	Poor	Fails to meet minimum requirements in several respects, contained insufficient or unclear information.
0	Fail	Fails to meet minimum requirements in all respects or did not provide information.

## **Attachment 2. CSRFF**

### **About CSRFF**

The Community Sporting and Recreation Facilities Fund (CSRFF) exemplifies the Western Australian Government's commitment to the development of sustainable infrastructure for sport and recreation across the State.

The purpose of the program is to provide financial assistance to community groups and local governments to develop basic infrastructure for sport and recreation. The program aims to maintain or increase participation in sport and recreation with an emphasis on physical activity, through rational development of good quality, well-designed and well-utilised facilities.

Through CSRFF, the Western Australian Government will invest an annual pool of funds towards the development of quality physical environments in which people can enjoy sport and recreation. The maximum grant offered for standard grant applications is one third of the total estimated project cost (excluding GST) up to a maximum grant of \$2 million.

### **Priority consideration**

CSRFF can fund new or upgraded facilities which will maintain or increase physical activity, or result in a more rational use of facilities. Priority will be given to projects that lead to facility sharing and rationalisation. Multi-purpose facilities reduce infrastructure required to meet similar needs and increase sustainability. The program is not designed to provide facilities to meet a club's ambitions to compete in a higher grade.

Examples of projects which will be considered for funding include:

- New playing surfaces e.g. ovals, courts, synthetic surfaces etc.;
- Floodlighting;
- Change rooms and ablutions;
- Sports storage;
- Clubrooms including social space, kitchen, administration areas and viewing areas. Please note that these areas have a minimal impact on physical activity and would be considered a lower priority; and
- Resurfacing of existing sports surfaces. It is expected that facility managers will budget for these items as part of the ongoing operation of the facility, frequently over 7 to 10 years, and will be considered a low priority for funding. If successful the project is likely to attract reduced funding of 16.66%. In competitive rounds it is unlikely that these projects will receive funding.

### **Level of funding available**

The maximum grant offered for standard grant applications is one third of the total estimated project cost (excluding GST) up to a maximum grant of \$2 million. DLGSC will assess the total eligible cost of your project (excluding GST) from the information provided. Any ineligible items shown as eligible will be deducted from the eligible project cost.

The department does not guarantee you will receive the full amount of financial assistance requested or the maximum level of funding. The level of financial assistance offered will be based on the overall significance of the proposed project, including the benefits provided to the community. Receiving financial assistance under this program does not guarantee future stages of your project will be funded.

There is no obligation on the local government to make a contribution to a community group project however a contribution from all stakeholders (local government or community club/group) in a project that meets local needs will be viewed more favourably.

State Government funding for any project cannot exceed two thirds of the total project cost.

#### **Voluntary labour/donated materials**

The value of work undertaken by volunteers and donations can be included in the applicant's contribution. Voluntary labour is allowable up to \$50,000 in value, however the grantee's cash contribution must match any non-cash contribution to the project.

There is no limit on donated materials, however the applicant's non-cash contribution cannot exceed the applicant's cash contribution to the project.

#### **Eligibility**

Applicants must be either a local government or a not-for-profit sport, recreation or community organisation incorporated under the WA Associations Incorporation Act 1987 and have an Australian Business Number (ABN). Clubs must demonstrate equitable access to the public on a short term and casual basis.

The land on which the facility is to be developed must be one of the following:

- Crown reserve;
- Land owned by a public authority;
- Municipal property; or
- Land held for public purposes by trustees under a valid lease, title or trust deed that adequately protects the interests of the public.

#### **Grant categories**

##### **CSRFF Small Grants**

Small grants will be awarded to projects involving a basic level of planning. The total project cost for small grants must not exceed \$300,000 exclusive of GST. Grants given in this category must be claimed by 15 June in the relevant financial year.

Examples of small grant projects:

- Cricket pitch and practice wickets
- Storage upgrades
- Changerooms refurbishments
- Safety fences for sport and recreation facilities, i.e. ballistic sports
- Small floodlighting projects
- Court surface conversion
- Large scale dams, water collection systems and pipelines for distribution (maximum grant offered is \$60,000)
- Various planning studies to a maximum grant amount of \$25,000

### **CSRFF Annual Grants**

Annual grants will be awarded to projects with a planning and construction process that will be complete within 12 months and have a total project cost (exclusive of GST) of \$300,001–\$500,000. Grants given in this category must be claimed by 15 June in the next financial year.

Examples of annual projects:

- Upgrades to clubrooms/pavilions
- Large floodlighting projects
- Court or bowling green construction
- Reticulation system for a grassed playing field
- Value of total project
- \$300,001 to \$500,000, exclusive of GST.

### **Forward Planning Grants**

Forward planning grants will be given to the more complex projects that require a planning period of between one and three years. Grants in this category will have a total project cost (exclusive of GST) of over \$500,001 and may be allocated in one or a combination of the years in the next triennium.

Examples of forward planning grant projects:

- Multipurpose leisure/recreation centre
- Swimming pool – new or major upgrade including heating to allow increased use
- Construction of large synthetic fields
- Playing field construction
- Clubroom – new or major upgrade
- Large ablution block/change rooms

### **Key principles of facility provision**

The key principles of facility provision explains in depth the principles against which applications for CSRFF funding will be assessed. Assessments have been based on the following criteria:

- Project justification
- Planned approach
- Community consultation
- Management planning
- Access and opportunity
- Design
- Financial viability
- Coordination
- Potential to increase physical activity
- Sustainability.

Joint provision and shared use of facilities is a priority consideration for CSRFF support. It is not a scheme to ensure separate facilities of equal standard for all clubs. It is not designed to provide facilities to meet a club's ambitions to compete in a higher grade.

**Local government involvement**

Applicants must liaise with their local government regarding planning and building approvals pertinent to their project. The local government will assess all relevant applications and is to rank applications in priority order for the municipality.

**State Sporting Association involvement**

Applicants must liaise with their State Sporting Association to discuss the project. State Sporting Associations are involved in the assessment of applications and may be able to provide valuable information when planning your project, particularly on information related to technical design issues.

Advice from all of the above forms part of the assessment of the project.

**Application process and timeline**

The application form, together with the supporting documentation required, must be submitted to the local Council by the relevant date outlined in the application process and timeline section. Please note that many local governments will close the application period sooner to accommodate council meeting schedules. The applicant is recommended that to check the closing date for CSRFF applications with its local government to avoid missing out.

More detailed information on CSRFF grants process can be found on [dlgsc.wa.gov.au](http://dlgsc.wa.gov.au).



### Attachment 3. Information to be provided by applicants

Below suggestions for information are provided to assist clubs/ groups to determine relevant information to support/ strengthen their request to Council.

1. Tell us about your club/group.

- How many members/ users/ participants? What are their demographics (e.g. age, gender)?
- Which facilities/infrastructure (e.g. buildings, car park) are being used?
- What is the governance structure/ business management model of the club?
- Does your club have a grass roots sports program?
- Is your club affiliated with a State Sporting Association/ peak body?
- Does your club have a strategic plan?
- Any strengths of the club relevant to this project.
- Copies of previous two (2) years audited financial statements.

2. Tell us about your project.

- Describe the project and why it is needed.
- Have other options been considered (e.g. utilizing and/or upgrading existing facilities)?
- How will the project be executed?
- Does the project have support from State Sporting Association/ peak body?
- What does the project costs, and how will it be funded (cash and/or in-kind contribution from the club, and other funding sources/amounts)?
- What is your request to the Shire of Manjimup (e.g. request for cash and/or in-kind contribution, in principle support, approval)?
- Will there be any other or ongoing costs implications for the Shire?
- Will the project assist the Shire with reducing its financial burden (e.g. by addressing current maintenance issues, replacing an aging facility, or improving/ increasing utilisation of a building)?

3. How will your project benefit your club?

For example:

- Increase in membership numbers and/or facility users
- Revenue potential
- Inclusivity (e.g. gender, disabilities).

4. How will your project benefit the community?

For example:

- Shared usage or co-location with other clubs/groups
- Benefit to the town and/or the region
- Economic benefit and/or increase in tourism
- Catering for a demographic group, which is current not being catered for.

**ATTACHMENT****9.12.2 Proposed Options for Managing Camper and Highway Traveller Waste During Peak Periods**

<b>PROPONENT</b>	Shire of Manjimup
<b>OWNER</b>	Shire of Manjimup
<b>LOCATION / ADDRESS:</b>	Whole of Shire
<b>WARD:</b>	All
<b>ZONE:</b>	All
<b>DIRECTORATE:</b>	Works and Services
<b>FILE REFERENCE:</b>	F180162
<b>LEGISLATION:</b>	<i>Litter Act 1979</i> <i>Litter Regulations 1981</i>
<b>AUTHOR:</b>	Mark Sewell
<b>DATE OF REPORT:</b>	20 April 2022
<b>DECLARATION OF INTEREST:</b>	Nil

*Council deferred this item at the 24 March 2022 meeting to be workshopped during the Council information briefing session on the 13 April 2022 and is now represented unchanged.*

**BACKGROUND:**

Since at least the 2014/15 financial year, the Shire of Manjimup has been providing three cubic metre (3m<sup>3</sup>) skip bins and a 'rubbish trailer' at strategic points across the Shire during school holidays and other peak periods. Prior to 2014/15 Main Roads Western Australia (MRWA) had removed its highway road side bins along with Department of Biodiversity, Conservation and Attractions (DBCA also removed bins from its camping grounds. These actions created a significant litter issue in the Shire.

The purpose of the Shire's 'holiday skip bins' and rubbish trailer is to provide a waste collection and removal service for campers and highway travellers visiting the Shire of Manjimup during holiday and other peak periods.

In the 2021/22 financial year the skip bins were located at the intersection of the South West Highway and Vasse Highway, in the car park on Vasse Highway opposite the Pemberton Hotel and in the car park outside the public toilets at the front of the Northcliffe General Store. The rubbish trailer was positioned at Walpole in the long vehicle parking area to the east end of Pioneer Park between mid-December and Easter each year.

In the past, a holiday skip bin was also provided in the Manjimup townsite at the pull-in bay adjacent to the Northern Arch. However, this 3m<sup>3</sup> skip bin is no longer provided having been replaced by one standard 240 litre wheelie bin fixed to a stand in the pull-in bay which serviced three times each week throughout the year. The southern information bay at Manjimup also has a standard 240 litre wheelie bin fixed to a stand.

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Since the 2014/15 financial year the volume of waste being disposed of at the holiday skips has increased significantly. This has led to users first piling waste material higher onto and above the tops of the skip bins and then to 'dumping' waste material on the ground around the already-full skip bins. Despite increasing the servicing (emptying) frequency when it has been possible to engage the contractors and additionally, engaging a (different) local contractor to manually remove dumped rubbish from around some skip bins daily, this practice has continued to result in negative visual impact at each location.

At the same time the range of waste materials being disposed into the skip bins and trailer has broadened from small bags of what could reasonably be described as 'general waste' to including a range of bulk items and unacceptable (hazardous) materials. These items include vehicle batteries, 20 litre drums of used motor oil, half full tins of paint, broken household fittings, small sofas, home renovation waste, discarded mechanical parts including car seats, e-waste (electronic waste), fishing bait and home-butchered meat off-cuts. These unacceptable and bulk items have caused significant issues to the collection process, such as damage to the vehicles emptying the bins which are then put of action for a period of time.

Significant amounts of useful recyclable materials (beverage cans, bottles and cardboard cartons) are also disposed but immediately become too contaminated to retrieve. It is broadly considered unacceptable to dispose of these materials to landfill, but mixed wastes in skip bins present no other viable option.

The purpose of this report is to present an option for Council to consider in determining how best to provide appropriate and effective waste services for campers and highway travellers in the future.

**PUBLIC CONSULTATION UNDERTAKEN:**

No direct public consultation has been carried out within the Shire of Manjimup. However, telephone and Antenno complaints from both residents and visitors about overfull skip bins and their negative visual impact have been received particularly during the Christmas and Easter holiday periods. Local social media platforms have carried photographs and individual comments from time to time.

An email 'straw poll' of waste officers at other South West and Great Southern local government areas was carried out in 2019 in order to learn about other LGA's approaches to camper and traveller waste. Responses from this informal survey were gathered together and the resulting Table is attached.

**ATTACHMENT: 9.12.2(1)**

**COMMENT (Includes Options):**

At present, the direct cost of maintaining the current level of service is approximately \$21,900 per year, of which \$4,000 is funded by DBCA under the MOU.

The total volume of material disposed to the skip bins during holidays and peak periods (12 weeks per year) is conservatively estimated at 200 to 300 cubic metres. General waste presented to a Waste Transfer Station in the Shire of Manjimup presently attracts a tipping fee of \$25.91 per cubic metre excluding GST. No tipping fees are collected against any of the material disposed of in the holiday and peak period skip

## 3

bins. Therefore, the costs for the management and removal of this waste is paid by Waste rates. The people who are generating this waste are not paying for the disposal of the waste.

This report provides three options for the current holiday skip bin service for Council to consider: (A) increase the existing skip bin service, (B) cease the existing skip bin service and implement an alternative service or (C) no change to the current service.

If the existing holiday skip bin service is to be increased (option A), then there are three further options: increase the frequency at which skip bins are emptied (option A1); increase the capacity of the skip bins by using more of them (A2); or both (A3). Each of the A options would be delivered through a commercial waste collection contractor equipped to supply and service front load skip bins.

If Council wishes to cease the existing holiday skip bin service and implement an alternative service (option B), then, again, there are three further options: increase local street bin services by increasing the number of bins and by having them emptied more frequently (B1); increase local waste transfer station operating hours during holiday and peak periods (B2); or both (B3). Each of the B options would be delivered through Independent Contractor Agreements with local contractors.

Implementing option B2 (increase local Waste Transfer Station hours during holiday and peak periods) would also provide opportunity to collect tipping fees for that proportion of the camping and highway traveller waste which is disposed of at the transfer stations. The additional opening hours and transfer of waste will incur extra costs that will be offset by the tipping fees revenue. However, implementing option B2 could also require some initial expenditure on improved public signage to better direct users to the waste transfer stations.

A combination of options A and B is unlikely to result in any positive effect. This is because given a choice most users would be more likely to utilise the skip bins under option A than to use the street bins and increased transfer station operating hours of option B.

If Council determines that no change to the current level of service is required, then option C, no change, exists.

The table below shows the total annual direct costs (excluding GST) for the various options.

Table: Options for managing camper and highway traveller waste		
<u>Option A</u>	<u>Option B</u>	<u>Option C</u>
Increase existing holiday skip bin services	Cease holiday skip bins and implement alternative services	No change (maintain existing services)

A1	more skip bins	\$31,300	B1	increase local street bin service	\$14,300	C1	maintain present skip bin service	\$21,900
A2	more frequent emptying of skip bins	\$35,900	B2	increase local Waste Transfer Station operating hours	\$11,500			
A3	both, which has a saving associated with the handling costs	\$64,995	B3	both	\$25,800			

It is expected that there will continue to be complaints and community dissatisfaction expressed whichever option is chosen, either from people who do not like seeing over-full skip bins or from people who want the convenience of skip bins and don't want to pay tipping fees for their waste material at transfer stations.

Council is requested to support option B3 which is to increase local street bin services by increasing the number of bins and by having them emptied more frequently as well as increasing local waste transfer station operating hours during holiday and peak periods. This removes the unsightly issue of rubbish pile up around bins and then provides the Shire with appropriate income for managing this waste. By increasing the local street bin service dumping of unacceptable, hazardous and bulk waste is discouraged or prevented and the tourist and holidaymaker market is targeted.

Pending Council's decision to support Option B3, Officers recommend that Council approve a 12 month trial period of increased street bin services and increased Waste Transfer Station opening hours.

#### **STATUTORY ENVIRONMENT:**

The *Litter Regulations 1981* (the Regulation recommend that litter receptacles have "a capacity of not less than 60 and not more than 200 litres". The skip bins presently provided by the Shire of Manjimup for campers and highway travellers' waste are 3,000 litres each.

The Regulations state that "a person shall not deposit any domestic or commercial waste in a public litter receptacle." The Regulations define domestic waste as "waste material of any kind generated by private dwellings, and includes garbage, lawn clippings and old furnishings."

#### **POLICY / STRATEGIC IMPLICATIONS:**

Providing best practice waste collection services supports the Shire of Manjimup Strategic Community Plan 2021 – 2031.

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- Theme 1 Our Natural Environment, Community Goal 1.5: *“Waste management strategies are expanded and a greater range of options provided to ensure we minimise the negative impacts on our environment”*;
- Strategy A15 (*“Continue to diversify waste management options and encourage waste avoidance, reduction, reuse and recycling”*); and
- Strategy A16 (*“Provide and maintain public rubbish bins to minimise overflow and littering”*), and the Community Indicator *“Number of waste management streams available to the community.”*

#### **ORGANISATIONAL RISK MANAGEMENT:**

Risks to the Shire of Manjimup include:

- a risk to revenue if a waste collection and disposal service is provided with no mechanism to collect applicable fees;
- a risk to reputation through negative impact on residents and visitors caused by visible waste.;
- a risk to compliance if Department of Water and Environmental Regulation considers skip bins (of 3 cubic metre capacity) are acting as an unregistered waste facility; and/or
- a risk to the budget of funds required for other waste management tasks if the costs of collecting and managing camper and highway traveller waste blows out.

#### **FINANCIAL IMPLICATIONS:**

The Shire of Manjimup's provision of holiday skip bins is supported in part by the DBCA under a 2017/18 Memorandum of Understanding (MOU) with the Shire of Manjimup, who have committed a fixed \$4,000 per year until the end of the 2026/27 financial year. However, as the volume of waste disposed at the holiday skip bins has increased, so has the annual total cost of the service.

MRWA through their agent Fulton Hogan do not at present provide any funding support for the provision of holiday skip bins. However, in recent communications with the Shire of Manjimup they have indicated that they are very open to discussion in any process which leads to a satisfactory method of providing a waste service for highway travellers.

The estimated direct cost of each option appears in the Table “Options for managing camper and highway traveller waste” in the Comments section. Options B2 and B3 utilise the Shire's manned waste transfer station facilities and therefore provide opportunity to collect tipping fees to offset the associated direct and ongoing costs. If Council approves the trial period of increased street bins services and Waste Transfer Station opening hours, the cost will be absorbed in the current budget.

#### **SUSTAINABILITY:**

Environmental: The provision of an effective waste service for campers and highway travellers may aid in reducing the likelihood of such visitors disposing of their waste material illegally by dumping it in natural places or other public spaces.

Economic: The costs incurred in collecting and managing waste can only be offset if that same waste generates some revenue at the point of disposal.

Social: Campers and highway travellers are likely to enjoy their time in the Shire of Manjimup more if they usually have convenient access to facilities. However, it is very likely that most campers, highway travellers and people who live in the Shire of



Manjimup alike will be negatively impacted by the sight of large volumes of piled waste at prominent locations. Whether the former enjoyment outweighs the latter negative impacts is difficult to predict.

**VOTING REQUIREMENTS: SIMPLE MAJORITY**

**OFFICER RECOMMENDATION:**

**That Council:**

1. Approve the discontinuation of the current holiday skip bins service;
2. Approve a 12 month trial period to 30 June 2023 that increases local street bin services by increasing the number of bins and by having them emptied more frequently as well as increasing local Waste Transfer Station operating hours during holiday and peak periods; and
3. Seek additional funds for the management of holiday and tourist roadside waste from Department of Biodiversity, Conservation and attractions and Main Roads Western Australia.

**COUNCIL RESOLUTION:**

**MOVED: Eiby, W**

**SECONDED: Dawson Vidovich, S**

**1**

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2. Approve a 12 month trial period to 30 June 2023 that increases local street bin services by increasing the number of bins and by having them emptied more frequently as well as increasing local Waste Transfer Station operating hours during holiday and peak periods; and
3. Seek additional funds for the management of holiday and tourist roadside waste from Department of Biodiversity, Conservation and attractions and Main Roads Western Australia.

**ADOPTED BY EN BLOC RESOLUTION: 10/0**