



ATTACHMENTS

COUNCIL MEETING

26 October 2023

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APPENDICES

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SHIRE OF
MANJIMUP

Manjimup • Northcliffe • Pemberton • Walpole

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Creditor Payment Report - Warrant Listing 01 September 2023 to 30 September 2023

Cheque Payments							Inclusive Amount
Payment Number	Date	Cheque Number	Creditor Number	Invoice No	Creditor Name	Invoice Description	
CP.285	11-09-2023	95409	2402	I3020216	Arc Infrastructure Pty Ltd	Licence to use and occupy Corridor Land 15 August 2023 to 14 August 2024.	1,291.04
CP.285	11-09-2023	95410	2618	1609WA	Department of Transport	Number plate request -1609WA	200.00
CP.285	11-09-2023	95410	2618	1705WA	Department of Transport	Number plate request -1705WA	200.00
CP.285	11-09-2023	95411	1138	1HSE579.Aug23	Department of Transport	licence renewal - 1HSE579 - Northcliffe Bushfire Brigade (ESL)	224.55
CP.285	11-09-2023	95411	1138	1HWG911.Aug23	Department of Transport	licence renewal - 1HWG911 - Walpole SES (ESL)	224.55
CP.285	11-09-2023	95412	446	36	Pemberton Grounds Committee	Southerners Football Club/ grounds committee - Grant 2023/2024	2,500.00
CP.285	11-09-2023	95413	2512	255023620 Aug 2023	Pharmacy 777 Bridgetown	Chemist items - HCP - OP	172.24
CP.285	11-09-2023	95414	145	911234990 - 2025915207	Synergy	Payment 9112349923 - Electricity Walpole Depot 23/06/2023 - 21/08/2023	132.84
CP.285	11-09-2023	95415	151	9006903965.013 6	Water Corporation	Water Manjimup Depot 08/06/2023 - 10/08/2023	86.71
CP.285	11-09-2023	95415	151	9006892012.017 0	Water Corporation	Water MISP & Cleaners Sink 06/06/2023 - 10/08/2023	503.57
CP.285	11-09-2023	95415	151	9006888101.009 8	Water Corporation	Water Leased Car Park 01/09/2023 - 31/10/2023	260.69
CP.286	14-09-2023	95416	327	payment request 7/9/2023	Shire of Manjimup	Petty cash reimbursement 7/9/23 MHCC	72.00
CP.286	14-09-2023	95417	328	payment request 9/9/23	Shire of Manjimup	Walpole Public Library Petty cash Recoup 14 June to 6 Sept 2023	87.00
CP.287	22-09-2023	95418	2618	365WA	Department of Transport	Number plate request - 365WA	200.00
CP.287	22-09-2023	95418	2618	4004WA	Department of Transport	Number plate request - 4004WA	200.00
CP.287	22-09-2023	95419	314	PC140923	Shire of Manjimup	petty cash recoup - Depot	290.20

Payment Number	Date	Cheque Number	Creditor Number	Invoice No	Creditor Name	Invoice Description	Inclusive Amount
CP.287	22-09-2023	95420	145	709854800 - 2001950303	Synergy	Payment 7098548024 - Electricity Manjimup Community Centre 22/06/2023 - 18/08/2023	2,858.49
CP.288	29-09-2023	95421	806	26179	City of Busselton	GST not charged correctly on inv 25926 - 2023/24 Contribution towards Busselton Airport - Debtor # 200090316	200.00
CP.288	29-09-2023	95422	327	request for payment - petty cash 26/9/23	Shire of Manjimup	petty cash reimbursement 26/9/23	71.80
CP.288	29-09-2023	95423	329	payment request 22/09/23	Shire of Manjimup	Reimbursement Manjimup Library petty cash 22/9/23	91.65
Cheque Total							9,867.33
Electronic Funds Transfer Payments							
Payment Number	Date	Cheque Number	Creditor Number	Invoice No	Creditor Name	Invoice Description	Inclusive Amount
CP.285	11-09-2023	EFT	258	30286	ABC Filter Exchange	AquaCentre cafe deep fryer clean	55.00
CP.285	11-09-2023	EFT	3658	199910	AC Mobility Pty Ltd	Custom size tyre ramp- GG	682.00
CP.285	11-09-2023	EFT	3876	13887	Aged Care Industry Association	Staff Training Wound CCC JF	124.00
CP.285	11-09-2023	EFT	1861	0302144712	Ampol Australia Petroleum Pty Ltd	Retail Fuel Purchases - August 2023 - Account no 0200606947	3,107.97
CP.285	11-09-2023	EFT	3016	RBLSW6081	Anderson Neurological and Developmental Services	Private Physiotherapy - HCP - DF	152.00
CP.285	11-09-2023	EFT	3016	RBLSW6226	Anderson Neurological and Developmental Services	Private Physiotherapy - HCP - DF	342.00
CP.285	11-09-2023	EFT	2936	00038198	Animal Care Equipment & Services (Australia) Pty Ltd	ACES Dual Release Catch Pole 4'	342.05
CP.285	11-09-2023	EFT	1733	MA15805028 - Customer 862645	Apple Pty Ltd	IPAd 10th Gen 256GB WIFI Salary Sacrifice for Tim Clifford	999.00
CP.285	11-09-2023	EFT	11	1012675219	Australia Post	August 2023 Postage - Account No. 620820	1,367.36
CP.285	11-09-2023	EFT	98000	- BAS August 2023	Australian Taxation Office	BAS August 2023 - Payment Reference 001364533496915260	19,692.00
CP.285	11-09-2023	EFT	125	INV-10820	B & B Street Sweeping	RFT 01/22 - sweeping of Manjimup CBD, NW & wash down bay Manjimup Depot - month of August 2023	8,864.23
CP.285	11-09-2023	EFT	1052	32877	Best Western Pemberton Hotel	Accommodation for CBW author (Heather Waugh)	155.00
CP.285	11-09-2023	EFT	639	307485	Better Life Centre Pty Ltd	Handy grip - HCP- MR	70.00
CP.285	11-09-2023	EFT	639	307475	Better Life Centre Pty Ltd	Suction rails - LM	96.00

Payment Number	Date	Cheque Number	Creditor Number	Invoice No	Creditor Name	Invoice Description	Inclusive Amount
CP.285	11-09-2023	EFT	639	307819	Better Life Centre Pty Ltd	Freight for ramps- GG	100.00
CP.285	11-09-2023	EFT	3702	RYAMAVI2307	Blackwood Therapy	Occupational therapy – assessment, recommendation, therapy or training - HCP - MR	375.00
CP.285	11-09-2023	EFT	3671	INV-006057	Bluebox Solutions	Professional Services - Deployment and configuration of Intranet Lite	3,613.50
CP.285	11-09-2023	EFT	3178	A52161	Bridgetown Timber Sales	To supply 2 boxes 8gx42 cement sheet screws, 2 boxes 10gx 50 yellow zinc screws and 1 x Pro250G2DC2KA dewalt Battery kit as quoted in quote number C2772023	2,877.20
CP.285	11-09-2023	EFT	19	Retail 08/23 - Customer 744009	City & Regional Fuels	Fuel purchases for August 2023	7,891.08
CP.285	11-09-2023	EFT	2069	21752750	Cleanaway Pty Ltd	Depot bins (waste & cardboard) month of August 2023	203.17
CP.285	11-09-2023	EFT	3368	4426	Cloud Collections Pty Ltd	Debt Recovery Services July 2023 - Client ID 215	524.97
CP.285	11-09-2023	EFT	2836	00078403	Corsign WA Pty Ltd	1 x R1-1A Stop Sign, 1 x No Trail Bikes	78.65
CP.285	11-09-2023	EFT	3361	Travel Claim - August 2023	Cr Jennifer Wilcox	Travel Claim for August 2023 - Cr J Wilcox	313.04
CP.285	11-09-2023	EFT	221	INV-31622	Cross Security Services Pty Ltd	15 x key fobs for Indoor Sports Pavilion	227.70
CP.285	11-09-2023	EFT	17	INV-4407	D & J Communications	Replacement of Vast Decoder and Site Service for Walpole rebroadcasting site	1,442.54
CP.285	11-09-2023	EFT	17	INV-4449	D & J Communications	AE - check & repair camera system at Manjimup Airport	264.00
CP.285	11-09-2023	EFT	1937	INV1405183	Datacom Solutions (AU) Pty Ltd	Antenno SaaS fee - August 2023 - Customer No. C16267	642.02
CP.285	11-09-2023	EFT	1937	INV1408740 - C16267	Datacom Solutions (AU) Pty Ltd	Fortnightly Datapay August 23 payroll services - Customer No C16267	953.17
CP.285	11-09-2023	EFT	569	INV-0964	Dean Mayor Electrics	Relocate power points for hot water systems in footy change rooms (Pemberton Sports Club)	462.00
CP.285	11-09-2023	EFT	35	1004903	Department of the Premier and Cabinet	Gazetall Of Shire of Manjimup Bush Fire Local Laws 2023	571.20
CP.285	11-09-2023	EFT	3015	ORD0000534080	Diabetes Qualified Pty Ltd	Diabetes Training for EN	40.00
CP.285	11-09-2023	EFT	3755	INV-0201	Dingup House Bed and Breakfast	Accommodation for CRJenny Wilcox 7/09/2023	215.00
CP.285	11-09-2023	EFT	3755	INV-0202	Dingup House Bed and Breakfast	Accommodation (2 nights) for CBW Visiting Author	430.00
CP.285	11-09-2023	EFT	1177	INV-0276	Dinis Contractors	unload flooring off trailer at workshop (Pemb CRC floor replacement)	132.00
CP.285	11-09-2023	EFT	1177	INV-0275	Dinis Contractors	Removal of excess dirt Pemberton CRC Floor replacement	264.00
CP.285	11-09-2023	EFT	1177	INV-0271	Dinis Contractors	hire of bobcat & truck - site clean up & removal of timber logs - Heritage Park	165.00
CP.285	11-09-2023	EFT	1177	INV-0272	Dinis Contractors	hire of excavator - dig grave 14 August 2023 - Pemberton Cemetery	396.00

Payment Number	Date	Cheque Number	Creditor Number	Invoice No	Creditor Name	Invoice Description	Inclusive Amount
CP.285	11-09-2023	EFT	1177	INV-0273	Dinis Contractors	hire of excavator & truck - cart rocks ex Starkies Road to Heritage Park	330.00
CP.285	11-09-2023	EFT	1177	INV-0274	Dinis Contractors	hire of telehandler - load paving bricks at Starkies Pit	264.00
CP.285	11-09-2023	EFT	1177	INV-0278	Dinis Contractors	hire of tractor & slasher - slash grassed areas - Manjimup Airport	385.00
CP.285	11-09-2023	EFT	3743	016	Diversity Events	Gardening service- LH	57.00
CP.285	11-09-2023	EFT	1952	15436522	Equifax Australasia Workforce Solutions Pty Ltd	Fit2work Police Check - H Turner, S Holland, C Hoskins	121.77
CP.285	11-09-2023	EFT	511	19.597	Express Print	3000 Bookmarks Full colour - Both sides PUM	803.00
CP.285	11-09-2023	EFT	2312	406234-252	FairTel	Manjimup SES Phone Services - 28 July to 27 Aug 2023	55.00
CP.285	11-09-2023	EFT	2999	INV-4122	Frontline Technology Services Pty Ltd	XDR - 1-24 SERVERS and XDR - 1-24 SERVERS	226.34
CP.285	11-09-2023	EFT	1050	INV-10191	GA Auto Electrics	travel to Junction Road - remove cable & plug for sender on LH ram, make up new lead & fit - GR6	520.00
CP.285	11-09-2023	EFT	1050	INV-10222	GA Auto Electrics	supply 4 x LED strobe flush mount lights - sign trailer - TR01	285.00
CP.285	11-09-2023	EFT	1050	INV-10205	GA Auto Electrics	supply & fit side LED work lights - 1009WA	307.00
CP.285	11-09-2023	EFT	1050	INV-10215	GA Auto Electrics	replace emergency stop switch & replace isolation switch on hiab - TK141	454.00
CP.285	11-09-2023	EFT	3789	INV-02647	Granite Networks Pty Ltd	Dropsuite - Backup + Email archive - monthly subscription - Fiscal 2023/24	1,283.57
CP.285	11-09-2023	EFT	86	H0271	Hart Mensland	Pants for Rabin	269.90
CP.285	11-09-2023	EFT	86	H0284	Hart Mensland	2 x HiVis shirts, 2 x pr trousers, 1 x pr steel capped boots - Simon Holland	396.80
CP.285	11-09-2023	EFT	3492	INV02453	Hill and Canning Consulting Engineers Pty Ltd	MRCR Playing Fields Analysis and Design Contract - RFQ F220020 & Detailed design for new field	27,303.10
CP.285	11-09-2023	EFT	1673	INV-0656	Hillview Gardening & Landscaping Services	Gardening Services	286.00
CP.285	11-09-2023	EFT	3569	INV-3657	HIVO Pty Ltd	Annual HIVO Photo Library Subscription 1 August 2023 to 31 July 2024	4,045.47
CP.285	11-09-2023	EFT	3721	280823	Holiday Inn West Perth	accommodation & meal - 27-28 August 2023 - Andrew Johns	622.09
CP.285	11-09-2023	EFT	2481	71864709.01	Independence Australia	Continence aids - HCP - SE	156.80
CP.285	11-09-2023	EFT	2481	71865993.01	Independence Australia	Continence aids - HCP - BJ	76.55
CP.285	11-09-2023	EFT	2481	71865999.01	Independence Australia	Continence aids - HCP - CJ	186.85
CP.285	11-09-2023	EFT	2481	71874262.01	Independence Australia	Catheter - HCP - KR	48.75
CP.285	11-09-2023	EFT	2481	71874627.01	Independence Australia	Continence aids - HCP - LM	136.20

Payment Number	Date	Cheque Number	Creditor Number	Invoice No	Creditor Name	Invoice Description	Inclusive Amount
CP.285	11-09-2023	EFT	100	SP16324	Johnson's Food Services	AquaCentre cafe stock	1,172.49
CP.285	11-09-2023	EFT	100	SP16319	Johnson's Food Services	Hair nets & hand towel	79.16
CP.285	11-09-2023	EFT	58	I60102489.BUN	Kiora Investments Pty Ltd	AquaCentre Cafe Stock	491.69
CP.285	11-09-2023	EFT	309	386990 - 10000964	Landgate	RURAL UV'S CHARGEABLE SCHE:R2023/13 & 14 DATE: 8/7/23 to 21/7/23 & 22/7/23 to 4/8/23	2,333.81
CP.285	11-09-2023	EFT	309	387372 - 10000964	Landgate	UNIMPROVED VALUES CHARGEABLE SCHEDULE NO: U2022/1 DATED 01/07/2022 TO 31/05/2023	1,252.88
CP.285	11-09-2023	EFT	877	1313400	Landgate	SLIP Subscription Annual renewal 31/8/23 - 30/8/24 (Ex SLIP 957-2017-1)	2,533.00
CP.285	11-09-2023	EFT	3773	302933/P	Lester Blades Pty Ltd	CEO recruitment due diligence & Accommodations extras per PO 17418	302.92
CP.285	11-09-2023	EFT	3773	302933/3	Lester Blades Pty Ltd	CEO recruitment final fee - PO 17418	10,450.00
CP.285	11-09-2023	EFT	3871	INV-0109	Lilbourne Contracting	welding/fabrication services - 24, 25 & 29 August 2023	2,185.70
CP.285	11-09-2023	EFT	3087	7083397	Lite n' Easy	Lite N Easy - HCP - DG	85.22
CP.285	11-09-2023	EFT	3087	7081538	Lite n' Easy	Meals- Mr SB	121.58
CP.285	11-09-2023	EFT	3087	7079376	Lite n' Easy	Lite N Easy - HCP - GW	110.42
CP.285	11-09-2023	EFT	3087	7075425	Lite n' Easy	Lite N Easy meals - HCP - FJ	130.02
CP.285	11-09-2023	EFT	3087	7079131	Lite n' Easy	Lite N Easy - HCP - RP	71.18
CP.285	11-09-2023	EFT	3087	7063583	Lite n' Easy	Meals-DWD	130.02
CP.285	11-09-2023	EFT	3087	7083416	Lite n' Easy	Lite N EAsy - HCP - MH	85.92
CP.285	11-09-2023	EFT	2632	Rent 09/09/23 to 6/10/23	LJ Hooker Pemberton	Rent - 4 Weeks 09/09/23 to 6/10/23	2,000.00
CP.285	11-09-2023	EFT	2652	165716-23268	M2M One	Internet Connections for NCF Library and MISP Security - Sept 2023	77.00
CP.285	11-09-2023	EFT	20	28821	Manjimup Building Supplies	Concert slabs - HCP - SE	53.55
CP.285	11-09-2023	EFT	20	28847	Manjimup Building Supplies	Miscellaneous Building Supplies - Pemberton Co-Location floor replacement project.	696.15
CP.285	11-09-2023	EFT	20	28808	Manjimup Building Supplies	Pemberton Co-Location flooring	19,667.00
CP.285	11-09-2023	EFT	20	28880	Manjimup Building Supplies	Pemberton Co-location building materials	1,438.75
CP.285	11-09-2023	EFT	20	28957	Manjimup Building Supplies	1 x box (50) dynabolts, 1 x 12mm drill bit - Northcliffe Forest Park	100.00
CP.285	11-09-2023	EFT	20	28979	Manjimup Building Supplies	2 x stormwater pit & cover - Manjimup Airfield	320.00
CP.285	11-09-2023	EFT	20	28766	Manjimup Building Supplies	assorted materials - Heritage Park	87.40
CP.285	11-09-2023	EFT	2356	31858 - FJ - Aug 23	Manjimup Chemmart Pharmacy	Chemist Items - HCP - FJ	10.00

Payment Number	Date	Cheque Number	Creditor Number	Invoice No	Creditor Name	Invoice Description	Inclusive Amount
CP.285	11-09-2023	EFT	2356	32849 - CJ - August 23	Manjimup Chemmart Pharmacy	Chemist items - HCP - CJ	343.49
CP.285	11-09-2023	EFT	24	108194	Manjimup Freight Distributors & BMI Logistics	freight ex South West Isuzu - 31 August 2023	16.50
CP.285	11-09-2023	EFT	24	108289	Manjimup Freight Distributors & BMI Logistics	freight red bag to Northcliffe Visitors Centre 4/9/23	16.50
CP.285	11-09-2023	EFT	1729	2-1061621	Manjimup Mitre 10 & Retravision	1 x black Sikaflex sealant - Manjimup Recreation Ground	25.40
CP.285	11-09-2023	EFT	1729	2-1061809	Manjimup Mitre 10 & Retravision	Chain and padlock for gas bottles	96.98
CP.285	11-09-2023	EFT	1729	2-1062427	Manjimup Mitre 10 & Retravision	diesel fuel can, Glidex channel & rubber, Karcher vac bags, Killrust spray primer, plants	239.45
CP.285	11-09-2023	EFT	1729	2-1062721	Manjimup Mitre 10 & Retravision	Adjustable Feet and nomore gaps (Pemby CRC floor replacement)	34.49
CP.285	11-09-2023	EFT	458	MMBK-14796	Manjimup Monograms	Shirts & Jacket - G Hindmarsh	287.30
CP.285	11-09-2023	EFT	458	MMBK-14797	Manjimup Monograms	Shirts, Jacket & Books R Chimire	366.40
CP.285	11-09-2023	EFT	117	11222942	Manjimup Motors Pty Ltd	Blower and workshop hardware - A/c 001993	471.97
CP.285	11-09-2023	EFT	117	11224646	Manjimup Motors Pty Ltd	1 x snipper cord - ME90	99.49
CP.285	11-09-2023	EFT	117	11224647	Manjimup Motors Pty Ltd	1 x 710W MT hammer drill	109.00
CP.285	11-09-2023	EFT	117	11224867	Manjimup Motors Pty Ltd	3 x element air cleaner - brick saw - ME90	71.97
CP.285	11-09-2023	EFT	117	11225122	Manjimup Motors Pty Ltd	1 x Proquip steel jerry can - ME95	64.99
CP.285	11-09-2023	EFT	117	11225348	Manjimup Motors Pty Ltd	hose, fittings & assembly - GR03, GR05 & GR6	124.39
CP.285	11-09-2023	EFT	212	INV-3371	Manjimup Pump & Electrical Shop	Parts for Diamond BFB Slip On Unit (Mick Terrigno)	39.86
CP.285	11-09-2023	EFT	28	Stmt 08/2023	Manjimup Veterinary Clinic	Euthanasia fees August 2023	600.00
CP.285	11-09-2023	EFT	450	INV-0185	Manjimup Visitor Centre	Support payment for Famil July 2023	2,200.00
CP.285	11-09-2023	EFT	450	INV-0194	Manjimup Visitor Centre	General Management Contract for Manjimup Heritage Park - 22/8/23 to 4/9/23	1,484.08
CP.285	11-09-2023	EFT	3849	3148	Mark Desmond Quartermain	To investigate gs leak at Pemberton Sports Club and Water leak at the Manjimup Heritage Park.	1,020.41
CP.285	11-09-2023	EFT	3860	00003553	McGarry Associates Pty Ltd	Rate review OPC Rea Park & Collier Street Fields	4,884.00
CP.285	11-09-2023	EFT	3875	Payment request 31/8/23	Miss Caris Hoskins	Reimbursement pre-employment medical C Hoskins	110.00
CP.285	11-09-2023	EFT	2102	Reimbursement2 70823	Mr Andrew Johns	reimbursement for evening meal when attending training @ LG Professionals in Perth	35.00
CP.285	11-09-2023	EFT	3572	14	Mr Brian McGregor	street & public bins service - Northcliffe townsite - month of August 2023	2,175.64
CP.285	11-09-2023	EFT	507	82 - 1 Sept 23	Mr John Manuel	Lock up & open Timber Park & clean toilets in Manjimup CBD - August 2023	3,806.00

Payment Number	Date	Cheque Number	Creditor Number	Invoice No	Creditor Name	Invoice Description	Inclusive Amount
CP.285	11-09-2023	EFT	3263	81	Mr Robert Biggs	Walpole Transfer Station & fish bin servicing - month of August 2023	6,083.33
CP.285	11-09-2023	EFT	1081	Aug23	Mr Robert Hammer	Pemberton WTS attendant, street & public bins month of August 2023	3,860.69
CP.285	11-09-2023	EFT	1584	87Aug23	Mr Stuart McKinlay	service Walpole street & public bins month of August 2023	1,905.82
CP.285	11-09-2023	EFT	1584	88 Aug 2023	Mr Stuart McKinlay	Cleaning of Walpole public toilets & surrounds - August 2023	1,860.00
CP.285	11-09-2023	EFT	3514	recoup tubular stockings 02/08/23	Mrs Faith Jones	tubular stocking from Chemmart Pharmacy	26.00
CP.285	11-09-2023	EFT	3624	payment request 6 Sept 2023	Mrs Margaret Rice	Reimbursement for compression stockings - MR	10.00
CP.285	11-09-2023	EFT	1982	INV-1352	Mrs Nicole Campbell	Home Maintenance 28/08/23 - 01/09/23	924.00
CP.285	11-09-2023	EFT	80	00084558	Nev's Steel	0.1 x 130 x 20 FMS & cutting	24.50
CP.285	11-09-2023	EFT	80	00084621	Nev's Steel	To supply stainless steel handrail fittings for handrail at Manjimup Indoor Sports Pavilion	1,780.94
CP.285	11-09-2023	EFT	265	909440053	Nutrien Ag Solutions	Rat Bat Pemberton Sports Club Stadium	49.40
CP.285	11-09-2023	EFT	265	909487201	Nutrien Ag Solutions	20 x pk Metsulfuron 600 & 10 x drum Spreadwet 600 20lt	2,223.54
CP.285	11-09-2023	EFT	265	909378614	Nutrien Ag Solutions	1 x 20lt drum Seazol Plus Powerfeed	160.00
CP.285	11-09-2023	EFT	265	909391452	Nutrien Ag Solutions	quantity of gloves	149.65
CP.285	11-09-2023	EFT	265	909439707	Nutrien Ag Solutions	25kg ryegrass seed - Walpole verge	156.48
CP.285	11-09-2023	EFT	265	909439100	Nutrien Ag Solutions	6 x camlock washers	9.17
CP.285	11-09-2023	EFT	265	909406988	Nutrien Ag Solutions	1 x brass garden tap - Coronation Park	11.00
CP.285	11-09-2023	EFT	265	909351951	Nutrien Ag Solutions	flange & gate valve - spray tank - ME90	22.76
CP.285	11-09-2023	EFT	265	909368198	Nutrien Ag Solutions	nozzle, clamps & fittings - TR04	57.59
CP.285	11-09-2023	EFT	265	909320769	Nutrien Ag Solutions	Herbicide	218.02
CP.285	11-09-2023	EFT	2365	758	OP Properties Pty Ltd	Pemberton Community Hub Supervision - Delayed Project Completion	680.90
CP.285	11-09-2023	EFT	2018	2825	Paper Napkin Creative	Marketing and content creation - Drone video footage for MTBH	385.00
CP.285	11-09-2023	EFT	1823	INV-5821	Pears Plumbing & Gas	Supply and install in new tapware - HCP - MH	268.50
CP.285	11-09-2023	EFT	1823	INV-5817	Pears Plumbing & Gas	To supply and install subsoil drainage and subfloor ducting to external of old RSL building Pemberton.	6,843.00
CP.285	11-09-2023	EFT	496	INV-2811	Pemberton Community Resource Centre Inc	Community Grants 2023/2024 - Pemberton Playgroup, WOW Pemberton , Conte Community Garden, Small Business week	7,700.00

Payment Number	Date	Cheque Number	Creditor Number	Invoice No	Creditor Name	Invoice Description	Inclusive Amount
CP.285	11-09-2023	EFT	496	INV-2851	Pemberton Community Resource Centre Inc	Advertising Pemberton Community News	561.00
CP.285	11-09-2023	EFT	290	INV-3232	Pemberton Sports Club Inc	Community Grant 2023/2024 - Pemberton Youth Zone	6,600.00
CP.285	11-09-2023	EFT	290	INV-3233	Pemberton Sports Club Inc	Community Grant 2023/2024 - New Years Eve Fireworks	5,500.00
CP.285	11-09-2023	EFT	339	INV-2611	Pemberton Visitor Centre	reimbursement for uniform tops for staff at Pemberton Visitor Centre	406.80
CP.285	11-09-2023	EFT	3395	INV-8521	Perfect Gym Solutions Pty Ltd	PerfectGym Subscription, Member Portal, and Course Module - Sept 2023	660.00
CP.285	11-09-2023	EFT	1100	160390	Planning Institute Australia	Kaylene Roberts attendance at State Planning Conference	650.00
CP.285	11-09-2023	EFT	546	PSI-042114	Position Partners	rental of GT-1203 robotic total station - month of August 2023	3,036.00
CP.285	11-09-2023	EFT	3442	INV-1156	Pound Construction Pty Ltd	To repair trusses to Town hall roof Manjimup	1,215.50
CP.285	11-09-2023	EFT	3319	INV-7069	PX2 Pty Ltd	To Provide Trail Bike Consultancy services as per quote received 9 December 2021	742.50
CP.285	11-09-2023	EFT	332	QCA018-23	Quinninup Community Association Inc	grounds maintenance contribution - July to December 2022 & January to June 2023	3,300.00
CP.285	11-09-2023	EFT	2641	110010955	ROLLER Digital	Transaction fees - Lite Tier 1 August 2023	11.15
CP.285	11-09-2023	EFT	2038	INV-0283	S&J Ditri Pty Ltd	Catering for Noongar Seasons Sandra Hill Event	357.00
CP.285	11-09-2023	EFT	3553	245781	Sapio Pty Ltd	Airport CCTV - inv 245781	143.00
CP.285	11-09-2023	EFT	1350	9012740497	Schweppes Australia Pty Ltd	AquaCentre Cafe Stock	518.14
CP.285	11-09-2023	EFT	1431	700094462	Seek Limited	Employment Advert - Maintenance and Construction Worker - Pemberton	390.50
CP.285	11-09-2023	EFT	283	14019 - CF1000065894	Silver Chain Nursing Association	Silverchain social group - HCP - JW	241.71
CP.285	11-09-2023	EFT	924	614708	SOS Office Equipment	Photocopier Meter Readings - August 23	1,637.94
CP.285	11-09-2023	EFT	924	614907	SOS Office Equipment	Photocopier Meter Readings - August 2023 - MHCC	605.14
CP.285	11-09-2023	EFT	794	00002766	South West Counselling Inc	EAP Referral - E310723	341.00
CP.285	11-09-2023	EFT	872	75	Southern Forest Brick Pavements	To remove pavers in preparation for drainage works and reinstate pavers when works completed at Pemberton Colocation	6,622.00
CP.285	11-09-2023	EFT	872	76	Southern Forest Brick Pavements	To install Tactile pavers to accessible ramp and repair sunken pavers Pemberton Co-Location	1,078.00
CP.285	11-09-2023	EFT	2500	00048730	Sprint Express	freight ex AFGRI Boyup Brook - month of August 2023	19.80
CP.285	11-09-2023	EFT	1532	FAINV01113088	St John Ambulance - Manjimup	Staff training SJAA First Aid - Glen Hill	170.00
CP.285	11-09-2023	EFT	447	28403	STANS Manjimup Farm Machinery	3 x Kubota 72" blades, 1 x Deep Orange spray paint - MW15	240.55

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CP.285	11-09-2023	EFT	3613	1926601	Stantec Australia Pty Ltd	road design - Channybearup Road (SLK 0.11 to 1.11/1.51) - 16.83% progress payment	7,961.25
CP.285	11-09-2023	EFT	145	932218990 - 2085881558	Synergy	Payment 9322189921 - Electricity Walpole Family Centre 23/06/2023 - 21/08/2023	370.77
CP.285	11-09-2023	EFT	145	491025070 - 2001951626	Synergy	Payment 4910250726 - Electricity Walpole Tennis Courts 23/06/2023 - 21/08/2023	120.03
CP.285	11-09-2023	EFT	145	875902450 - 2073888231	Synergy	Payment 8759024522 - Electricity Walpole Jetty & BBQ 23/06/2023 - 21/08/2023	121.40
CP.285	11-09-2023	EFT	145	304438710 - 2001952066	Synergy	Payment 3044387124 - Electricity Southern Forest Food Council & Coronation Park 22/06/2023 - 17/08/2023	1,222.07
CP.285	11-09-2023	EFT	145	276765070 - 2097849908	Synergy	Payment 2767650728 - Electricity MISP 24/06/2023 - 22/08/2023	1,526.42
CP.285	11-09-2023	EFT	145	279420590 - 2009919949	Synergy	Payment 5167317812 - Electricity 20 Arnott Street 24/06/2023 - 22/08/2023	168.83
CP.285	11-09-2023	EFT	145	950386350 - 2049906315	Synergy	Payment 9503863527 - Electricity Manjimup Library & Gallery 22/06/2023 - 17/08/2023	1,466.05
CP.285	11-09-2023	EFT	145	130352740 - 2025916608	Synergy	Payment 1303527421 - Electricity Public Toilets Pioneer Park 23/06/2023 - 21/08/2023	280.62
CP.285	11-09-2023	EFT	145	39406971020538 97136	Synergy	Payment 5275358815 - Electricity Smith Brook BFB 26/06/2023 - 22/08/2023	152.45
CP.285	11-09-2023	EFT	145	404551970 - 2093874576	Synergy	Payment 5284927416 - Electricity Pemberton Mill Hall Car Park Public Toilets 27/06/2023 - 23/08/2023	302.97
CP.285	11-09-2023	EFT	145	735060950 - 2065904906	Synergy	Payment 7350609524 - Electricity Manjin Park 26/07/2023 - 24/08/2023	362.87
CP.285	11-09-2023	EFT	145	412379380 - 2049913107	Synergy	Payment 5291691816 - Electricity Old Cafe Building Heritage Park 26/07/2023 - 24/08/2023	60.84
CP.285	11-09-2023	EFT	145	879164670 - 2057905107	Synergy	Payment 8791646729 - Electricity Rae Park Johnson Street 30/06/2023 - 28/08/2023	291.70
CP.285	11-09-2023	EFT	145	797061230 - 2017929036	Synergy	Payment 7970612329 - Electricity Collier Street Sporting Complex 04/07/2023 - 30/08/2023	294.58
CP.285	11-09-2023	EFT	145	236336020 - 2057887393	Synergy	Payment 5128414013 - Electricity Medical Housing 84 O'Connor Street 10/06/2023 - 08/08/2023	1,344.23
CP.285	11-09-2023	EFT	145	361768750 - 2001960886	Synergy	Payment 3617687525 - Electricity Street Lighting x 944 25/05/2021 - 24/08/2023	15,292.10
CP.285	11-09-2023	EFT	145	313961450 - 2045910469	Synergy	Payment 5200340313 - Electricity Street Lighting x 10 28/07/2023 - 27/08/2023	202.42
CP.285	11-09-2023	EFT	59	0600 - S256166	Team Global Express Pty Ltd	Toll Freight w/e 03/09/23 - Customer No. 2084261	68.96
CP.285	11-09-2023	EFT	3881	Payment request 6/9/23	The Trust for Johnstone Family Trust	refund venue hire for Birthday party - event cancelled	355.00
CP.285	11-09-2023	EFT	3522	INV1027821 - Cust 41430	Tunstall Australasia Pty Ltd	Monitoring alarm rental - HCP - SE	49.95
CP.285	11-09-2023	EFT	3522	INV1028142 - Cust 46355	Tunstall Australasia Pty Ltd	Monitoring alarm- VK	44.00

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CP.285	11-09-2023	EFT	76	SI-006856	WA Local Government Association	Registration WA Local Government Convention for R. Taylor	1,657.80
CP.285	11-09-2023	EFT	3872	743012	WA Return Recycle Renew Ltd	10 x pop-up C4C bins & delivery for events	181.50
CP.285	11-09-2023	EFT	863	WB082023	Walpole Mulching and Mowers	mowing maintenance Walpole month of August 2023	4,150.10
CP.285	11-09-2023	EFT	92	INV-0861	Walpole Tourist Bureau Inc	2023/24 Community Grant - Retail Display Upgrade	2,420.00
CP.285	11-09-2023	EFT	764	INV-12145	Walpole Transport	e-waste pick up and cart ex MRRC to Total Green Recycling, pallet return from TGR	1,677.50
CP.285	11-09-2023	EFT	31	51366	Warren Electrical Service	@ boxes of P2 face masks	52.00
CP.285	11-09-2023	EFT	31	51385	Warren Electrical Service	saw blades (Pemberton CRC floor replacement)	98.50
CP.285	11-09-2023	EFT	31	51433	Warren Electrical Service	Milwaukee tools for Depots	3,298.00
CP.285	11-09-2023	EFT	31	I746000	Warren Electrical Service	Manjimup SES - Fix lights not working in SES Bay and outside Flood Light, investigate Circuit tripping	936.07
CP.285	11-09-2023	EFT	31	51618	Warren Electrical Service	36 x 350g Spray and Mark paint	252.00
CP.285	11-09-2023	EFT	526	INV-0413	Warren Fencing Contractors	Core drilling holes in the Pemberton CRC and old Infant health buildings	255.75
CP.285	11-09-2023	EFT	3310	Refund 28/8/2023	Warren Women's Hockey Association	refund key hire bond - Roundhouse 26/8/23	50.00
CP.285	11-09-2023	EFT	1053	1002334320230831	West Australian Newspapers Limited	Newspaper advertising MBT- August 2023	4,111.06
CP.285	11-09-2023	EFT	69	Loan 230 & 231 - 9/10/23	Western Australian Treasury Corporation	Loan repayments 230 and 231 due 9/10/23	69,750.79
CP.285	11-09-2023	EFT	3878	1662467-1	WIN Television WA Pty Ltd	Advertising on Win Television Windy Harbour, Northcliffe and Understory	1,078.00
CP.285	11-09-2023	EFT	66	9901473352	Winc Australia Pty Ltd	Stationery supplies - August 2023	1,966.57
CP.285	11-09-2023	EFT	1371	30789	WML Consultants Pty Ltd	AE - runway seal inspection & report - Manjimup Airport (balance of contract)	4,636.27
CP.285	11-09-2023	EFT	181	217282	Zipform Pty Ltd	2023 - 24 Annual Rates Quote Ref 87016	14,171.18
CP.286	14-09-2023	EFT	3314	2779175	4Cabling Pty Ltd	power cables & brush plates	311.06
CP.286	14-09-2023	EFT	3016	RBLSW6278	Anderson Neurological and Developmental Services	Private Physiotherapy - HCP - MBC	175.00
CP.286	14-09-2023	EFT	800	5232	Armani Tiles & Bathrooms	Coroma Toilet seat for Disabled Toilet Windy Harbour	403.00
CP.286	14-09-2023	EFT	3879	ACT23826	Australian College of Training	Food Safety Supervision Skill Set - K. Blee	125.00
CP.286	14-09-2023	EFT	3333	INV-13047	Axon SD Pty Ltd	Monthly subscription: 10/9/23 to 10/10/23	723.80
CP.286	14-09-2023	EFT	3702	GERGEUIZ309	Blackwood Therapy	OT Ax HCP GG	450.00
CP.286	14-09-2023	EFT	1658	SIB43776	Bunbury Machinery	quantity of oil, fuel & air filters - BH12	331.52
CP.286	14-09-2023	EFT	19	00881235	City & Regional Fuels	1 x 20lt Biotrans QB truck wash - ME95	119.19

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CP.286	14-09-2023	EFT	19	00880968	City & Regional Fuels	4620lt diesel Manjimup depot	9,790.07
CP.286	14-09-2023	EFT	19	00881194	City & Regional Fuels	1800lt diesel Pemberton depot	3,814.32
CP.286	14-09-2023	EFT	19	00881266	City & Regional Fuels	800lt diesel Northcliffe depot	1,708.41
CP.286	14-09-2023	EFT	2069	21748267	Cleanaway Pty Ltd	Transfer Station hooklift waste and recycling bins & MRRC FL recycle bins - month of August 2023	5,560.90
CP.286	14-09-2023	EFT	2069	21752661	Cleanaway Pty Ltd	domestic kerbside refuse collection month of August 2023	22,527.63
CP.286	14-09-2023	EFT	2069	21752653	Cleanaway Pty Ltd	kerbside recycling collection & customer bins month of August 2023	23,211.43
CP.286	14-09-2023	EFT	2069	21752662	Cleanaway Pty Ltd	Manjimup street & park bins collection month of August 2023	4,290.00
CP.286	14-09-2023	EFT	2069	21752654	Cleanaway Pty Ltd	MRF monthly recycling gate fee month of August 2023	6,342.16
CP.286	14-09-2023	EFT	2836	00078169	Corsign WA Pty Ltd	20 x 300x300 black polyurethane with Butyl adhesive tactile pavers, 1 x 2lt ground surface D primer	600.60
CP.286	14-09-2023	EFT	2468	CISF574135	CTI Freight Management Pty Ltd	CTI Logistics freight - August 2023 - Customer Number SF_104544	579.49
CP.286	14-09-2023	EFT	1459	00010161	DeCampo Transport	Freight ex Environex Bunbury - 1 x Pallets drum , - C/N 4881	116.48
CP.286	14-09-2023	EFT	485	BSL August 2023	Department of Mines, Industry Regulation & Safety - Building and Energy	Building Services Levy Remittance - August 2023 - Shire of Manjimup	5,576.25
CP.286	14-09-2023	EFT	1177	INV-0277	Dinis Contractors	Machine hire to unload timber at Building Services Workshop	132.00
CP.286	14-09-2023	EFT	1177	INV-0270	Dinis Contractors	mowing & maintenance of Manjimup ovals - August 2023	5,170.00
CP.286	14-09-2023	EFT	2151	00940171	Dun Direct Pty Ltd	2 x 8.5kg kwik gas	71.90
CP.286	14-09-2023	EFT	86	0280	Hart Mensland	Mens Blue Steel Work Boots	189.00
CP.286	14-09-2023	EFT	3862	94994	HK Calibration Technologies Pty Ltd	calibration of LeicaUltra and Ultra 1X cable & pipe locators	291.50
CP.286	14-09-2023	EFT	2481	71875549.01	Independence Australia	Continence aids- MRI	330.70
CP.286	14-09-2023	EFT	2481	71874595.01	Independence Australia	Mepilex Borders HCP DA	290.00
CP.286	14-09-2023	EFT	2481	71875777.01	Independence Australia	WELLNESS CENTRE DRESSING SUPPLIES	107.80
CP.286	14-09-2023	EFT	2481	71877545.01	Independence Australia	Continence aids - HCP - RP	152.10
CP.286	14-09-2023	EFT	1010	1232	JBL Earthmoving	Refresh existing fire break around the Northcliffe Cemetery - 3m wide, 5m high - reduce fuel loading near fence where possible	1,620.00
CP.286	14-09-2023	EFT	3588	3-11862	JDSi Consulting Engineers	AE - detailed design - 100% complete - Wheatley Coast Road 23/24	3,052.50

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CP.286	14-09-2023	EFT	2461	00202565	Keen Boys Transport Pty Ltd	HC licence training and assessment - 20 & 21 September 2023 - Adam Fuge	1,950.00
CP.286	14-09-2023	EFT	3087	7094966	Lite n' Easy	Lite N Easy - HCP - JW meals- AC	125.78
CP.286	14-09-2023	EFT	3087	7094900	Lite n' Easy	Lite N Easy - HCP - DG	106.22
CP.286	14-09-2023	EFT	3087	7094949	Lite n' Easy	Lite N Easy - HCP - KR	85.22
CP.286	14-09-2023	EFT	3087	7093462	Lite n' Easy	Lite N Easy - HCP - MH	171.46
CP.286	14-09-2023	EFT	3087	7094453	Lite n' Easy	Lite N Easy - HCP - GW	120.18
CP.286	14-09-2023	EFT	3087	7092629	Lite n' Easy	Lite N Easy - HCP - RP	110.42
CP.286	14-09-2023	EFT	3087	7092257	Lite n' Easy	Meals-DWD	96.73
CP.286	14-09-2023	EFT	3087	7074205	Lite n' Easy	lite n easy meal- AJ	130.02
CP.286	14-09-2023	EFT	3087	7052703	Lite n' Easy	Lite N Easy - HCP - PF	195.01
CP.286	14-09-2023	EFT	3087	7056360	Lite n' Easy	Lite N Easy meals - HCP - FJ	121.58
CP.286	14-09-2023	EFT	3087	7087742	Lite n' Easy	Personal alarm- Mrs LM	106.22
CP.286	14-09-2023	EFT	2953	00177373	Live Life Alarms	Personal alarm - P.Johns	547.00
CP.286	14-09-2023	EFT	2953	O-00201296	Live Life Alarms	filter cleaning service - various plant	75.00
CP.286	14-09-2023	EFT	2389	00009478	Lotex Filter Cleaning Service	Materials for the month of August	90.81
CP.286	14-09-2023	EFT	20	28797	Manjimup Building Supplies	axles & springs - TR07	323.25
CP.286	14-09-2023	EFT	753	J0456	Manjimup Economy Auto Parts	1 x 72lt air compressor kit - TK141	2,076.00
CP.286	14-09-2023	EFT	753	J0546	Manjimup Economy Auto Parts	Bereavement Flowers: Murray Ventris & Peta Edwards	199.00
CP.286	14-09-2023	EFT	219	4203	Manjimup Florist	freight ex Truck Centre - 7 September 2023	180.00
CP.286	14-09-2023	EFT	24	108412	Manjimup Freight Distributors & BMI Logistics	Freight to Pickles auction for MHCC computers	16.50
CP.286	14-09-2023	EFT	24	108478	Manjimup Freight Distributors & BMI Logistics	Power board, Computer power pack.	187.92
CP.286	14-09-2023	EFT	1729	2-1062566	Manjimup Mitre 10 & Retravision	3 x pr gloves, 2 x 4pk Philips 9w globes	143.00
CP.286	14-09-2023	EFT	1729	2-1063168	Manjimup Mitre 10 & Retravision	New safety boots - M.Kestel	139.35
CP.286	14-09-2023	EFT	458	MMBK-14795	Manjimup Monograms	1 x dress chainsaw bar - ME99	169.00
CP.286	14-09-2023	EFT	117	11225700	Manjimup Motors Pty Ltd	1 x 15kg block of rags	11.99
CP.286	14-09-2023	EFT	117	11225816	Manjimup Motors Pty Ltd	3/8 chainsaw chain - ME99	39.99
CP.286	14-09-2023	EFT	117	11225817	Manjimup Motors Pty Ltd	clear vinyl tubing - WT02	189.52
CP.286	14-09-2023	EFT	117	11225496	Manjimup Motors Pty Ltd		9.49

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CP.286	14-09-2023	EFT	2951	7018	Manjimup Muffler Towbar & 4WD	supply & fit - West Coast suspension full kit 500kg HD rear springs - 1009WA	2,900.00
CP.286	14-09-2023	EFT	212	INV-3312	Manjimup Pump & Electrical Shop	12 x S Tech street lights	6,732.00
CP.286	14-09-2023	EFT	201	JC14054630	Manjimup Toyota & Mitsubishi	150 000km service - WA22516 - BS02	690.72
CP.286	14-09-2023	EFT	3849	3148	Mark Desmond Quartermain	To investigate gs leak at Pemberton Sports Club and Water leak at the Manjimup Heritage Park.	1,020.41
CP.286	14-09-2023	EFT	3573	payment request 6/9/23	Mr Allan Cotton	reimbursement for adjustable bed & mattress - HCP consumer	1,799.00
CP.286	14-09-2023	EFT	3884	payment request 11/9/23	Mr Colby Bosley	Donation - National representation at Australasian Challenge - New Zealand	300.00
CP.286	14-09-2023	EFT	3882	payment request 8/9/23	Mr John Towie	refund due to over charge on subdivision clearance request WAPC156965	76.00
CP.286	14-09-2023	EFT	1928	J8	Mr Perry Fardella	mechanical assistance - 14 & 21 August 2023	1,782.00
CP.286	14-09-2023	EFT	3883	37	Mr Stephen Vidovich	Live music "Food Truckin" event	350.00
CP.286	14-09-2023	EFT	3141	033	Mrs Mary Williams	Cleaning of the Quinminup Public Toilets August 2023	315.00
CP.286	14-09-2023	EFT	3840	20230911	Ms Heather Waugh	Presentation of 11 Children's Book Week workshops across the Shire from 4-8 September 2023	3,544.00
CP.286	14-09-2023	EFT	451	INV-1093	Northcliffe Community Development Inc	NKP - Shire Bulletin September 2023 NKP - Display Ad - Community Bus - A4 Colour	300.00
CP.286	14-09-2023	EFT	2770	1079 - Stmt W/H 30/08 2023	Northcliffe Newsagent & General Store	Diesel for Windy Harbour - August 2023	109.00
CP.286	14-09-2023	EFT	265	909385421	Nutrien Ag Solutions	replacement hoses - TR04	67.69
CP.286	14-09-2023	EFT	1058	55801	Perrella Industrial Supplies	4 x ALA60 load anchor 6t tested & rated - TK18	413.95
CP.286	14-09-2023	EFT	345	9441 part payment	Pinelli Plumbing & Gas	Demolition works to toilets at 5D Brockman Street	2,145.00
CP.286	14-09-2023	EFT	1684	1415582	South West Isuzu	inspection, clutch replacement, various small repairs - TK5	5,058.51
CP.286	14-09-2023	EFT	2904	FAINV01107315	St John Ambulance - Walpole	2023/24 Community Grant - Assistance re Community Transport Vehicle - Account SHIRMANJ	3,300.00
CP.286	14-09-2023	EFT	1099	00061893	SW Precision Print	Office Receipt Books x 10 & Service record Books MHCC	2,111.00
CP.286	14-09-2023	EFT	145	316866990 - 2057910817	Synergy	Payment 3168669923 - Electricity Rae Park Main Meter 04/07/2023 - 30/08/2023	1,746.91
CP.286	14-09-2023	EFT	145	281056440 - 2061904458	Synergy	Payment 5168914210 - Electricity Walpole SES 11/07/2023 - 04/09/2021	201.21
CP.286	14-09-2023	EFT	3161	INV-0805	Synjon Anstee-Brook	Unblock Walpole Male toilets	423.50
CP.286	14-09-2023	EFT	2323	3089976-000003	Truck Centre WA Pty Ltd	2 x 5224477875 heater cable - TK18	65.91
CP.286	14-09-2023	EFT	2180	134892	Tyrecycle	pick up & process/recycle 104 x assorted tyres ex MRRC	3,576.43

Payment Number	Date	Cheque Number	Creditor Number	Invoice No	Creditor Name	Invoice Description	Inclusive Amount
CP.286	14-09-2023	EFT	76	SI-006854	WA Local Government Association	Registration WA Local Government Convention for M.Ventris, J. Wilcox,	2,862.00
CP.286	14-09-2023	EFT	31	51572	Warren Electrical Service	2 x AA Extra HD Powercell batteries - ME95	10.00
CP.286	14-09-2023	EFT	31	51480	Warren Electrical Service	1 x A48224200 tubing cutter, 2 x EC-65/171R centre punch, 1 x 48224204 tubing cutter - ME95	211.00
CP.286	14-09-2023	EFT	31	51689	Warren Electrical Service	1 x FS13432 150kg trade dual purpose ladder, 1 x FS10491 Bailey Pro fibreglass 1.2m ladder	389.00
CP.286	14-09-2023	EFT	31	51701	Warren Electrical Service	4 x GLR5013 ratchet tie down straps, 2 x LA148DLB-1 Load Boss tie down straps - WT02	124.00
CP.286	14-09-2023	EFT	939	5943	Woodlands Distributors Pty Ltd	2 x ctn (8 rolls ea) BC350L compostable dog waste bags	386.32
CP.287	22-09-2023	EFT	949	INV896864	Abco Products	Dispensing pumps code210136 & 210113	388.93
CP.287	22-09-2023	EFT	3867	INV-14065	Admedia Australia	Revise TV Commercial for Understory	346.50
CP.287	22-09-2023	EFT	2077	2759595	AFGRI Equipment	service kit & deck parts - MW14	801.73
CP.287	22-09-2023	EFT	1171	slmt 31/8/23 - Customer # 35086	Ambassadors Pharmacy	Chemist items - HCP - LP	49.75
CP.287	22-09-2023	EFT	1171	slmt 31/8/23 - Customer # 11070	Ambassadors Pharmacy	Chemist Items - HCP - WS	129.85
CP.287	22-09-2023	EFT	1733	MA18618399	Apple Pty Ltd	IPAD10th Gen 256GB and Yellow Folio Salary Sacrifice for Senior Customer Service Officer	1,365.60
CP.287	22-09-2023	EFT	1733	MA18040992	Apple Pty Ltd	11inch IPAD Pro Salary Sacrifice for Building Officer	1,399.00
CP.287	22-09-2023	EFT	426	503514150	Australian Communications and Media Authority	ACMA Licence renewals 2023/2024	1,538.00
CP.287	22-09-2023	EFT	3426	02017	Benjamin Smith	WordPress Maintenance Plan Agreement - HP & HACC - September 2023	247.50
CP.287	22-09-2023	EFT	639	304722	Better Life Centre Pty Ltd	Rail - HCP - KR	89.50
CP.287	22-09-2023	EFT	3793	235179	Bolinda Digital Pty Ltd	Purchase of Local stock eAudiobooks and eBooks on BorrowBox platform	358.13
CP.287	22-09-2023	EFT	646	INV-194478-N4N4G8 - acc # 13352717	Building and Construction Industry Training Fund	BCITF Levy - August 2023	5,894.08
CP.287	22-09-2023	EFT	190	00216899	Cellarbrations	Alcohol for Council	80.98
CP.287	22-09-2023	EFT	3368	INV-0408	Cloud Collections Pty Ltd	Debt recover Account ID 96744 1724	460.10
CP.287	22-09-2023	EFT	215	00115119	Connect Call Centre Services	Call Centre services - August 2023 - Customer #: 1316	200.31
CP.287	22-09-2023	EFT	2836	00078938	Corsign WA Pty Ltd	1 x urban street sign - Caniroglen Ct	49.50
CP.287	22-09-2023	EFT	822	SIN000147080	Data #3 Limited	M365 E3 Unified ShrdServer ALNG Subscription & M365 E5 Security Sub Per User	3,586.39

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CP.287	22-09-2023	EFT	822	SIN000147313	Data #3 Limited	3 x Foxit PDF Pro for Teams - Quote: S000189209 & Annual upgrade assurance - Corporate Management	1,533.41
CP.287	22-09-2023	EFT	822	SIN000148899	Data #3 Limited	CE920 Aten KVM extender	1,582.02
CP.287	22-09-2023	EFT	3743	017	Diversity Events	Cleaning service- LH	57.00
CP.287	22-09-2023	EFT	2070	P023919	Envirolab Services WA Pty Ltd	Windy Harbour Monthly Water Sampling 2023/2024	399.34
CP.287	22-09-2023	EFT	2216	TAX INV-4282	FreezeAir Electronics	Pem Sports Club- re-move and replace w/ new compressor and re-gas (aircon unit)	3,174.60
CP.287	22-09-2023	EFT	132	74847765	Hanson Construction Materials Pty Ltd	supply 47.0 tonnes 5mm single size basalt & freight	3,133.02
CP.287	22-09-2023	EFT	3674	10244	Harvey Norman Manjimup	10.9-inch iPad Wi-Fi 64GB - Silver Salary Sacrifice for Clinical Care Coordinator	749.00
CP.287	22-09-2023	EFT	2481	71878095.01	Independence Australia	Contenance aids - HCP- LP	154.00
CP.287	22-09-2023	EFT	2481	71879041.01	Independence Australia	Contenance aids - HCP - DA	131.40
CP.287	22-09-2023	EFT	2481	71883106.01	Independence Australia	Contenance aids- MHar	211.80
CP.287	22-09-2023	EFT	2481	71882233.01	Independence Australia	Contenance aids - HCP - KR	140.40
CP.287	22-09-2023	EFT	100	SO34600	Johnson's Food Services	2xh2 paper towels 1 box of pure towels 1 x 20 litres pine disinfectant 1 x 5 litres phoskleen 60	385.55
CP.287	22-09-2023	EFT	100	SP16391	Johnson's Food Services	AquaCentre Cafe Stock	500.57
CP.287	22-09-2023	EFT	100	INV003388	Johnson's Food Services	AquaCentre Cafe Stock	262.98
CP.287	22-09-2023	EFT	100	INV-00613	Johnson's Food Services	Compostable Coffee Cups for programs and events	16.34
CP.287	22-09-2023	EFT	309	387244 - 10000964	Landgate	MINING TENEMENTS CHARGABLE SCHEDULE NO. M2023/05 DATE: 7/7/23 to 3/8/23	43.50
CP.287	22-09-2023	EFT	3087	7105857	Lite n' Easy	Lite N Easy - HCP - DG	85.22
CP.287	22-09-2023	EFT	3087	7105716	Lite n' Easy	Lite N Easy meals - HCP - WB	118.75
CP.287	22-09-2023	EFT	3087	7105455	Lite n' Easy	Lite N EAsy - HCP - MH	85.22
CP.287	22-09-2023	EFT	3087	7105649	Lite n' Easy	Lite N Easy - HCP - MRV	134.15
CP.287	22-09-2023	EFT	3087	7105277	Lite n' Easy	Lite N Easy meals - HCP - FJ	131.03
CP.287	22-09-2023	EFT	3087	7104501	Lite n' Easy	Lite N Easy - HCP - GW	110.42
CP.287	22-09-2023	EFT	3087	7103776	Lite n' Easy	Lite N Easy - HCP - RP	71.18
CP.287	22-09-2023	EFT	3087	7085409	Lite n' Easy	Meals-DWD	130.02
CP.287	22-09-2023	EFT	3087	7102837	Lite n' Easy	Meals- Mr SB	121.58
CP.287	22-09-2023	EFT	46	C11182	Lock Around The Clock	5 x Keys for Indoor Sports Pavilion Committee Room - 631/7.60	273.90

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CP.287	22-09-2023	EFT	1948	C42128	Maia Financial Pty Limited	Contract E6N0164019 - Gym Refresh - November 2023 - Cust No. SHI036	189.28
CP.287	22-09-2023	EFT	24	108497	Manjimup Freight Distributors & BMI Logistics	freight ex Bunbury Machinery - 8 September 2023	16.50
CP.287	22-09-2023	EFT	24	108739	Manjimup Freight Distributors & BMI Logistics	freight ex SOS Office Equipment - 18/9/23	16.50
CP.287	22-09-2023	EFT	1729	2-1062453	Manjimup Mitre 10 & Retravisin	Spray bottles	12.95
CP.287	22-09-2023	EFT	1729	2-1064718	Manjimup Mitre 10 & Retravisin	Northcliffe BFB - Computer Screen, docking station and accessories	381.56
CP.287	22-09-2023	EFT	1729	2-1065995	Manjimup Mitre 10 & Retravisin	1 x 810mm x 2.05m insect screen	11.35
CP.287	22-09-2023	EFT	1729	2-1065974	Manjimup Mitre 10 & Retravisin	6 x rolls packaging tape, 2 x tape sealing gun	53.30
CP.287	22-09-2023	EFT	1729	2-1066388	Manjimup Mitre 10 & Retravisin	1 x 13mm x 15m Gardena flex fitted hose	37.99
CP.287	22-09-2023	EFT	117	11226266	Manjimup Motors Pty Ltd	2 x A37 Blue Label v-belt, freight - ME90	37.88
CP.287	22-09-2023	EFT	117	11226106	Manjimup Motors Pty Ltd	Manjimup SES - Hose and fittings for storm repairs	298.66
CP.287	22-09-2023	EFT	117	11226646	Manjimup Motors Pty Ltd	1 x 7 pin trailer connector - TR08	39.99
CP.287	22-09-2023	EFT	117	11226325	Manjimup Motors Pty Ltd	1 x 5449459 5lt plastic fuel can - ME95	13.99
CP.287	22-09-2023	EFT	117	11226978	Manjimup Motors Pty Ltd	1 rotary blade upper, 1 x rotary blade lower - ME90	65.98
CP.287	22-09-2023	EFT	117	11227001	Manjimup Motors Pty Ltd	2 x reducing bush - BH14	5.74
CP.287	22-09-2023	EFT	2964	26013	Manjimup Physiotherapy	Physio consultation- HCP - KR	75.00
CP.287	22-09-2023	EFT	212	INV-3355	Manjimup Pump & Electrical Shop	New meter and RCDs, Lifting of cables in roof and new J boxes (Pembly Sports Club)	4,395.31
CP.287	22-09-2023	EFT	537	T40986	Manjimup Tyre Mart & Auto Electrical Service	travel to Pemberton - repair LH rear tyre puncture - BH10	531.00
CP.287	22-09-2023	EFT	85	24.180923	Mr Alan Smedley	street sweeping Manjimup CBD month of September 2023	489.75
CP.287	22-09-2023	EFT	3887	refund request 18/9/23	Mr Callum Wilson	key bond refund - Town Hall - 16/9/23	50.00
CP.287	22-09-2023	EFT	3444	ADG1286189	Mr David Nixon, Mrs Helen Nixon	Northcliffe WTS attendant month of August 2023	1,375.00
CP.287	22-09-2023	EFT	3890	Reimb150923	Mr Mark Sewell	reimbursement of accommodation costs - Perth Central Caravan Park 12 to 14 September 2023 - WA Waste & Recycle Conference	423.23
CP.287	22-09-2023	EFT	3888	refund request 18/9/23	Mr Matthew Seymour	refund of registration - sterilised animal with 1 year of registration	150.00
CP.287	22-09-2023	EFT	1928	J9	Mr Perry Fardella	mechanical assistance - 24 & 28 August 2023	1,782.00
CP.287	22-09-2023	EFT	1190	refund request 18/9/23	Mrs Kaylene Roberts	Valet parking, meals, car parking - Planning Conference 15/9/23	147.47
CP.287	22-09-2023	EFT	1982	INV-1355	Mrs Nicole Campbell	Home Garden Maintenance 02/09/23 - 08/09/23	841.50

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CP.287	22-09-2023	EFT	2131	payment request 14/9/23	Ms Evy Apeldoorn	charging cord for work phone	12.00
CP.287	22-09-2023	EFT	1761	563440	Muir's Manjimup	60 000km service - 1008WA	580.54
CP.287	22-09-2023	EFT	2028	1396085	Parmelia Management Pty Ltd	Kaylene Roberts Accommodation One Night Planning Conference	245.97
CP.287	22-09-2023	EFT	3442	INV-1161	Pound Construction Pty Ltd	Replace Barge capping and fix leak at Town Hall - estimate	981.00
CP.287	22-09-2023	EFT	1308	00399	Public Libraries WA Inc	Membership renewal 2023-2024	250.00
CP.287	22-09-2023	EFT	3455	2688268	Scorptec Computers	Webcam - Georgina, Evy, Sharmara, Grayson, ICT & freight	459.00
CP.287	22-09-2023	EFT	1431	700114391	Seek Limited	Employment Advert - Relief Caretaker Windy Harbour	412.50
CP.287	22-09-2023	EFT	41	173197/01	Sigma Chemicals	AquaCentre pool chemicals	2,112.00
CP.287	22-09-2023	EFT	2048	49484	Sitech (WA) Pty Ltd	monthly IHQ subscription - scale (data distribution licence), site licence & data plan - LD04	192.50
CP.287	22-09-2023	EFT	2111	1718	Southern Forest Machinery	1 x nozzle & cap, 1 x nozzle filter	25.10
CP.287	22-09-2023	EFT	3819	2311	Southern Forests Glass Cleaning Services	Window cleaning - HCP - MH	220.00
CP.287	22-09-2023	EFT	447	28602	STANS Manjimup Farm Machinery	1 x K3011-62150 Kubota ignition key - MW13	37.50
CP.287	22-09-2023	EFT	145	199540360 - 2097871634	Synergy	Payment 5096260419 - Electricity Shire Offices & Town Hall 15/08/2023 - 18/09/2023	2,855.61
CP.287	22-09-2023	EFT	145	216780080 - 2065919649	Synergy	Payment 5198823011 - Electricity PowerUp / Cafe / Museum 15/08/2023 - 18/09/2023	2,982.64
CP.287	22-09-2023	EFT	145	709854800 - 2025938522	Synergy	Payment 7098548024 - Electricity Manjimup Community Centre 19/08/2023 - 18/09/2023	1,336.13
CP.287	22-09-2023	EFT	145	803621200 - 3000206858	Synergy	Payment 8036212019 - Electricity Pemberton Sports Club 15 Aug 2023 - 18 Sep 2023	2,739.52
CP.287	22-09-2023	EFT	59	0601-S256166	Team Global Express Pty Ltd	Toll Freight w/e 10/09/23 - Customer No. 2084261	112.72
CP.287	22-09-2023	EFT	1930	INV-0732	Thomo's Kanga Contracting	wet hire of Kanga - levelling ground - Pemberton Hub	330.00
CP.287	22-09-2023	EFT	750	122902#26	T-Quip	service kit & spare blades - MW16	393.75
CP.287	22-09-2023	EFT	121	178416	Tyrepower Manjimup	5 x Kumho 195R14 tyres, disposal & rim - TR07	734.00
CP.287	22-09-2023	EFT	3754	INV-0336	Verge Enviro Pty Ltd	prepare disposed vehicle tyres for despatch to recycler	1,214.20
CP.287	22-09-2023	EFT	3754	September 2023	Verge Enviro Pty Ltd	Manjimup Landfill Site Management Contract - September 2023	58,074.08
CP.287	22-09-2023	EFT	3268	122644	Vestone Capital Pty Ltd	Leased Equipment Per Schedule SOM04012022 03/10/23 - 31/12/23	8,112.47
CP.287	22-09-2023	EFT	31	51461	Warren Electrical Service	Simpson strongtie bits Pemberton CRC Floor replacement	40.00
CP.288	29-09-2023	EFT	258	31947	ABC Filter Exchange	AquaCentre cafe range hood clean	550.00

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CP.288	29-09-2023	EFT	949	INV896512	Abco Products	Replacement battery for i-mop XL	804.24
CP.288	29-09-2023	EFT	949	INV898127	Abco Products	Dispensing pump code210136	721.95
CP.288	29-09-2023	EFT	3867	INV-13772	Admedia Australia	Production of Television Adverts for Northcliffe, Understory, Windy Harbour	1,859.00
CP.288	29-09-2023	EFT	2077	2760676	AFGRI Equipment	1 x turbo return line clamp - GR05	37.15
CP.288	29-09-2023	EFT	142	23-00015206	Alexander's Outdoor & Leisure	2 x rubber repair kits	19.90
CP.288	29-09-2023	EFT	3016	RBLSW6486	Anderson Neurological and Developmental Services	Private Physiotherapy - HCP -MBC	175.00
CP.288	29-09-2023	EFT	3016	RBLSW6418	Anderson Neurological and Developmental Services	Private Physiotherapy - HCP - DF	342.00
CP.288	29-09-2023	EFT	1733	MA21094998	Apple Pty Ltd	Apple 11" Ipad Pro Wifi + Cellular 256 GB - Salary Sac for PR	1,829.00
CP.288	29-09-2023	EFT	1733	MA21964729	Apple Pty Ltd	11" Ipad Pro Wifi 256 GB - USB - C Digital Multiport Adaptor- Smart Keyboard Folio Case for Ipad	1,943.10
CP.288	29-09-2023	EFT	2631	8860	AusQ Training	reaccreditation - BWTM & TC - 24 October 2023 - G Newman	356.00
CP.288	29-09-2023	EFT	2631	8864	AusQ Training	reaccreditation - BWTM & TC - 21 November 2023 - M Blieschke	356.00
CP.288	29-09-2023	EFT	2376	28845044	Aussie Broadband Pty Ltd	NBN Services 27 Sept 2023 - 26 Oct 2023 - Customer No. 1417609	555.00
CP.288	29-09-2023	EFT	3801	PR12651B	Australian Mobility Equipment Pty Ltd	balance of invoice - wheelchair HCP - KR	13,628.99
CP.288	29-09-2023	EFT	125	INV-10878	B & B Street Sweeping	RFT 01/22 - sweeping of Manjimup CBD - month of September 2023	3,960.00
CP.288	29-09-2023	EFT	639	308379	Better Life Centre Pty Ltd	Personal Alarm - HCP MK	579.00
CP.288	29-09-2023	EFT	639	307944	Better Life Centre Pty Ltd	Cutlery - HCP - CJ	106.70
CP.288	29-09-2023	EFT	639	308476	Better Life Centre Pty Ltd	Tap turner - HCP - MK	45.65
CP.288	29-09-2023	EFT	394	SI05925651	Blackwoods Atkins	24 x 00976913 Ultratech Pro gloves	134.32
CP.288	29-09-2023	EFT	3603	198	Blechynden Timber Flooring	To repair floor to Clem Collins building following moisture issues leading to swelling	660.00
CP.288	29-09-2023	EFT	3464	IV00000000281	BP Walpole	breakfast - 3 x Parks crew (John, Kenny, Spencer), lunch - 2 x Parks crew (John, Kenny) - 31 August 2023	119.50
CP.288	29-09-2023	EFT	3834	393	Budget Glass	Northcliffe Pioneer Museum - Supply and Install Black Mesh INV-Quote 388 -Heavy duty doorframe sections to rear verandah of Munro House	5,367.00
CP.288	29-09-2023	EFT	1274	2024442C	Bunbury Trucks	sublet supply & fit windscreen - BS05	704.00
CP.288	29-09-2023	EFT	2984	S34655	Cape Abilities	Service of mobility scooter - HCP - DF	154.00
CP.288	29-09-2023	EFT	19	00886695	City & Regional Fuels	1 x 5lt Alemlube drum pour, 3 x 20lt Vecton LD 10W-40	634.52

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CP.288	29-09-2023	EFT	19	00886398	City & Regional Fuels	700lt diesel Northcliffe depot	1,553.08
CP.288	29-09-2023	EFT	19	00886402	City & Regional Fuels	5700lt diesel Manjimup depot	12,646.47
CP.288	29-09-2023	EFT	2836	00079472	Corsign WA Pty Ltd	100 x ARC-060 uni-strut brackets with bolts, nuts & washers	385.00
CP.288	29-09-2023	EFT	1142	Councillor Payments September 2023	Cr Clifford Winfield	Councillor Payments September 2023	1,818.34
CP.288	29-09-2023	EFT	244	Councillor Payments September 2023	Cr Denise Jenkins	Councillor Payments September 2023	2,671.59
CP.288	29-09-2023	EFT	3360	Councillor Payments September 2023	Cr Donelle Buegge	Councillor Payments September 2023	1,818.34
CP.288	29-09-2023	EFT	3361	Councillor Payments September 2023	Cr Jennifer Willcox	Councillor Payments September 2023	1,818.34
CP.288	29-09-2023	EFT	2661	Councillor Payments September 2023	Cr Kenneth Lawrence	Councillor Payments September 2023	1,818.34
CP.288	29-09-2023	EFT	2391	Councillor Payments September 2023	Cr Kimberley Skoss	Councillor Payments September 2023	1,818.34
CP.288	29-09-2023	EFT	2247	Councillor Payments September 2023	Cr Murray Ventris	Councillor Payments September 2023	1,818.34
CP.288	29-09-2023	EFT	1769	Councillor Payments September 2023	Cr Paul Omodei	Councillor Payments September 2023	5,574.75
CP.288	29-09-2023	EFT	246	Councillor Payments September 2023	Cr Robert Taylor	Councillor Payments September 2023	1,818.34
CP.288	29-09-2023	EFT	2655	Councillor Payments September 2023	Cr Susan Dawson-Vidovich	Councillor Payments September 2023	1,818.34
CP.288	29-09-2023	EFT	2248	Councillor Payments September 2023	Cr Wendy Elby	Councillor Payments September 2023	1,818.34
CP.288	29-09-2023	EFT	3306	Folio 1465266 - AR CPP100051	Crown Promenade Perth	Accommodation: R. Taylor & K Taylor	827.50
CP.288	29-09-2023	EFT	3306	Folio 1465234 - AR CPP100051	Crown Promenade Perth	Accommodation: M Ventris	714.00

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CP.288	29-09-2023	EFT	3306	Folio 1467645 - AR CPP100051	Crown Promenade Perth	Accommodation: J Willcox	714.00
CP.288	29-09-2023	EFT	3306	Folio 1465443 - AR CPP100051	Crown Promenade Perth	Accommodation: P Omodei	741.00
CP.288	29-09-2023	EFT	3306	Folio 1465281 - AR CPP100051	Crown Promenade Perth	Accommodation: D Jenkins	440.00
CP.288	29-09-2023	EFT	3743	018	Diversity Events	Cleaning services -LH	57.00
CP.288	29-09-2023	EFT	305	INV-4928	Dronow Contracting (2005) Pty Ltd	wet hire of 1 x grader & free roll and 1 x grader only - maintenance grading 28 August to 1 September 2023 - Manjimup area	13,741.75
CP.288	29-09-2023	EFT	2176	313838	Environex International Pty Ltd	32 x20 chlorine containers	952.16
CP.288	29-09-2023	EFT	3606	INV-11650	ES2 Pty Ltd	Netskope Renewal - Quote: QU-5461	15,673.25
CP.288	29-09-2023	EFT	511	19,680	Express Print	Agenda and Attachments Council Meeting 17 August 2023	734.75
CP.288	29-09-2023	EFT	511	19,681	Express Print	Agenda and Attachments Council Meeting 7th September 2023	1,006.95
CP.288	29-09-2023	EFT	511	19,690	Express Print	Agenda and Attachments 28 September 2023	684.00
CP.288	29-09-2023	EFT	2952	67226-20238	Fleet Dynamics Pty Ltd	annual subscription - GPS units in light vehicles - August 2023	165.00
CP.288	29-09-2023	EFT	1050	INV-10258	GA Auto Electrics	fit up new rear lights, modify wiring, fit load resistors, fit new radio aerial, repairs to aircon - BH14	1,333.70
CP.288	29-09-2023	EFT	1050	INV-10245	GA Auto Electrics	replace strobe led lights on sign trailer - TR01	260.00
CP.288	29-09-2023	EFT	1050	INV-10266	GA Auto Electrics	repairs to vehicle mounted arrow board - 1019WA	530.00
CP.288	29-09-2023	EFT	1050	INV-10244	GA Auto Electrics	replace emergency stop switch, repairs to arrow board - TK011	631.00
CP.288	29-09-2023	EFT	2481	71887636.01	Independence Australia	Continance aids- WM	140.40
CP.288	29-09-2023	EFT	2481	71884055.01	Independence Australia	Continance aids - HCP - WB	632.10
CP.288	29-09-2023	EFT	2481	71884846.01	Independence Australia	RESTOCKING FEE - HCP- KR	13.75
CP.288	29-09-2023	EFT	2481	71889961.01	Independence Australia	Continance aids- PJ	86.35
CP.288	29-09-2023	EFT	2481	71891106.01	Independence Australia	Continance aids - HCP - RP	231.00
CP.288	29-09-2023	EFT	1999	2945	Information Proficiency and Sigma Data Solutions	Content Manager renewal as per quote attached 1/11/23 to 31/10/24	14,482.35
CP.288	29-09-2023	EFT	2226	628514	ITR Western Australia	50 x 5D9554B heat treated grader blades, 23 x T184082 wear strips, 6 x T163748 wear strips, 4 x T239757 wear strips bottom - GR6	10,351.45
CP.288	29-09-2023	EFT	100	INV-00650	Johnson's Food Services	AquaCentre Cafe Stock	249.42
CP.288	29-09-2023	EFT	100	INV-00963	Johnson's Food Services	AquaCentre Cafe stock	303.98

Payment Number	Date	Cheque Number	Creditor Number	Invoice No	Creditor Name	Invoice Description	Inclusive Amount
CP.288	29-09-2023	EFT	3871	INV-0116	Lilbourne Contracting	welding/fabrication services - 12 September 2023	704.00
CP.288	29-09-2023	EFT	3871	INV-0118	Lilbourne Contracting	welding/fabrication services - 21 September 2023	616.00
CP.288	29-09-2023	EFT	3087	7116503	Lite n' Easy	Lite N Easy - HCP - KR	123.89
CP.288	29-09-2023	EFT	3087	7116392	Lite n' Easy	Lite N Easy - HCP - JW	125.78
CP.288	29-09-2023	EFT	3087	7116202	Lite n' Easy	Lite N EAsy - HCP - MH	85.22
CP.288	29-09-2023	EFT	3087	7115253	Lite n' Easy	Lite N Easy - HCP - GW	110.42
CP.288	29-09-2023	EFT	3087	7114937	Lite n' Easy	Lite N Easy - HCP - RP	106.22
CP.288	29-09-2023	EFT	3087	7108750	Lite n' Easy	Lite N Easy - HCP - BK	218.74
CP.288	29-09-2023	EFT	3087	7103903	Lite n' Easy	Lite N Easy - HCP - PF	129.25
CP.288	29-09-2023	EFT	3087	7096405	Lite n' Easy	Meals-DWD	130.02
CP.288	29-09-2023	EFT	3087	7065781	Lite n' Easy	lite n easy meal- AJ	206.56
CP.288	29-09-2023	EFT	3087	7116597	Lite n' Easy	Lite N Easy - WB	93.93
CP.288	29-09-2023	EFT	3087	7115132	Lite n' Easy	Lite N Easy - HCP - LM	85.92
CP.288	29-09-2023	EFT	957	82	M & E Tink	wet hire of truck & loader - push up green waste - Pemberton Transfer Station	957.00
CP.288	29-09-2023	EFT	114	00056553	Manjimup Cabinets & Glass Service	Replace broken glass panel Southern side of Middlesex Hall	300.30
CP.288	29-09-2023	EFT	114	00056540	Manjimup Cabinets & Glass Service	Door handle and lock recess (Pemberton CRC Floor replacement)	149.00
CP.288	29-09-2023	EFT	1729	2-1064724	Manjimup Mitre 10 & Retravision	Springfield BFB - Storage cupboard and urn	566.00
CP.288	29-09-2023	EFT	1729	2-1066734	Manjimup Mitre 10 & Retravision	Northcliffe BFB - Cel-fi GO Telstra Pack for Northcliffe 4.4 & Northcliffe BFB - Cel-fi GO Telstra Pack for Northcliffe 2.4	2,400.00
CP.288	29-09-2023	EFT	1729	2-1067907	Manjimup Mitre 10 & Retravision	2 x rolls 80 grit and 1x roll 120 grit	88.97
CP.288	29-09-2023	EFT	117	11226408	Manjimup Motors Pty Ltd	mower parts and garden fertilizers	290.49
CP.288	29-09-2023	EFT	117	11227160	Manjimup Motors Pty Ltd	1 x throttle cable, 4 x 50pk bolts, 4 x hex nuts, 4 x 100pk mudguard washers - ME99	26.61
CP.288	29-09-2023	EFT	117	11227173	Manjimup Motors Pty Ltd	4 x 50pk HT bolts - ME99	4.48
CP.288	29-09-2023	EFT	117	11227220	Manjimup Motors Pty Ltd	2 x snipper cord - PCT	89.58
CP.288	29-09-2023	EFT	117	11227297	Manjimup Motors Pty Ltd	2 x bearing roller taper, 2 x seals - RL12	187.96
CP.288	29-09-2023	EFT	117	11227508	Manjimup Motors Pty Ltd	4 x T70 bearing set, 4 x T4 bearing set, 1 x soldering wire - TR03	277.91
CP.288	29-09-2023	EFT	117	11227734	Manjimup Motors Pty Ltd	2 x bearing roller taper, 2 x dust cap, freight - RL12	320.98

Payment Number	Date	Cheque Number	Creditor Number	Invoice No	Creditor Name	Invoice Description	Inclusive Amount
CP.288	29-09-2023	EFT	117	11227544	Manjimup Motors Pty Ltd	2 x seal, 12 x split pins, 5 x washer, 5 x nut - TR03	215.21
CP.288	29-09-2023	EFT	25	259673	Manjimup Newsagency	Newspapers & Stationery items September 2023	230.75
CP.288	29-09-2023	EFT	201	RI11201158	Manjimup Toyota & Mitsubishi	supply Mitsubishi MR Triton GLX 2.4i diesel Club Cab utility - 1003WA	45,798.00
CP.288	29-09-2023	EFT	201	RI11201157	Manjimup Toyota & Mitsubishi	supply Mitsubishi MR Triton GLX 2.4i diesel Dual Cab utility - 1023WA	43,530.50
CP.288	29-09-2023	EFT	537	T41018	Manjimup Tyre Mart & Auto Electrical Service	2 x 255/70R16 Hifly AT601 tyres, disposal - 1024WA	486.00
CP.288	29-09-2023	EFT	537	M16833	Manjimup Tyre Mart & Auto Electrical Service	wheel alignment - 1024WA	80.00
CP.288	29-09-2023	EFT	537	T41051	Manjimup Tyre Mart & Auto Electrical Service	2 x 265/65R17 Dunlop Grandtrek AT22 tyres, disposal - 1008WA	666.00
CP.288	29-09-2023	EFT	537	M16845	Manjimup Tyre Mart & Auto Electrical Service	wheel alignment - 1008WA	100.00
CP.288	29-09-2023	EFT	537	T41073	Manjimup Tyre Mart & Auto Electrical Service	2 x 265/65R17 Bridgestone Dueler AT 697 tyres, disposal - 1005WA	766.00
CP.288	29-09-2023	EFT	537	M16850	Manjimup Tyre Mart & Auto Electrical Service	wheel alignment - 1005WA	100.00
CP.288	29-09-2023	EFT	348	131869	McLeods Barristers & Solicitors	Letter regarding Annual Audit for Shire of Manjimup 2023	187.00
CP.288	29-09-2023	EFT	3572	15	Mr Brian McGregor	street & public bins service - Northcliffe townsite - month of September 2023	2,175.64
CP.288	29-09-2023	EFT	3891	Crossover	Mr Ethan Stokes, Ms Jasmine Evans	crossover subsidy - 1 Melaleuca Court, Manjimup	570.00
CP.288	29-09-2023	EFT	1928	J10	Mr Perry Fardella	mechanical assistance - 30 & 31 August 2023	1,782.00
CP.288	29-09-2023	EFT	1928	J11	Mr Perry Fardella	mechanical assistance - 5 & 8 September 2023	1,485.00
CP.288	29-09-2023	EFT	3892	refund request 21/9/23	Mr Steven Walsh	key bond refund - Town Hall - 21/9/23	50.00
CP.288	29-09-2023	EFT	2394	payment request 19/9/23	Mrs Kym Brown	Reimbursement of Les Mills Body Pump Release Kit - K Brown 19/9/23	59.59
CP.288	29-09-2023	EFT	1982	INV-1365	Mrs Nicole Campbell	Home maintenance 11/09/23 - 15/09/23	280.50
CP.288	29-09-2023	EFT	3465	request for payment glasses 27/9/2023	Mrs Stephanie Liddle	Reimburse replacement glasses (frame & lenses), SOM Enterprise Agreement 2019-2022	200.00
CP.288	29-09-2023	EFT	2366	request for refund 1/9/23	Ms Vanda Dei-Tos	reimbursement for Walpole Library meeting costs 1/9/23	47.00
CP.288	29-09-2023	EFT	1761	563798	Muir Manjimup	150 000km service - 1002WA	409.82
CP.288	29-09-2023	EFT	584	33B Leman St 16/2 - 17/5/23	Professionals Warren Blackwood Realty	33B Leman St - Inspections 16/2/23 & 17/5/23	99.00

Payment Number	Date	Cheque Number	Creditor Number	Invoice No	Creditor Name	Invoice Description	Inclusive Amount
CP.288	29-09-2023	EFT	584	20 Arnott St - Inspections 8/3 & 18/6/23	Professionals Warren Blackwood Realty	20 Arnott St - Inspections 8/3 & 18/6/23	99.00
CP.288	29-09-2023	EFT	584	33A Leman St - Entry & Inspection 14/7/23	Professionals Warren Blackwood Realty	33A Leman St - Entry & Inspection 14/7/23	114.50
CP.288	29-09-2023	EFT	584	33A Leman St - Final Inspection and Bond disposal January 2023	Professionals Warren Blackwood Realty	33A Leman St - Final Inspection and Bond disposal January 2023	69.50
CP.288	29-09-2023	EFT	3855	37460454	Rentokil Initial Pty Ltd	Pest Control Management Back room (Pemberton CRC Floor Replacement)	511.50
CP.288	29-09-2023	EFT	3866	ADG2637215	Ross Williamson	Cleaning of Windy Harbour Water Tanks x 4	2,000.00
CP.288	29-09-2023	EFT	1431	700126/15	Seek Limited	Recruitment - Casual Building Maintenance Officers	368.50
CP.288	29-09-2023	EFT	1431	700134131	Seek Limited	Employment advert - Customer Liaison Officer	401.50
CP.288	29-09-2023	EFT	41	174496/01	Sigma Chemicals	AquaCentre chemical test tubes	577.50
CP.288	29-09-2023	EFT	283	CFI000078187	Silver Chain Nursing Association	Social centre - HCP - JW	1,113.01
CP.288	29-09-2023	EFT	230	5946	Southern Forest Arts Inc	Organising cultural event - Gina & Guy - Sept 2023	1,896.13
CP.288	29-09-2023	EFT	872	78	Southern Forest Brick Pavements	Remove concrete stair case, Render wall and lay new paving on walk way (Pem CRC Floor replacement)	2,090.00
CP.288	29-09-2023	EFT	2111	1761	Southern Forest Machinery	1 x M52 G welding gas	299.00
CP.288	29-09-2023	EFT	1774	135424	Southern Forests Medical Centre	Pre-employment medical - Z Humble	165.00
CP.288	29-09-2023	EFT	3677	1020	Southern Forests Window Cleaning	Residential Windows - HCP - SE	360.00
CP.288	29-09-2023	EFT	12	SIN-3785815	Stewart & Heaton Clothing Co	T243 Cargo AS4824 with R/Tape - Size 102S, S092, R082 & R087	2,020.46
CP.288	29-09-2023	EFT	145	199538950 - 2097871633	Synergy	Payment 5096257414 - Electricity MRAC 15/08/2023 - 18/09/2023	21,704.75
CP.288	29-09-2023	EFT	145	293352340 - 2065919809	Synergy	Payment 5180706510 - Electricity Wellness Centre 15/08/23 to 18/09/23/08/2023	730.97
CP.288	29-09-2023	EFT	3831	4930	TARHF3 Pty Ltd ATF Trinity Bunbury Trust	accommodation inc breakfast & evening meals - 19-21 September 2023 - HC licence training - A Fuge	613.95
CP.288	29-09-2023	EFT	59	U6U2-S256T66	Team Global Express Pty Ltd	Toll Freight w/e 24/09/23 - Customer No. 2084261	83.58
CP.288	29-09-2023	EFT	2730	8801493	Truckline	1 x CD60 little trees air fresheners - ME99	199.77
CP.288	29-09-2023	EFT	121	178381	Tyrepower Manjimup	repair flat tyre, rotate front tyres on rims - GR05	165.00
CP.288	29-09-2023	EFT	3754	INV-0338	Verge Enviro Pty Ltd	process 75 x mattresses for steel removal & remainder to landfill	2,062.50

Payment Number	Date	Cheque Number	Creditor Number	Invoice No	Creditor Name	Invoice Description	Inclusive Amount
CP.288	29-09-2023	EFT	3754	INV-0337	Verge Enviro Pty Ltd	process 125 x mattresses for steel removal & remainder to landfill	3,437.50
CP.288	29-09-2023	EFT	1322	633673	WA Country Health Service	Meals on wheels August 2023	2,036.30
CP.288	29-09-2023	EFT	516	I3659	Walpole Hardware & Rural Supplies	Walpole SES - Trolley Jack for Flood boat	230.00
CP.288	29-09-2023	EFT	1666	INV-0273	Warren District Cabinets	Components for reception counter (Pemb CRC Floor replacement)	285.00
CP.288	29-09-2023	EFT	1773	PI8787464	WestTrac Pty Ltd	quantity of filters - RL16	348.49
CP.288	29-09-2023	EFT	2493	3008	Willo's Gutter Cleaning & Handyman Service	Chimney sweep- Mrs MHayhow	77.00
CP.288	29-09-2023	EFT	91	7340	Wiseman Signs	Remove and replace signs on second mitigation vehicle	374.00
CP.288	29-09-2023	EFT	91	7347	Wiseman Signs	Shire of Manjimup signs on the Bush Fire Mitigation trailer	1,694.00
CP.288	29-09-2023	EFT	939	5975	Woodlands Distributors Pty Ltd	5 x galvanised powder coated dog waste bag dispensers	984.50
EFT Total							945,689.25

Other Payments (including Direct Debits)							
Payment Number	Date	Cheque Number	Creditor Number	Invoice No	Creditor Name	Invoice Description	Inclusive Amount
CPT.641	01-09-2023	N/A	1948	C41439	Maia Financial Pty Limited	Contract E6N0163073 - Data 3 Network Equipment 01/09/23 - 30/11/23 - Customer No SHI036	1,810.42
CPT.642	01-09-2023	N/A	3245	100001566944	HP Financial Services (Australia) Pty Ltd	Lease 5546295549AUS6 - 01/09/23 to 30/11/23 - Aruba Switches/Modules	3,432.00
CPT.643	01-09-2023	N/A	3245	100001566943	HP Financial Services (Australia) Pty Ltd	Lease 5546295549AUS3 01/09/23 to 30/11/23 - Various IT items PO 10214	1,369.50
CPT.644	04-09-2023	N/A	2532	1232826	Les Mills Asia Pacific	Contract Fee - Body Pump - 01/9/2023 to 30/9/2023	425.79
CPT.645	07-09-2023	N/A	2845	766879	Fleetcare Pty Ltd	Monthly Lease Rental, GPS Access Fee & OBD GPS Dongle - August 2023	778.98
CPT.646	06-09-2023	N/A	2955	INV-3733	Aviary Corp Pty Ltd	Subscription Fee - Monthly Licence - Aug 2023	1,818.96
CPT.647	15-09-2023	N/A	3383	TA12341-050	Telair Pty Ltd	Internet Access 1/09/2023 - 30/09/2023	806.90
CPT.648	14-09-2023	N/A	3266	31654985	Department of Justice	Lodgment Fee - Dog Infringement 0237 - Courtney Brown	83.50
CPT.649	14-09-2023	N/A	2605	Stmt 108	Wright Express Australia Pty Ltd	August 2023 - Cole card MHCC	315.88
CPT.649	14-09-2023	N/A	2605	Stmt 108 - Acc # 141 571 034 0	Wright Express Australia Pty Ltd	August 2023 - Coles card MRAC	172.50
CPT.650	04-09-2023	N/A	2610	Corporate card statement 20/8/23	Westpac Banking Corporation	Corporate card statement 21/7/23 to 20/8/23	2,913.64

Payment Number	Date	Cheque Number	Creditor Number	Invoice No	Creditor Name	Invoice Description	Inclusive Amount
CPT.651	21-09-2023	N/A	3640	Lease Payment 11 of 60	Finrent Pty Ltd	Lease Fee - HP DesignJet XL 3600 Multifunction Printer	691.90
CPT.652	15-09-2023	N/A	1015	AUSG00529639	SG Fleet Australia Pty Ltd	Lease rental payment - September 23/October 23 - Acc No AUSH0032	6,894.40
CPT.653	18-09-2023	N/A	2610	Loan Repayment - Loan 210 - Installment 35	Westpac Banking Corporation	Loan Repayment - Loan 210 - Installment 35	28,737.49
Other Total							50,251.86
Grand Total							1,005,808.44

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Shire of Manjimup

MONTHLY FINANCIAL ACTIVITY STATEMENT

(Period Ending 31 August 2023)

SHIRE OF
MANJIMUP

Statement of Financial Activity - August 2023

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General Comment

The financial performance for the Shire of Manjimup to the 31 August 2023 is a projected loss of \$11,849, due to a reduction in the Shire's annual Financial Assistance Grant.

The start to the 2023/24 financial year has been quiet, which has been due mainly to the end of August adoption of the 2023/24 Shire of Manjimup budget. Until the budget is adopted and rate income begins to be received, staff are generally restricted to non-discretionary operational expenditure or grant expenditure only.

In September 2023 Shire officers received advice from the Department of Local Government, Sport and Cultural Industries (DLGSCI) of an overpayment in the 2023/24 Financial Assistance Grant (FAG) allocations. Correspondence advised Shire officers that a miscalculation had occurred, and the Shire of Manjimup received \$145,143 too much and this overpayment will be deducted from next year's FAG payment.

Based on the original "Final" advice from DLGSCI the total FAG has been fully allocated. As the Shire is in receipt of the funding, the 2023/24 budget will not be affected, and it is important to note that projects that utilised the additional funds were one off projects and a 2024/25 budget adjustment to remove the \$145,143 overpayment can be achieved without affecting ongoing services.

The 2024/25 budget will have a cash funding shortfall of \$145,143. To ameliorate this issue, it is proposed to use Interest Received to cover the shortfall. Interest Received has a conservative budget and to the end of August 2023 is \$81,455 ahead of budget. It is proposed that any additional funding from Interest Received remains unallocated and carried forward into the 2024/25 budget to cover the short payment.

Other than the aforementioned grants, no other major discrepancies have come to light in the first two months after adopting the 2023/24 budget, and with appropriate adjustments for the grant shortfalls, and with sound financial management going forward by all departments, Council should be in a neutral or minor surplus position at the 30 June 2024.

SHIRE OF MANJIMUP
STATEMENT OF FINANCIAL ACTIVITY
FOR THE YEAR ENDED 30 JUNE 2024

OPERATING ACTIVITIES

Revenue from operating activities

	Actuals to 31 Aug 2023 \$	YTD Budget to 31 Aug 2023 \$	2023/24 Budget \$	Projection to 30 June 2024 \$	Variance (Surp) / Def \$
General rates	(11,307,359)	(11,306,027)	(11,366,027)	(11,366,027)	0
Grants, subsidies and contributions	(1,400,591)	(569,335)	(3,416,008)	(3,489,114)	(73,106)
Fees and charges	(2,629,569)	(947,243)	(5,683,458)	(5,683,458)	0
Service charges	0	0	0	0	0
Interest revenue	(135,617)	(54,162)	(324,969)	(444,969)	(120,000)
Other revenue	(157,962)	(170,178)	(1,021,068)	(1,021,068)	0
Profit on asset disposals	0	(65,386)	(392,315)	(392,315)	0
	(15,631,098)	(13,112,330)	(22,203,845)	(22,396,951)	(193,106)

Expenditure from operating activities

Employee costs	2,006,270	2,178,066	13,169,704	13,169,704	0
Materials and contracts	1,822,861	1,470,421	8,822,526	8,895,632	73,106
Utility charges	111,666	101,812	610,869	610,869	0
Depreciation	1,589,493	1,574,499	9,446,992	9,446,992	0
Finance costs	33,178	71,919	431,513	431,513	0
Insurance	441,883	406,237	812,474	812,474	0
Other expenditure	143,107	88,177	529,062	529,062	0
Loss on asset disposals		9,797	58,782	58,782	0
	6,148,459	5,900,927	33,881,922	33,955,028	73,106

Non-cash amounts excluded from operating activities

	(1,596,388)	(1,561,875)	(9,371,250)	(9,371,250)	0
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Amount attributable to operating activities

	(11,079,028)	(8,773,278)	2,306,827	2,186,827	(120,000)
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INVESTING ACTIVITIES

Inflows from investing activities

Capital grants, subsidies and contributions	(1,152,443)	(1,733,281)	(10,399,685)	(10,399,685)	0
Proceeds from disposal of assets	(109,053)	(152,083)	(912,500)	(912,500)	0
Proceeds from financial assets at amortised cost - self supporting loans	0	(9,388)	(56,329)	(56,329)	0
		(1,894,752)	(11,368,514)	(11,368,514)	0

Outflows from investing activities

Payments for property, plant and equipment	686,469	847,718	5,086,310	5,218,159	131,849
Payments for construction of infrastructure	270,807	2,428,266	14,569,597	14,569,597	0
Payments for financial assets at amortised cost - self supporting loans	0	0	635,000	635,000	0
	957,276	3,275,985	20,290,907	20,422,756	131,849

Non-cash amounts excluded from investing activities

	0	0	0	0	0
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Amount attributable to investing activities

	957,276	1,381,232	8,922,393	9,054,242	131,849
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FINANCING ACTIVITIES

Inflows from financing activities

Proceeds from new borrowings	0	0	(6,135,000)	(6,135,000)	0
Transfers from reserve accounts	0	(529,363)	(3,176,179)	(3,176,179)	0
	0	(529,363)	(9,311,179)	(9,311,179)	0

Outflows from financing activities

Repayment of borrowings	80,686	118,420	710,520	710,520	0
Payments for principal portion of lease liabilities	14,415	20,500	123,000	123,000	0
Transfers to reserve accounts	0	817,955	4,907,730	4,907,730	0
	95,102	956,875	5,741,250	5,741,250	0

Amount attributable to financing activities

	95,102	427,512	(3,569,929)	(3,569,929)	0
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MOVEMENT IN SURPLUS OR DEFICIT

Surplus or deficit at the start of the financial year

	(7,659,291)	(7,659,291)	(7,659,291)	(7,659,291)	0
Amount attributable to operating activities	(11,079,028)	(8,773,278)	2,306,827	2,186,827	(120,000)
Amount attributable to investing activities	957,276	1,381,232	8,922,393	9,054,242	131,849
Amount attributable to financing activities	95,102	427,512	(3,569,929)	(3,569,929)	0
(Surplus) or deficit at the end of the financial year	(17,685,941)	(14,623,825)	0	11,849	11,849

SHIRE OF MANJIMUP
STATEMENT OF COMPREHENSIVE INCOME
FOR THE YEAR ENDED 30 JUNE 2024

	Actuals to 31 Aug 2023 \$	YTD Budget to 31 Aug 2023 \$	2023/24 Budget \$	Projection to 30 June 2024 \$	Variance (Surp) / Def \$
Revenue					
Rates	(11,307,359)	(11,306,027)	(11,366,027)	(11,366,027)	0
Grants, subsidies and contributions	(1,400,591)	(569,335)	(3,416,008)	(3,489,114)	(73,106)
Fees and charges	(2,629,569)	(947,243)	(5,683,458)	(5,683,458)	0
Service charges	0	0	0	0	0
Interest revenue	(135,617)	(54,162)	(324,969)	(444,969)	(120,000)
Other revenue	(157,962)	(170,178)	(1,021,068)	(1,021,068)	0
	(15,631,098)	(13,046,944)	(21,811,530)	(22,004,636)	(193,106)
Expenses					
Employee costs	2,006,270	2,178,066	13,169,704	13,169,704	0
Materials and contracts	1,822,861	1,470,421	8,822,526	8,895,632	73,106
Utility charges	111,666	101,812	610,869	610,869	0
Depreciation	1,589,493	1,574,499	9,446,992	9,446,992	0
Finance costs	33,178	71,919	431,513	431,513	0
Insurance	441,883	406,237	812,474	812,474	0
Other expenditure	143,107	88,177	529,062	529,062	0
	6,148,459	5,891,130	33,823,140	33,896,246	73,106
	(9,482,640)	(7,155,814)	12,011,610	11,891,610	(120,000)
Capital grants, subsidies and contributions	(1,152,443)	(1,733,281)	(10,399,685)	(10,399,685)	0
Profit on asset disposals	0	(65,386)	392,315	392,315	0
Loss on asset disposals	0	9,797	(58,782)	(58,782)	0
	(1,152,443)	(1,788,870)	(10,066,152)	(10,066,152)	0
Net result for the period	(10,635,083)	(8,944,683)	1,945,458	1,825,458	(120,000)
Other comprehensive income					
<i>Items that will not be reclassified subsequently to profit or loss</i>					
Changes in asset revaluation surplus	0	0	0	0	0
Total other comprehensive income for the period	0	0	0	0	0
Total comprehensive income for the period	(10,635,083)	(8,944,683)	1,945,458	1,825,458	(120,000)

Shire of Manjimup

Statement of Financial Position		ACTUAL 2023/2024 \$	ACTUAL 2022/2023 \$
Current Assets			
Cash and cash equivalents		17,292,580	17,831,529
Trade and other receivables		12,274,978	1,258,828
Inventories		247,390	226,768
Other assets		582,854	791,794
Tax Assets		3,140	95,485
Total Current Assets		30,400,942	20,204,404
Non-Current Assets			
Other receivables		502,574	445,186
Property, plant & equipment		66,708,989	66,625,128
Infrastructure		296,594,944	297,420,075
Total Non-Current Assets		363,806,507	364,490,389
TOTAL ASSETS		394,207,449	384,694,793
Current Liabilities			
Trade and other payables		3,198,126	4,227,124
Provisions		2,225,773	2,224,103
Current Portion of Long Term Borrowings		579,748	660,434
Total Current Liabilities		6,003,647	7,111,661
Non-Current Liabilities			
Long term borrowings		4,714,711	4,729,126
Provisions		184,474	184,474
Total Non-Current Liabilities		4,899,184	4,913,599
TOTAL LIABILITIES		10,902,831	12,025,260
NET ASSETS		383,304,621	372,669,537
Equity			
Accumulated losses		(9,211,532)	(19,846,615)
Reserves - Cash Backed		6,970,021	6,970,021
Reserves - Asset Revaluation		385,546,132	385,546,132
TOTAL EQUITY		383,304,621	372,669,537

	Accumulated Losses	Reserves Cash Backed	Asset Revaluation Reserves	Total Equity
	\$	\$	\$	\$
Statement of Changes in Equity				
Balance as at 1 July 2022	(20,570,392)	6,610,349	320,580,198	306,620,153
Comprehensive Income				
- Net Result	1,083,449	-	-	1,083,449
- Change on Revaluation of Non-Current Assets	-	-	64,965,934	64,965,934
- Adjustment due to Accounting Std Changes	-	-	-	-
Total Other Comprehensive Income	1,083,449	-	-	1,083,449
Transfers from/(to) Reserves	(359,672)	359,672	-	-
Balance as at 30 June 2023	(19,846,615)	6,970,021	385,546,132	372,669,537
Comprehensive Income				
- Net Result	10,635,083	-	-	10,635,083
- Change on Revaluation of Non-Current Assets	-	-	-	-
- Adjustment due to Accounting Std Changes	-	-	-	-
Total Other Comprehensive Income	-	-	-	-
Transfers from/(to) Reserves	-	-	-	-
Balance as at 31 August 2023	(9,211,532)	6,970,021	385,546,132	383,304,621

Operating Items

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)

Operating Revenue

1. Rates as at 31 August 2023, is projected to be on budget.

Administration & Finance

No significant variations

2. Grants, subsidies and contributions as at 31 August 2023, is projected to be \$73,106 ahead of budget.

Administration & Finance

Financial Assistance Grant - General Purpose	(\$0)	In the July 2023 report, the anticipated General Purpose Grant as per advice from the Grants Commission for the 2023/24 financial year had increased by \$131,849 over the adopted budget. On the 11 September 2023 Shire Officers received advice that the Shire had actually been overpaid by \$145,143 and this amount would be deducted from the 2024/25 payment.
Financial Assistance Grant - Roads	(\$73,106)	Higher than budgeted grant. This funding is directly related to road maintenance and as such will see a budget adjustment to contractors for road maintenance.

3. Fees and charges as at 31 August 2023 is projected to be on budget.

Business Directorate

No significant variations

Development and Regulation Directorate

No significant variations

Community Services Directorate

No significant variation

Works and Services Directorate

No significant variation

4. Interest Revenue as at 31 August 2023 is projected to be on budget.

<i>Business Directorate</i>		
Bank Interest Received	(\$120,000)	To the end of August 2023 interest received was already \$81,455 ahead of budget so a conservative estimate of \$120,000 is factored in and if this additional revenue is unallocated at 30 June 2024 it can be carried forward to fund the 2024/25 shortfall in the Shire's General Purpose Grant list above.

5. Other Revenue as at 31 August 2023 is projected to be on budget.

<i>Office of CEO</i>		
No significant variations		
<i>Business Directorate</i>		
No significant variations		
<i>Development and Regulation Directorate</i>		
No significant variations		
<i>Community Services Directorate</i>		
No significant variation		
<i>Works and Services Directorate</i>		
No significant variation		

6. Profit on asset disposal as at 31 August 2023 is projected to be on budget.

<i>Office of CEO</i>		
No significant variations		
<i>Business Directorate</i>		
No significant variations		
<i>Development and Regulation Directorate</i>		
No significant variations		
<i>Community Services Directorate</i>		
No significant variation		
<i>Works and Services Directorate</i>		
No significant variation		

Operating Expenditure

7. Employee Costs as at 31 August 2023 is projected to be on budget.

Office of CEO	
No significant variations	
Business Directorate	
No significant variations	
Development and Regulation Directorate	
No significant variations	
Community Services Directorate	
No significant variation	
Works and Services Directorate	
No significant variation	

8. Materials and contracts as at 31 August 2023 is projected to be on budget.

Office of CEO	
No significant variations	
Business Directorate	
No significant variations	
Development and Regulation Directorate	
No significant variations	
Community Services Directorate	
No significant variation	
Works and Services Directorate	
Road Maintenance	\$73,106 Due to the distribution of the extra Financial Assistance Grants for roads, Road Maintenance via Contractors has been increased by \$73,106 as the funding is directly related to asset preservation.

9. Utility Charges as at 31 August 2023 is projected to be on budget.

Business Directorate	
No significant variations	
Development and Regulation Directorate	

No significant variations

Community Services Directorate

No significant variation

Works and Services Directorate

No significant variation

10. Depreciation as at 31 August 2023 is projected to be on budget.

Office of CEO

No significant variations

Business Directorate

No significant variations

Development and Regulation Directorate

No significant variations

Community Services Directorate

No significant variation

Works and Services Directorate

No significant variation

11. Finance Costs as at 31 August 2023 is projected to be on budget.

Office of CEO

No significant variations

Business Directorate

No significant variations

Development and Regulation Directorate

No significant variations

Community Services Directorate

No significant variation

Works and Services Directorate

No significant variation

12. Insurance Costs as at 31 August 2023 is projected to on budget.**Office of CEO**

No significant variations

Business Directorate

No significant variations

Development and Regulation Directorate

No significant variations

Community Services Directorate

No significant variation

Works and Services Directorate

No significant variation

13. Other Expenditure as at 31 August 2023 is projected to on budget.**Office of CEO**

No significant variations

Business Directorate

No significant variations

Development and Regulation Directorate

No significant variations

Community Services Directorate

No significant variation

Works and Services Directorate

No significant variation

14. Loss on asset disposals as at 31 August 2023 is projected to on budget.**Office of CEO**

No significant variations

Business Directorate

No significant variations

Development and Regulation Directorate

No significant variations

Community Services Directorate

No significant variation

Works and Services Directorate

No significant variation

...

Net Current Asset Position as at 31 August 2023

Current Assets	
Cash and cash equivalents	17,292,580
Trade and other receivables	12,274,978
Inventories	247,390
Other assets	582,854
Tax Assets	3,140
Total Current Assets	30,400,942
Current Liabilities	
Trade and other payables	3,198,126
Provisions	2,225,773
Current Portion of Long Term Borrowings	579,748
Total Current Liabilities	6,003,647
Total Net Current Assets	24,397,295

...

Capital

Infrastructure

No significant variances to date.

Light Vehicles

No significant variances to date.

Plant & Equipment

In August 2023 the Works Department took delivery of a new Caterpillar 444 Backhoe and Case 695SV Backhoe and both purchases were within budget.

Furniture & Equipment

No significant variances to date.

Land & Buildings

No significant variances to date.

...

Debtors

Debtors owing as at 31 August 2023 are \$12,274,978 compared to \$11,142,180 at the same time last year.

Sundry Debtors as at 31 August 2023 are \$848,449 up \$624,865 at the same time last year. This significant variance is due to the claiming of the first 40% from Main Roads for 2023/24 Regional Road Grant projects of \$589,600.

Rates Debtors as at 31 August 2023 are \$11,426,529 up \$791,696 on the same time last year. The 2023/24 budget saw an additional \$783,218 raised in rates on the previous financial year and as rates payments were not due until September this variance is expected.

...

Cash

As at the 31 August 2023 the Shire held \$17,292,580 cash in municipal, unspent loan funds and in reserve.

Municipal	\$ 10,001,728
Unspent Loan Funds	\$ 320,831
Reserve	\$ 6,970,021

...



Retrospective Development Application – Cool storage, Various Associated Buildings, and Workers Accommodation

Lot 100 (No. 122) Etherington Road, Beedelup



DOCUMENT CONTROL

Control Version	DATE	Status	Distribution	Comment
A	13.03.23	Draft	Internal	Development Application Report.
B	17.04.23	Draft	Client	Development Application Report.
C				

Prepared for: Karragullen Cool Storage

Prepared by: JS

Reviewed by: CP

Date: 13.03.23

Job No & Name: 22902 – Karragullen Cool Storage

Version: A

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1 INTRODUCTION

This report has been prepared by Harley Dykstra in support of a retrospective development application for an existing Cool Storage Facility, Workers Accommodation and associated buildings at Lot 100 Etherington Road, Beedelup (the subject land). The existing use comprises of an orchard which grows over 100 ha of apples, pears, and avocados, that is accompanied by various structures and workers accommodation. The site has been utilised as an orchard for many years, as evidenced by available aerial imagery.

The Shire identified compliance issues that culminated in a site visit and a subsequent letter to the owner dated 22nd of June 2021. This retrospective development application is in response to the identified compliance issues.

The subject site has five development approvals on record, however one has since expired. Approval was granted in the 1990's for an aquaculture marron farm, change of use staff dwelling to farm stay and rural industry shed extension. Approval was granted in 2006 for a Producers License.

The Shire has created a plan of the buildings on site, dated the 5th of August 2021, which we have labelled our buildings in accordance with.

This report provides details of the site, the existing development and a planning assessment that addresses all relevant statutory compliance, policy requirements and planning merit considerations. It also supported by a Bushfire Management Plan that details the impact of the use on the surrounding environment and a Site and Soil Evaluation which provides advice on onsite effluent disposal.



2 SUBJECT LAND

2.1 Land Ownership Details

A summary of the land particulars is provided in **Table 1** and a copy of the Certificate of Title is included in **Appendix A**.

Lot No.	House No.	Plan / Diagram	Volume	Folio	Registered Proprietor	Lot Area
100	122	416520	4000	441	Mecca Holdings Pty Ltd & Red Moon Property Holdings Pty Ltd of 42 Rokewood Way, Karragullen	430.5509ha

TABLE 1 – SUMMARY OF LAND

2.2 Location and Context

Lot 100 (No. 122) Etherington Road (the subject land) has frontage and vehicular access to Etherington Road and is 430.5509ha in size.

A Location Plan of the subject land is included below, which also highlights the zoning of the surrounding area under the Shire of Manjimup Local Planning Scheme No. 4 (LPS No. 4).

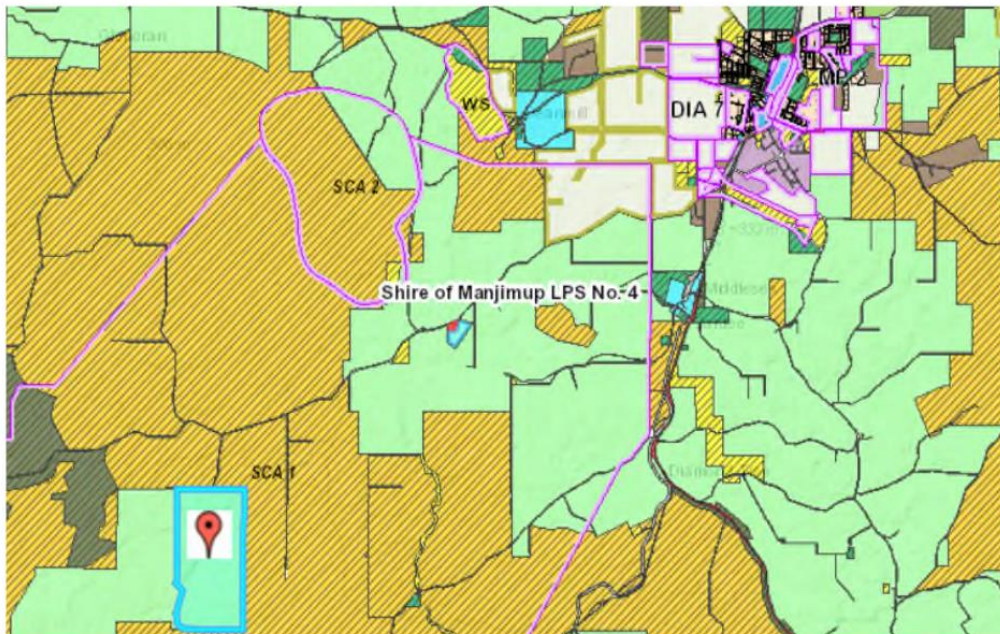


FIGURE 1 – LOCATION PLAN (SUBJECT SITE OUTLINED IN BLUE)



The subject site currently accommodates a large orchard with cool storage facilities, minor outbuildings associated with the site operations, a holding dam and workers accommodation with water closet and a communal kitchen. The site is generally flat, with hills to the west of the site. A dam occupies the north eastern corner of the site, with native vegetation along the southern portion of the site. The subject site is surrounded by forest to the north, east and west, with Mountford Wines and Tangletoe Cidery further to the south. A large portion of land further to the west is deemed national park and other conservation reserves. An Aerial Photograph (**Figure 2**) has been provided below to show the site within its immediate context.



FIGURE 2 - AERIAL PHOTOGRAPH (SUBJECT SITE OUTLINED IN RED)



3 PROPOSED DEVELOPMENT

3.1 Overview

This Development Application seeks retrospective approval for an orchard that produces avocados, pears, stone fruit and apples, associated outbuildings including the large packing / storage shed, workers accommodation an associated water closet and kitchen facilities and any other infrastructure on the site that is incidental to the use. The existing development incorporates the following key elements:

- The use of approximately 100ha of the site for fruit growing and harvesting;
- A large cool storage shed central to the southern portion of the site;
- Two types of workers accommodation (dongas) located in in the northern portion of the site, which include a water closet block and kitchen / dining area;
- A chemical storage shed, workshop and office; and
- A large earthmoving shed in the north western portion.

Development Plans, which include Site Plans, Floor Plans and Elevations of each structure are attached at **Appendix B**. Further details of each structure are provided below.

3.2 Details of Activity

Casuarina Valley Orchard is located 22km from the town of Manjimup, with 100ha designated to the growing of stone fruit, apples, and avocados. This is just one of the six orchards which is owned by the Casotti Group. The growing and cultivation process at the subject orchard occurs annually, in cyclical fashion. Generally, harvesting for avocados occurs in October/November/December, pears occurs in January/February/March, stone fruit occurs in December/January/February/March and apples occurs in February/March/April/May. Harvesting hours are generally Monday to Friday from 7am to 4pm. As this work is seasonal and in an isolated location, onsite workers accommodation is provided by the operator.

3.3 Retrospective Development Details

3.3.1 Packing and Cool Storage Shed

A large packing and Cool Storage Shed, identified on the site plan at **Appendix B**, consists of thirteen cool rooms, six storerooms and one fertilizer storage space. These are referred to as T, S, R and Q. This shed is designed in a way that allows road train and forklift access and has an overall total floor area of 5934.464m². The central portion is primarily used for cool storage with eight cool rooms. There is also an office and a lunchroom, with extra space for general storage.

The western portion of the shed is used for storage purposes, with a further two cool rooms. Fruit is not stored on site for long but requires refrigerated storage whilst it is.

The eastern portion of the shed is similar to the western portion as it consists of further storage with three cool rooms. A large fertilizer storage facility is located adjacent to this shed.



The fruit is produced onsite and then is sent to Karragullen Cool Storage or Bluemoon Packing facility for grading and packing. The fruit is transported to these two destinations via haulage vehicles, whereupon it is placed in cool storage until it is graded and then packaged.

3.3.2 Various Outbuildings

In order to effectively operate the orchard, various outbuildings in the form of a large earthmoving storage shed, an office, a shed and a workshop are located on the subject site.

Earthmoving Storage Shed

The earthmoving storage shed (D) has a total area of 5,142m². This is equipped with a storage room, office and tearoom. The machinery stored in this shed consists of forklifts, dump trucks and old cars.

It is understood that the storage shed is leased to Southern Earthmovers, who are using it to store chemicals. A site visit revealed that chemicals are not being stored on bunding, with evidence of historical spills throughout the shed. It is required that the Client undertake a detailed review of the chemicals to determine appropriate storage requirements. Further, the addition of handstand is required for the area used for the washdown of vehicles to prevent leaching of potentially contaminated water into water ways.

Further information in relation to appropriate storage requirements can be found in the advice note attached at **Appendix C**.

Office

The site has one office building (P), with an area of 101.939m² consisting of two separate office areas inside. This also includes a veranda, deck, tearoom, and WC. There is a blue metal base carpark adjacent.

Chemical Store Shed

A 58.85m² chemical storage shed (O) is located on the site. This is located adjacent to the cool storage sheds.

Shed

An old machinery shed (N) is located north of the of the cool storage facilities, with a total area of 336.319m². This also includes a storage shed located adjacent with an area of 336.319m².

Workshop

This 709.698m² structure (F) consists of two workshops, separated by a mezzanine level. This also includes an office, parts store and tyres store. Adjacent to the back of the building, adjoined by a flat roof cover, is two water closets with a laundry. There is also a storeroom and tyre pumping station outside the workshop.



3.3.3 Dwellings

There are nine staff dwellings on the subject site. Two are located in the northern portion, as demonstrated in **Appendix B**, with the remaining seven located in the eastern portion of the site. Six of the dwellings consist of three bedrooms, two have two bedrooms and one has one bedroom. Each dwelling is fitted with its own cooking, laundry and bathroom facilities.

3.3.4 Workers Accommodation, WC and Kitchen/Dining

The retrospective workers accommodation has been developed in the form of dongas, with a communal kitchen and dining area, covered by a roofed structure. This development is referred to as E on the site plan at **Appendix B**. A handful of the dongas have ensuites, however, the majority utilize the communal shower and toilet block. Adjacent to the shelter there is a worker's courtyard, rotary clothesline and a gravel parking area. These dongas have the capacity to house up to 36 workers. There are four different types, differentiated into 'Donga type 1' with ensuite, 'Donga type 1' without ensuite, 'Donga type 2' with ensuite and 'Donga type 2' without ensuite. Further details are provided in the following sections.

The Client is hoping to increase the number of seasonal workers in the dongas up to 50, resulting in the addition of two dongas. The indicative location of this has been labelled on the site plan at **Appendix B**.

Workers Accommodation Shelter

A 993.873m² workers accommodation shelter provides cover for four donga blocks, a WC block, a shower block and a kitchen/dining block. The shelter has an open recreation area in the middle, with an outdoor cooking area for the workers to utilise.

Workers Donga

There are four types of dongas on the site, two types have an ensuite and two are without. A communal water closet and shower block is provided.

There is one block of the 'Donga type 1' with an ensuite, which has four rooms. This is located outside the shelter, on the northern portion, and has a veranda deck which provides access for the occupants. This block occupies a total area of 70.686m².

There are three blocks of 'Donga type 1' without ensuites. These are located adjacent to each other in the northern portion of the shelter. Each block contains five bedrooms, with a total floor area of 36.406m² per donga. This style of workers accommodation is the most common and preferred option on the site.

There are two blocks of 'Donga type 2' with ensuites. These two blocks have been recently placed on site but are not yet connected to services. This will occur prior to their use. They are located outside of the workers shelter, on the southern end, with verandas. Each block has a total area of 70.686m².



There is one 'Donga type 2' without an ensuite on the site. This is located on the edge of the worker's shelter. This block has five bedrooms with a total area of 35.363m².

There is also a donga located amongst the residential dwellings. This structure has four bedrooms, each with its own ensuite.

Worker's Shower and WC Block

A donga shower block is located central to the worker's shelter. This consists of two sections, with six shower cubicles for females and six for males. This has a total area of 35.877m².

The workers WC block is located directly behind the shower block. Once again, this consists of separate sections for females and males, with a total area of 32.490m². The female section contains six toilets and four sinks. The male section contains three toilets and five sinks, with a large urinal.

Workers Kitchen/ dining

A large multipurpose building is located within the eastern portion of the worker's shelter. This serves as the kitchen, dining and living area for the workers. The space consists of two kitchens, with a storeroom and cool room separating the two. Adjacent to kitchen 1 is the dining area, with the living area adjacent to kitchen 2. This building has a total area of 115.931m².

3.3.5 Amenities

A clothes drying area for the workers is located behind the donga WC block, with a laundry adjacent.

The middle of the shelter contains an opening in the roof which provides an open recreation area with outdoor cooking facilities. There is also a worker's courtyard adjacent to the eastern wall of the shelter.

Informal gravel parking is provided at the front of the shelter.



Plates 1- 7 depict the current building types on the subject site.



PLATE 1 – COOL STORAGE SHED



PLATE 2 – EARTHMOVING SHED



PLATE 3 – OFFICE



PLATE 4 – SHED



PLATE 5 – WORKSHOP



PLATE 6 – EXAMPLE OF STAFF DWELLING



PLATE 7 – INSIDE A WORKERS DONGA



3.4 Operating Hours

The operating hours of the farm will generally occur between the hours of 7am and 4pm each day but will vary in regard to the days of operation. Typically, throughout most of the year, activities onsite will occur between these hours 5 days per week (Monday – Friday), however, during the busiest period (i.e. the picking and packaging stage), operations may occur 7 days per week and with expanded operating hours.

3.5 Traffic Volumes and Vehicle Parking

Traffic volumes will vary with the intensity of the various stages of the annual cycle, as described above, however, there is an average of 4 truck movements per week, including during the peak period of intensity / activity.

In addition to this, staff will attend site each day. However, most of the staff live onsite in the nine staff accommodation that are provided. During the peak season, approximately 40 seasonal workers are brought to the site. As there is onsite accommodation provided for these seasonal workers, vehicle movements to and from the site will be low on weekdays. It is expected that workers vehicle movements in the peak season will be as high as 1 minibus, 1 van and 5 vehicles per day (in and out). Vehicle movements outside of the peak periods are much lower, going to as low as 2 workers vehicle movements per day (in and out) given staff numbers will be at a minimum.

Vehicle parking will occur informally, but generally adjacent to the workers accommodation, marked on the Development Site Plan (refer to **Appendix B**) which is constructed to a hardstand standard. There is a blue metal car park adjacent to the office. It is noted that because there will not be any retail customers attending site, because there is a substantial area suitable for the parking of up to 30 vehicles, and the fact that parking requirements fluctuate significantly depending on the seasonal workforce, there is no need for a more formalised parking arrangement.

As previously mentioned, the earthmoving shed is being leased to Southern Earthmovers. This generates approximately 2 truck movements and 20 vehicle movements per day (in and out). It is anticipated that this lease will end when construction of the neighbouring dam is completed.

3.6 Effluent Disposal

A Site and Soil Evaluation (SSE) has been prepared by Accendo Australia in support of the Development Application and is attached at **Appendix D**. The report outlines the findings from a site visit undertaken on the 21st of December 2022, which determined the suitability of the subject site for onsite effluent disposal and provided appropriate locations for these systems, in accordance with the relevant regulations and guidelines.

The report outlines that the estimated total effluent production at the subject site is 17,812 L/day, which has been used to inform the suitability of the existing systems. The existing dwellings are currently serviced by two septic tanks and two leach drains, however, to ensure compliance with the guidelines, an extra leach drain is required. Further, an addition of a secondary treatment



- The use of secondary treatment systems with nutrient reduction capabilities;
- Prepare the soil, especially in areas of compacted soil, by deep ripping, shallow cultivation and the application of gypsum (if required);
- Promote the formation of biological pores and increase evapotranspiration through the establishment of vigorous vegetation on the application areas;
- Place soil of good permeability around absorption trenches, or around ETA beds and trenches (if these systems are used);
- Reduce flow of wastewater using water-saving devices;
- Install systems when soils are dry or slightly moist;
- Use interceptor bunds and drains downslope of application area to divert run-off and seepage into a holding dam (if required);
- Avoid heavy equipment on application area when soils are moist or wet; and
- Avoid smearing the sides and bottoms of trenches and beds during installation.

Further detail surrounding the particulars of the current effluent systems can be found in the report at **Appendix D**.



4 PLANNING FRAMEWORK AND RATIONAL

4.1 Shire of Manjimup Local Planning Scheme No. 4

The subject site is zoned Priority Agriculture under the Shire of Manjimup Local Planning Scheme No. 4 (TPS No. 4), as is other land directly to the west of the subject site. Land to the north, east and is zoned State Forest and other Forest Reserves.

The purpose of the Priority Agriculture zone is as follows:

“To provide for the sustainable use of high quality agricultural land, particularly where water resources exist, preserving existing agricultural production and allowing for new agricultural production by securing suitable land and water resources. To provide for intensive agricultural and horticultural production; including market gardens, orchards and vineyard enterprises.”

The current land use of the subject site is an orchard, and therefore fits the above-mentioned objectives of the zone.

The current land use of an orchard fits the definition of “Agriculture – Intensive” within LPS No. 4 given it involves the production of fruit. Noting that this use could also be defined as “Horticultural Pursuit.” The Agricultural Intensive land use is defined as:

“Means premises used for trade or commercial purposes, including outbuildings and earthworks, associated with the following:

- (a) the production of grapes, vegetables, flowers, exotic or native plants, or fruit or nuts;
- (b) the establishment and operation of plant or fruit nurseries, and;
- (c) the development of land for irrigated fodder production or irrigated pasture (including turf farms).

This land use is considered to be a “P” use within the Priority Agriculture zone. This means that the current use of the site is permitted by the scheme, provided the use complies with the relevant development standards and the requirements of the scheme.

The proposed land use is also compatible with nearby land uses. A vast majority of the surrounding locality is used for growing fruit or reserved, given it is State Forest. Other land uses in the locality include forest. As such, the proposed use can be considered consistent with the current amenity of the locality.

As part of the operations of the orchard, storage facilities are located on site. This best fits the definition of ‘Industry -Rural’ within LPS 4 given it involves storage. This land use is defined as:

- (a) an industry handling, treating, processing or packing rural products; or



(b) a workshop servicing plant or equipment used for rural purposes.

This land use is considered to be an “A” use within the Priority Agriculture Zone. This means that the use is not permitted unless the local government has exercised its discretion by granting planning approval after giving special notice in accordance with Clause 9.6.

This use is compatible with nearby land uses. Amenity is preserved in the area by the fact that the site is isolated. As such, the proposed use can be considered consistent with the current amenity of the locality.

Worker’s accommodation and various associated outbuildings are also present on the site. This best fits the definition of ‘Rural Worker’s Accommodation.’ It is defined as:

“Rural workers’ accommodation” means a building located on a rural landholding which is used for short stay, sleeping quarters for seasonal, temporary or migratory workers working on that landholding and is to be incidental to the agricultural use of that land;

This land use is considered to be an “A” use within the Priority Agriculture Zone. This means that the use is not permitted unless the local government has exercised its discretion by granting planning approval after giving special notice in accordance with Clause 9.6.

Given that workers accommodation is a necessary typical facility located at orchards in the area, and given it helps to reduce daily vehicle movements to and from the site, it should be viewed favourably.

4.2 Special Control Area 1

The subject site is also located within Special Control Area 1 (SCA1), the Lefroy Brook Catchment Area.

The general purpose of the Special Control Area in each case, is to guide development and subdivision in an orderly manner:

- (i) where provisions apply in addition to the provisions applying to the underlying zone or reserve and any general provisions of the Scheme;
- (ii) in accordance with and consistent with the limitations of existing infrastructure;
- (iii) to support the natural resource management provisions of this Scheme;
- (iv) to support the general land use allocations indicated in the local government’s policies for each area;
- (v) to address public health and safety requirements; and
- (vi) in relation to Structure Plan areas, to provide for the prerequisite preparation of structure plans to guide future subdivision and development in a given locality for a specific use(s).

Retrospective development on the subject site ensures that the abovementioned points are adhered to, with vi not applying to this site. An orchard represents a land use which enables the natural amenity of the area to be retained.



4.3 Bushfire Management

Given the site is located within a Bushfire Prone Area, as designated by the Department of Fire and Emergency Services, a Bushfire Management Plan (BMP) and Bushfire Emergency Plan (BEP) has been prepared in support of the Development Application and is attached at **Appendix E and F** respectively.

The BMP demonstrates compliance with the requirements of SPP 3.7. In summary, the existing buildings must be surrounded by an asset protection zone (APZ) to ensure that compliance is met with BAL-29 standards.

4.4 Traffic Management

Access to the site is derived by Etherington Road. This road is made of gravel, however it is maintained to a standard which enables safe access for vehicles servicing the orchard.

The impact of traffic along Etherington Road on other residents or businesses in the area is low given there is no other development between the site and Seven Day Road.



5 CONCLUSION

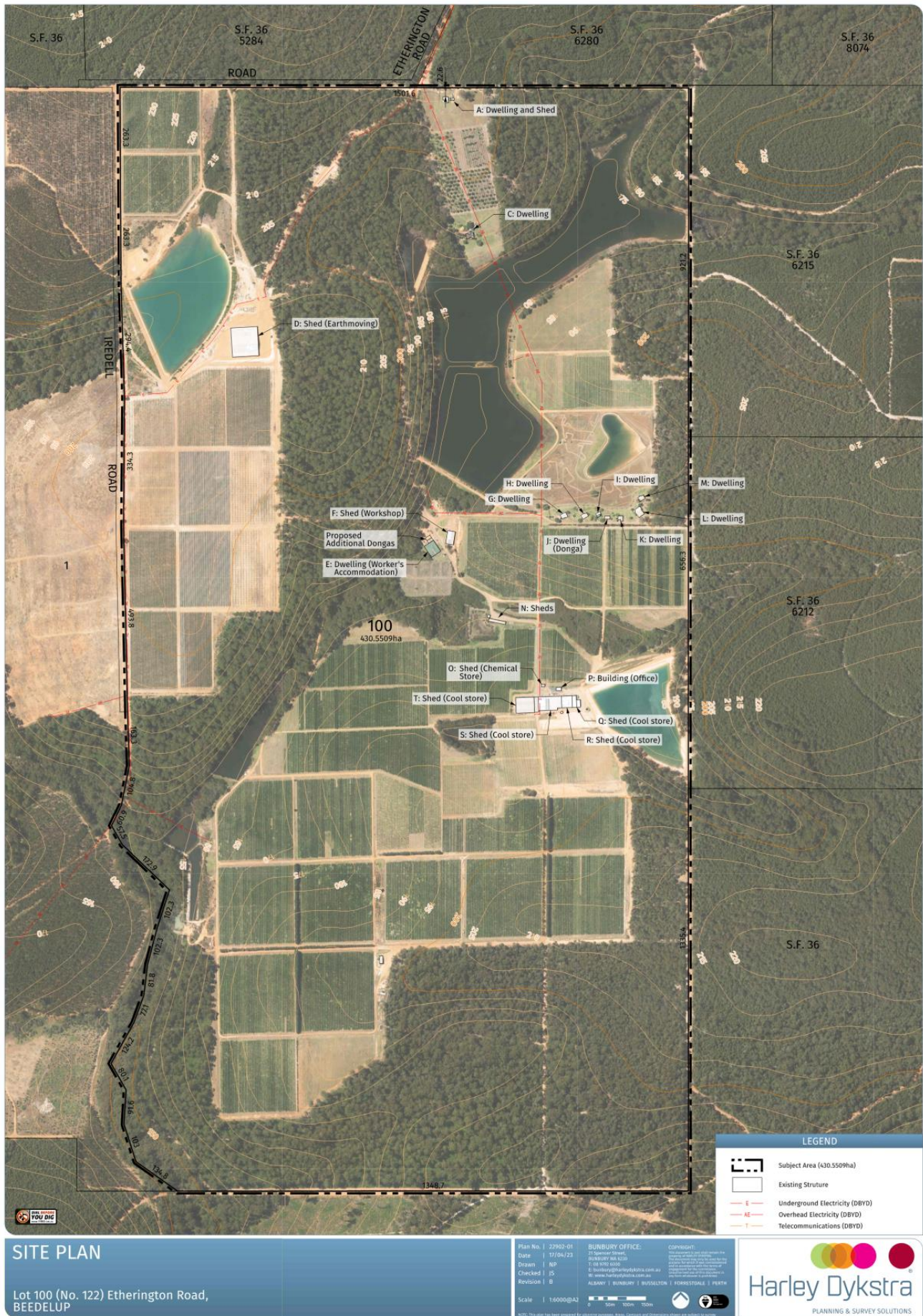
This Development Application has provided the relevant details and rationale in support of a retrospective development application for the existing infrastructure at the orchard on Lot 100 Etherington Road, Beedelup.

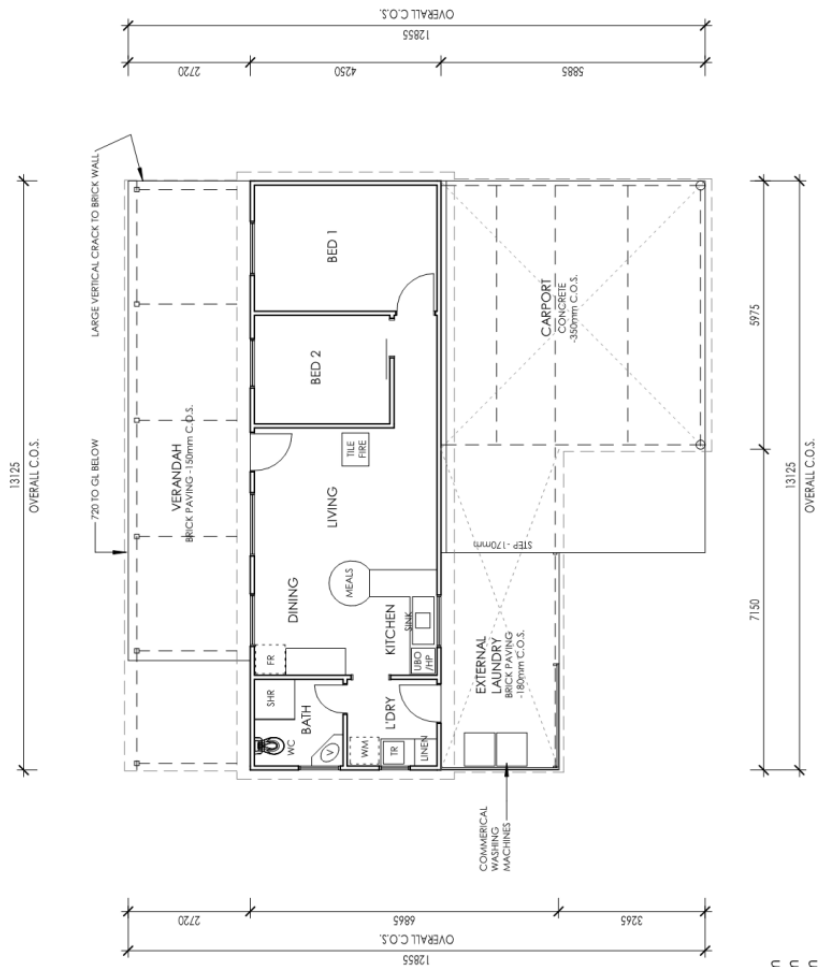
This proposal would ultimately allow for the existing landowner to continue operating their orchard to the general extent of existing development.

This submission illustrates that the proposal is consistent with the Priority Agriculture zoning and the other relevant town planning requirements. Furthermore, the amenity impact on the surrounding rural area is considered to be negligible and manageable to an appropriate standard that preserves the existing amenity of this rural locality.

On the basis of the supporting rationale detailed within this report, it is respectfully requested that the proposed orchard is considered favourably.

Should any further information be required to facilitate the assessment of the application, Harley Dykstra can make the necessary arrangements to ensure that this information is made available.





EXISTING HOUSE PLAN

- EXISTING HOUSE PLAN AREA - 55.763 sqm
- EXISTING EXTERNAL LAUNDRY - 18.701 sqm
- EXISTING FRONT VERANDAH - 35.705 sqm
- EXISTING CARPORT AREA - 35.469 sqm
- TOTAL EXISTING HOUSE AREA - 145.638 sqm

GENERAL NOTES

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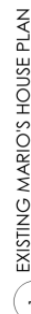
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project name:

PROPOSED RETROSPECTIVE DRAWING OF EXISTING BUILDING STRUCTURES LOT 100 ETHERINGTON ROAD, MANJIMUP FOR CASUARINA VALLEY ORCHARDS

BUILDING K - HOUSE PLAN

job no. :	21-04424	sheet number
date:	DEC. 2021	A002
current revision		
drawn: GARY	0	scale: 1 : 100 ON A3 SHEET
checked: HDG		



1 : 100

EXISTING HOUSE AREA	- 218.442 sqm
EXISTING PORCH AREA	- 1.450 sqm
EXISTING DECK AREA	- 87.907 sqm
EXISTING CARPORT/ROOF	- 79.685 sqm
TOTAL EXISTING HOUSE AREA	- 387.484 sqm



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project name: PROPOSED RETROSPECTIVE DRAWING OF EXISTING BUILDING STRUCTURES
LOT 100 ETHERINGTON ROAD, MANJIMUP
FOR CASUARINA VALLEY ORCHARDS

BUILDING L - MARIO'S HOUSE

job no.:	21-04424	sheet number
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date:	DEC. 2021
current revision	

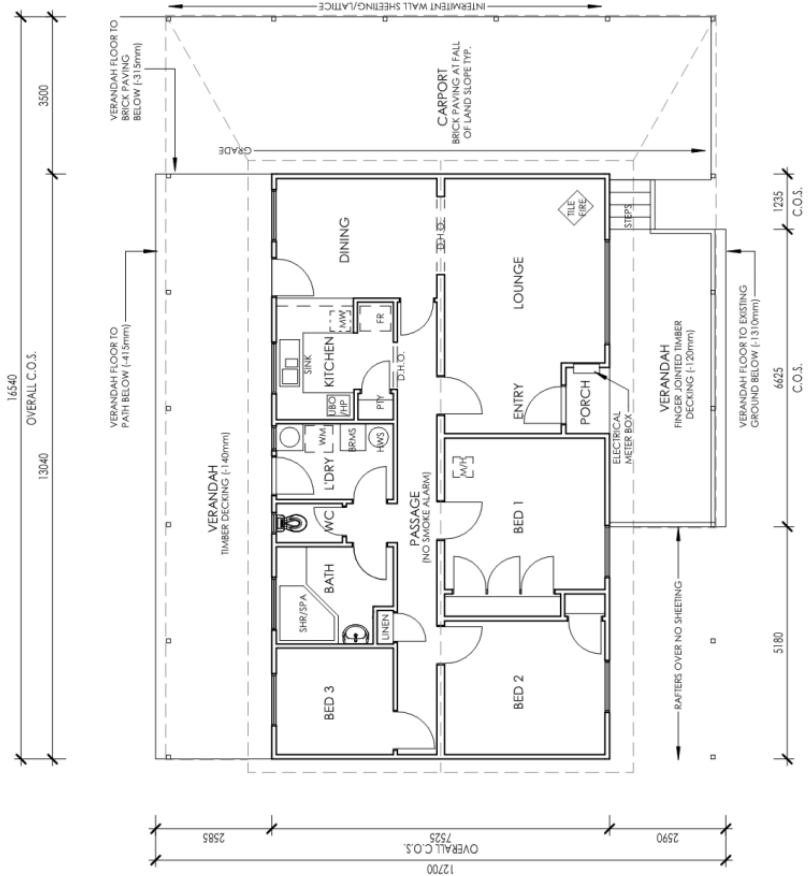
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1 EXISTING JADE'S HOUSE PLAN

- EXISTING HOUSE PLAN AREA - 96.708 sqm
- EXISTING PORCH AREA - 1.437 sqm
- EXISTING FRONT VERANDAH - 17.157 sqm
- EXISTING REAR VERANDAH - 33.706 sqm
- EXISTING CARPORT AREA - 42.844 sqm
- TOTAL EXISTING HOUSE AREA - 191.852 sqm

GENERAL NOTES

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PROPOSED RETROSPECTIVE DRAWING OF
EXISTING BUILDING STRUCTURES
LOT 100 ETHERINGTON ROAD, MANJIMUP
FOR CASUARINA VALLEY ORCHARDS

BUILDING M - JADE'S HOUSE PLAN	
job no. :	21-04424
date:	DEC. 2021
current revision	
drawn: GARY	checked: HDG
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15 Dec 21 10:57:39 AM



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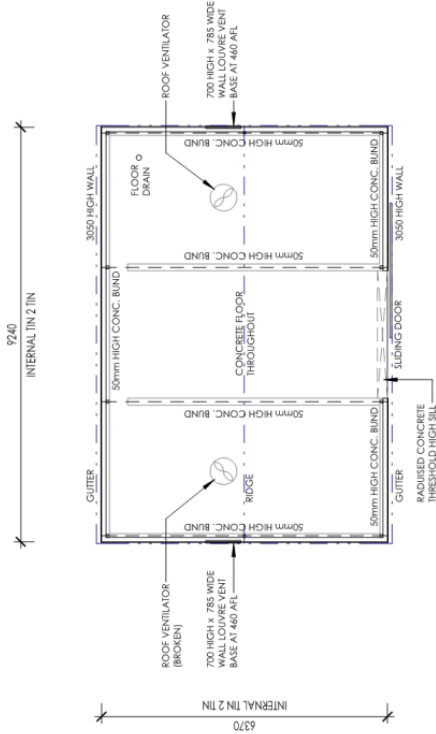
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LOT 100 ETHERINGTON ROAD, MANJIMUP
FOR CASUARINA VALLEY ORCHARDS

job no. :	21-04424	sheet number
date:	DEC 2021	A002
current revision		
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EXISTING CHEMICAL STORE SHED PLAN

1 : 100

BUILDING AREA - 58.859 sqm
SHED VOLUME - 213.360 cubic metres



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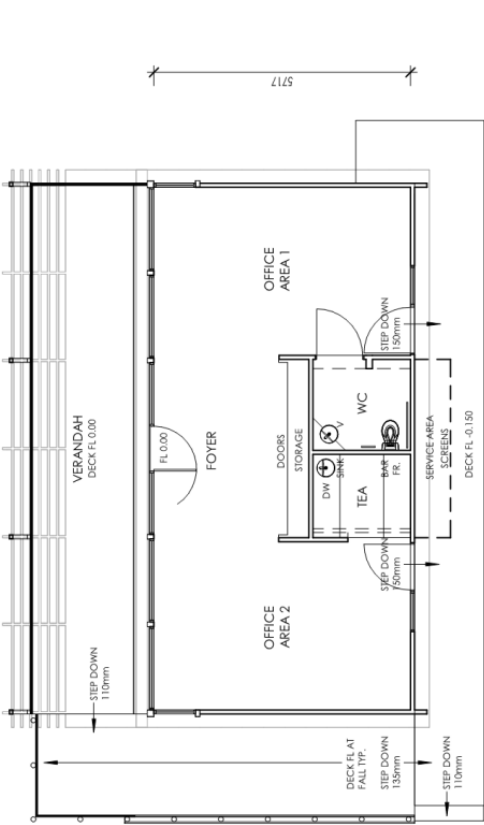
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PROPOSED RETROSPECTIVE DRAWING OF
EXISTING BUILDING STRUCTURES
LOT 100 ETHERINGTON ROAD, MANJIMUP
FOR CASUARINA VALLEY ORCHARDS

No.	DESCRIPTION	DATE
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BUILDING 0 - CHEMICAL STORE SHED

job no. :	21-04424	sheet number
date:	DEC. 2021	
current revision		A002
drawn: GARY		
checked: HDG	0	scale: 1 : 100 ON A3 SHEET



1 EXISTING BUILDING P - OFFICE PLAN

EXISTING OFFICE PLAN AREA - 70.471 sqm
EXISTING VERANDAH AREA - 31.468 sqm
TOTAL EXISTING OFFICE AREA - 101.939 sqm

GENERAL NOTES

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EXISTING BUILDING STRUCTURES
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FOR CASUARINA VALLEY ORCHARDS

BUILDING P - OFFICE PLAN

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date:	DEC. 2021	A002
drawn: GARY	current revision	
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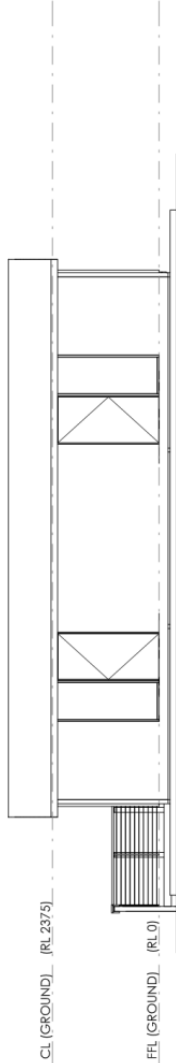
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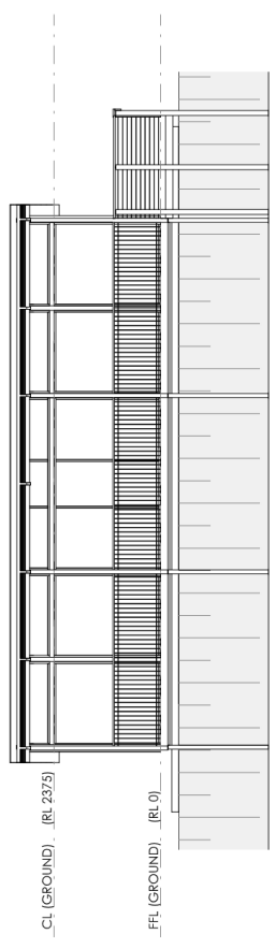


4 LEFT ELEVATION
1 : 100

3 RIGHT ELEVATION
1 : 100



2 ROAD ELEVATION (FACING COOLROOMS)
1 : 100



1 REAR ELEVATION (FACING ORCHARD)
1 : 100

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EXISTING BUILDING STRUCTURES
LOT 100 ETHERINGTON ROAD, MANJIMUP
FOR CASUARINA VALLEY ORCHARDS

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BUILDING P - OFFICE ELEVATIONS	
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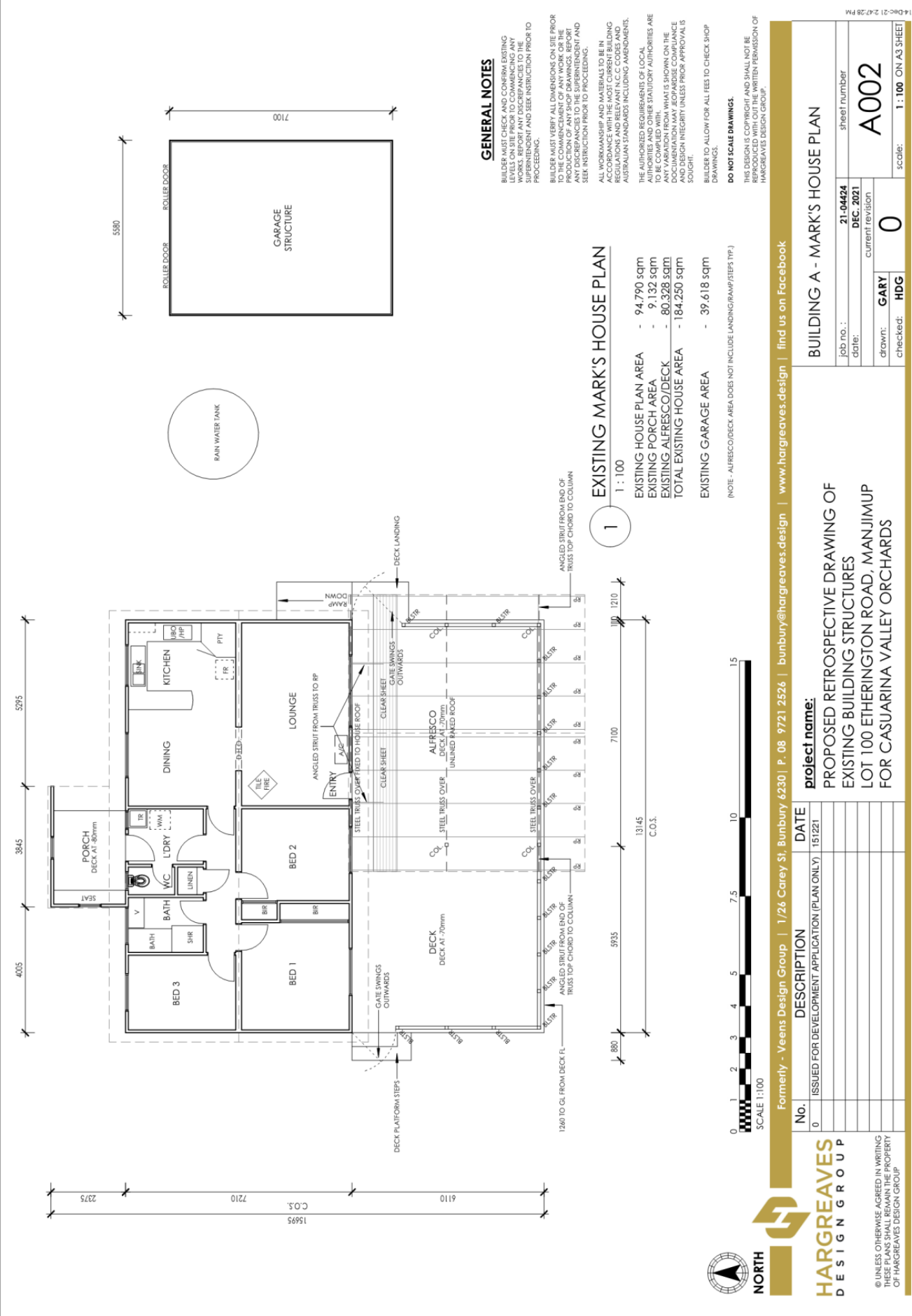


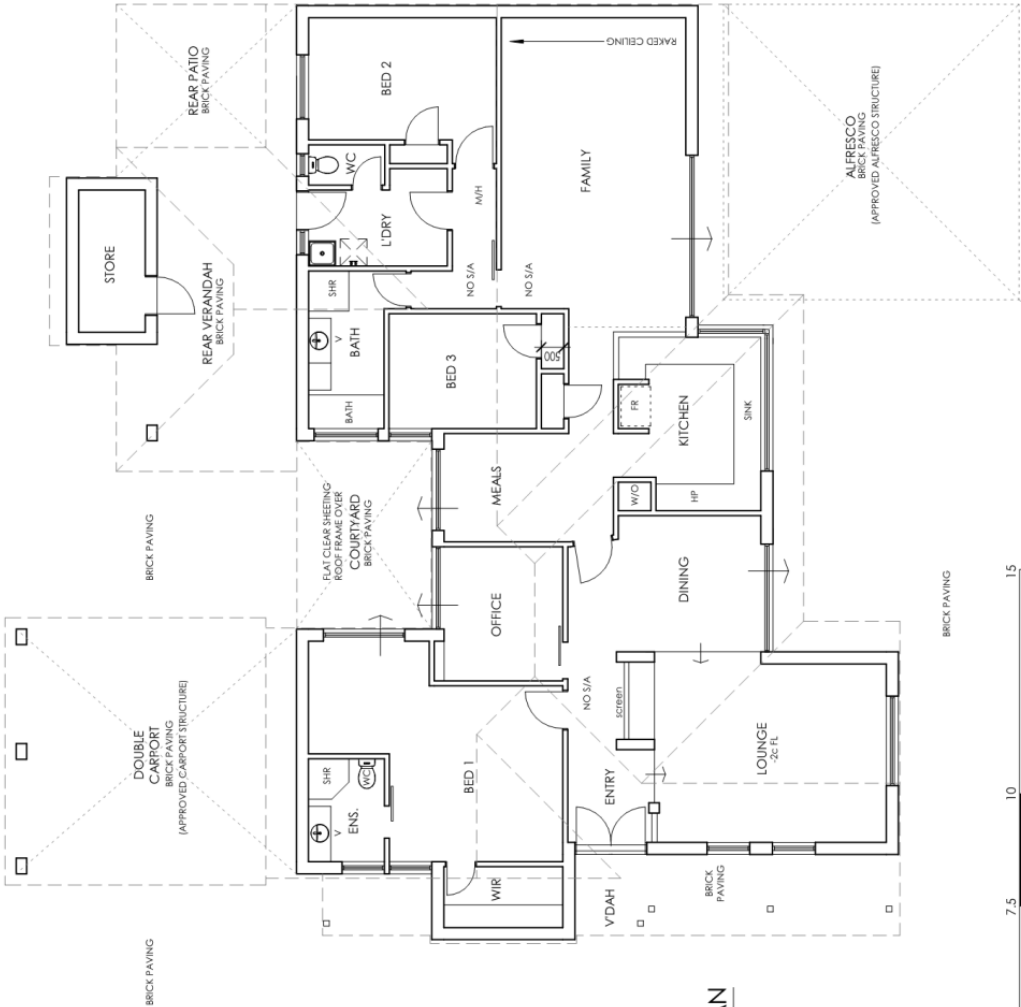






		No. 0 DATE 15/12/21 Issued for DEVELOPMENT APPLICATION		PROJECT name: PROPOSED RETROSPECTIVE DRAWING OF EXISTING BUILDING STRUCTURES LOT 100 ETHERINGTON ROAD, MANJIMUP FOR CASUARINA VALLEY ORCHARDS		EXISTING SITE PLAN JOB NO.: 31-04634 DATE: DEC. 2021 current revision:		scale: 0 drawn: GARY checked: HDG		sheet number: A001 scale: 1:1000 ON A2 SHEET	
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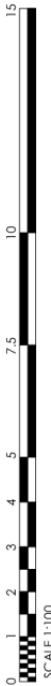
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EXISTING BUILDING C HOUSE PLAN

1 : 100

EXISTING HOUSE PLAN AREA	- 196.274 sqm
EXISTING CARPORT AREA	- 34.052 sqm
EXISTING FRONT VDAH AREA	- 9.710 sqm
EXISTING REAR VDAH AREA	- 18.651 sqm
EXISTING STORE AREA	- 7.492 sqm
EXISTING PATIO AREA	- 15.410 sqm
EXISTING COURTYARD AREA	- 12.675 sqm
EXISTING ALFRESCO AREA	- 43.327 sqm
TOTAL EXISTING HOUSE AREA	- 337.591 sqm



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FOR CASUARINA VALLEY ORCHARDS

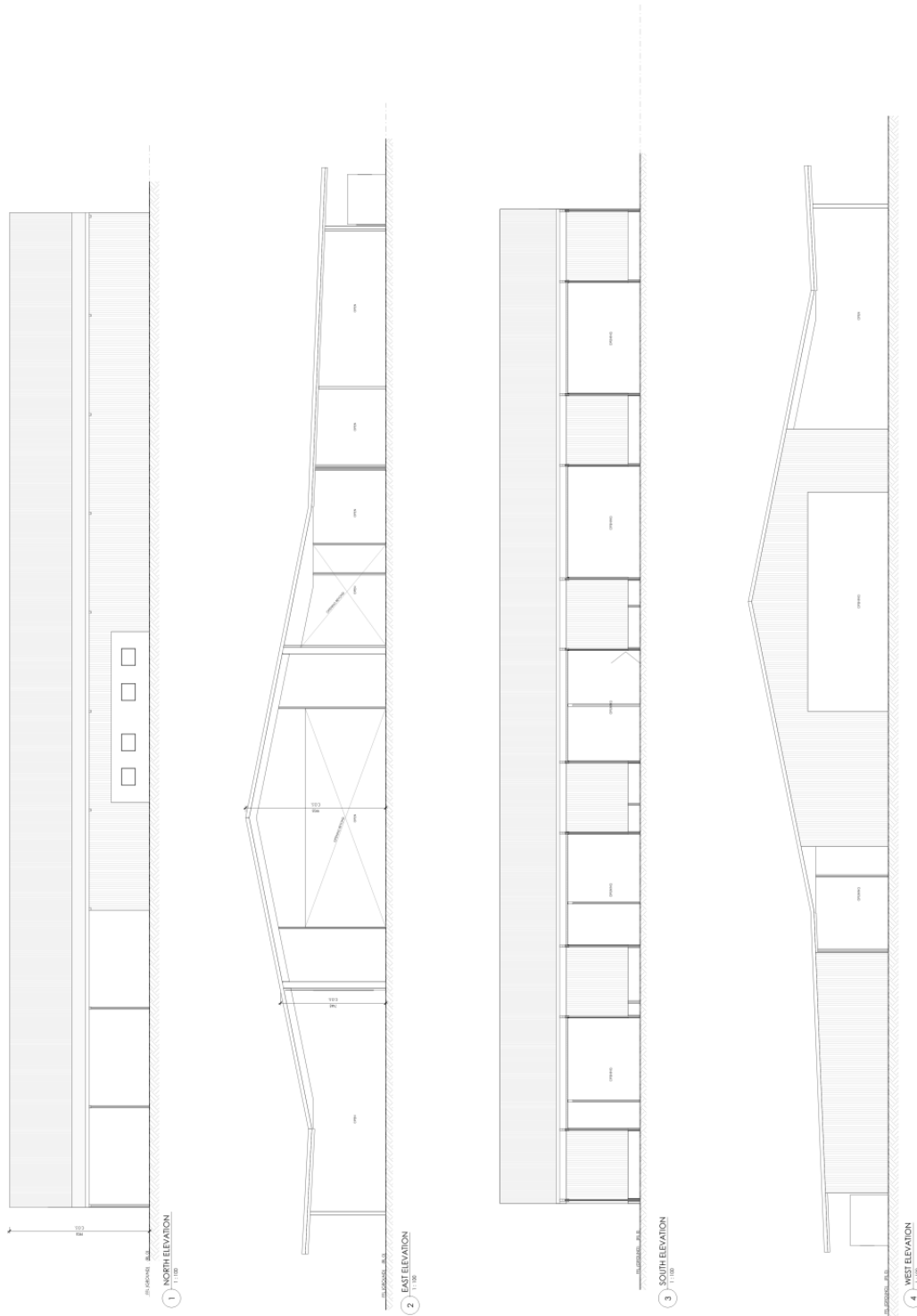
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BUILDING C - EXISTING HOUSE PLAN

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PROJECT LOCATION 100 CANADIAN AVENUE, SUITE 100		PROJECT NAME BUILDING D - SHED STRUCTURE ELEVATIONS	
PROJECT NUMBER 100 CANADIAN AVENUE, SUITE 100		PROJECT DATE 100 CANADIAN AVENUE, SUITE 100	
PROJECT DESCRIPTION BUILDING D - SHED STRUCTURE ELEVATIONS		PROJECT STATUS 100 CANADIAN AVENUE, SUITE 100	
PROJECT DRAWING 100 CANADIAN AVENUE, SUITE 100		PROJECT SHEET 100 CANADIAN AVENUE, SUITE 100	
PROJECT SCALE 100 CANADIAN AVENUE, SUITE 100		PROJECT DATE 100 CANADIAN AVENUE, SUITE 100	
PROJECT SHEET 100 CANADIAN AVENUE, SUITE 100		PROJECT STATUS 100 CANADIAN AVENUE, SUITE 100	









WORKSHOP SHED VOLUME
- 2389.697 cubic metres

WORKSHOP LEAN-TO VOLUME
- 1246.368 cubic metres



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project name: PROPOSED RETROSPECTIVE DRAWING OF EXISTING BUILDING STRUCTURES
LOT 100 ETHERINGTON ROAD, MANJIMUP
FOR CASUARINA VALLEY ORCHARDS

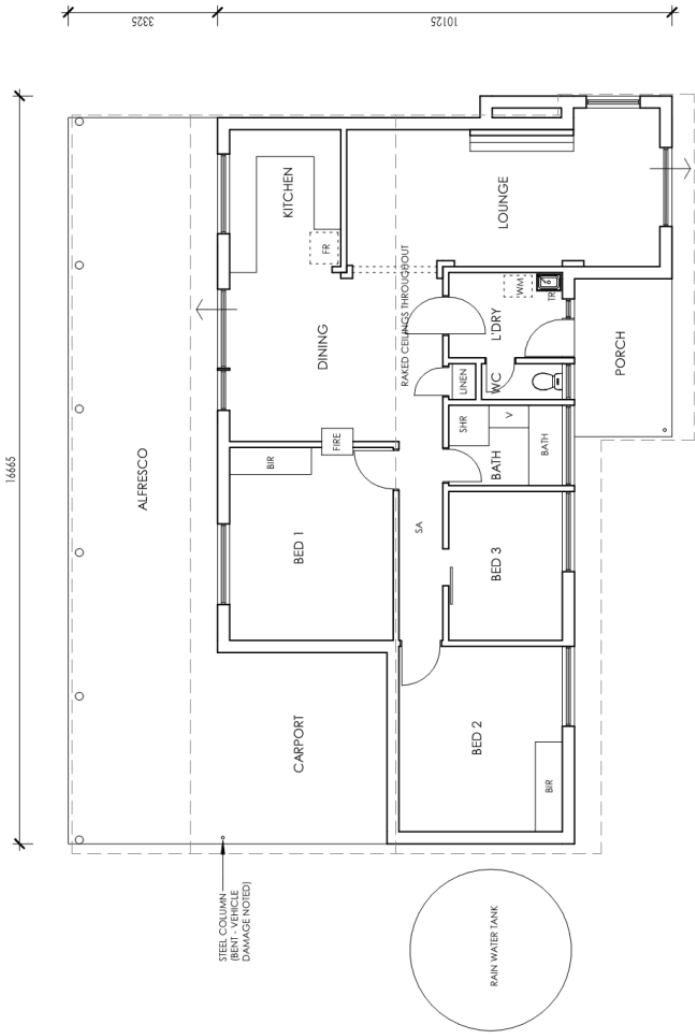
Unit no. :	Page no. :	Student's signature
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date:	DEC. 2021		

drawn: GARY	current revision: 0
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1 EXISTING HOUSE PLAN

1 : 100

EXISTING HOUSE PLAN AREA	- 122.486 sqm
EXISTING CARPORT AREA	- 16.089 sqm
EXISTING PORCH AREA	- 7.651 sqm
EXISTING ALFRESCO AREA	- 53.776 sqm
TOTAL EXISTING HOUSE AREA	- 200.022 sqm

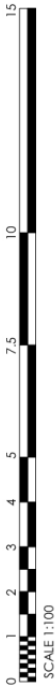


NORTH



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project name:

PROPOSED RETROSPECTIVE DRAWING OF
EXISTING BUILDING STRUCTURES
LOT 100 ETHERINGTON ROAD, MANJIMUP
FOR CASUARINA VALLEY ORCHARDS

BUILDING G - EXISTING HOUSE PLAN

job no. :	21-04424	sheet number
date:	DEC. 2021	A002
drawn:	GARY	current revision
checked:	HDG	0
scale:	1 : 100	ON A3 SHEET

GENERAL NOTES

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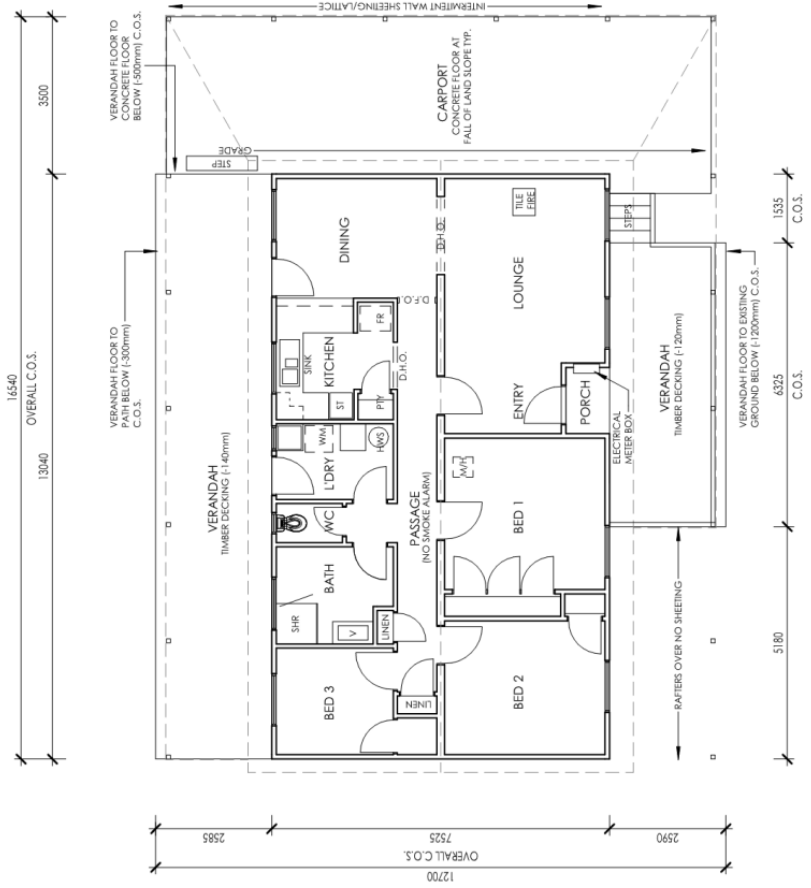
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1 EXISTING ALI'S HOUSE PLAN 1 : 100

- EXISTING HOUSE PLAN AREA - 96.708 sqm
- EXISTING PORCH AREA - 1.437 sqm
- EXISTING FRONT VERANDAH - 17.157 sqm
- EXISTING REAR VERANDAH - 33.706 sqm
- EXISTING CARPORT AREA - 42.844 sqm
- TOTAL EXISTING HOUSE AREA - 191.852 sqm

GENERAL NOTES

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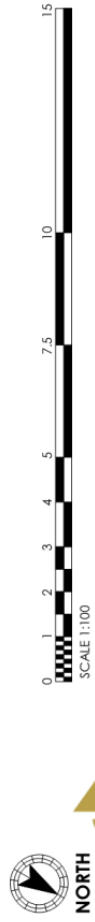
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project name:

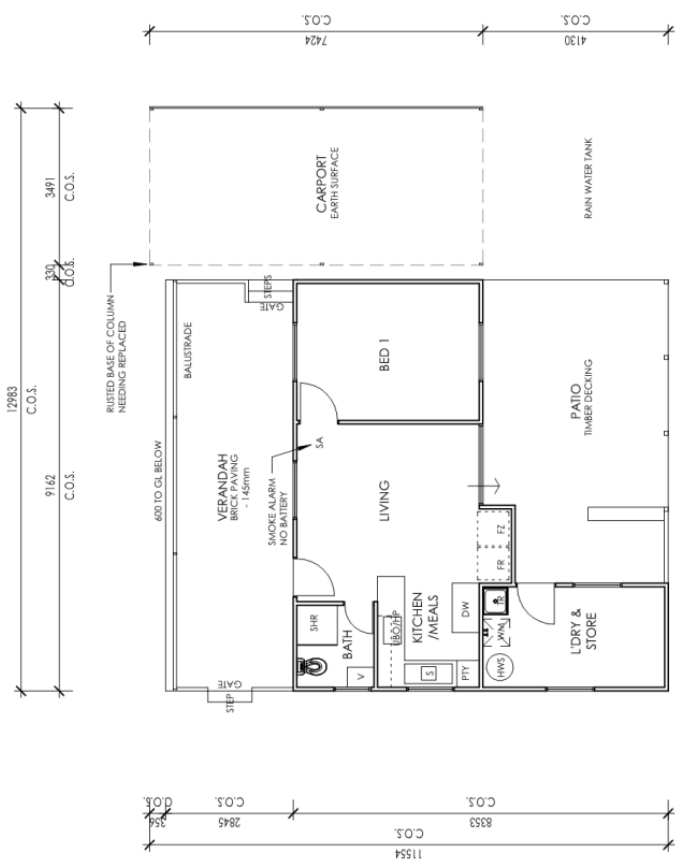
PROPOSED RETROSPECTIVE DRAWING OF EXISTING BUILDING STRUCTURES LOT 100 ETHERINGTON ROAD, MANJIMUP FOR CASUARINA VALLEY ORCHARDS

No.	DESCRIPTION	DATE
0	ISSUED FOR DEVELOPMENT APPLICATION (PLAN ONLY)	15/12/21

BUILDING H - ALI'S HOUSE PLAN

job no. :	21-04424	sheet number
date:	DEC. 2021	A002
current revision		
drawn: GARY	checked: HDG	scale: 1 : 100 ON A3 SHEET

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EXISTING BUILDING I PLAN (DEREK'S HOUSE)

- BUILDING I AREA - 49.854 sqm
- CARPORT AREA - 25.917 sqm
- VERANDAH AREA - 26.066 sqm
- PATIO AREA - 26.676 sqm
- TOTAL AREA - 128.513 sqm



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No.	DESCRIPTION	DATE
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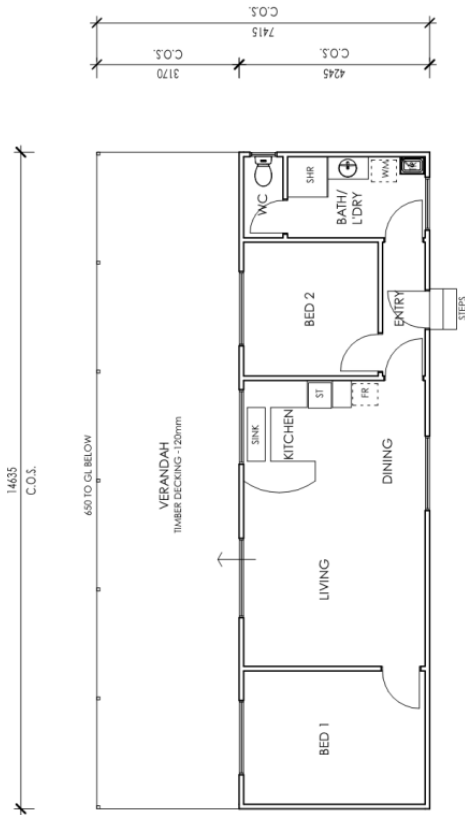
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BUILDING I - DEREK'S HOUSE

job no. :	21-04424	sheet number
date:	DEC. 2021	A002
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project name:
PROPOSED RETROSPECTIVE DRAWING OF
EXISTING BUILDING STRUCTURES
LOT 100 ETHERINGTON ROAD, MANJIMUP
FOR CASUARINA VALLEY ORCHARDS

15-Dec-21 10:05:33 AM



1 EXISTING BUILDING J (JOHN'S HOUSE) PLAN
1 : 100

HOUSE AREA - 62.117 sqm
VERANDAH AREA - 46.387 sqm
TOTAL AREA - 108.504 sqm



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project name:
PROPOSED RETROSPECTIVE DRAWING OF
EXISTING BUILDING STRUCTURES
LOT 100 ETHERINGTON ROAD, MANJIMUP
FOR CASUARINA VALLEY ORCHARDS

BUILDING J - JOHN'S HOUSE

job no. :	21-04424	sheet number
date:	DEC. 2021	A002
drawn:	GARY	current revision
checked:	HDG	0
scale:	1 : 100	ON A3 SHEET

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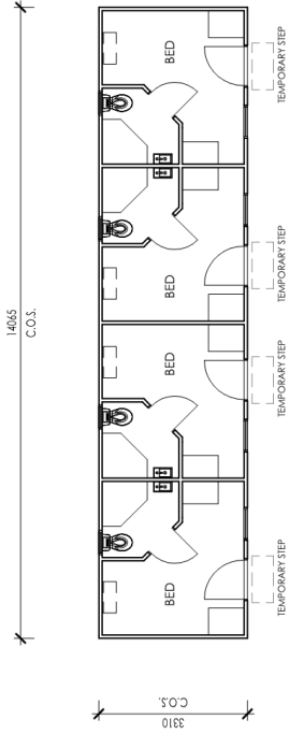
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15-Dec-21 10:10:03 AM



1 EXISTING TYPE THREE DONGA WITH ENSUITE PLAN (NORTH SIDE)

BUILDING AREA - 46.549 sqm



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No.	DESCRIPTION	DATE
0	ISSUED FOR DEVELOPMENT APPLICATION (PLAN ONLY)	15/12/21

project name:

PROPOSED RETROSPECTIVE DRAWING OF
EXISTING BUILDING STRUCTURES
LOT 100 ETHERINGTON ROAD, MANJIMUP
FOR CASUARINA VALLEY ORCHARDS

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15-Dec-21 10:15:42 AM

Jocelyn Baister

From: Lily Simpson
Sent: Thursday, 10 August 2023 3:37 PM
To: Info
Subject: [External] DA23/76 P58097

Good afternoon Jocelyn

Thank you for your letter regarding retrospective industry – rural, rural workers accommodation and several dwellings on Lot 100, 122 Etherington Road, Beedelup.

Parks and Wildlife has no objection to this proposal although noting that Building A has been retrospectively placed within DBCA's preferred setback distance of 100m. All fire protection requirements must be provided on the property itself and not place impositions upon the management of adjoining department-managed lands.

If you have any further enquiries, please contact Peter Bamess on 97717 988.

Regards
Lil

Lily Simpson
Personal Assistant to Tim Foley
A/Regional Manager, Warren Region
Parks and Wildlife Service
Phone:
Email:



Department of Biodiversity,
Conservation and Attractions



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Western Australia.*

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Jocelyn Baister

From: Daniel Wong
Sent: Wednesday, 9 August 2023 3:58 PM
To: Info
Subject: [External] Retrospective Orchard Workers Accommodation and associated structures at Lot 100 Etherington Road Beedelup (DWER ref: PA 057587 , DWERT920-2~72 ; Shire ref: DA23/76 P58097 TP 84/2023)
Attachments: WQPN 25_Land use compatibility tables for public drinking water source areas_Aug 2021.pdf; WQPN-68-Mechanical-equipment-wash-down.pdf; WQPN 56_Tanks for fuel and chemical storage near sensitive water resources _Dec 2018.pdf; WQPN 10 Contaminant spills 2020.pdf; WQPN 6 __ Vegetation buffers to sensitive water resources.pdf

9th August 2023

Our Reference: PA 057587 , DWERT920-2~72

Your Reference: DA23/76 P58097 TP 84/2023

To: Shire of Manjimup

From: Department of Water and Environmental Regulation

Attention: Jocelyn Baister

RE: Retrospective Orchard Workers Accommodation and associated structures at Lot 100 Etherington Road Beedelup

Dear Jocelyn,

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

This Development Application seeks:

- retrospective approval for an orchard workers accommodation (with ablution facilities and kitchen facilities), associated outbuildings, a chemical storage shed and earthmoving shed.
- the expansion of the seasonal workers dongas capacity to 50 people, resulting in the addition of two dongas

To support this proposal, the following documents were prepared:

- *Retrospective Development Application – Cool storage, Various Associated Buildings, and Workers Accommodation - Lot 100 (No. 122) Etherington Road, Beedelup* (by Harley Dykstra, Rev B, dated: 17/4/2023) (to be referred to as the Application Document)
- Site And Soil Evaluation Lots 1 & 100 Etherington Road, Beedelup (by accendo Australia, Version V1, dated: 13 March 2023) (to be referred to as the SSE) (contained in Appendix D of the Application Document)
- Advice Note by accendo Australia (by Phoebe Norman, Environmental Consultant) (contained in Appendix C of the Application Document)

The Department has identified that the proposal has the potential for impact on the environment and water resources. Key issues and recommendations are provided below, and these matters should be addressed.

- **Issue 1:** Prescribed Premises and the *Environmental Protection Regulations 1987*
- **Advice 1:** If a secondary sewage treatment system with a maximum design capacity greater than 20 m³/day is proposed, the premises would be considered a Category 85 prescribed premises under the regulations – which would require a works approval prior to construction and subsequent registration to authorise emissions and discharges from the system

- **Issue 2:** Potential nutrient and pathogen impacts due to non-compliance with WQPN 25
- **Advice 2:** The Shire is advised:
 - a) for the workers accommodation:
 - consistent with the SSE recommendations and WQPN 25, secondary treatment systems with nutrient removal be utilised instead of conventional septic systems
 - the proponent locate the sewage disposal point to achieve the 100 metres separation distance to the waterway/dams
 - b) for the dwellings/existing ablution facilities: where *feasible and appropriate*, the developments be upgraded and connected to a single system with secondary treatment with nutrient removal
 - c) further detail be provided regarding the proposed sewage disposal system and disposal location/s to the satisfaction of the Shire, in consultation with its Environmental Health Officer, and Department of Health (as appropriate)
 - d) DWER supports the SSE recommendation that surface irrigation not be adopted on the basis of minimising spray drift and the protection of surface water quality

- **Issue 3:** Separation to groundwater
- **Advice 3:** The Shire is advised:
 - a) the highest groundwater be determined to inform any proposed sewage disposal systems
 - b) groundwater measurements should be taken between August to early October (late winter to early spring depending upon rainfall) to capture the highest groundwater
 - c) refusal at shallow depths (~1.4m) for groundwater measurements indicates soil amendments and mounding is required to ensure the 2m vertical separation distance can be met to achieve compliance with WQPN 25

- **Issue 4:** Machinery washdown area and stormwater management
- **Advice 4:** The Shire is advised:
 - a) control measures such as, but not limited to bunding be in place to ensure stormwater from the machinery washdown area and other potentially contaminating activities do not enter drainage lines, waterways or the dam.
 - b) where appropriate, wash down areas and associated drainage facilities should have a minimum vegetated separation distance from water bodies as described in our WQPN 6 *Vegetated buffers to sensitive water resources* (Feb 2006)
 - c) stormwater management be consistent with DWER's WQPN 68 – *Mechanical equipment wash down* (September 2013)

- **Issue 5:** Chemicals - Earthmoving shed and chemical store

- **Advice 5:** To mitigate the risk of chemicals to the PDWSA:
 - a) fuel and chemical tanks should be managed in accordance with WQPN 56 – *Tanks for fuel and chemical storage near sensitive water resources* (Dec 2018), adopting measures such as but not limited to ensuring tank storage to 5000L or less, bunding and storage over impervious hardstand surfaces
 - b) handling and use of chemicals and fuels should be in accordance with WQPN no. 65: *Toxic and hazardous substances* (April 2015), and following Australian Standards ([Home | Standards Australia](#)) as appropriate
 - c) an emergency response plan be in place and guided by WQPN 10 – *Contaminant spills – emergency response plan*
 - d) high risk activities such as but not limited to mechanical repairs should occur over an impervious hardstand surface, away from waterways, drainage lines and waterbodies, where spills can be fully contained consistent with WQPN 10
- **Issue 6:** Clearing of native vegetation may be subject to the *Environmental Protection Act 1986* (EP Act)
- **Advice 6:** The proponent is to obtain Developmental Approval prior to clearing to ensure the clearing is exempt under the EP Act and clearing to be in accordance with the Shire's Firebreak and Fuel Hazard Reduction notice
- **Issue 7:** The proposal is subject to the *Country Areas Water Supply Act 1947* (CAWS Act) where clearing restrictions apply
- **Advice 7:** The proponent is advised to contact the DWER at CAWSA@dwer.wa.gov.au regarding a licence to clear under the CAWS Act prior to development/clearing works being undertaken

Where the Department has a statutory role, planning applications should be considered prior to the Department issuing any relevant permits, licenses and/or approvals.

In the event that the applicant determines that a works approval or licence application is required under Part V of the *Environmental Protection Act 1986* (EP Act), the advice provided in this communication does not prejudice and must not be considered to infer the outcome of the EP Act licence and works approval process.

More detail pertaining to the above issues are provided in Table 1 and Table 2 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:
Phone:
Fax:

Postal:
Location:

Table 1 - Department of Water and Environmental Regulation detailed comments on DA23/76 P58097 TP 84/2023

Item No.	Reviewer comment/advice						
1	<p>Issue 1: Prescribed Premises and the <i>Environmental Protection Regulations 1987</i></p> <p>Advice 1: If a secondary sewage treatment system with a maximum design capacity greater than 20 m³/day is proposed, the premises would be considered a Category 85 prescribed premises under the regulations – which would require a works approval prior to construction and subsequent registration to authorise emissions and discharges from the system</p> <p>Discussion 1: The Department of Water and Environmental Regulation (DWER) regulates emissions and discharges from the construction and operation of prescribed premises through a works approval and licensing process, under Part V, Division 3 of the <i>Environmental Protection Act 1986</i> (EP Act).</p> <p>The categories of prescribed premises are outlined in Schedule 1 of the Environmental Protection Regulations 1987.</p> <p>The EP Act requires a works approval to be obtained before constructing a prescribed premises and makes it an offence to cause an emission or discharge from an existing prescribed premises unless they are the holder of a works approval or licence (or registration) and the emission is in accordance with any conditions to which the licence or works approval is subject.</p> <p>The provided development application request was reviewed in relation to works approval and licence requirements under Part V Division 3 of the EP Act.</p> <p>Based on the information provided, the proposed operations were considered as per Schedule 1 of the Environmental Protection Regulations 1987 for the following category:</p> <table><tr><th>Category</th><th>Category description</th><th>Production or design capacity</th></tr><tr><td>85</td><td>Sewage facility: premises – (a) on which sewage is treated (excluding septic tanks); or (b) from which treated sewage is discharged onto land or into waters</td><td>More than 20 but less than 100 m³ per day</td></tr></table> <p>The information provided indicates that the proposal is unlikely to cause the premises to be considered a prescribed premises due to the following reasons:</p> <ul style="list-style-type: none">• The supporting documentation provided by Harley Dykstra for the Development Application includes a Site and Soil Evaluation by Accendo Australia which states that most dwellings on the premises are serviced by individual septic tanks and leach drains. An upgrade to these systems is recommended, as well as the use of secondary treatment systems for the proposed extension to workers’ accommodation.• Category 85 excludes septic tanks and it’s not clear if the recommendation to use a secondary treatment system has been adopted. The documentation does not include any plans or details of a secondary treatment system to be installed at the property, so it has been assumed that this is not occurring.• The estimated total effluent production is 17,812 L/day (appx. 17.8 m³), which will be disposed of via septic systems.	Category	Category description	Production or design capacity	85	Sewage facility: premises – (a) on which sewage is treated (excluding septic tanks); or (b) from which treated sewage is discharged onto land or into waters	More than 20 but less than 100 m ³ per day
Category	Category description	Production or design capacity					
85	Sewage facility: premises – (a) on which sewage is treated (excluding septic tanks); or (b) from which treated sewage is discharged onto land or into waters	More than 20 but less than 100 m ³ per day					

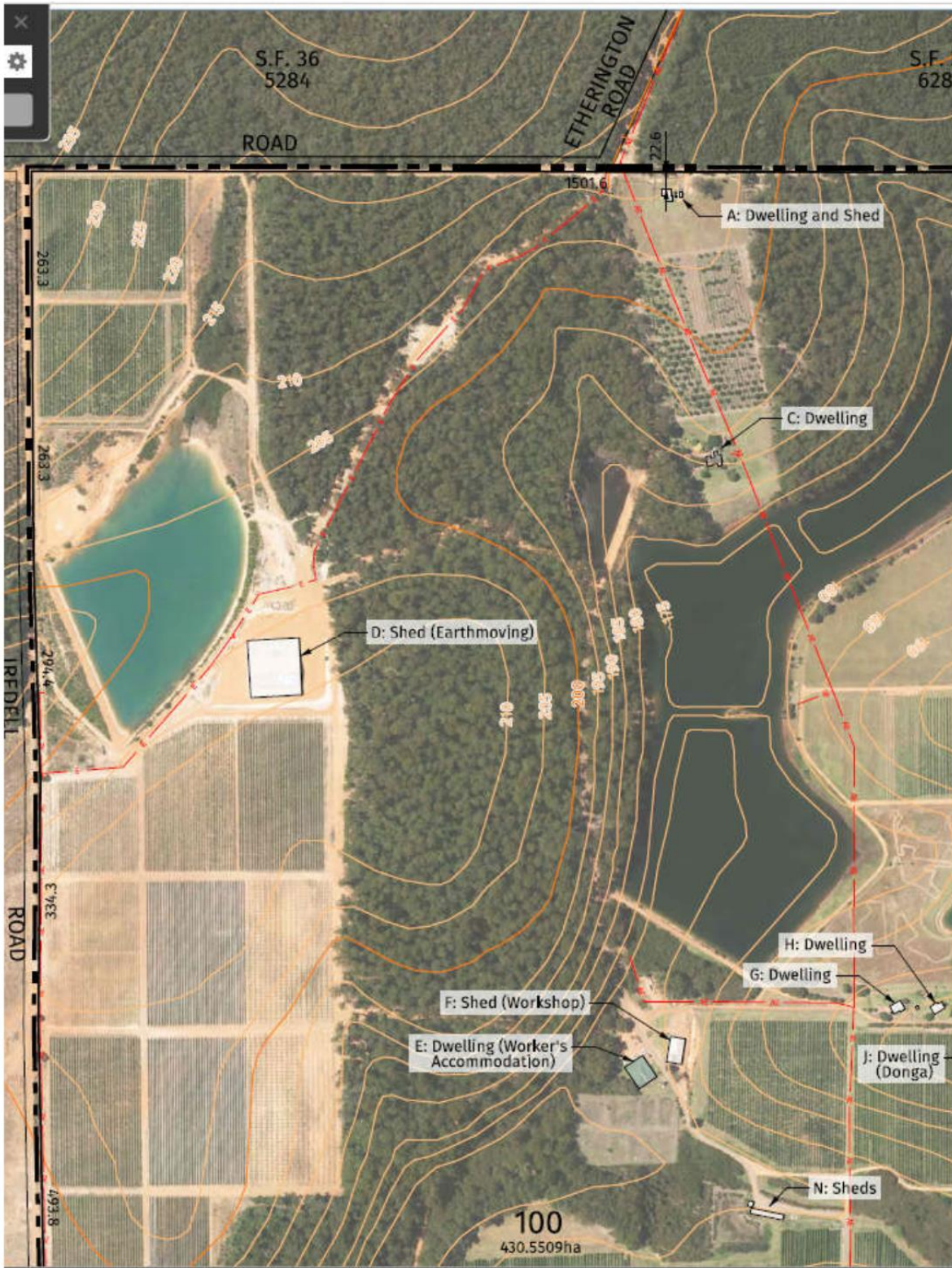
	<p>The construction and installation of onsite effluent disposal systems requires approval from the Department of Health in accordance with the <i>Health (Treatment of Sewage and Disposal of Effluent and Liquid Waste) Regulations 1974</i>.</p> <p>If the applicant does propose to install a secondary treatment system and that system will have a maximum design capacity greater than 20 m³/day, then the premises would be considered a Category 85 prescribed premises. If this is the case, a works approval is required to be obtained before constructing the system and following construction the premises would require a registration to authorise emissions and discharges from the system.</p> <p>The application will need to demonstrate compliance with the <i>Environmental Protection (Noise) Regulations 1997</i> and the <i>Environmental Protection (Unauthorised Discharges) Regulations 2004</i>, irrespective of whether the premises is prescribed or not.</p> <p>Note that this advice is provided based on the information provided. Should this information change, the works approval and/or licensing requirements may also change. Applicants are encouraged to contact DWER at the above contact details to clarify requirements, should there be changes to information.</p>
2	<p>Issue 2: Potential nutrient and pathogen impacts due to non-compliance with WQPN 25</p> <p>Advice 2: The Shire is advised:</p> <ul style="list-style-type: none"> a) for the workers accommodation: <ul style="list-style-type: none"> consistent with the SSE recommendations and WQPN 25, secondary treatment systems with nutrient removal be utilised instead of conventional septic systems the proponent locate the sewage disposal point to achieve the 100 metres separation distance to the waterway/dams b) for the dwellings/existing ablution facilities: where <i>feasible and appropriate</i>, the developments be upgraded and connected to a single system with secondary treatment with nutrient removal c) further detail be provided regarding the proposed sewage disposal system and disposal location/s to the satisfaction of the Shire, in consultation with its Environmental Health Officer, and Department of Health (as appropriate) d) DWER supports the SSE recommendation that surface irrigation <u>not</u> be adopted on the basis of minimising spray drift and the protection of surface water quality <p>Discussion 2:</p> <p><u>WQPN 25 requirements</u></p> <p>The proposal is located within the Lefroy Brook Public Drinking Water Source Area, and due to its 'Priority Not Assigned' status and priority agriculture zoning, is a nominal P2 Area. P2 areas are defined and managed to maintain or improve the quality of the drinking water source with the objective of risk minimisation.</p> <p>The workforce accommodation landuse would be considered 'Compatible, with conditions' as per Table 2 of DWER's Water quality protection note no. 25 '<i>Land use compatibility tables for public drinking water source areas</i>' (August 2021) (WQPN 25).</p> <p>The above conditions are conditions 2, 9, 11, 13, 16, 24, 28 (WQPN 25 attached).</p> <p>Condition 2 is particularly relevant to this proposal, which covers, but is not limited to the following statements below:</p> <ul style="list-style-type: none"> secondary treatment systems with nutrient removal are required effluent disposal systems are to have a 100 metres separation distance to all waterways <p><u>Water quality and compliance with WQPN 25</u></p>

<p>For the worker accommodation, no details have been provided in this referral regarding the location of the sewage disposal point of the proposed wastewater treatment system, the intended type of wastewater treatment system or its capacity (see Issue 1). Sections 4.2 and 4.3 of the SSE recommends the use of secondary treatment systems with nutrient reduction capabilities for the workers accommodation, to which DWER supports.</p> <p>For the current dwellings, the SSE states that these are serviced by septic tanks and leach drain systems. Sections 5.2 and 5.3 of the SSE considers septic tank and leach drain systems to be suitable for all existing dwellings. This is on the basis of Department of Health's considerations, which focuses on hydraulics but not nutrients.</p> <p>The SSE states:</p> <ul style="list-style-type: none"> • "There are currently seven dams within the subject site and a watercourse mapped in the south western corner. At least 50 m separation from all dams and the watercourse is currently achieved from existing systems. The proposed LAA for the worker's accommodation will require a suitable buffer to any existing drainage channels." • "Given the proximity of the workers' accommodation and orchards to the LAA, surface irrigation is not recommended as spray drift may impact the worker's and product." <p>DWER notes that there has been no mention in the SSE regarding achieving compliance with DWER's Water quality protection note no. 25 '<i>Land use compatibility tables for public drinking water source areas</i>' (August 2021) (WQPN 25).</p> <p>In the event there is an insufficient separation distance (<100m) between the proposed sewage disposal point and the waterway, particularly with the larger number of people (and the proposed expansion to 50 people), there is an increased risk of contamination of the waterway and PDWSA. Nutrients and pathogens can be mobilised into the waterway during major storm events via sheet flow impacting downstream users.</p> <p>The existing buildings utilising septic tank and leach drain systems would also be non-complaint with WQPN 25, which requires secondary treatment systems.</p> <p>In view of this situation, the above (Advice 2) is recommended.</p>	<p>Issue 3: Separation to groundwater</p> <p>Advice 3: The Shire is advised:</p> <ul style="list-style-type: none"> • a) the highest groundwater be determined to inform any proposed sewage disposal systems • b) groundwater measurements should be taken between August to early October (late winter to early spring depending upon rainfall) to capture the highest groundwater • c) refusal at shallow depths (~1.4m) for groundwater measurements indicates soil amendments and mounding is required to ensure the 2m vertical separation distance can be met to achieve compliance with WQPN 25 <p>Discussion 3:</p> <p>The following statements are noted in the SSE:</p> <ul style="list-style-type: none"> • "Site geotechnical investigations were undertaken during December, however due to refusal of the hand auger at shallow depths, groundwater depth was not able to be determined. Water in the drainage channel adjacent to the existing workers' accommodation anecdotally peaks at approximately 1.4 m below the ground level during the winter period (<i>pers. com.</i> Dave Stewart). It can therefore be assumed that the separation to groundwater within the proposed land application area for the workers' accommodation peaks at approximately 1.4 m BGL. Therefore, it is reasonable to assume the separation to groundwater is not currently sufficient
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	<p>to ensure, compliance with this requirement. As the LAA is comprised of fill, further fill can be imported to ensure this if required.”</p> <p>Furthermore, Condition 2 of WQPN 25 states that a 2 m vertical clearance from the highest known groundwater level is required – to which this 2m separation is stated in the SSE.</p> <p>The maximum groundwater is an important consideration to ensure the 2 m vertical clearance to the sewage disposal point can be met.</p> <p>DWER advises that an insufficient separation to groundwater (and insufficient soil profile thickness below 2m) will result in a reduced attenuation of contaminants and increased risk to the PDWSA.</p> <p>As such, the above advice is recommended.</p>
	<p>Issue 4: Machinery washdown area and stormwater management</p> <p>Advice 4: The Shire is advised:</p> <ul style="list-style-type: none"> • a) control measures such as, but not limited to bunding be in place to ensure stormwater from the machinery washdown area and other potentially contaminating activities do not enter drainage lines, waterways or the dam. • b) where appropriate, wash down areas and associated drainage facilities should have a minimum vegetated separation distance from water bodies as described in our WQPN 6 <i>Vegetated buffers to sensitive water resources</i> (Feb 2006) • c) stormwater management be consistent with DWER’s WQPN 68 – <i>Mechanical equipment wash down</i> (September 2013) <p>Discussion 4: The Application Document states:</p> <ul style="list-style-type: none"> • “Similarly, the machinery washdown area did not appear to have any mechanism for the containment of potentially contaminated water from the machinery during washdown (refer to Plate 5). Refuelling and chemical use should be undertaken within a hardstand area. Given the size of the shed, the costs associated with the construction of the hardstand and the risk of contamination, the construction of hardstand throughout the entire shed is not recommended.” <p>It is <u>assumed</u> the machinery washdown area is located in the vicinity of the earthmoving shed – noting the exact location has not been provided in the referral (see Screenshot 1 and Plate 5 below).</p> <p>DWER advises that measures should be taken, such as utilizing bunding and other appropriate measures to ensure that contaminants (hydrocarbons and silt) does not enter the dam/drainage channels/waterways, consistent with our WQPN 68 – <i>Mechanical equipment wash down</i> (September 2013).</p> <p>In addition, wash down areas and associated drainage facilities should have a minimum vegetated separation distance from water bodies as described in our WQPN 6 <i>Vegetated buffers to sensitive water resources</i> (Feb 2006).</p> <p>To ensure protection of the PDWSA, it is important that the above measures are taken (as appropriate) to ensure contaminants do not enter the waterway/dams.</p>
	<p>Issue 5: Chemicals - Earthmoving shed and chemical store</p> <p>Advice 5: To mitigate the risk of chemicals to the PDWSA:</p> <ul style="list-style-type: none"> • a) fuel and chemical tanks should be managed in accordance with WQPN 56 – <i>Tanks for fuel and chemical storage near sensitive water resources</i> (Dec 2018), adopting measures such as but not limited to ensuring tank storage to 5000L or less, bunding and storage over impervious hardstand surfaces

	<ul style="list-style-type: none"> • b) handling and use of chemicals and fuels should be in accordance with WQPN no. 65: <i>Toxic and hazardous substances</i> (April 2015), and following Australian Standards (Home Standards Australia) as appropriate • c) an emergency response plan be in place and guided by WQPN 10 – <i>Contaminant spills — emergency response plan</i> • d) high risk activities such as but not limited to mechanical repairs should occur over an impervious hardstand surface, away from waterways, drainage lines and waterbodies, where spills can be fully contained consistent with WQPN 10 <p>Discussion 5:</p> <p>A risk assessment conducted by accendo Australia was carried out, to which the following has been noted:</p> <ul style="list-style-type: none"> • Evidence of historical spills within the storage shed • Location of chemical storage outdoors and within 30 m of the dam used for irrigation of the fruit • No measures have been in place to contain chemical spills for the earthmoving shed and chemical store • Chemicals being stored on bare ground • No mechanism in place for containing contaminated stormwater from the washdown area (Issue 4) <p>Table 2 below is an extract (from Appendix C) of this risk assessment for your convenience.</p> <p>DWER concurs with the recommendations of this risk assessment which requires:</p> <ul style="list-style-type: none"> • Bunding and other appropriate means are to be implemented as appropriate to ensure chemical spills are fully contained • Chemicals are to be stored over an impervious hardstand surface • Refuelling and chemical use should be undertaken within a hardstand bunded area <p>In addition to the above, DWER advises:</p> <ul style="list-style-type: none"> • Fuel and chemical tanks be managed in accordance with Table 1 of WQPN 56 – <i>Tanks for fuel and chemical storage near sensitive water resources</i> (Dec 2018) • Handling and use of chemicals and fuels should be in accordance with WQPN no. 65: <i>Toxic and hazardous substances</i> (April 2015), and following Australian Standards (Home Standards Australia) • An emergency response plan be in place and guided by WQPN 10 – <i>Contaminant spills — emergency response plan</i>
6	<p>Issue 6: Clearing of native vegetation may be subject to the <i>Environmental Protection Act 1986</i> (EP Act)</p> <p>Advice 6: The proponent is to obtain Developmental Approval prior to clearing to ensure the clearing is exempt under the EP Act and clearing to be in accordance with the Shire's Firebreak and Fuel Hazard Reduction notice</p> <p>Discussion 6: Under section 51C of the <i>Environmental Protection Act 1986</i> (EP Act), clearing of native vegetation is an offence unless:</p> <ul style="list-style-type: none"> • it is undertaken under the authority of a clearing permit • it is done after the person has received notice under Section 51DA(5) that a clearing permit is not required • the clearing is subject to an exemption <p>Exemptions for clearing that are a requirement of written law, or authorised under certain statutory processes, are contained in Schedule 6 of the EP Act. Exemptions for low impact routine land management practices outside of environmentally sensitive areas (ESAs) are contained in the <i>Environmental Protection (Clearing of Native Vegetation) Regulations 2004</i> (the Clearing Regulations).</p> <p>Based on the information provided, should development approval be issued, the proposal is likely to be exempt from the requirement for a clearing permit under Regulation 5, Item 1 of the Clearing Regulations.</p>

	<p>Note that this exemption does not apply prior to development approval being issued.</p> <p>Please also note that that clearing for a building/structure, combined with other exempt clearing activities on the property, must not exceed five hectares in a financial year.</p> <p>If the proposed clearing for the [BPZ/APZ] is considered by the Shire to be appropriate, and clearing of native vegetation for this purpose is specified within the Development Approval, it is likely to be exempt under Regulation 5, Item 1.</p> <p>If the proposed clearing for the [BPZ/APZ] is in accordance with the Shire's Firebreak and Fuel Hazard Reduction Notice, it is likely to be exempt under Schedule 6, Clause 10 (clearing in accordance with section 33 of the Bush Fires Act 1954 (BF Act), after the [building/structure] has been erected.</p> <p>Please note that the guide to exemptions does not reflect the correct schedule location for the above BF Act exemption, given the change was made recently as part of the EP Act amendments. Please refer to Schedule 6, Clause 10 of the EP Act for the details relating to this exemption.</p> <p>If further clarification is required, please contact the Department's Native Vegetation Regulation section by email (admin.nvp@dwer.wa.gov.au) or by telephone (6364 7098).</p>
7	<p>Issue 7: The proposal is subject to the <i>Country Areas Water Supply Act 1947</i> (CAWS Act) where clearing restrictions apply</p> <p>Advice 7: The proponent is advised to contact the DWER at CAWSA@dwer.wa.gov.au regarding a licence to clear under the CAWS Act <u>prior</u> to development/clearing works being undertaken</p> <p>Discussion 7: Part IIA of the <i>Country Areas Water Supply Act 1947</i> and the <i>Country Areas Water Supply (Clearing Licence) Regulations 1981</i> are designed to protect water resources from increased salinity by reducing land clearing in the catchment.</p> <p>The subject land is within the 1 September 1978 <i>Country Areas Water Supply Act 1947</i> (CAWS Act) gazetted Warren River Water Reserve clearing-controlled land.</p> <p>The catchment has however been subject to CAWS Act native vegetation clearing controls since December 1978 to prevent salinisation of water resources.</p> <p>The DWER notes that the proposed development application may involve the clearing of native vegetation for the proposed building APZ/BPZ.</p> <p>If the clearing purpose is exempt from the requirement for an <i>Environmental Protection Act 1986</i> (EP Act) or is deemed of very low environmental risk such that it may proceed through the referral process and not require a clearing permit, then a licence is required to clear vegetation under Part IIA of the <i>Country Areas Water Supply Act 1947</i>.</p>



Screenshot 1: Proposed and existing developments

Table 2. Estimated daily effluent production.

Building	Usage	(L/person/day)	Estimated total effluent production L/day
Dwellings (x9)	Between 3-14 per dwelling	120	8,188
Workers' Accommodation	50 people	180	9,000
Office	1 person, 3 days/week	18*	18
Shed (earthmoving)	Max 10 people	30	300
Workshop	1 person / week	6*	6
GP shed	20 people per day, 50% of the time	30	300
Total			17,812

* office/workshop usage averaged over the 5 day working week

Screenshot 2: Table 2 of SSE (pg. 79 of PDF)

Table 2: Statements quoted from Appendix C of Appendix C of the Application Document

The Shire should note the following statements:

- “Following a review of the storage of chemicals located within the storage shed, it was evident that **bunding** of hydrocarbon chemicals was **absent**, with evidence of historical spills within the shed (refer to Plates 1 and 2). The storage of chemicals on pallets both within and outside of the shed, within 30 m of the dam used for irrigation of the fruit trees throughout the property, was also observed (refer to Plates 3 and 4).”
- “Given the **proximity of the shed to the dam**, the risk associated with a chemical spill and the likelihood of the chemical reaching the waterway is considered moderate. It should be noted that a review of the **type of chemicals stored at site was not undertaken**, only a visual assessment. It is therefore, recommended that a review of the chemicals and their associated material safety data sheets (MSDS) should be undertaken to determine appropriate storage requirements. Where required, **measures should be implemented to ensure the containment of any spills as far as reasonably practicable.**”
- “Similarly, the machinery washdown area did **not appear to have any mechanism for the containment** of potentially contaminated water from the machinery during washdown (refer to Plate 5). **Refuelling and chemical use should be undertaken within a hardstand area.** Given the size of the shed, the costs associated with the construction of the hardstand and the risk of contamination, the construction of hardstand throughout the entire shed is **not** recommended.”



Plate 1. Hydrocarbon storage within the machinery shed



Plate 2. Hydrocarbon spills within machinery shed.



Plate 3. Storage of chemical within machinery shed.



Plate 4. Storage of chemicals near dam.



Plate 5. Machinery washdown area.



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Our Ref: D30247
Your Ref: DA23/76

Jocelyn Baister
Shire of Manjimup
info@manjimup.wa.gov.au

Dear Ms Baister

RE: POTENTIAL VULNERABLE LAND USE – LOT 100, STREET NUMBER 122 ETHERINGTON ROAD, BEEDELUP – RETROSPECTIVE PROPOSAL FOR COOL STORAGE FACILITY, WORKERS ACCOMODATION AND ASSOCIATED BUILDINGS – DEVELOPMENT APPLICATION

I refer to your email dated 19 July 2023 regarding the submission of a Bushfire Management Plan (BMP) (Version 1.0), prepared by Bushfire Prone Planning and dated 18 August 2022, for the above development application. The BMP is accompanied by a report Lot 100 (No. 122) Etherington Road, Beedelup Retrospective Development Application – Cool storage, Various Associated Buildings, and Workers Accommodation from the proponent dated 17 April 2023 for the above development application (DA).

This advice relates only to *State Planning Policy 3.7: Planning in Bushfire Prone Areas* (SPP 3.7) and the *Guidelines for Planning in Bushfire Prone Areas* (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

- DFES acknowledge that the site is currently operating, however the proposal seeks a retrospective approval for the expansion of the use and several buildings.
- The Shire has requested comment on if the current use should be considered as a 'Vulnerable Land Use'. The Guidelines note that the Decision Maker must determine if a proposal should be considered as vulnerable. DFES notes that as the workers accommodation may bring workers to site that are not familiar with the location and therefore may be less able to respond in an emergency (given the lack of familiarity with the area). The Decision Maker should consider this when determining if the use should be classified as Vulnerable.
- Further clarification is required within the BMP of the requirements of SPP 3.7, and the supporting Guidelines as outlined in our assessment below.

1. Policy Measure 6.5 a) (ii) Preparation of a BAL contour map

Issue	Assessment	Action
Vegetation Exclusion	Evidence to support the exclusion of multiple areas throughout most of the assessment area as managed to low threat in accordance with AS3959 is required.	Modification to the BMP is required.

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	<p>Specifically:</p> <ul style="list-style-type: none"> Each individual assessment area has included excluded areas (such as grassed areas, garden areas, stands of trees and orchards), however no evidence is provided to confirm the management of these areas. Large parts of several areas have been excluded without clear photographs being provided to validate the exclusion for the overall area (e.g. Dwellings G-M provide no photos of vegetation near the existing buildings). A landscape management plan should be provided where relevant to ensure that grass and garden areas are managed to a low threat state, and confirmation provided that all grasses within the orchard areas will be maintained to low threat. DFES notes that it is unclear if the netting and wooden posts located within the APZ areas of orchard would constitute a fuel source, and impact the effectiveness of the APZ. <p>If the above issues are not addressed, the vegetation should be classified as per AS3959, or the resultant BAL ratings may be inaccurate.</p>	
Vegetation Exclusion	<p>Buildings E and F - Evidence to support the exclusion of area 3 as managed to low threat in accordance with AS3959 is required.</p> <p>No photos are provided for this area.</p>	Modification to the BMP is required.
Vegetation classification	<p>Dwelling G-M and Donga Vegetation area 1 cannot be substantiated as Class G Grassland with the limited information and photographic evidence available. Photo ID 1 details an area of canopy cover greater than 10% which should not be excluded from the classification. If the vegetation in this area is classified as Class A Forest or Class B Woodland it is likely that the APZ requirements for some buildings will be altered.</p> <p>The BMP should detail specifically how the Class G Grassland classification was derived as opposed to Class A Forest or Class B Woodland.</p> <p>If unsubstantiated, the vegetation classification should be revised to consider the vegetation as per AS3959, or the resultant BAL ratings may be inaccurate.</p>	Modification to the BMP is required.
Vegetation classification	<p>Sheds N Vegetation area 2 cannot be substantiated as Class D Scrub with the limited information and photographic evidence available. Photos do not</p>	Modification to the BMP is required.

	<p>include the use of height sticks, and the BMP does not include a maximum height of the subject vegetation.</p> <p>The BMP should detail specifically how the Class D Scrub classification was derived as opposed to Class A Forest or Class B Woodland.</p> <p>If unsubstantiated, the vegetation classification should be revised to consider the vegetation as per AS3959, or the resultant BAL ratings may be inaccurate.</p>	
Vegetation classification	Sheds N Vegetation area 1 cannot be substantiated as upslope/flat, as a 5m drop is present over a 130m distance in this area. DFES notes that an incorrect slope assessment in this area will impact the required APZ width.	Modification to the BMP is required.
Vegetation Management	Several vegetation areas require modification to meet the APZ standard, however the BMP notes that Local Government approval is required prior to any modification of the vegetation within the area. The Shire should ensure that this modification will be supported prior to the approval of the BMP to ensure that the outcomes proposed by the APZs can be achieved. If the Shire will not support the required modification, the BMP should be updated to clearly detail the achievable APZ, and the resultant BAL rating.	<p>Comment Only.</p> <p>Decision maker to ensure proposed vegetation modification is supported prior to determination of application.</p>
Landscape Management Plan	<p>The BMP has identified that a significant amount of vegetation throughout the site will need to be modified to achieve an APZ compliant with Schedule 1: Standards for Asset Protection Zones contained in the Guidelines.</p> <p>The BMP has noted that an APZ may have been implemented previously but has now revegetated therefore a Landscape Management Plan should be prepared to remove ambiguity for the landowner and to provide a compliance mechanism for the Shire.</p>	Modification to the BMP is required.
Administrative Errors	<p>The BMP includes multiple administrative errors. Due to the length of the BMP, the below list is not exhaustive:</p> <ul style="list-style-type: none"> • A 42m APZ has been detailed for multiple buildings, however no comment has been provided to confirm why 42m is required (noting that the Method 2 calculations in the BMP details a 63.2m APZ to achieve 10Kwm²). • Areas have been mislabelled in the Vegetation classification table for 'Sheds N' and 'Office, Sheds and Cold Store'. • Northern House has not measured the closest portion of Area 2 to the site, leading to a BAL 	Modification to the BMP is required.

	<p>output on BAL-Low which should be changed to BAL-19.</p> <ul style="list-style-type: none"> Buildings O-S are noted as BAL-FZ in the outputs on Table 3.2 which does not appear accurate. 	
BAL Contour Map	<p>A BAL Contour Map is a scale map of the subject lot/s illustrating the potential radiant heat impacts and associated indicative BAL ratings in reference to any classified vegetation remaining within 100 metres of the assessment area after development is complete. A BAL Contour Map is required to be prepared in accordance with the methodology detailed in Appendix 3 of the Guidelines.</p> <p>DFES notes that an assessment of the overall site including all vegetation within the site and the 150m buffer would provide a clearer indication of the risk to a landscape scale bushfire given the broad areas covered by extreme risk vegetation both within and surrounding the site.</p>	Modification to the BMP is required.
Method 2	<p>DFES has validated the calculations provided for the Method 2, however the BMP does not include transects to support the inputs for this site, or clearly detail the required APZ on the submitted maps. This information should be provided to allow DFES to validate the Method 2 for this site.</p>	Modification to the BMP is required.

2. Policy Measure 6.5 c) Compliance with the Bushfire Protection Criteria

Element	Assessment	Action
Location, and Siting & Design	<p>Intent – does not comply</p> <p>The BMP should not ignore the site context and the serious threat of bushfire to people, property and infrastructure at this location. DFES acknowledges that portions of the site have existing approval, and that all buildings have the potential to be located in areas of BAL-29 or below, however the risk created by the broader landscape cannot be ignored in consideration of any development approval.</p> <p>This location does not provide for appropriate bushfire protection to manage the bushfire risk based on a range of factors including, but not limited to:</p> <ul style="list-style-type: none"> <input type="checkbox"/> There are vast tracts of bushfire prone vegetation within 150 metres of the site boundary which represents an extreme bushfire risk. <input type="checkbox"/> Due to the extreme bushfire prone vegetation on multiple aspects, catastrophic bushfire behaviour is likely, and a bushfire could develop rapidly and 	Does not comply.

	<p>grow to a significant size, resulting in the loss of life, property and infrastructure.</p> <p><input type="checkbox"/> The site would present significant complexities for response and may not reasonably and realistically be able to be defended in the event of a bushfire emergency.</p> <p>The topography, type and extent of bushfire prone vegetation may result in landscape-scale destruction as it interacts with the bushfire hazard on and close to the site. DFES understands that some elements of the site already have planning approval, however careful consideration of the above comments should be undertaken when considering any intensification of the use of the site.</p>	
	<p>A1.1 & A2.1 – not demonstrated</p> <p>The BAL ratings cannot be validated for the reasons outlined in the above table.</p>	Modification to the BMP required.
Vehicular Access	<p>A3.1 & 3.2a – not demonstrated</p> <p>The BMP states that compliance has been achieved, however no evidence has been provided demonstrating that the existing roads servicing the site comply with the relevant standards. A review of roads indicates that gravel roads are presently bounded on one side by power poles, and on the other side by existing vegetation. It is not clear whether sufficient horizontal clearance is provided, which may impact compliance with Vehicular Access requirements.</p> <p>Additionally, the BMP does not provide a clear map indicating the second access route away from the site to allow the Decision Maker to validate this route. The BMP should be updated to clearly indicate the proposed routes and detail how they comply with all relevant requirements of the Guidelines. DFES notes that logging roads to the south of site may not comply with the requirements of A3.1 and A3.2a.</p>	<p>Modification to the BMP is required.</p> <p>Please demonstrate compliance or provide substantiated evidence of a performance principle-based solution.</p>
	<p>A3.6 – not demonstrated</p> <p>The BMP states that passing bays are not required as the internal driveway is a loop network. It is unclear how this demonstrates compliance as this is not listed in the Guidelines as an Acceptable Solution. The BMP should be updated to clearly detail how the development can comply with the requirements of A3.6 of the Guidelines.</p>	<p>Modification to the BMP is required.</p> <p>Please demonstrate compliance or provide substantiated evidence of a performance principle-based solution.</p>

Water	<p>A4.2 – not demonstrated</p> <p>It has not been demonstrated that there is sufficient water dedicated for firefighting purposes. The BMP states that <i>'A dedicated static water supply (dam/watercourse) is available within the subject lot, providing a permanent water supply that can be drafted from for firefighting purposes.</i></p> <p><i>It is accessible via existing access tracks and suitable turnaround areas that can accommodate a 3.4 type fire appliance. In addition, standpipes and associated pump stations are located across the site, providing additional options for firefighting purposes. Where required - These should include suitable couplings and fittings to protect any onsite assets. '</i></p> <p>The use of water solely sourced from a private dam is generally not accepted to be a reliable dedicated supply. Any performance principle-based solution proposing to use the dam must be justified by a water quality and hydrology report prepared in accordance with DFES Guideline GL-06 Acceptable Sources of Water Supply For Fire Hydrant/Sprinkler Systems (Bores, Dams, Rivers, Lakes and Seawater).</p> <p>Water tanks dedicated for fire-fighting purposes and adjacent hard-standing should be located in areas of BAL-29 or below and be accessible to a type 3.4 appliance.</p>	<p>Modification to the BMP is required.</p> <p>Please demonstrate compliance or provide substantiated evidence of a performance principle-based solution.</p>
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3. Policy Measure 6.6.1 Vulnerable and High-Risk land uses

Issue	Assessment	Action
Bushfire Emergency Evacuation Plan (BEEP)	<p>The referral has included a <i>'Bushfire Emergency Plan'</i> for the purposes of addressing the policy requirements. Consideration should be given to the Guidelines Section 5.5.4 <i>'Developing a Bushfire Emergency Evacuation Plan'</i>. This contains detail regarding what should be included in a BEEP and will ensure the appropriate content is detailed when finalising the BEEP to the satisfaction of the Shire.</p>	<p>Comment only.</p>

Built Environment Branch (BEB) Comments:

BEB Advises that a full submission will be required including details of fire safety systems for larger buildings. For specific details, please contact DFES BEB Branch on 9482 1771.

Recommendation – Not compliant with Acceptable Solutions, Not compliant with Intent

The development application is not compliant as it does not meet the intent of Element 1: Location. The proposed development is intensifying land use in a bushfire prone area that is surrounded by an area of extreme bushfire hazard.

Further, the development design has not demonstrated compliance to –

- Element 1: Location,
- Element 2: Siting and Design,
- Element 3: Vehicular Access, and
- Element 4: Water.

If you require further information, please contact Senior Land Use Planner – Michael Ball on telephone number 9395 9819.

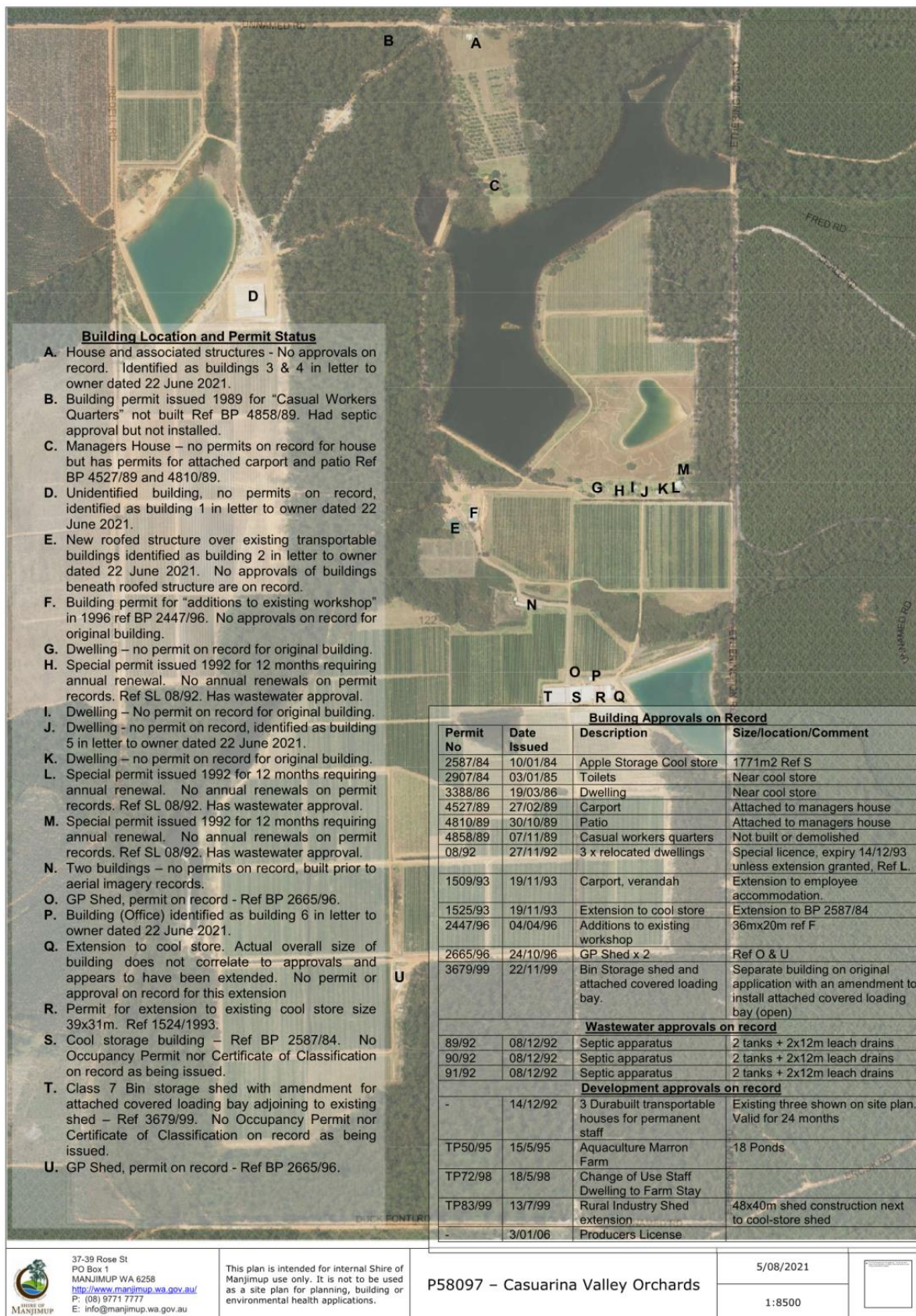
Yours sincerely



Naomi Mynott
DIRECTOR LAND USE PLANNING

1 September 2023

CC Jocelyn.baister@manjimup.wa.gov.au





Department of **Planning,
Lands and Heritage**

Our ref: PLH2023P1487 DG-2023-2773
Enquiries: DAP Secretariat 6551 9919

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Shire of Manjimup
Via email to: brian.robinson@manjimup.wa.gov.au

Dear Mr Robinson

**DEVELOPMENT ASSESSMENT PANELS – LOCAL GOVERNMENT
NOMINATIONS**

As you are aware, representation of local interests is a key part of the Development Assessment Panel (DAP) system. In accordance with this premise, under Regulation 24 of the *Planning and Development (Development Assessment Panels) Regulations 2011*, Councils are required to nominate, as soon as possible following elections, four elected members to sit as DAP members.

In addition to the above, all existing local government DAP members are currently appointed for a term ending 26 January 2024. Prior to this expiry date, your local government is required to nominate four (4) DAP members for appointment by the Minister for Planning.

Given the upcoming local government elections on 21 October 2023, both requirements can be met by using the attached form and submitting it and a copy of the Council resolution, via email to the DAP Secretariat at daps@dplh.wa.gov.au, no later than Friday 24 November 2023.

If you are unable to provide nominations by the above date, please contact the DAP Secretariat to discuss alternative arrangements and implications.

The WA Government has launched OnBoardWA as part of its commitment to increase the diversity and backgrounds of Government Boards and Committees along with the total number of women appointed.

I encourage you to consider diversity of representation when putting forward your nominations in supporting this important commitment. Further Information about OnBoardWA can be found at [OnBoardWA | Welcome to OnBoardWA \(jobs.wa.gov.au\)](https://onboard.wa.gov.au).

The WA Government is committed to continue implementing the Action Plan for Planning reform to ensure the planning system continues to deliver great outcomes and great places for Western Australians. Changes to the DAP system, identified as part of the reform initiatives, aim to provide a more robust DAP process that promotes consistency and transparency in decision-making.

Postal address: Locked Bag 2506 Perth WA 6001 Street address: 140 William Street Perth WA 6000
Tel: (08) 6551 8002 info@dplh.wa.gov.au www.dplh.wa.gov.au
ABN 68 565 723 484
wa.gov.au

Please note that the local government membership configuration on DAPs will not be affected by the reform initiatives.

If you have any queries regarding this request for nominations, please contact Ashlee Kelly at the DAP Secretariat on (08) 6551 9919 or email daps@dplh.wa.gov.au. Further information is available online at [Development Assessment Panels \(www.wa.gov.au\)](http://www.wa.gov.au).

Yours sincerely



Anthony Kannis PSM
Director General
28 September 2023

Att. Local Government Development Assessment Panel Member Nomination Form

2023 Applications - September

Reference	Details	Received	Determination	Est. Cost	Days
TP2023/99	DA23/105 Development Application - Lot 1 Graphite Rd Ringbark - proposed Rural Workforce Accommodation	14/07/2023	COUNCIL APPROVED	28/09/2023 \$ 350,000.00	76
TP2023/100	DA23/107 Development Application - Lot 3619 Muir Highway Dingup - proposed residence	20/07/2023	APPROVED	18/09/2023 \$ 469,770.00	60
TP2023/102	DA23/109 Development Application - Lot 100 Etherington Rd Beedelup - proposed Land Clearing for new Orchards	24/07/2023	APPROVED	27/09/2023 \$ 480,000.00	65
TP2023/107	DA23/112 Subdivision Application - Lot 303 & 655 Karri Street, Waipole - 163890	1/08/2023	COUNCIL COMMENTS	8/09/2023 \$ -	38
TP2023/110	DA23/115 Development Application - Lot 501 Somerville Street Manjimup - Proposed Setback Reduction for Shed Works	4/08/2023	APPROVED	20/09/2023 \$ 18,000.00	47
TP2023/111	DA23/106: Development Application - Lot 487 Channybearup Rd Channybearup - proposed shed	7/08/2023	APPROVED	28/09/2023 \$ 80,000.00	52
TP2023/112	DA23/117: Development Application Lot 303, 7 Yate Street Manjimup - Proposed Retaining Walls to Level Yard	11/08/2023	APPROVED	22/09/2023 \$ 6,000.00	42
TP2023/115	DA23/133: Subdivision Application - Lot 2 & 2060 Rakston Road Ringbark - 163939	18/08/2023	COMMENTS PROVIDED	19/09/2023 \$ -	32
TP2023/119	DA23/129: Development Application - Lot 64 Giblett St Manjimup - Garden View Court - proposed A-Frame signage	30/08/2023	APPROVED	14/09/2023 \$ 100.00	15
TP2023/121	DA23/127: Development Application - Lot 843 Wetherell St Manjimup - proposed storage units	30/08/2023	APPROVED	18/09/2023 \$ 19,500.00	19
TP2023/126	DA23/134: Development Application - Lot 799 & 833 Giblett Street Manjimup - Proposed A - Frame Signage	7/09/2023	APPROVED	29/09/2023 \$ 250.00	22

Cat Management Plan

Lot 29, Jacksonii Avenue

- The cat, when or if permitted to return will live at the above mentioned residence inside the house. The downstairs bedrooms and laundry will not be opened for said cat.
- The applicant will be allocating upstairs sitting area for food, water and biscuits always and a wet meal once a day.
- A litter tray will be in an alfresco area, which there is two, one upstairs, one downstairs.
- Alfresco area provides a semi outdoors area which the breeze blows through shade cloth blinds. The applicant has tried a harness and lead in the past, risk is too high for an escape, and the applicant does not think the cat would enjoy it in any event.
- The applicants house is escape proof for the cat and will be managed with the practice of entry and exit via the laundry. The laundry has an internal door and a door to the outside. Similar to that of sally port or an airlock system. The front door of the house is key locked and won't be used in the event of guests and visitors, there are a few combinations of isolating areas inside the home without risk of a visitor compromising the management plan.
- Applicants are always home with the cat.

SCHEDULE OF SUBMISSIONS DA23/93

No	Name/Address	Summary of Submission	Officer Comment	Council's Recommendation
	Government Agencies			
1.	Department of Biodiversity Conservation and Attractions	(i) No Objection	<ul style="list-style-type: none"> Noted 	<ul style="list-style-type: none"> Not applicable
	Private			
2.	R Fry	(i) Strongly Object. (ii) Cats have not been allowed in the estate since it was created. (iii) Cat Local Law amendment prohibited Tingleview Estate for keeping cats (iv) Owners have illegally kept the cat and not successfully contained the cat within the house; (v) Unwelcome precedence will be set.	<ul style="list-style-type: none"> Noted <p>The purpose of the application is to allow for an administrative correction with the registration of a single cat. The owners are given the opportunity to comply.</p>	Recommended conditions of approval mean that if the Cat is found to wander, the approval can be revoked and the owners penalised.
3.	R Skesteris	(i) Object to Variation (ii) Boronia Ridge resident; (iii) Not confidence in management of cats protecting wildlife; (iv) Supported the Local Law; (v) Local law should not be watered down.	<ul style="list-style-type: none"> Noted <p>As above.</p>	As above.
4.	S Dreher	(i) Object strongly to proposal (ii) Set a bad precedence (iii) Owners known to let cats roam (iv) Local Law changed to prohibit cats	<ul style="list-style-type: none"> Noted <p>As above.</p>	As above.

		(v) Smell can attract feral cats (vi) Historic damage from applicant cats		
5.	T Dreher	(i) Strongly Objects to application. (ii) Question how was application possible? (iii) States advertising should have gone to all residents of Tingleview; (iv) Local law should not be changed to allow exceptions; (v) Comments made regarding the keeping of the cats at the property to date.	<ul style="list-style-type: none"> Noted The purpose of the application is to allow for an administrative correction with the registration of a single cat. The owners are able to make application to vary Scheme and are given opportunity to comply. 	As above.
6.	M Filby	<ul style="list-style-type: none"> Member of the South Coast Environment Group. Cats have not place in Australian environment. No confidence in the success of management plan. 	<ul style="list-style-type: none"> Noted The purpose of the application is to allow for an administrative correction with the registration of a single cat. The owners are given the opportunity to comply. 	As above.
7.	J Cernohous	(i) Late submission (ii) Does not support cats in Tingleview	As above.	As above

Jocelyn Baister

From: Lily Simpson <lily.simpson@dbca.wa.gov.au>
Sent: Wednesday, 30 August 2023 11:44 AM
To: Toni.Signal@manjimup.wa.gov.au
Subject: RE: [External] Referral Letter - Lot 29 Jacksonii Avenue WALPOLE

Hi Toni
 Parks and Wildlife has no objections to this proposal.

Kind regards
 Lil

From: MANJ-412-Warren Admin <warren.admin@dbca.wa.gov.au>
Sent: Wednesday, August 30, 2023 10:49 AM
To: Lily Simpson <lily.simpson@dbca.wa.gov.au>
Subject: FW: Referral Letter - Lot 29 Jacksonii Avenue WALPOLE

Hi Lil,

Please see below email and attachment for your records.

Kind regards,
 Jess Watt
 Clerical Officer
 Warren Region
 Parks and Wildlife Service
 Department of Biodiversity, Conservation and Attractions
 Locked Bag 2
 Manjimup 6258
 9771 7988
jess.watt@dbca.wa.gov.au



Department of Biodiversity,
 Conservation and Attractions



*We're working
 Western Australia*

From: Toni Signal <Toni.Signal@manjimup.wa.gov.au>
Sent: Wednesday, August 30, 2023 10:18 AM
To: MANJ-412-Warren Admin <warren.admin@dbca.wa.gov.au>
Subject: RE: Referral Letter - Lot 29 Jacksonii Avenue WALPOLE

[External Email] This email was sent from outside the department – be cautious, particularly with links and attachments.

Good Morning,

Please find attached a referral letter in regards to Lot 29 Jacksonii Avenue WALPOLE – approval to keep cats.

Thank you.

Jocelyn Baister

From: Rachel Fry [REDACTED]
Sent: Wednesday, 6 September 2023 4:18 PM
To: Info
Subject: [External] Cats at Tingleview estate

To: The Chief Executive Officer

I am a long term resident of Tingleview Estate, Walpole, residing at 234 Jacksonii Avenue.

I understand the Shire of Manjimup has received an application to keep a cat on the property at Lot 29, 90 Jacksonii Avenue.

Cats have been disallowed on the estate since it's inception, due to the proximity of the National Park. The depredations of cats on native fauna is well known.

In addition, an amendment to the Cat Local Law came into effect 14/4/2023 specifically citing the entire Tingleview Estate as an area where cats are **absolutely prohibited**.

I understand the cat in question was previously illegally kept on the premises at 90 Jacksonii Avenue and not always successfully confined to the house.

I strongly object to the application to keep a cat anywhere on Tingleview Estate under any conditions. This area is a haven for small native animals and birds that are so vulnerable to cats.

If this application is granted it will set an unwelcome precedent. Someone's cat sometime will inevitably escape and wreak havoc on the native flora and fauna.

I respectfully request that the council refuse this application.

Yours sincerely,

Rachel Fry

This email has been scanned for spam and viruses by Proofpoint Essentials. Click [here](#) to report this email as spam.

Jocelyn Baister

From: [REDACTED]
Sent: Monday, 11 September 2023 9:28 AM
To: Info
Subject: [External] Cat Approval Request Lot 29/90 Jackson Tingle View Estate

Chief Executive Officer
Manjimup Shire

It has come to my attention that there is an application for approval to keep a cat/s in Tingle View Estate in Walpole.

I am a resident in the Boronia Ridge Estate. It was made very clear when we purchased and developed the property that it was subject to a cat exclusion by-law. I am also aware that the Tingle View Estate is also subject to that by-law.

Since we have lived here we have observed the presence of both tame and feral cats in the area. There are also anecdotal reports of cats being resident in the area contrary to the by-law.

Our residential lot also has an abundance of native wildlife, which includes birds and mammals of variety of sizes. We see these on a daily basis. It is well known the damage cats both feral and pets can do. It is clear that no matter how well managed cats are, they are still getting out and into the environment.

I strongly support the intent of the by-law and object to any loosening and exceptions being made. There is already incremental erosion of the by-law which will only get worse no matter how good the intentions.

I understand the applicants have been subject to breaches of the by-law as reported in the Walpole Weekly recently.

The cat exclusion by-law was established for sound environmental reasons and should not be watered down or exceptions being made.

I would request my objection to this and any other application to keep cats in Boronia Ridge and Tingle View Estate be noted.

Regards

Robert Skesteris

[REDACTED]

Walpole

[REDACTED]

This email has been scanned for spam and viruses by Proofpoint Essentials. Click [here](#) to report this email as spam.

Jocelyn Baister

From: Stefan Dreher [REDACTED]
Sent: Monday, 11 September 2023 12:36 PM
To: Info
Subject: [External] To the CEO Objection to development proposal DA23/93 P51902 TP 91/2023
Attachments: 20220524_112646.jpg; 1000007327.jpg; 1000007328.jpg

To the CEO,

I am objecting to the proposal in the strongest possible terms for the following reasons:

-The proposal would set a bad precedent.

-The proponents cannot be trusted to keep the cats indoors, as they have proven time and time again, letting their unregistered cats roam on our property.

-They have blatantly lied to shire rangers in the past, about not having cats at their property, leading to a court case and a hefty fine.

-The proposal would lead to more people asking to keep cats, with all the unacceptable risks of roaming cats in the estate.

It would also lead to people from other cat free zones, like Boronia Ridge and Kaba Grove wanting to keep cats.

-It would be unfair to families in the past, who have sold up and left the estate because they couldn't keep cats.

-The shire went to great expense to change the cat law of Tingle view, that was left out of the cat law, why water it down now?

-Kitty litter smell outdoors attracts feral cats!

-These people have arrived in 2020 and have immediately let up to four unregistred cats roam around on our property, doing their business in our vegetable garden, chasing our chickens, killing our native birds etc etc.

Absolute disregard for wildlife and neighbours was demonstrated.

After apparently some cats started disappearing, they accused us of having killed them. Soon after, they started a harassment campaign.

It involved verbal abuse, interfering with security equipment, noise and light harassment erecting signs and so on.

At the same time a drawing done with cat excrement of eyes watching us, appeared on our shade cloth.

Eyes watching us was also a recurring theme in their campaign.

The police have been involved numerous times, and a Misdemeanour Restraining Order was granted by the Albany court against Grant Potter.

Even shire rangers won't go his property without the police, because of his very aggressive manner.

It would be extraordinary to say the least, if such appalling antisocial behaviour was rewarded by approving this proposal.

best regards

Stefan Dreher

Walpole

Jocelyn Baister

From: Theres Dreher [REDACTED]
Sent: Monday, 11 September 2023 12:45 PM
To: Info
Subject: [External] DA23/93 P51902 TP 91/2023

To the CEO,

I'm objecting in the strongest possible way to the application of the owners of Lot 29
90 Jacksonii Avenue Walpole to keep cats.

How is this application even possible?

This letter should have been sent to all the Tingleview residents not only to the immediate neighbours. All of them are impacted by roaming cats, since cats travel many kilometres to hunt.

Tingleview is in an environmentally sensitive area, surrounded by National Parks.
The very law that made this development possible, should not be changed to suit some self-entitled individuals.

The applicants should not be rewarded with the granting of their application, because they behaved in an unacceptable antisocial manner towards us and cannot be trusted to stick to the rules.

They put a sign up at our fence line, accusing us of killing seven of their roaming cats and injuring one.
After losing all those cats they still had three left.

All of them were kept illegally in a cat prohibited area and none of them were registered.

They ignored multiple requests by the shire to get rid of the cats.
Then the shire sent out a letter and gave them 30 days to rehome them.

The applicant then lied to shire about having rehomed their cats.
We then caught one of their cats on our property in a trap and it was handed over to the shire.

The applicant then took the shire to court, lost the case and had to pay a hefty fine.

If this application is being granted, then taking them to court, would have been irrelevant and a waste of ratepayer's money.

I dare say that it wouldn't surprise me, if the cat that went to York, was already back in Walpole.

It would also be interesting to find out about a third cat, a tabby, that also lived at the applicant's address.
According to the Ranger,
the applicant wanted to register it in Denmark. Did that ever happen or is it still at their property?

Regards

Theres Dreher

Walpole

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REF. NO. DA23/93 P51902

TP91/2023

MR. M. W. FILDY

10 - 9 - 23

W.A. 6398

P.O. Box 225

Dear Sir / Madam,

As a member of the South Coast Environment Group I have been informed by Steve Droher of an issue with cars at Jacksonii Avenue Walpole.

I spent the first 17 years of my life in Europe residing in car friendly housing - in no way am I a car-hater. Nevertheless I realise they have no place in the Australian environment.

Having read the "Car Management Plan" for Lot 29, Jacksonii Ave., and having myself some knowledge of car & car owner behaviour, I cannot have any confidence in its outcome.

Yours Sincerely.

Jocelyn Baister

From: Jan Cernohous [REDACTED]
Sent: Friday, 22 September 2023 1:46 PM
To: Info
Subject: [External] Cats.... Dev Proposal...RefDA23-93, P51902, TP91/2023

Dear Ms TM Signal

My name is Jan Cernohous
Been away on holidays and hence the late submission ...
I own and occupy 119 Jacksonii Ave , Walpole WA 6398

Been here for 28 years

Seen and trapped enough cats on my property over the years to know

That cat owners cant be trusted to do what is proposedit isolated here and out of sight , means regulations here mean little to some ..to do as they please ...

Have seen a cat take wild baby ducks around my dam..

I know my immediate neighbours are anti cat , especially as we back on to National Park

With wild pigs , kookaburras , rabbits adding cats isnt the right direction

Thankyou

Jan Cernohous

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Additional Information: Retrospective development approval for drainage work
Address: 1655 Perup Road, Perup WA 6258
Application made by: Neil Miles, WA Rural Enterprises

Description of proposed works and/or land use:

Currently the water management and drainage on site has been neglected for a minimum of 12 years which has significantly impacted the proportion of arable acres within the landscape. Due to this neglect water run-off, direction and sitting of water has not benefitted the natural landscape within the total property.

In Winter 2021 and 2022, we witnessed significant pooling of water – both in low and high areas. Lower sections of land became waterlogged and anerobic during Winter, which impacts flora and fauna in addition to farming use.

All works involved with this application are associated with drainage and directing water, plus slowing down water collected within the property (address above).

For ease of understanding the equipment and land locations, if we were to divide the property into five main groups these would be:

1. V Drains

- to be placed parallel with our boundary on a sloped incline; this drain's purpose is to direct water in a linear direction.
- It will also be used to assist with draining of future/proposed 3.5 acre orchard to be planted in this location.

2. Spoon Drain

- to provide larger bodies of water to move in a slower motion on watercourse.
- Ideally this would replicate what a creek line should do, however our property lacks defined creek lines therefore this type of drain provides that capacity.

3. Trench

- used as an overflow point, located between the boundary and the proposed pond locations.
- This trench will be utilised due to large rock formations underground which interfere with either V Drains or Spoon Drains being installed in location.

4. Ponds and Soaks

- purposed to hold large bodies of water, proposed locations as per site plans (see attached).
- Placements of ponds are to hold water and enhance landscape surrounding.

5. Land Levelling

- We seek to level and slope the property to create increased arable land for farming use whilst maintaining the natural flow of land.
- areas within the property have great levels of erosion, irregular land dips and slopes, previous machinery and livestock tracks.

We are happy to adjust our drain system accordingly to the natural creek line of neighbouring properties, however this is very difficult if there is no defined creek line to follow. Due to lack of creek definition, our proposal is to slow the motion of water at the lowest point of our property. By way of incorporating more defined drains, ponds and soaks that are positioned in a way to flow into one another, the water level from Winter rains will increase in these appropriate water collecting areas.

The drains, soaks and ponds will be designed and installed to not just manage water run off and placement of water within our property, but these devices will assist with increased land rehydration throughout the year. For example, it is known within land rehabilitation education that water ponding is more likely to rehydrate a location in comparison to a muddy, waterlogged area. Water ponding is a mechanical intervention, to slow the flow of water across the landscape and encourage

Additional Information: Retrospective development approval for drainage work

Address: 1655 Perup Road, Perup WA 6258

Application made by: Neil Miles, WA Rural Enterprises

water infiltration into the soil. This approach is used to reclaim scalded country and rehydrate landscapes.

Description of exemption claimed (if relevant):

Further to meeting onsite at 1655 Perup Rd with Jason Giadresco and Todd Ridley from the Shire of Manjimup on 8 May 2023, WA Rural Enterprises has been encouraged to lodge an application for retrospective development approval for the drainage works on the property within the 10m setback. Additionally Nicholas Hort from Department of Water has visited site to inspect the property and hear proposed developments pertaining to water course.

Noticeable erosion and weathering of the landscape which occurred over the last decade has changed the original depth of the drain (initially established in the property). This can be proved true by visual inspection due to the culvert at the property's location closest to Perup Road which was installed at the original height of the drain. We can also obtain witness statements from next door neighbours who have lived at their property for 20 years if necessary.

With drainage not being maintained previously, this has affected various aspects of the farming land including:

- driveways being flood and impassable.
- paddocks heavily waterlogged resulting in tractors being bogged, pasture growth being limited, arable acres decreasing and access to those arable acres being limited in the wetter months.
- water flow interruption whereby not pointing the water course in one sloped direction has in turn negatively affected the natural landscape.
- water quality had been significantly compromised i.e. water is visibly not clear and more muddy in appearance, which has affected water use, increased anaerobic conditions and biodiversity density on property.

In previous discussion with Shire of Manjimup and Dept of Water with the use of Google Earth, the direction of the original creek line no longer sits within the neighbour's land at 1609 Perup Rd. It is clear that landscape levelling has occurred over a duration of years, prior to purchase by WA Rural Enterprises in 2020, because it is hard to distinguish where the creek line once was. This land levelling and above-mentioned erosion/weathering has led to our property being the lowest point between the surrounding neighbours (1609, 1689 and 1793 Perup Rd), even though we are not where the creek line is supposed to finish.

We believe we cannot and will not interfere with the watercourse because the location in question is the lowest point of our farm, and lowest point for the two neighbouring farms (1609 and 1793 Perup Rd). We are not suggesting neighbouring farms need to provide improvements to their properties to have a flow on positive affect onto ours. We are only requesting to be provided the opportunity mitigate the negative effects on our own farm. This will be accomplished by investing and improving the landscapes the natural flow of the land and location, placement and motion of water.

Our goal pertaining to proposed works is to

- manage the water run off to the best of our ability;
- improve internal and external landscape (which could lead to increased revegetation plus improved floral and fauna) whilst increasing our arable acres;
- ensure profitability of our business and positively contribute to the economic viability of Manjimup shire.

Additional Information: Retrospective development approval for drainage work
Address: 1655 Perup Road, Perup WA 6258
Application made by: Neil Miles, WA Rural Enterprises

Pond 1

This area is located in the corner within a lower point nestled between the corner of two dams. The Spoon drain that runs North to South on the Western side of the large irrigation is directed to this point. From the pond there is another spoon drain the gently arcs into the landscape as it runs 50 metres East and connects to the V drain and further pond areas. As per the drawing in the light blue tones we hope widen the pond in this area for further enhancement of the landscape. As you will see in photos the water level is at its peak currently. Further widening of this pond will take pressure off the Western boundary collection points. Removing this pressure allows the water to naturally collect, ensure surrounding land can drain properly and slow the motion of water to the other areas. If approved we would expect this area will require rehabilitation with grasses, sedges etc to assist further.

Pond 2

This area is one of the key focal points that started the Shire requirement for development plan into our works. This area has an extremely high-water table, yet previously no defined water locations such as ponds/soaks. Historically the Shire has data which shows water should run East to West at this point. From Google Earth, photos by previous owners, and our own photos you can see there has been not defined watercourse for many years. Note our recent photos (*N.B see following pages*), you can clearly see water now sitting in this area, but the Western watercourse is not defined but rather flattened.

This pond is designed to hold the water run-off and as the level rises it overflows into the additional ponds. This allowance of a natural overflow does not redirect or interfere with the landscapes water but allows a natural sequence of events to utilise the rainfall, water placement rather than it is influencing the surrounding soil to become extremely muddy, not arable and with no rehabilitation to area.

If we are approved for current and remaining works, this pond will play a key role in influencing this area to be a biodiversity location.

Pond 3 & 4

These areas currently only have the trench drain in the location with the water level sitting at around 300mm. These areas have more rock formations than exposed clay within the soil depth. Without digging it is difficult to gauge how wide or deep could be practical with the use of small excavators. However, that said, this development plan would assist us spending time and money on machinery to dramatically improve this area.

We are confident that removing some of the larger rocks within the soil depth will not just encourage better drainage, water placement within a pond setting and landscape rehydration but it will encourage the development of increased flora and fauna.

Due to the high-water table over Pond 1, 2, 3, 4 we hope that improving this section of the land could potentially allow the ponds to maintain an adequate, hydrated water level throughout the whole year. This in turn will rehydrate the surrounding landscape while increasing natural biodiversity and provide drought prevention.

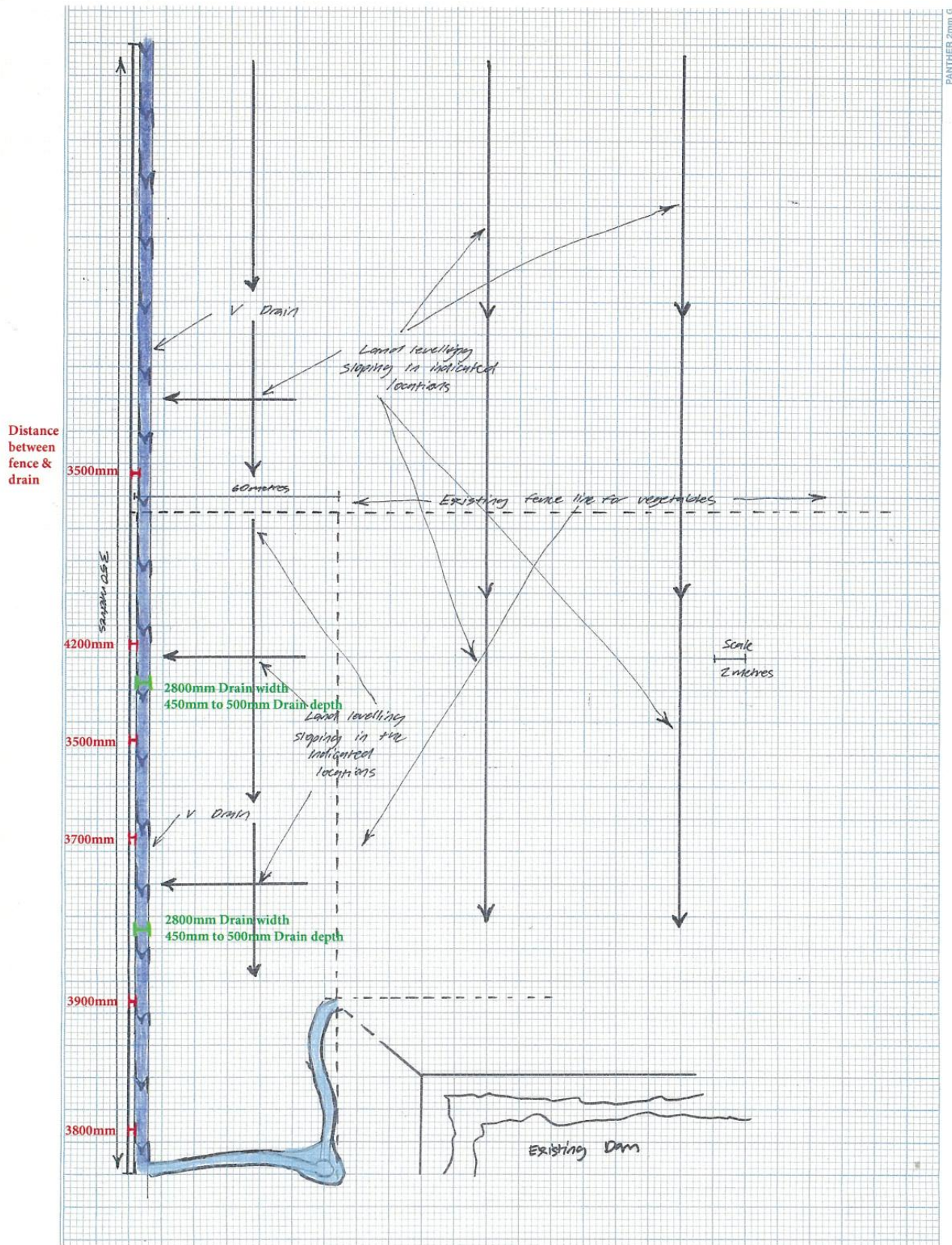
Additional Information: Retrospective development approval for drainage work

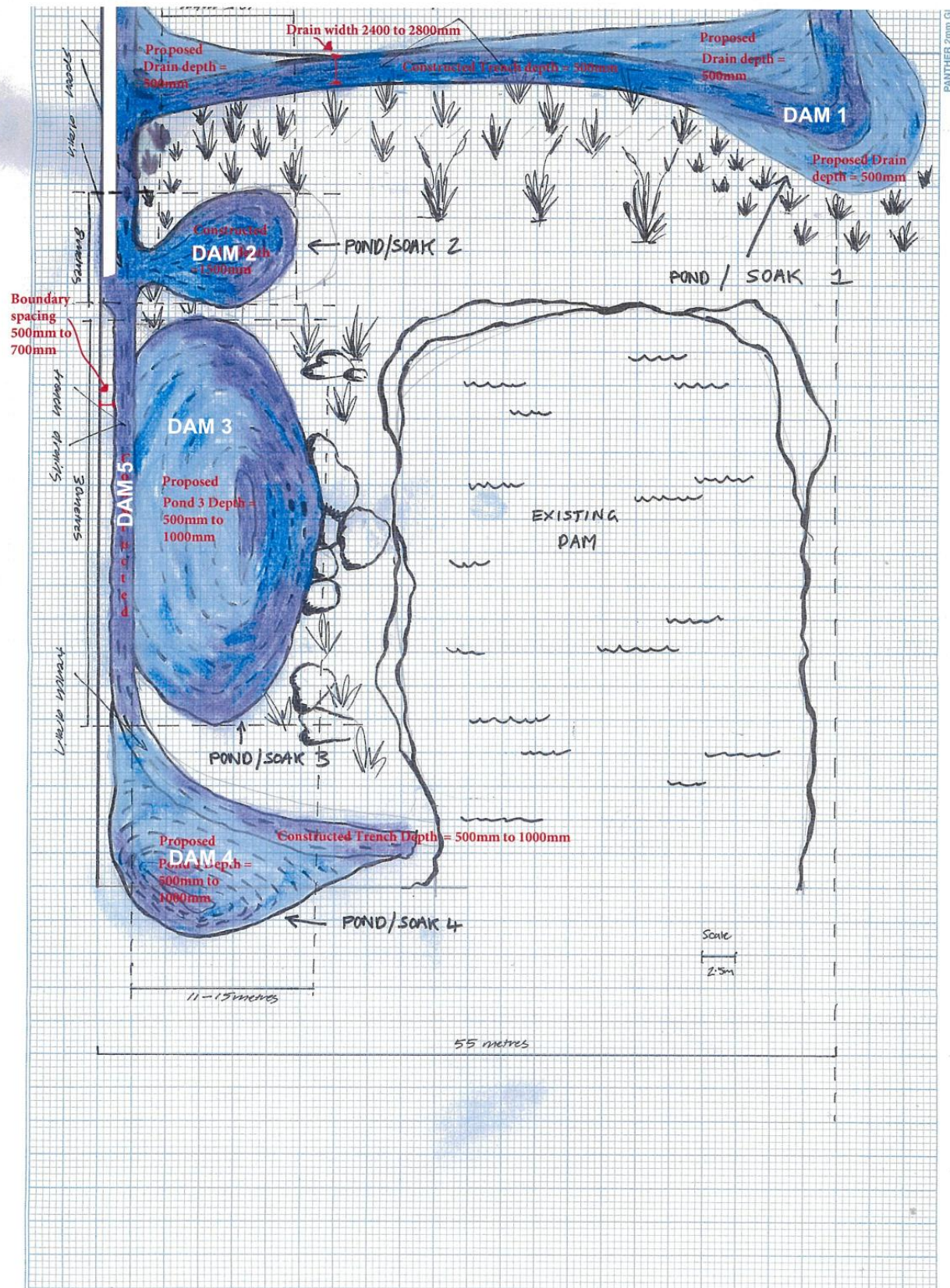
Address: 1655 Perup Road, Perup WA 6258

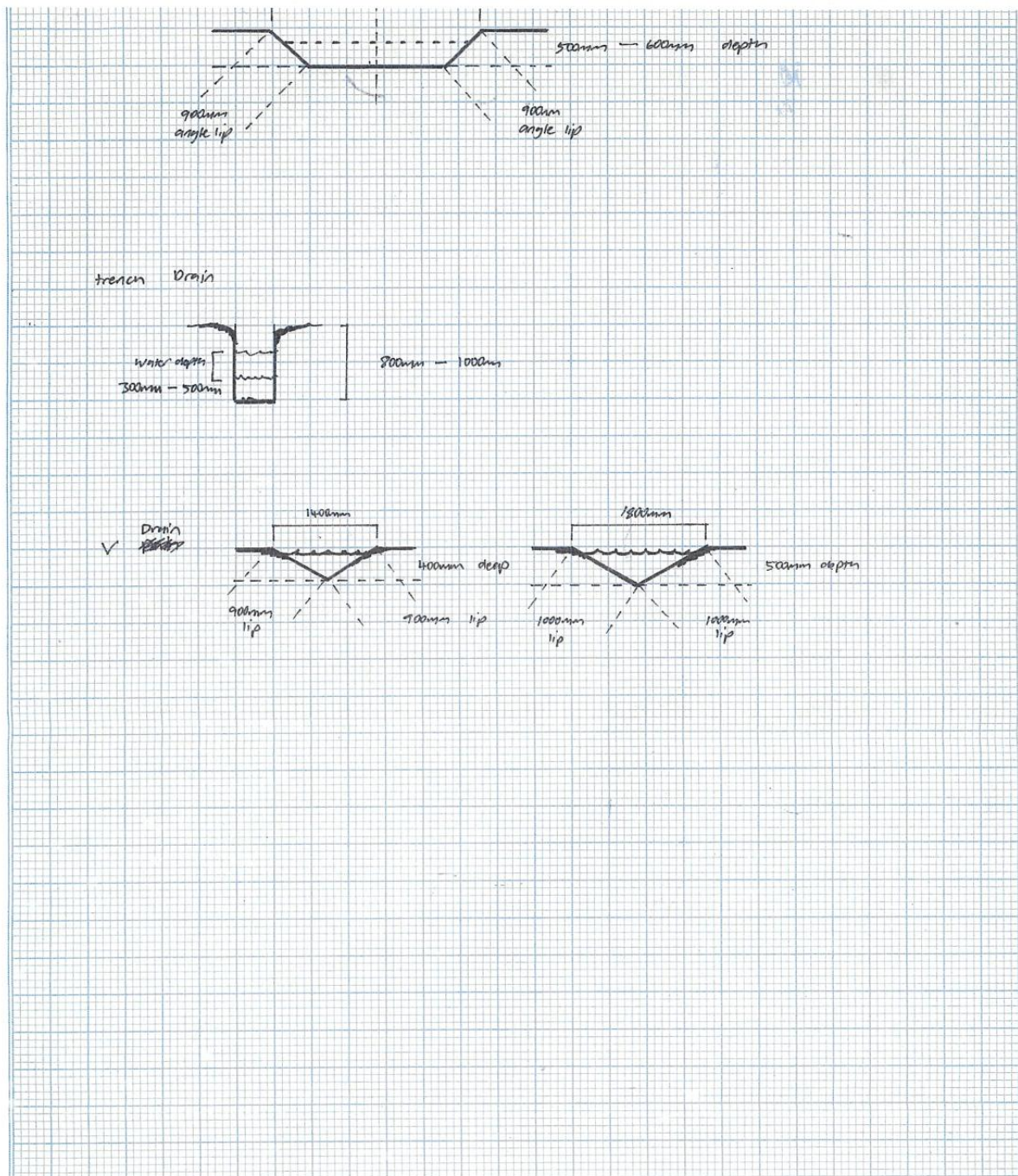
Application made by: Neil Miles, WA Rural Enterprises

Pond 5

This area is a larger location, south of other ponds. This area is proposed to be pond with a larger width but shallower in depth. This pond as rehabilitation occurs with native grasses and sedges etc is expected to evolve into a wetland area, rather than a pond. This area currently sits between the two creek lines that have historically run between the two properties – one North and one South creek line. With the original waterways being compromised years ago, we hope that the placement of these shallow ponds/wetlands will assist to reinvigorate the area to include biodiversity and correct water management.







Karleha Brown

From:
Sent:
To:
Cc:
Subject:

Attachments:

Hi Karleha,

Apologies for the delay due to our staff being away.

Please find DWER's response to your inquiries below in the green text.

In addition, please note that DWER has deemed the matter to be mostly civil, and our last communication with Mr Neil Miles (owner of Lot 201) was as follows:

"Noting the issues raised and the modifications to the landscape, the following approach is considered supportive of allowing the natural flow of water across the landscape, that will reduce potential knock-on effects but still allow the movement of water downstream to support other users. As outlined in the letter previously sent to you (attached), the department offers the following alternative to the filling in of the trench:

- *Retain the trench denoted by the red dashed line but redirect the trench past the pump sump on the western boundary to align with the downstream creekline, as reflected in the attached imagery.*
- *The trench must bypass your western pump sump entirely to allow the free flow of water onto your neighbours' property.*

We recommend that you discuss this option with your neighbour in the first instance, prior to any works occurring as a way of working through this matter. If this matter does not raise any further concerns then a permit will need to be applied for prior to works taking place.

Please advise of any further communications between yourself and your neighbour that may require our input on this matter, or give me a call if you would like to discuss this further."

It should be noted by the Shire that Mr Miles has a licence for his dam, but the neighbour (Mr Hull) does not. DWER has advised Mr Hull to apply for a licence (our ref: DWERT7654).

Thank you.

Postal: PO Box 261, Bunbury, WA 6231
 Location: 71 McCombe Road, Bunbury, WA 6230



Screenshot 7: Area of flows through Lot 200 (Mr Hull's land)

From: Karleha Brown <Karleha.Brown@manjimup.wa.gov.au>
Sent: Monday, October 2, 2023 5:33 PM
To: Daniel Wong <daniel.wong@dwer.wa.gov.au>
Cc: Jocelyn Baister <Jocelyn.Baister@manjimup.wa.gov.au>
Subject: RE: [External] Proposed works and retrospective drains, soaks, ponds and earthworks at Lot 201 Perup Road, Perup (DWER ref: PA 057953 , DWERT920-2~74 ; Shire ref: DA23/86 P57653 TP 83/2023)

Hi Daniel

Thank you for calling me back today.

In an attempt in seek of some clarification, I would like further advice regarding what DWERs recommendation is for the retrospective ponds and channels on the above property.

Are the ponds required to be removed? As stated in your email there is no availability for further water allocation, so are you asking Mr Miles to remove the ponds, or can they still be located on the property to slow the water from the channels and feed into the existing dam?

DWER advice:

- The existing ponds do not need to be removed, but we have made the recommendation that works be carried out on the drain (dotted red in Screenshot 6 below) to direct flows from the southern creekline away from the western sump into the northern creekline feeding into Lot 200 (Mr Hull's property).
- The expectation of the **bypass** of the **western pump sump** (coffer dam west of main dam in screenshot 6) is that it is **bypassed entirely** from the **southern creekline**, filled in **or** broken through to not retain water but allow the free flow of water from the bypass from Mr Miles property to the neighbour Mr Hull.
- It should be noted the **only functioning creekline** just west of the pump sump on Mr Miles property is the **northern creekline** as the neighbour (Mr Hull of Lot 200) has historically filled in all other creeklines on his property. As such, there are no other creeklines for Mr Miles to direct flows to Lot 200 without causing overland sheet flow.
- The Western Dam is a licensed dam under the RIWI Act.

The northern channel, we understand it is close to the boundary, but does DWER have any concerns with the channel remaining? If it does stay, is it okay for the water to be diverted to the existing dam through the existing unauthorised ponds?

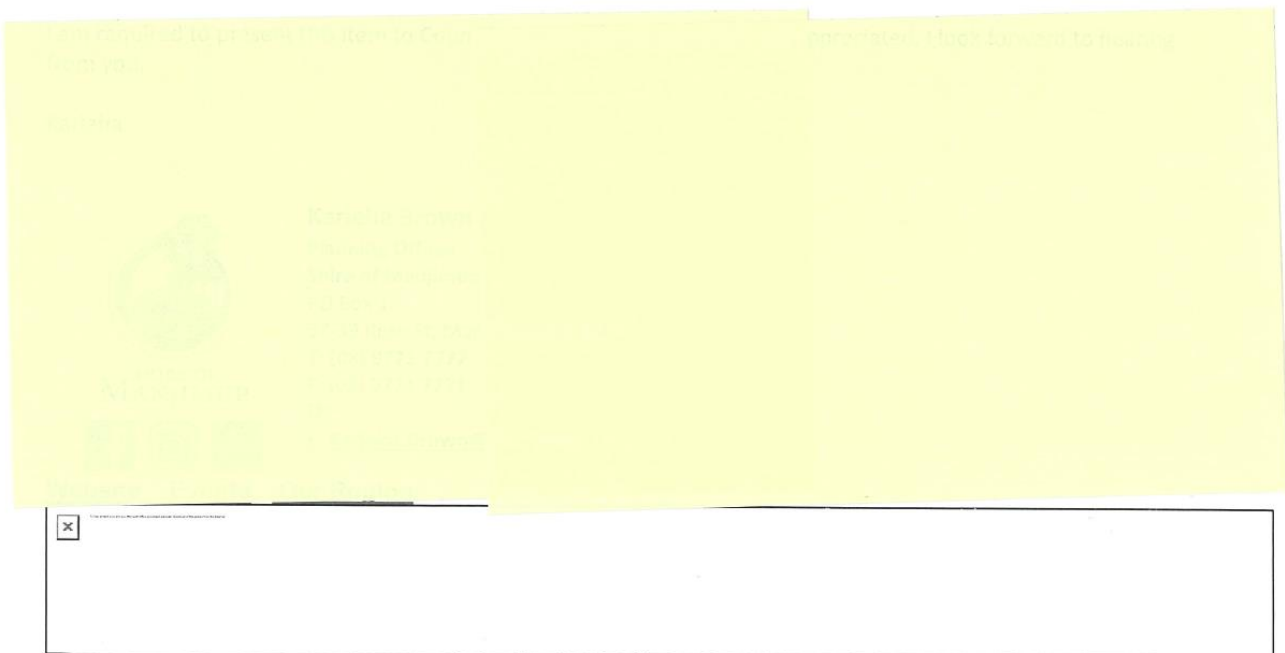
DWER advice:

- The northern channel is a historical, legacy channel done by previous ownership. We have not advised anything recently on this channel, which captures surface flow. As such, DWER has no concerns with this northern channel remaining.
- It should be noted the landscape is highly modified on both properties

It is noted that you advise that the water diversion not cross the northern creek line, what are proposing Mr Miles do in this instance? divert the water from the channel and the ponds to the northern creek line? (see our advice above) What will happen once this water is diverted to Mr Hulls property where there is no clear Creek line for the water to continue to flow downstream will this just be diverted over his land?

DWER advice:

- There is an area on Mr Hulls property (Lot 200) which enables flows from Mr Miles property (Lot 201) via the northern creekline into Mr Hulls Dam (see Screenshot 7 below).



The Shire of Manjimup respectfully acknowledges the Noongar people as the Traditional Custodians of the lands in which we work through we pay our respects to their Elders, past, present and emerging.

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From: Daniel Wong <daniel.wong@dwer.wa.gov.au>

Sent: Monday, September 11, 2023 3:36 PM

To: Info <info@manjimup.wa.gov.au>

Cc: Karleha Brown <Karleha.Brown@manjimup.wa.gov.au>

Subject: [External] Proposed works and retrospective drains, soaks, ponds and earthworks at Lot 201 Perup Road, Perup (DWER ref: PA 057953 , DWERT920-2~74 ; Shire ref: DA23/86 P57653 TP 83/2023)

11th September 2023

Our Reference: PA 057953 , DWERT920-2~74

Your Reference: DA23/86 P57653 TP 83/2023

To: Shire of Manjimup

From: Department of Water and Environmental Regulation

Attention: Ms T M Signal

RE: Proposed works and retrospective drains, soaks, ponds and earthworks at Lot 201 Perup Road, Perup

Dear Ms Signal,

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

This proposal was initially submitted on 7th August 2023 (our file ref: DWERDT817252), and further information provided on 7th September 2023 (our file ref: DWERDT832455 & DWERDT832457).

The proposed works relate to multiple ponds and drains (see Screenshot 1 below) – noting that no clearing of native vegetation is proposed.

It is important to note any proposed increase in water storage volumes (i.e. ponds) is not supported by DWER on the basis the surface water resource is fully allocated.

The Department has identified that the proposal has the potential for impact on water resource values and the environment. Key issues and recommendations are provided below, and these matters should be addressed:

- **Issue 1:** Proposed ponds
- **Advice 1:** The proposed increase in water storage volumes (i.e. ponds) is **not supported** on the basis the Wilgarup River surface water resource, as proclaimed under the *Rights in Water and Irrigation Act 1914* is fully allocated and the potential impact to downstream users by reduced flows/slowing of natural flows
- **Issue 2:** Required drainage works to restore flows to Lot 200

- **Advice 2:** The applicant (Mr Miles) be advised to redirect flows at the **southern trench** away from the **western sump** so as to connect to the **northern creekline** to allow for flows from Lot 201 into Lot 200
- **Issue 3:** Water quality protection
- **Advice 3:** To assist in the proposed rehabilitation and minimise erosion, the proponent may wish to refer to the attached *Water Note 29 - Long-term management of riparian vegetation* (Feb 2002) for assistance as appropriate to the site situation

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
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 DA23/86 P57653 TP 83/2023

Item No.	Reviewer comment/advice
1	<p>Issue 1: Proposed ponds</p> <p>Advice 1: The proposed increase in water storage volumes (i.e. ponds) is not supported on the basis the Wilgarup River surface water resource, as proclaimed under the <i>Rights in Water and Irrigation Act 1914</i> is fully allocated and the potential impact to downstream users by reduced flows/slowing of natural flows</p> <p>Discussion 1: The following statement is noted in the referral:</p> <ul style="list-style-type: none"> • "Proposed works includes multiple new ponds and drains. The Capacity of each pond will be smaller in volume but also dictated by the success when digging in each location. Due to the area, there is large amount of rock therefore the full capacity cannot be determined until digging has completed." <p>This proposal by Mr Neil Miles of subject Lot 201 (WA RURAL ENTERPRISES PTY LTD) involves the construction of drains and ponds (Ponds 1, 2, 3 & 4) with excavations ranging in depths of 500 – 1000mm, and Constructed Pond 2 having a depth of 1500mm. We note that Pond 5 is no longer proposed (Screenshots 2-5).</p>

	<p>DWER advises that the Wilgarup River surface water resource, as proclaimed under the <i>Rights in Water and Irrigation Act 1914</i> is fully allocated. As such, no additional water is identified as being available, over and above the current licensed allocation (license: SWL205997) to support the proposed development.</p> <p>As such, DWER has concerns that the proposal will result in additional storage of water on Mr Neil Miles's property (subject Lot 201) which may further capture and slow the natural flow of water from his property to the neighbour at Lot 200 (owned by Mr Jeffrey Hull) and other downstream users.</p> <p>In view of the above, the construction of the ponds and subsequent increase in water storage volumes at the subject lot (WA RURAL ENTERPRISES PTY LTD, i.e. Mr Neil Miles) is not supported on the basis the Wilgarup River surface water resource is fully allocated.</p>
2	<p>Issue 2: Required drainage works to restore flows to Lot 200</p> <p>Advice 2: The applicant (Mr Miles) be advised to redirect flows at the <u>southern trench</u> away from the western sump so as to connect to the <u>northern creekline</u> to allow for flows from Lot 201 into the Lot 200</p> <p>Discussion 2: It has been identified that a number of artificial trenches have been placed on Mr Miles's property (Lot 201) historically and more recently to redirect water flow to his dams by capturing overland flow and from creeklines that may result in diminished flows to the neighbour on the western boundary at Lot 200 (Mr Jeffrey Hull).</p> <p>The risk of reduced flows to downstream users in a fully allocated resource may include disputes on impacts to water supply and potential impacts to ecological processes – particularly where the natural flow pathways across properties are impeded from current and historical land modifications (see Issue 1).</p> <p>The Shire should note that the <u>southern creekline</u> has been backfilled by the neighbour (Mr Hull) so the reinstatement of that creekline on Mr Miles's property will result in ponding back onto his property and the development of a wetland and not allow the natural movement of water onto Mr Hulls land (see Screenshot 6 below).</p> <p>Based on the proposal details provided, it appears that surface flows in the northern portion of Lot 201, captured by the drain at the western boundary are intended to be directed to the western sump, for conveyance into the western dam for additional water storage (Screenshot 1, 2 & 6). In addition, there is the potential for flows from the catchment of the <u>southern creekline</u> to be directed into the western sump.</p> <p>Further to the above, DWER notes that there is currently a dispute between the applicant (Mr Neil Miles of subject Lot 201) and his neighbour (Mr Jeffrey Hull) who is located downstream at Lot 200 (Screenshot 6) – where there are concerns related to reduced flows from Lot 201 into Lot 200.</p> <p>Although DWER has not been able to fully confirm, based on the information we have, it appears this matter to be a civil dispute.</p> <p>To partially rectify this, DWER has requested Mr Miles to carry out the drainage works in a manner to allow the natural flow of water from his property (Lot 201) onto the neighbours property (Lot 200) through the natural creekline, where feasible. On 5th September 2023, DWER has requested Mr Miles to redirect the <u>southern trench</u> away from the western sump to connect to the <u>northern creekline</u> to ensure flows into Lot 200 (Screenshot 6). DWER advises that Mr Miles is yet to respond to our request.</p>
3	<p>Issue 3: Water quality protection</p>

Advice 3: To assist in the proposed rehabilitation and minimise erosion, the proponent may wish to refer to the attached *Water Note 29 - Long-term management of riparian vegetation* (Feb 2002) for assistance as appropriate to the site situation

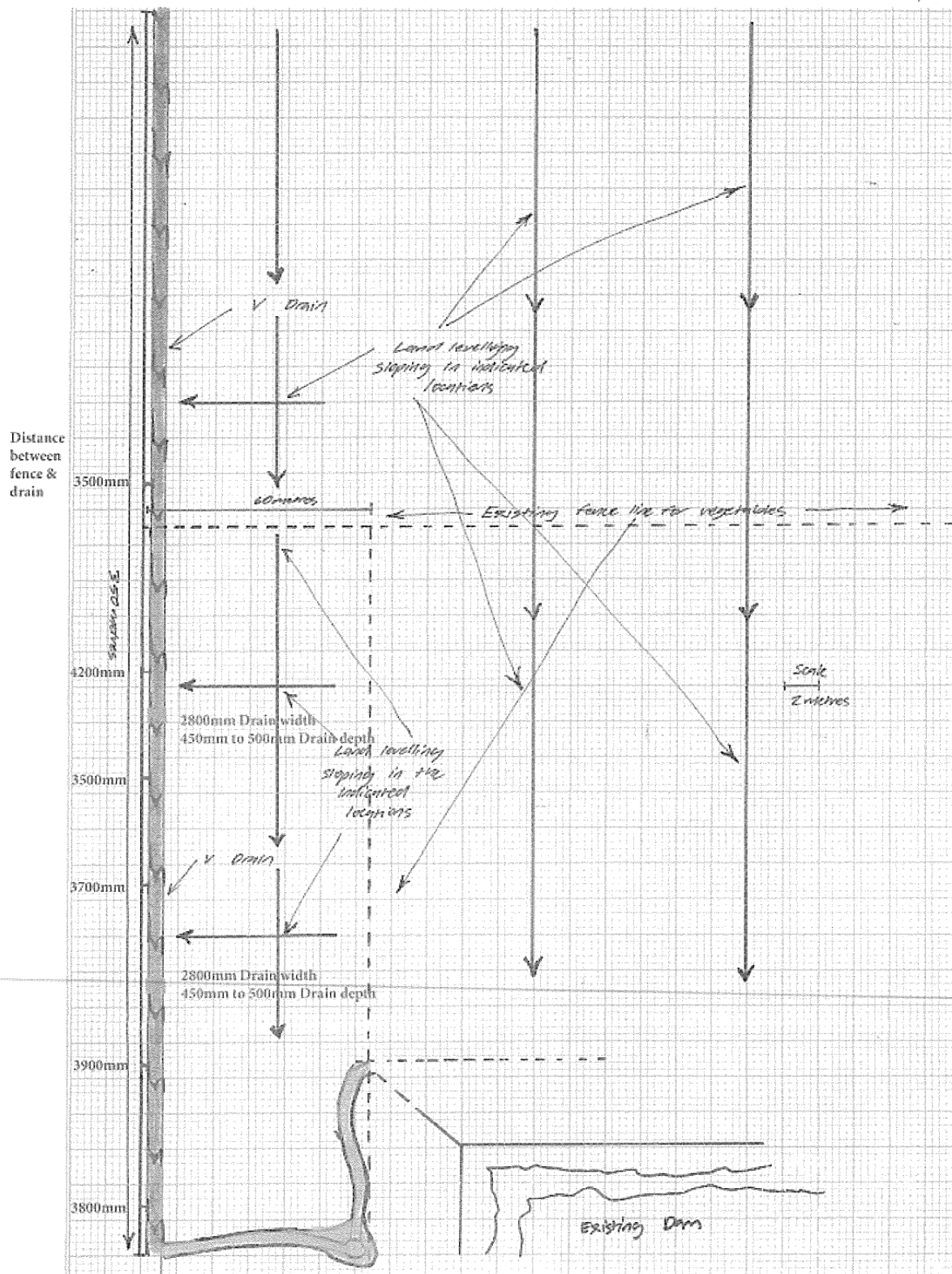
Discussion 3: The following statement is noted in the referral:

- “The completion of these works will mitigate erosion within the location as it is working to the landscape. However we are also happy to invest into plant revegetation to stabilize soil in the lower sections of the plan.”

To assist in the proposed rehabilitation, the proponent may wish to refer to the attached *Water Note 29 - Long-term management of riparian vegetation* (Feb 2002) for assistance.



Screenshot 1: Location of proposed works



Screenshot 2: Miles Lot 201 1655 Perup Road Perup - annotated 040923_Page_1.jpg

Karleha Brown

From: Lily Simpson <lily.simpson@dbca.wa.gov.au>
Sent: Tuesday, 26 September 2023 2:41 PM
To: Info
Subject: [External] DA23/86 P57653 TP 83/2023

Attn: Ms TM Signal

Good afternoon

Thank you for your letter regarding the establishment of a dam on Lot 201, 1655 Perup Road, Perup.

Parks and Wildlife Service has no objections to this proposal.

Kind regards
Lil

Lily Simpson
Personal Assistant to Tim Foley
A/Regional Manager, Warren Region
Parks and Wildlife Service
Phone: 97 717 957
Email: lily.simpson@dbca.wa.gov.au



Department of Biodiversity,
Conservation and Attractions



**PARKS AND
WILDLIFE
SERVICE**

*We're working for
Western Australia.*

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Dept of Planning

Shire of Manjimup

PO Box 1, Manjimup WA 6258

Date August 19th, 2023

Your Ref DA23/86; TP57653; TP 83/2023

Re; Development proposal; Lot 201, 1655 Perup rd, Perup

Dear Sir, Madam,

This letter is regarding the granting of Development proposal 1655 Perup rd, Perup

We formally oppose the granting of the proposed development as lodged and further seek Manjimup Shire Planning Department orders requiring full restoration of the natural landscape by the applicant.

Our objections are based on the following reasons;

1. The works disrupt the natural water flow across the landscape from East to West resulting in undermining the water security of our property, refer attached Google Earth map and data,
2. The already completed 'drains' are located at 0.6m of the boundary fence undermining the footing and stability / functionality of the fence into the future, refer attached photo's,
3. The works already completed are impacting our property already with silting and debris affecting our pastures, refer attached photographs (photos taken 2 August 2023 after a 70 plus mm rainfall event),
4. The works as proposed will Interrupt and decrease the number of natural 'slow moving flooding' events affecting the recharging of soil moisture profiles and aquiver on our property,
5. The run-off created by the development will change the nature of the flooding events from a 'slow moving sheet of water across the landscape' to a 'concentrated high volume, high speed' event. Erosion, debris and other negative impact will only grow in magnitude over time exacerbating the issues into the future, refer attached photos,
6. The proposal drawings lack special detail (they are incomplete, inaccurate, show no distance to boundary, no measurements of length, with and dept of the proposed works and lastly no detail is provided on the spoils created by the works; where they are going to be located, dumped or levelled etc.),
7. The dept of the completed drains are already reverting the natural water flow and impacting area of moisture of our pastures,
8. The consequences of the above will result in a shortened growing season for our pastures affecting carrying capacity into the future,
9. When we selected our elite Speckle Park stud farm location we selected this property (1609 Perup rd) because of its 'unique' situation in the landscape, the proposal negatively impacts our future business prospects for all reasons as expressed above,
10. Development works have commenced without holding the appropriate permits of local authorities,

2 | Page

11. Lastly our amenity and enjoyment of our property is negatively impacted by the proposal in the lasting physical scars on the landscape.

We wish to continue building our niche farming business into the future so the second aspect of this letter, the order to remediate the land and restore to pre-development conditions by the applicant is of utmost importance. A simple refusal of the development permit by you (the authority) without this condition attached and monitored for compliance will not address our concerns.

We also extend an open invitation to you or other interested parties to visit our farm to assess the merits of our comments/request.

Yours Sincerely,

JM Hull
1609 Perup rd,
Perup WA 6258

2 | Page

11. Lastly our amenity and enjoyment of our property is negatively impacted by the proposal in the lasting physical scars on the landscape.

We wish to continue building our niche farming business into the future so the second aspect of this letter, the order to remediate the land and restore to pre-development conditions by the applicant is of utmost importance. A simple refusal of the development permit by you (the authority) without this condition attached and monitored for compliance will not address our concerns.

We also extend an open invitation to you or other interested parties to visit our farm to assess the merits of our comments/request.

Yours Sincerely,

JM Hull
1609 Perup rd,
Perup WA 6258







-- Map Viewer Plus --



[illegible]

CNR Giblet and Ipsen Street, Manjimup Retail Plan



CNR Giblet and Ipsen Street, Manjimup Retail Plan



CNR Giblet and Ipsen Street, Manjimup Retail Plan





SHIRE OF
MANJIMUP

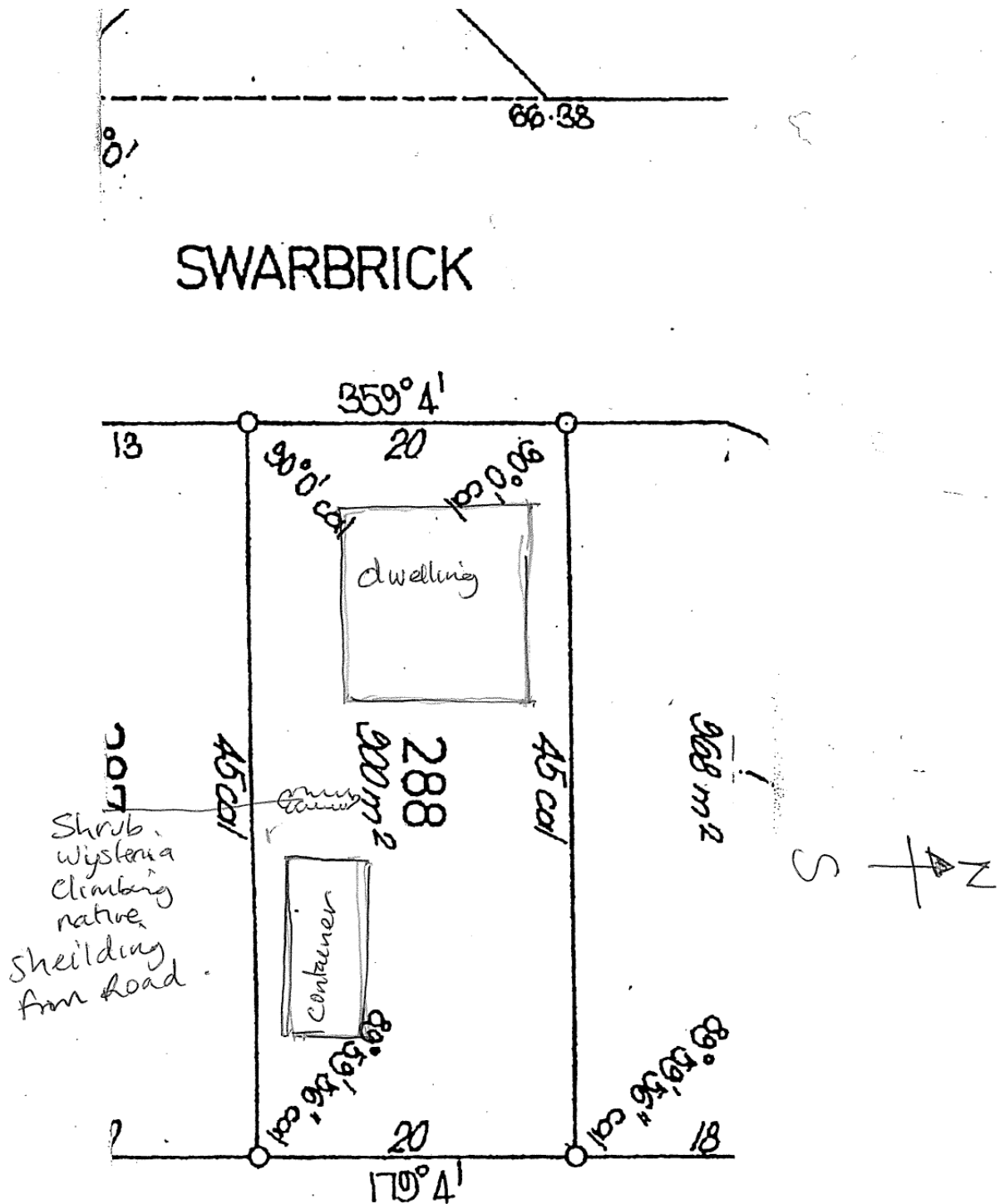
**ADDITIONAL INFORMATION FOR DEVELOPMENT
APPROVAL FOR ADVERTISEMENTS**

Shire of Manjimup
PO Box 1 Manjimup WA 6258
Phone: (08) 9771 7777 Fax: (08) 9771 7771

ALL SECTIONS MUST BE COMPLETED

Note: To be completed in addition to the Application for development approval form.

1. Description of property upon which advertisement is to be displayed including full details of its proposed position within that property: <i>building shop 45 15 Ipsen Street</i> <i>Signage on front roof display of building front window + front panel above building</i>	
2. Details of proposed sign:	
(a) Type of structure on which advertisement is to be erected (i.e. free standing, wall mounted, other): <i>Wall mounted</i>	
(b) Height: <i>1/2m</i> Width: <i>2.2m</i> Depth: <i>.</i>	
(c) Colours to be used: <i>pink, black + white</i>	
(d) Height above ground level cm:	
To the top of advertisement:	To underside:
(e) Materials to be used: <i>Tin</i>	
Illuminated: Yes / No	
If yes, state whether steady, moving flashing, alternating, digital, animated or scintillating and state intensity of light source:	
3. Period of time for which advertisement is required: <i>until on-going</i>	
4. Details of signs (if any) to be removed if this application is approved: <i>Remove Harvey Norman window stickers + replace my signage</i>	
Note: This application should be supported by a photograph or photographs of the premises showing superimposed thereon the proposed position for the advertisement and those advertisements to be removed detailed in 4 above.	
Signature of advertiser(s): (if different from land owners)	
Date: <i>[Signature]</i>	



Shipping Container

1.5 metre from neighbours fence.
adjacent to neighbours garage, parallel.
12 metres from dwelling.

painted black.

Container is : 5.89m Long x 2.35 Wide
2.392 m high.







Kaylene Roberts

From: yullari farm <yularifarm@mail.com>
Sent: Wednesday, 4 October 2023 12:22 PM
To: Info
Subject: [External] regarding planning approval/retrospective...19 swarbrick st walpole6398

PLEASE FORWARD TO CEO AND KAYLEEN AT PLANNING THANKYOU

To Whom It May Concern,

I am writing regarding the planning approval application recently submitted for 19 Swarbrick St Walpole 6398 WA.

There has been a rather large misjudgement or misunderstanding on behalf of one of the joint owners of 19 Swarbrick St.

Trevor Clark, whom has a severe brain injury that has caused a legacy in his daily life in that he is afflicted with a physical spatial and cognitive limitation; he completely misunderstood the protocol of due process that the shire adheres to regarding planning applications.

After I spoke with the neighbour Julio and he said that he was fine with the shipping container as long as it was in line with his garage; I gave this feedback to Trevor. I then went away for eight days. Upon returning home I found that Trevor had arranged for the container to be delivered in my absence. I asked him why he did not contact the shire before doing this, he said he thought it was Julio who was approving the container. Trevor completely misunderstood that the shire decides after the 21 days of notice. He thought it was resolved because of Julio approval.

I understand that now it is going to council for approval on the 26th of october.

trevor is very embarrassed about his misjudgement and misunderstanding regarding this applicatiomn, and is very concerned about the outcome of his confusion and error.

We look forward to hearing the councilors decision later this month.

Sincerely

Sarah Dwason

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Application for Development Approval
Shire of Manjimup

Approval required for: Indoor Cats at 2 Burton Close

Applicant Details: Jasmine Dyer and Nathan Viney (Renting)

Address: 2 Burton Close, Walpole, 6398

Date submitted: 26/06/2023

Summary of application:

In signing our rental lease for 2 Burton Close in 2021, we were not made aware of any 'Cat Act' restrictions. We were transparent with the Real Estate, noting we had 2 indoor cats on our lease and paying the required pet bond.

To further support our case, our cats have been indoor living (as stated clearly in our 2021 lease agreement, see attached.) Our cats have lived inside since way before we moved to Walpole in 2020. We abide by our own strict rules for the good of the surrounding wildlife.

In 2023, inspired by other responsible cat owners, we erected a secure cat enclosure. This was a way of letting our cats experience the outside world without causing any harm to the environment. The cat enclosure was purchased via an Australian brand and promotes a "safe and secure design for peace of mind." Please find detailed specs [here](#). As mentioned in my email correspondence (see attached), not once has a neighbour met one of our cats outside of our home. We are strict on door closing, we are strict on security. The cats are used to this. To enter their cat enclosure, they are picked up one by one and placed inside. The zip entrance is closed between trips to stop any risk of escape.

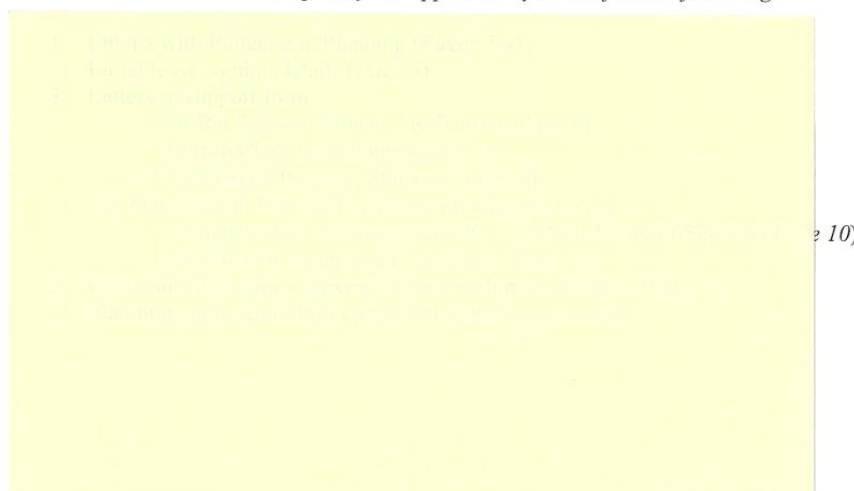
Manjimup Shire Ranger, Stephen Burch has asked that we either remove our cats or move home. With such limited time to find homes in a rental crisis and no previous knowledge of a 'Cat Act', this comes as a huge shock and distress to our family. Now we are having to deal with a variety of complicated issues that come with this new hurdle including: the application itself, any payments required and the possibility of homelessness. Burton Realty have told us they will not pay the required fee.

We sincerely hope with the evidence provided, that you can treat us as an individual case and let us keep the cats and our home. We would also like this exemption to be transferable to any other address we may reside in the Manjimup Shire if possible.

Kind regards,

Nathan, Jasmine, Quentin, Claude and Kacka

As part of our application you will find the following:



Application for Development Approval
Shire of Manjimup

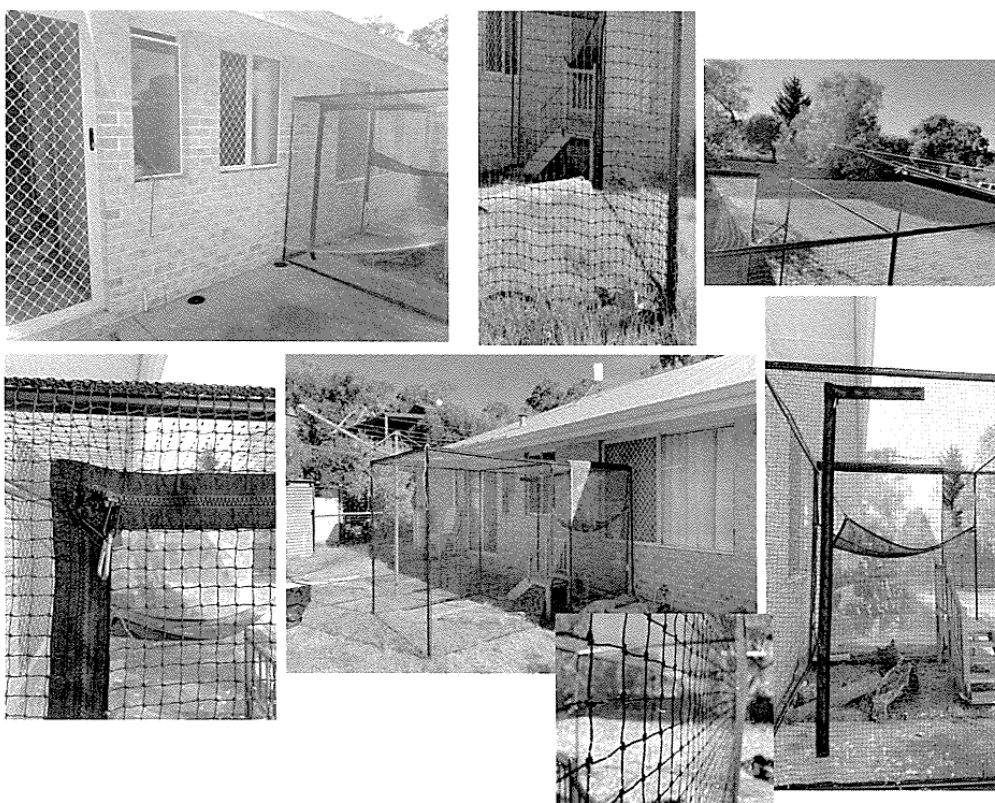
Approval required for: Indoor Cats at 2 Burton Close

Cat Management Plan

1. Cats live inside the house, choosing a couch or bed to sleep most of the day
2. Food is provided to the cats in the kitchen
3. Litter box is located in the laundry
4. Cats will get a chance to get some fresh air on a nice day in our secure cat enclosure which is located close to the laundry door. In winter, the enclosure will be used less often. Please find letter of support from manufacturer attached.
5. To enter their cat enclosure, cats are picked up one by one and placed inside. The distance from the laundry door is about two metres. The zip entrance is closed between trips to stop any risk of escape.
6. Cats are of a senior age so are often slow moving.
7. House doors are closed at all times and visitors are given clear instructions to keep cats inside.
8. Our cats have never escaped due to the strict measures we've put in place as pet owners over the years.

Please find pictures of enclosure below:

Enclosure is not fixed and can be moved if required. Please note zip door with lock and mesh





Department of Biodiversity,
Conservation and Attractions



Your ref: DA23/96 P55171
Our ref: PRS 50987
Enquiries: Peter Bamess
Phone: 97 717988
Email: warren.admin@dbca.wa.gov.au

Ms T.M Signal
Statutory Planning
Shire of Manjimup
PO Box 1
MANJIMUP WA 6258

Dear Sir / Madam

ADVICE REQUESTED: LOT 26, 2 Burton Close WALPOLE

Thank you for your letter dated 11 August 2023 regarding an application for the approval to keep cats on the above-mentioned property.

Parks and Wildlife Service has no objections providing the owners ensure that this cat enclosure is secure and maintained so there is no escaping of cats into nearby reserves.

Yours sincerely

Tim Foley
A/Regional Manager

23 August 2023

Regional and Fire Management Services Division
Warren Region
Locked Bag 2, Manjimup WA 6258
dbca.wa.gov.au

Karleha Brown

From: Fiona & Carl Knipe <fknipe@hotmail.com>
Sent: Monday, 4 September 2023 1:11 PM
To: Info
Subject: [External] Development Proposal Ref: DA23/96 P55171

To Chief Executive Officer

In reference to the Proposal of Keeping Cats at Lot 26, 2 Burton Close Walpole we strongly DISAGREE to this. Domestic & feral cats cause massive destruction to our fauna. Boronia Ridge has a sign on entry to Karri Street along with this on your website

We have 33 cat prohibited areas within the Shire of Manjimup, this means no cats will be permitted at any time. This has been put in place for the protection of wildlife and to stop the possibility of cats creating a nuisance

When we moved here 7.5 years ago we had to rehome our cat due to the Manjimup Shire regulations. So why can I person have an exemption?

So if this approval goes through will it open the door for more cats in this cat free area?

Regards
Carl & Fiona Knipe
Sent from [Mail](#) for Windows

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Karleha Brown

From: ellray03@aapt.net.au
Sent: Wednesday, 6 September 2023 1:58 PM
To: info
Subject: [External] Development Proposal Ref DA23/96 P55171

To Chief Executive Officer,

In reference to the proposal of keeping cats at 2 Burton Close Walpole.

Even though this property is across the road from us (3 Burton Close), we also strongly disagree to the cats being kept at the above address is a no cats area.

When we built our house 20 years ago, we noted in the Manjimup Shire Regulations that cats were prohibited, which left us no choice but to put my also aging cat, which couldn't move around very well either, down.

Regards
Graham & Betty
3 Burton Close
Walpole.

Sent from [Mail](#) for Windows



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**Shire of Manjimup
Fire Control Officers
2023 / 2024**

Fire Control Officer	Brigade Area
Remo Pessotto	Whole of Shire
Bradley Wren	Whole of Shire
Todd Ridley	Whole of Shire
Stephen Burch	Whole of Shire
Craig McSharer	Whole of Shire
Jamie Copeland	Whole of Shire
Gary Ryan	Balbarrup / Wilgarrup
Mick Terrigno	Diamond
Robert Thorn	Diamond
Josh Kanny	Dingup
Tom Muir	Dunreath
Bradley Wren	Glenoran
Mark Muir	Mordalup
Paul Owens	Northcliffe Fire District Boundary
Rod Parkes	Northcliffe Fire District Boundary
Rod Parkes	Northcliffe
Len Dickson	Northcliffe
Peter Russell	Northcliffe
Mark Roche	Pemberton Rural
Dennis Barnsby	Pemberton Rural
Hugh Jackson	Pemberton Rural
Eric Ipsen	Perup
Maurice Humphrey	Quinninup
Mick Eastwood	Quinninup Town
Paul Tempa	Ringbarkers
Frank Shaw	Ringbarkers
Tom Winfield	Seven Day Road / Appadene
Peter Parker	Seven Day Road / Appadene
Bill Rice	Smith Brook
Nigel Pitts	Springfield
Keith Jackson	Springfield
John Mottram	Upper Warren
Glen Burton	Walpole / Walpole Fire District Boundary
Richard Williams	Walpole / Walpole Fire District Boundary
Bradley Wren	Yanmah



SHIRE OF MANJIMUP

3. COMMUNITY DEVELOPMENT

3.1 COMMUNITY DEVELOPMENT POLICIES

3.1.3 Community Funds Allocation

SHIRE OF MANJIMUP COMMUNITY FUND PROGRAM

Background & Issues

Council has established a scheme to support the community through the provision of a Shire of Manjimup Community Fund Program. Each year, where economically possible, the level of community funds available will be 2.5% of the prior year's rates revenue. The funds will be allocated across four categories being:

1. General Community Groups and Projects;
2. Financial Hardship;
3. Youth; and
4. Events.

The allocation of community funds will be held annually by formal application, with a closing date in March of each year. Where the budget allocation to any category is not fully committed, the amount remaining will be allocated across the other categories of the Community Fund Program.

Funds available across all categories are limited. The final decision for awarding funds will be in accordance with those applications that Council deem to have the highest merit and greatest benefit to the Shire of Manjimup residents and ratepayers.

Objectives

The objective of this policy is to provide clear guidelines for:

1. **Community groups, projects and event organisers** within the Shire of Manjimup in their application for community funds;
2. **Council** for their allocation of funds in a consistent and transparent manner; and
3. **Staff** in the administration of the Shire of Manjimup Community Fund Program.

Area of Application

Whole of Shire.

Policy Measures

See following pages.



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GLOSSARY OF TERMS

For the purposes of the Shire of Manjimup Community Fund Program, the terms listed below are understood to have the following meanings:

Auspecting organisation	An incorporated organisation with a current ABN which agrees to work with a non-incorporated community group to receive hold & disburse grant funds on behalf of the non-incorporated group. The auspecting organisation will be responsible for the management of grant funds according to all conditions of the grant, and for the eventual acquittal of those funds (working closely with the community group to achieve this.)
Community group	A group of people working together to pursue a common interest. Generally, almost all members of a community group will be participating in a volunteer capacity (i.e. not as a part of their paid work duties). A community group may have a formal governance structure or may be a less structured group.
Incorporated association	An organisation that has been incorporated under the Associations Incorporation Act 2015. Such an organisation has a formally adopted constitution and is governed by an elected committee.
Not-for-profit group	A group or organisation that is not operating for the profit or gain of its individual members, whether these gains would have been direct or indirect. Any profit made by the group or organisation goes back into its operation to carry out its purposes and is not distributed to any of its members.
Umbrella organisation	An organisation (of sound capacity) which provides support to smaller community groups such as assistance in grant writing, auspecting grant funds or other support including office accommodation and administrative assistance. In the Shire of Manjimup Community Fund Program an umbrella group may support its community groups in their applications for funds but still apply for funds themselves as long as the funds in the different applications are not for the same purpose, project or event.
Youth	Young people between the ages of 12 and 25 years inclusive.
Youth group or youth project	A group or project catering to the needs of young people between the ages of 12 and 25 years inclusive.



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CONDITIONS OF THE COMMUNITY FUND PROGRAM

The following conditions are applicable across ALL categories of the Program:

- a. The Community Fund Program will be advertised to the public in February each year.
- b. Applicants will be notified of their success or otherwise after the adoption of the budget each year (between July and September).
- c. The region in which the activities supported by funds can be carried out is the area of the Shire of Manjimup and the benefits of the activities supported by funds shall be directed predominantly to residents of the Shire of Manjimup.
- d. Generally speaking, schools are not eligible for funding under this program, proposed projects which have a strong broader community benefit may be considered and prospective applicants should approach the Shire in the first instance to discuss eligibility. If eligible the proposal would be submitted as a General Community Group & Project grant application.
- e. Category Funding will be guided by the following table. The amounts listed are maxima and should not be viewed as a guarantee of that level of funding. (These amounts will be reviewed each three years.)

Application Category	Shall not exceed (excl. GST)
Category 1. General	
Cat. 1A. General community groups & projects	\$5,000
Cat. 1B. Arts (acquisitive) prizes	\$5,000
Category 2. Financial Hardship	
Cat. 2A. Financial assistance – community care/ service or in high need	\$5,000
Cat. 2B. Financial assistance – with premises	\$3,000
Cat. 2C. Financial assistance – no premises	\$1,500
Category 3. Youth & Chaplaincy	
Cat. 3A. Community youth groups/programs	\$6,000
Cat. 3B. Chaplaincy	\$7,000
Category 4. Events	
Cat. 4A. Events with broader target area	\$5,000
Cat. 4B. Events with a more limited target area	\$3,000
Cat. 4C. Events which are new and emerging	\$2,000



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- f. Fund allocation will be guided by the principle of fairness and equity in terms of both applicants and activities.
- g. Funds will be paid only to incorporated associations which have a current ABN. Groups which are not incorporated are able to apply for funding but must nominate in their application the name and ABN of an auspicing organisation or umbrella group which will receive the funds on their behalf if the application is successful. (The auspicing agency may not be subject to Condition h.)
- h. With the exception of applications under the Financial Hardship category, the following condition applies:
Only one application per group may be funded each financial year, unless circumstances warrant multiple applications from a group. Where a group applies for more than one grant, either in the same or different categories, it must indicate the priority of each application. Council will consider the group's priority rating for each application and may (partially) approve or decline any application at its discretion.
- i. Grants will be paid in full on receipt of a tax invoice.
- j. The proposed project or event must take place and be completed within the financial year that funding is made available.
- k. Prior approval must be sought for any substantial change of proposal.
- l. All funded groups and organisations will be required to acknowledge the support of the Shire of Manjimup in any promotional or publicity material.
- m. Every endeavour will be made by grant recipients to support local business and services when expending the allocated grant monies.
- n. Payments of grants may be suspended at any time if, in the opinion of Council, any of the conditions laid down are not met, or satisfactory progress has not been achieved.
- o. Council may use the project information provided by funded groups and organisations for promotional and networking purposes.
- p. Full disclosure of any other Council contribution (cash or in-kind) towards the project including traffic management plans and civic receptions is required.
- q. Applicants must illustrate that reasonable effort has been made to



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secure funding from alternative sources including other funding bodies, sponsorships, membership or registration fees, fundraising activities or other commercial activities such as ticket or produce sales.

- r. Acquittal of all granted monies must be completed and submitted, using the acquittal form provided, as soon as possible after the completion of the project, but no later than three (3) months after the end of the Shire's financial year (i.e. by 30 September of the following financial year).

CATEGORY 1. GENERAL

Any applications that do not fit within another category as described in this Policy (Youth & Chaplaincy, Events, and Financial Assistance Requests), should be submitted as a general community grant.

All of the conditions (listed a. to r.) of the Community Fund Program outlined in this Policy apply to the General Community Groups & Projects category.

Category 1A. General community groups & projects

Community groups and not-for-profit organisations may apply for funding for projects and activities that have a target focus which benefits communities within the Shire of Manjimup. Council will assess each application during budget deliberations and will grant funds to projects that are deemed to have merit.

Category 1B. Arts (acquisitive) prizes

Artwork can be created in any medium, which can include, but is not limited to, sculpture, painting, installation, multimedia, sound or performance.

Funds for the arts acquisitive prize are incorporated in the Shire's annual operational budget. For the purpose of transparency and equity, the applications for arts acquisitive prizes will follow the same process as Community Grant applications.

Should multiple applications for the arts acquisitive prize be received in the same grants round, then Council may distribute the available funds at its discretion.

Requests for (a contribution to) arts prizes and arts acquisitive prizes should be submitted as a general community grant 1B. Council's intent for these prizes is to support and encourage growth of local artists, and stimulation of the local arts and cultural environment. The aim of the acquisitive prize is to



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expand, conserve and display the Shire's art collection for everyone to study and enjoy.

Eligibility criteria for community grant funding for arts (acquisitive) prizes are:

- The arts competition/exhibition should be held within the Shire of Manjimup
- The winning/awarded artists are to be residents of the Shire of Manjimup, with the following exception:
- Where the applicant adds (either through their own contribution, sponsorship, or other grant funding) a monetary amount equal or larger to the Shire's acquisitive prize, with the aim to purchase a larger/more expensive artwork, it is allowable for the awarded artist not to be a resident of the Shire of Manjimup.

Any artwork which is acquired with (assistance of) the Shire's acquisitive prize will:

- Be added to the Shire's arts collection, thus owned and insured by the Shire;
- Be displayed for public viewing at a location in the Shire of Manjimup to be decided in discussion between the applicant and the Shire, noting the following:
 - It needs to be located on land under management and control of the Shire of Manjimup;
 - The proposed location for the artwork is to be included in the Community Grant application;
 - Selection of sculptures or larger art pieces requiring transportation and installation may incur considerable extra costs. The Community Grant Applicant is responsible to consider these costs in their application and identify any additional funding sources. Additional funds requested from the Shire of Manjimup will need to be determined by Council.
- Need to meet public safety and security considerations (including: no sharp edges, no finger pinching points, not climbable, securable against fire, theft, etc.); and
- Be selected by a selection panel, which is to be established by the applicant, and is to include an elected member.

CATEGORY 2. FINANCIAL HARDSHIP COMMUNITY GROUPS

There are three sub-categories of financial assistance for community groups:

- Category 2A: Requests for financial assistance by community groups with a care/service function to the community, or by community groups deemed in high need by Council;
- Category 2B: Requests for financial assistance by community groups responsible for premises; and



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- Category 2C: Requests for financial assistance by community groups without premises.

It is Council's vision that all community groups, in order to be sustainable, should aim to operate without relying on ongoing financial assistance to cover operational costs. Council understands that in certain circumstances a community group might require financial assistance for operational costs, such as utilities, insurance and venue lease or maintenance costs.

Community groups with the primary aim to provide services to the greater community are eligible for a higher level of financial assistance funding (refer to table on page 3) than other community groups (e.g. hobby clubs, arts groups, photography groups). Groups that occupy a building to undertake their primary activity and as such have greater responsibility are eligible for a higher level of funding.

It should be noted that start-up financial assistance for new groups should be applied for in the General Grant section as Hardship is to support existing groups suffering financial escalation pressures.

Groups may apply for the financial hardship funding to be considered for a 3-year period to give a level of ongoing surety during a period of hardship. Council may approve an application for this length of time, however this is subject to the annual budget allocation to the Community Grants Program.

All of the conditions (listed a. to r.) of the Community Fund Program outlined in this Policy apply to the Financial Assistance Community Groups category.

CATEGORY 3. COMMUNITY YOUTH GROUPS & CHAPLAINCY

The Shire of Manjimup Youth Strategic Plan 2013 – 2023 recognises the strategic importance of supporting youth activity and development throughout the Shire.

To support youth programs and chaplaincy across the Shire, Council endeavours to:

- Category 3A: Support a youth (development) program (e.g. youth group or facilitated development program) in each town; and
- Category 3B: Support youth chaplaincy; and

Submissions for funding of proposed general youth projects, that are not eligible under Categories 3A and 3B, should submit their application under Category 1. General Community Groups & Projects.

The sum available for youth groups and chaplaincy in 2017/18 was \$37,000



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(amended in 2014). While this policy is not intended to apply limitations to the support of youth activity and development, the inclusion of a prescribed allocation pool sum for this category will ensure there is at least a minimum level of ongoing support for youth groups and chaplaincy in particular.

All of the conditions (listed a. to r.) of the Community Fund Program outlined in this Policy apply to the Community Youth Groups & Chaplaincy category. In addition to conditions a. to r., there are extra conditions specific to the Community Youth Groups & Chaplaincy category which are:

- s. Youth groups can submit their application in partnership with an auspicing incorporated umbrella group.
- t. For the purposes of the Shire of Manjimup Community Fund Program, 'youth' are defined as young people between the ages of 12 and 25 years inclusive.
- u. All 3A proposed budgets meet the Youth Group/Program Expenditure Requirements detailed below.

Youth Group/Program Expenditure Guidelines

The following expenditure requirements are provided to guide applicants in developing youth programs that maximise the benefits for the young people living, working, or go to school within the Shire of Manjimup. It is an expectation that in-kind contribution of youth group/program venue and grant administration are included in all 3A applications (provided by applicant or an alternative funding source).

Eligible Expenditure

The following expenditure is eligible if directly relating to the scheduled youth program activities and/ or the delivery of the youth group/program:

- Staffing costs (wages/salary) for group/program delivery;
- Printing and copying of advertising material;
- Program materials (e.g., consumables, (art) supplies, and stationery) directly relating to scheduled youth program activities and/ or the delivery of the youth group/program;
- Catering costs (food and non-alcoholic beverages) for attending youth at group/program; and
- External venue and equipment hire for isolated/one-off occasions (e.g. excursions or location-specific activities), when provided in addition to a standard course of delivery for youth groups and/or programs.

Ineligible Expenditure

- Activities failing to demonstrate benefit to youth residing in the Shire of Manjimup;
- Purchasing of gifts, significant prizes, trophies, or awards;
- Applicant facility costs (including but not limited to: rent, electricity,



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- insurance, water, rates, maintenance, equipment hire, and venue use).
- Applicant's general or grant administration costs;
- Staffing costs outside of identified youth worker delivery of youth group/program;
- Capital works, infrastructure, or equipment for the applicant or applicant affiliates;
- Ongoing use of external activities incurring operational costs for the purpose of youth group/program delivery;
- Commercial or for-profit activities; and
- Retrospective or deficit funding.

CATEGORY 4. EVENTS

There are three sub-categories of event sponsorships; each is treated separately in the Community Fund Program:

- Category 4A events have a broader target area which may include state, interstate and international visitors;
- Category 4B events have a more limited target area including South West and Great Southern regions; and
- Category 4C events are new, incl. events celebrating a significant anniversary, and emerging events seeking to establish themselves on the Shire's annual events calendar.

Category 4A. Events

Council recognises the opportunity and economic benefit in sponsoring events that will market and promote the Shire to a target population residing beyond the South West and Great Southern regions.

All of the conditions (listed a. to r.) of the Community Fund Program outlined in this Policy apply to Category 4A Events. In addition to conditions a. to r., there are extra conditions specific to Category 4A Events which are:

- v. Demonstrate strong ties to broad scale marketing and promotional outcomes.
- w. Demonstrate that the target group is much broader than the South West and Great Southern regions.



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Category 4B. Events

Council recognises the social benefit in sponsoring events that will promote a particular theme or activity to a target audience from within the Shire and extending to the South West and Great Southern regions.

All of the conditions (listed a. to r.) of the Community Fund Program outlined in this Policy apply to Category 4B Events.

Category 4C. Events

Council recognises the potential for increased social and economic opportunity in sponsoring new and emerging events which are endeavouring to become established on the Shire's annual events calendar.

Events celebrating a significant anniversary, for example 50 or 100 years, may also be considered for funding under this category.

All of the conditions (listed a. to r.) of the Community Fund Program outlined in this Policy apply to Category 4C Events.

UNALLOCATED FUNDS

Any unallocated funds of the Community Fund Program, will be marked as 'Unspecified', and may be distributed throughout the financial year in response to requests, which will be assessed on a case by case basis.

Any unallocated funds in the Financial Hardship category will be marked as 'Unspecified Financial Hardship', and may be distributed throughout the financial year in response to requests in this category, which will be assessed on a case by case basis.

Administration

The Community Services Directorate is responsible for the management and administration of the Community Fund Program.

Adoption and Date Due for Revision

ADOPTED 24 OCTOBER 2019

REVIEWED FEBRUARY 2021

REVIEWED FEBRUARY 2023

REVIEWED OCTOBER 2023

NEXT DUE FOR REVIEW OCTOBER 2026

The Administration of this Policy is by Community Services Directorate



Works and Services Directorate

Quarterly Report

July – September 2023

Key Activities / Achievements

- Completing projects and carrying out ongoing operational activities with a COVID-19 effected community and workforce and continuing through the current extraordinary economic conditions.
- Works & Services won the WALGA Road Safety Award for their Policy on Road Traffic Safety

Parks and Gardens

- Completion of planting of garden beds at the Pemberton Co-Location.
- Parks and Gardens staff attended the Irrigation Expo hosted by Irrigation Australia at Optus Stadium
- Staff carried out a removal campaign of the environmental weed *Acacia longifolia* in Northcliffe along Windy Harbour Road and in Manjimup along the Deanmill Heritage Trail, Allambie Park and along Linear Path
- Removal of the environmental weed *Genista monspessulana* in Allambie Park
- Installation of two picnic settings at the town dam in Northcliffe
- Broadleaf weed spraying/control on all Sporting reserves and Minor Parks In Manjimup, Pemberton and Northcliffe

Property Care Team

- Property Care Team are focusing on completing all contracted private works.

Works

- Maintenance grading and bitumen road patching throughout the district
- Unsealed road pot hole patching during the wetter months when grading was not possible.
- Shoulder maintenance works on sections of Linfarne Rd, Palgarup Rd West, Mordalup Rd, Perup Rd and Yanmah Rd.
- Rural road side vegetation (weed) spraying throughout the district.
- Town drainage maintenance to remove leaves, branches and lawn clippings from grates and pits.
- Replacing faded reflectors on guideposts on some roads.

Technical Services

- Road Designs are complete for Channybearup, Wheatley Coast and Old Vasse Roads.
- Traffic Management carried out in support of Brockman Street, Manjimup food truck event "Food Truckin for a Cause"
- Permanent Speed Indicator devices have been installed in Brockman Street, Pemberton
- The Shire hosted the Soth West WALGA Workshop on Roadside Vegetation Management, at which the Shire also presented.
- The Western Australian Local Government Association (WALGA) has invited the Shire of Manjimup to become a RoadWise Council. This new WALGA initiative has been developed to encourage, motivate, and support local governments to incorporate best practice road safety principles and policy across their business services with the aim to reduce the number of people killed and seriously injured on local roads.

Waste

- Assessed event waste management requirements for all events held during the quarter. Provided support (event bins) to two events (*Food Truckin' for a Cause* and *WA Car Club – Karri Rally overflow camping area*).
- MRRC site contractor dismantled a further 225 mattresses at MRRC.
- Began Stage 1 installation of Container Exchange Points (CEPs) on some street and public bins around Manjimup and Walpole, in accordance with the plan agreed with WARRRL, see images below.



- MRRC customer waste input data management
 - New EFTPOS facility installed at the MRRC, replacing the contractor-supplied system with a Shire-supplied one, linked directly to Shire bank accounts.
 - Background work continued on expansion of the Cooee waste data input system to provide a greater array of available reports (to be completed during October).
- 1,000 "Please slow down – Consider our Kids" kerbside bin stickers with Shire of Manjimup logo procured. Roll-outs in Northcliffe, Pemberton and Walpole complete (approx 250 properties). Roll-out in Manjimup begun, but not complete (100 properties complete; approx 350 to go. Stage 2 will be rolled out during 2024 (up to 300 properties).
- Tech Services working with Rangers to combat illegal dumping of domestic and commercial waste at Manjimup's Southern Information Bay. WMO and Rangers working together has resulted in tow offenders being infringed.
- Mandatory annual reports submitted – National Pollution Inventory and DWER Data Online.
- Under guidance from WMO, Property Care Team packed e-waste into crates at Northcliffe (5 crates) and Pemberton (3 crates) transfer stations. WMO participating in consultations (DWER and WALGA) around State bans on e-waste to landfill due to commence 2024.
- WMO attended and spoke with the MSHS Year 12 ATAR HASS class on waste in the Shire.
- WMO attended the Waste & Recycling Conference.

Budget Performance

- No material variance of budget expenditure occurred during the reporting period.

Staff Movement

- Ray Masters resigned.
- John Schuitema retired.

Occupational Health & Safety (for Directorate)

Meetings

- Held four Depot Managers meeting.
- Held one Pemberton Town Activation Advisory Committee meeting.
- The DWS Proxy attended one Walpole Town Activation Advisory Committee meeting.
- Attended one South West Regional Road Group Elected Members meeting with Central Ward Councillor Buegge.
- Along with Manger Technical Services, accepted an award for Local Government Road Safety at the WALGA AGM.
- Along with Acting Director Community Services attended the Pemberton Sports Complex Consultation sessions.

First Aid treatments:

- Loading sign onto ATV2 when it slipped, and the edge sliced through my glove and cutting thumb.
- Cutting storm damaged tree from road, cutting a large limb from tree limb moved and came down on foot.
- Tripped where concrete and asphalt meet, grazing (L) arm and (L) leg.
- Hit head on door of backhoe when climbing back into cab.
- Sweeping water from potholes and strained (L) shoulder due to repetitive work, over 2 days.

Near Miss incidents:

- Nil.

Property Damage

- While driving on unsealed road, gum nut hit window causing it to severely crack.
- While mowing and snipping front yard of client, rear passenger window was broken.
- Rear broom had lowered overnight, being unaware of the broom being lowered, driver drove truck forward hitting pole of shed.

Future challenges / activities

- Meeting community expectations of road upgrades and maintenance within the constraints of limited grant opportunities and limited resources.
- Sourcing long term gravel supplies and ensuring roadside vegetation clearing for road construction works does not delay projects.
- Completing projects and carrying out ongoing operational activities during COVID-19 affected economy, which has impacts on supply.

Michael Leers

Director Works and Services

Our Corporate Business Plan Actions 2023/2024

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	2023/24 Initiated, Achieved and/or continued in next year
A4. Improve weed management on land.				
A4.1 Support all community volunteer groups and Ribbons of Blue to manage weeds in the area	Annual outcomes report received from Ribbons of Blue / Manjimup Heritage Park water quality testing meets government guidelines	Works and Services	Ongoing	<ul style="list-style-type: none"> Shire grant contribution paid for 2023/24

Action	KPI	Responsible Directorate	Status	2023/24 Initiated, Achieved and/or continued in next year
A4.2 Undertake weed management on urban and rural road verges and in Shire reserves	Visibility and height of weeds / presence of weeds in road clearance envelope / successful implementation of rural road spraying program	Works and Services/Development and Regulation	Ongoing	<ul style="list-style-type: none"> Works underway
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	<ul style="list-style-type: none"> Operational
A12. Provide safe recreational-access to our natural assets whilst protecting environmental values and educating the community on how to enjoy their visit responsibly.				
A12.3 Undertake Walpole foreshore development and infrastructure planning	Concept planning completed / budget estimated	Works and Services	Ongoing	<ul style="list-style-type: none"> Walpole Jetty car park upgrade waiting final asphalt seal, expected in November 2023. Seed funding available, waiting available grants to complete
A15. Continue to diversify waste management options and encourage waste avoidance, reduction, reuse and recycling.				
A15.1 Implement waste management community education campaigns	Campaigns undertaken	Works and Services	Ongoing	<ul style="list-style-type: none"> Works underway.

Action	KPI	Responsible Directorate	Status	2023/24 Initiated, Achieved and/or continued in next year
A15.2 Work in partnership with stakeholders and communities to implement new waste management strategies and diversify options	New initiatives undertaken	Works and Services	Ongoing	<ul style="list-style-type: none"> Continuance of road side collections.
A16. Provide and maintain public rubbish bins to minimise overflow and littering.				
A16.1 Partner with state agencies to provide effective waste control in peak tourist areas and during peak times	Number of complaints	Works and Services	Ongoing	<ul style="list-style-type: none"> Works underway.
A17. Undertake a review of the organisation's environmental strategic planning documents.				
A17.3 Review and implement the Shire's <i>Weed Strategy 2008</i>	<ul style="list-style-type: none"> Document reviewed Initiatives undertaken 	Development and Regulation/ Works and Services	Ongoing	<ul style="list-style-type: none"> Works underway.
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	<ul style="list-style-type: none"> Applied where appropriate.
A20. Advocate to State and Commonwealth Governments to act decisively on climate-related issues.				
A20.3 Actively seek State and Commonwealth funding for climate adaptation/mitigation measures	Funding acquired	All Directorates		Will pursue funding as opportunities arise.
A21. Advocate for sustainable water supply and security for our local communities.				

Action	KPI	Responsible Directorate	Status	2023/24 Initiated, Achieved and/or continued in next year
A21.2 Undertake to reuse domestic waste water where appropriate	Initiatives undertaken	Development and Regulation/Works & Services		
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		

2. Our Prosperity

Community Goals				
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.			
Action	KPI	Responsible Directorate	Status	2023/24 Initiated, Achieved and/or continued in next year
B12. Provide development opportunities and support local small businesses to thrive.				

Action	KPI	Responsible Directorate	Status	2023/24 Initiated, Achieved and/or continued in next year
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	<ul style="list-style-type: none"> Consultation ongoing.
B15. Further develop the 'Trails Hub' tourism destination concept and facilitate the implementation of a range of trail options connecting to and linking key destinations.				
B15.1 Partner with Department of Biodiversity, Conservation and Attractions and the Bibbulmun and Munda Biddi Foundations to maintain or improve trails and provide amenities	Contributions made to trail maintenance or upgrades	Community Services/Works & Services	Ongoing	<ul style="list-style-type: none"> DBCA initiative, in consultation with the Shire, for trailhead at Walpole Pioneer Park.
B15.2 Support initiatives contained in the <i>South West Mountain Bike Master Plan 2015</i>	Supports provided	Community Services/Works & Services	Ongoing	<ul style="list-style-type: none"> Promote Mountain Bike activities on a regular basis by installing signage, promote/develop parking areas etc. Please refer to Community Services Report for details.
B16. Support services and infrastructure to encourage caravan and RV tourism.				
B16.1 Make provision for long vehicles when developing or upgrading parking areas	Confirmation long vehicles have been accommodated	Works and Services	Ongoing	<ul style="list-style-type: none"> Long Vehicle bays incorporated into Town Centre Revitalisation program.

Action	KPI	Responsible Directorate	Status	2023/24 Initiated, Achieved and/or continued in next year
B16.2 Work with communities to determine priorities for new caravan and RV infrastructure	New infrastructure priorities identified	Works Services/Development & Regulation	Pending	<ul style="list-style-type: none"> Considered at every Town Activation Committee.
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	<ul style="list-style-type: none"> Support workplace experience programs through local high schools Youth Festival, Young Women's Expo, Young Volunteers initiatives.

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	2023/24 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	<ul style="list-style-type: none"> Undertaken whenever the opportunity exists.

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	<ul style="list-style-type: none"> Undertaken whenever the opportunity exists. Implementation throughout other towns and balance of Manjimup townsite. New footpaths constructed. Footpaths and accessibility parking/ramps etc substantially upgraded in Manjimup through TCR program.
C10.2 Implement strategies contained in the <i>Access & Inclusion Plan 2013-2018</i>	Initiatives undertaken	All Directorates	Ongoing	<ul style="list-style-type: none"> Plan reviewed. New development undertaken in accordance with applicable standards.
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	Ongoing	<ul style="list-style-type: none"> Multiple events have occurred where CCTV has assisted with cost recovery and/or compensation.

C17.3 Utilise Crime Prevention Through Environmental Design (CPTED) principles in the development or renewal of facilities and assets	Projects utilising design principles	Development and Regulation/Works & Services	Ongoing	<ul style="list-style-type: none"> Where possible, incorporated into all new developments and/or upgrades within townships
C19. Support public events to ensure they are successful and safe.				
C19.3 Develop traffic management plans for not for profit groups organising public events	Number of public events supported with traffic management plans	Works and Services	Ongoing	<ul style="list-style-type: none"> Incorporated into every approved event.
C19.4 Provide in-kind infrastructure maintenance support to assist local venues to host public events	Support provided	Works and Services	Ongoing	<ul style="list-style-type: none"> Incorporated into every approved event.
C19.5 Make waste management and recycling packages available to public event organisers	Number of bookings of events waste management package	Works and Services	Ongoing	<ul style="list-style-type: none"> Incorporated into every approved event.

4. Our Infrastructure

Community Goals				
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	2023/24 Initiated, Achieved and/or continued in next year
D5. Develop and maintain community infrastructure to a service-level that meets the community's needs.				
D5.1 Review and update the <i>Asset Management Plan - Roads, Footpaths and Drainage 2013/14</i>	Plan is reviewed and new version adopted	Works and Services	Ongoing	<ul style="list-style-type: none"> Operational activity.
D5.2 Implement the <i>10-year Forward Capital Works Program 2016-2026</i> in relation to local road and bridge upgrades and renewals	Program is implemented within approved budget	Works and Services	Ongoing	<ul style="list-style-type: none"> Operational activity.

Action	KPI	Responsible Directorate	Status	2023/24 Initiated, Achieved and/or continued in next year
D5.3 Maintain local roads in accordance with Council's adopted <i>Road Hierarchy Policy (9.1.14)</i>	Program is implemented within approved budget	Works and Services	Ongoing	<ul style="list-style-type: none"> Operational activity.
D5.4 Undertake Roman Road Condition Assessments	Condition assessment is undertaken every 5-7 years	Works and Services	Ongoing	<ul style="list-style-type: none"> Operational activity.
D5.8 Continue upgrading waste management infrastructure	Upgrades are progressed in accordance with the schedule	Works and Services	Ongoing	<ul style="list-style-type: none"> Upgrade of Transfer Station tracks has been programmed.
D5.10 Implement the <i>10-year Forward Capital Works Program 2016-2026</i> in relation to drainage	Program is implemented within approved budget	Works and Services	Ongoing	<ul style="list-style-type: none"> Major component of the 23/24 Capital Works program
D5.11 Redevelop the Walpole Jetty car park and facilities	Progress against construction milestones	Works and Services	Ongoing	<ul style="list-style-type: none"> Community consultation undertaken. Funds secured,

D8. Develop town centres to showcase their unique characters and encourage vibrant, mixed-use commercial and public spaces.					
D8.1 Undertake town centre revitalisations and main street upgrades in towns and communities	Initiatives undertaken	Works and Services	Programmed	<ul style="list-style-type: none"> 2023/24 approved works planned for Northcliffe and Quininup 	Budget works
D8.2 Facilitate local involvement in Townscape Committees to determine priorities and endorse revitalisation plans	Community engagement	Works and Services/Development and Regulation	Ongoing	<ul style="list-style-type: none"> Director of Works/Manager of Parks Operations attend meetings as required. 	
D9. Regulate tourism-based and commercial roadside signage to ensure it is appropriate, well-maintained and does not negatively impact on landscape visual amenity.					
D9.1 Implement a roadside signage audit schedule across the Shire for the purposes of checking compliance and quality	Signage audit schedule is determined and implemented	Development and Regulation/Works and Services	Ongoing	<ul style="list-style-type: none"> Audit completed of Manjimup. Balance of other townsites remain. Resourcing to complete audit an issue. 	
D10. Provide for public parks and playgrounds that are accessible and attractive with well-maintained amenities and equipment.					
D10.1 Complete the Anunaka Park redevelopment	Obtain grant funding to complete	Works and Services	Ongoing	<ul style="list-style-type: none"> Considered when funds and opportunity exists. 	

D10.2 Implement the 15-year Forward Capital Works Program 2021-2036 and 15 year Playground Renewal Program in relation to playgrounds	Program is implemented within approved budget	Works and Services	Ongoing	<ul style="list-style-type: none"> Considered when funds and opportunity exists.
D10.3 Maintain public parks and gardens in accordance with the Council adopted <i>Standard of Maintenance for Parks Assets within the Shire Policy (10.2.2)</i> and approved budget	Maintenance meets Council's approved level of service	Works and Services	Ongoing	<ul style="list-style-type: none"> Considered when funds and opportunity exists.
D11. Maintain public gardens and road side tree plantings with attractive, cost efficient, low maintenance and appropriate species for the location.				
D11.1 Undertake road-side tree planting and replacement in accordance with the Council adopted <i>Street Tree Planting and Replacement (Town Based) Policies</i>	Policy implemented	Works and Services	Ongoing	<ul style="list-style-type: none"> In progress
D15. Undertake long-term regional transport infrastructure planning, giving consideration to future road, rail and air transport needs and user safety.				
D15.1 Work with relevant state departments to upgrade and provide safe, sustainable road infrastructure that assists the movement of industry, agricultural products and tourism	State and federal funding secured annually / percentage of approved budget expenditure	Works and Services	Ongoing	<ul style="list-style-type: none"> Participate in Regional Road Group and other initiatives as opportunity arises to secure funding.

D15.2 Advocate for ongoing upgrades to the South Western Highway to accommodate future traffic volumes	Confirmed schedule of works to be delivered by Main Roads WA	Works and Services	Ongoing	<ul style="list-style-type: none"> Roundabout and new entry to Manjimup townsites completed. Works on South Western Highway between Pemberton Crossroads and Walpole continuing.
D15.3 Review and implement strategies contained the <i>Manjimup Airfield Development Plan 2014-2019</i>	Plan is reviewed and new version adopted	Works and Services	Pending	<ul style="list-style-type: none"> Waiting result of CASA audit
D15.4 Manjimup Airport is developed to support 50-seat aircraft for fly-in fly-out and emergency service provision	Funding secured	Works and Services	Pending	<ul style="list-style-type: none"> Waiting result of CASA audit
D15.5 Ensure the Manjimup Airport maintains capacity to support access to the Royal Flying Doctor Service	Maintenance meets CASA level of service	Works and Services	Ongoing	<ul style="list-style-type: none"> Always maintained as a critical function for the airfield
D16. Provide adequate and safe parking facilities in town sites and enforce compliance with ACROD regulations and local laws.				
D16.1 Implement the <i>10-year Forward Capital Works Program 2016-2026</i> in relation to roads and parking planning	Customer satisfaction surveys / design standards compliance audit every 5 years	Works and Services	Ongoing	<ul style="list-style-type: none"> Road Infrastructure Committee created by Council to highlight priorities.

D16.3 Develop parking strategies for each Shire town (Pemberton, Northcliffe & Walpole)	New strategies developed and implemented	Development and Regulation/Works & Services	Ongoing	<ul style="list-style-type: none"> Considered with any development or other works
D17. Enhance the footpath and bike path networks to enable intra-town mobility and safety of all ages and abilities.				
D18.1 Implement the 10-year <i>Forward Capital Works Program 2016-2026</i> in relation to footpaths (informed by <i>Local Bicycle Plan including Footpath Plan 2017 - 2027</i> and other influencing factors)	Program is implemented within approved budget	Works and Services	Ongoing	<ul style="list-style-type: none"> Accessible path to be constructed Main Road, Northcliffe Upgrade of approximately 2 km of old concrete slab footpath in the Shire

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	2023/24 Initiated, Achieved and/or continued in next year
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	<ul style="list-style-type: none"> Considered when opportunity exists.
E2. Integrate the Shire's activities with the community's goals and vision whilst managing the long-term financial viability of the organisation.				
E2.7 Review and update the <i>Plant Purchase and Replacement Schedule</i>	Schedule is updated and costed	Works and Services	Complete	<ul style="list-style-type: none"> Completed and approved by Committee May 2023.
E7. Keep the community well informed about Shire activities and provide genuine opportunities for the community to participate in decision making.				

Action	KPI	Responsible Directorate	Status	2023/24 Initiated, Achieved and/or continued in next year
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	<ul style="list-style-type: none"> Undertaken as required. Undertaken and achieved for major projects.
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	<ul style="list-style-type: none"> Council Meetings conducted in all major towns. Australia Day celebrations and Youth Week rotated across major towns.
E9. Identify and mitigate organisational risks.				
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	<ul style="list-style-type: none"> Every day operations.
E11. Embrace and increase the use of new technologies to better deliver services and communicate with the community.				

Action	KPI	Responsible Directorate	Status	2023/24 Initiated, Achieved and/or continued in next year
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	<ul style="list-style-type: none">Considered when funds and opportunity exist.

MEETING MINUTES

Meeting minutes from the meeting of the Manjimup Heritage Park Advisory Committee held at 5:30pm on Tuesday 19 September 2023 at the JC Rose Room, Council Chambers Committee Room.



1	Declaration of Opening of Meeting In the absence of Cr. DB, EA chaired the meeting and declared the opening of meeting at 5:30pm noting a quorum present.
2	Acknowledgement of Country delivered by EA 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 and present.
3	<p>Attendance / Apologies</p> <p>MEMBERS PRESENT: Spencer Roberts (Manager Parks Operations) Vicki Winfield (Community Representative) Jessica Winters (Community Representative) Marie Manns (Manjimup Community Garden) Evy Apeldoorn (Manager Community & Recreation – proxy, voting rights) Ian Wilson (Manjimup Historical Society) Yvonne Pegrum (Manjimup Woodturners)</p> <p>Guests Kathy Dawson Georgia Schipp (Minute Taker)</p> <p>APOLOGIES/ABSENCES: Cr. Robert Taylor Cr. Donelle Buegge Gail Ipsen Cutts (Director Community Services) Sam Cleveland (Manjimup Visitor Centre) Anne Bentley (Manjimup Community Garden - proxy)</p> <p>Proxy apologies/absences Michael Leers (Director Works & Services - proxy) Peter Casonato (Manjimup Visitor Centre - proxy) Rhiannon Evans (Historical Society - proxy)</p>
4	Declaration of Interest Nil.
5	<p>Confirmation of Minutes Minutes from the Manjimup Heritage Park Advisory Committee of 13 June 2023 were accepted with an amendment to general business so it reads “collection offer” instead of “collection officer”</p> <p style="text-align: right;">Moved: IW Seconded: SR CARRIED 7:0</p>
6	<p>Council Decisions on Committee Recommendations Agenda Item 29190 That Council:</p> <ol style="list-style-type: none"> Accept the unconfirmed minutes of the Manjimup Heritage Park Advisory Committee held on the 13 June 2023; Accept the following donations made to the Manjimup Heritage Park – Shire of Manjimup Collection: <ol style="list-style-type: none"> A collection of 18 historic timber images and matching frames by G Houghton, and A framed image of John Duncan Dearle who was essentially the instigator of the original ‘World of Energy Collection’ for the State Energy Commission; and Whilst acknowledging the achievements of Dick Sproge advise Mr Roger Underwood that it:

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	<p>a) Does not support the request for the Shire of Manjimup to lead and fund a memorial to Dick Sproge in the Heritage Park, due to the principle of the Heritage Park being not to celebrate individuals as there have been so many individual contributors to the Shires Heritage; and</p> <p>b) Extends an invitation to work in consultation with the Shire of Manjimup to deliver a temporary exhibition within the foyer of Power Up – Heritage Park entry.</p>
7	<p>Business Arising from Previous Minutes</p> <p>IW informed the committee that the 18 historic timber images that were donated have been cleaned and half of them displayed in the Power Up Museum Foyer.</p> <p><u>Integrated Weed Management and Burn Plan</u></p> <p>SR stated that some spraying work had been undertaken and he is awaiting better weather to continue. However, the Property Care Team have been utilising wet days to pull weeds and a large amount has been removed from the park.</p> <p><u>Old Café Building Tenancy</u></p> <p>EA informed the committee that Southern Forest Community Landcare (SFCL) will be presenting their proposal for the use of the Old Café Building to Council on Thursday 28 September.</p> <p>KD asked if this Council meeting will confirm if SFCL will be given a lease at the Old Café Building. EA stated that a final decision is not able to be made in the Council Meeting but it will be indicated whether they are in support of the proposal.</p> <p>KD briefly explained to the committee SFCL's proposal to Council regarding leasing the Old Café Building for their new offices.</p> <p><u>Friends of the Park – Volunteer Group</u></p> <p>EA stated that she has attended several sessions on the new legislation for volunteers and that volunteers are to be treated under the same Workplace Health and Safety conditions as employees.</p> <p>YP asked a question regarding volunteers over the age of 85 not being insured and if there was an age limit on the Shires insurance. JW also enquired into what personal information volunteers were required to provide and if the volunteer register for one-off events previously used was still viable.</p> <p>Action: EA to follow up</p> <p>JW suggested a mailing list rather than an official 'friends of the park' group as to not contribute to the volunteer fatigue within the community.</p> <p><u>Future Planting Projects</u></p> <p>SR and VW stated that the planned planting had been completed. The Park Caretaker will maintain them through the summer. The next planting areas have been agreed on and a plan is being put together regarding what plants will be put in the new spaces.</p> <p><u>Eco Environmental Centre Proposal</u></p>

	KD stated on behalf of the SFCL that the proposal was obsolete and no further actions were required.
8	<p>General Business / New Matters</p> <p><u>Aboriginal Input</u></p> <p>VW mentioned the vacant Aboriginal Representative position on the committee and its importance. EA stated that an invitation had been extended to the Aboriginal Representatives on the Reconciliation Action Plan Advisory Committee.</p> <p><u>General Business</u></p> <p>VW suggested grant applications that involve the Heritage Park should be presented to the committee for comment prior to the application being submitted. VW stated that Fiona Sinclair had applied for a grant that would potentially see a structure built in the Heritage Park and if this grant would also include upgrades to the paths and signage to ensure safe access. EA stated that prior to any works taking place a presentation would be provided to the committee for their consideration.</p> <p>Action: EA to invite Fiona Sinclair to present at next meeting</p>
	<p><u>Round Table</u></p> <p>MM stated that the Community Garden was unsuccessful in their grant application to Talison Lithium but have applied for another grant with Kleenheat Gas to acquire more soil. The bituminising of the pathways has been put on hold due to the cost. MM proposed the group may make a presentation to the Shire's Council asking for assistance. EA suggested a Community Grant application. MM stated that it would be a cost of \$20,000 which is outside the parameters of a Shire Community Grant. MM raised concerns around accessibility of the paths due to the loose gravel. SR suggested the group investigate a concrete blend (gravel/concrete) to reduce costs.</p> <p>JW stated that it was great to see some plants being planted in the bush landing area.</p> <p>JW asked what the plan is for any exhibition upgrades on the Power Up & Timber Park Museums.</p> <p>Action: put exhibition upgrades on action list</p> <p>SR stated that the flooding on paths had been pumped away and plans had been put in place to rectify this issue once weather permits.</p> <p>IW informed the Committee of Rhiannon Evans' resignation as a proxy representative of the Manjimup Historical Society. The committee make the following recommendation to Council:</p> <p>To accept the resignation of Rhiannon Evans as proxy representative of the Manjimup Historical Society.</p> <p>Moved: IW Seconded: SR Carried: 7/0</p> <p>IW stated that there is an issue with tree roots coming through paths near History House.</p> <p>Action: Spencer to investigate</p> <p>IW asked if it was up to the committee to review the Management Development Plan for the Heritage Park and if so, when and how will the review take place. JW stated that the intention</p>

	<p>of the original Management Development Plan was that it would be exercised by the MHPAC in lieu of an Action Sheet. VW suggested a workshop for a review of the plan.</p> <p>Action: Look at organising a workshop to review Management Development Plan to address what has been actioned and what is outstanding.</p> <p>EA mentioned that there was a historical timber which currently being restored by the Manjimup Men's Shed with the potential to be displayed in the Heritage Park. Several committee members raised concerns regarding adding more historical objects to the park when funds are already needed to conserve the current collection. Also, to ensure adequate preservation, collection items should be put under cover at significant costs.</p> <p>KD asked if there was an asset condition assessment. JW stated that it was included in the Management Development Plan.</p>
9	<p>Meeting Closure</p> <p>EA declared the meeting closed at 6:29pm.</p>
10	<p>Next Meeting Date: 13 December 2023 at JC Rose Room, Council Chambers.</p>



Manjimup Heritage Park Advisory Committee

Project Updates & Action Items

Date Amended: 19 September 2023

ACTIVE

Project	Current Update & Action	Lead Person	Actioned by
1. Tobacco Heritage Construction Note: Macedonian Hall Committee (MCH) are supporting Sam with general project.	<p>No building application has been received from Sam Karamfiles to date.</p> <p>Awaiting Sam to place pegs to mark out site and then Shire will dump sand as previously arranged.</p> <p>Due to no further progression on project, suggested group invite MCH committee and to engage more with them so they can drive the project more.</p> <p>It was determined the MCH committee and HPAC aren't able to progress this further until a building application is submitted by Sam Karamfiles. Current building crisis will also impact delivery of project – may be best to revisit in March 2023.</p> <p>Delay is due to a resource and capacity issue with S Karamfiles. Macedonian Community should be encouraged to be the community driver. Group has assisted in completing the Building Application, however it is yet to be submitted.</p> <p>No further progress – G Ipsen Cutts suggested we need to be patient for progress to commence.</p>	S. Karamfiles	Ongoing
		G Ipsen-Cutts	Ongoing

Manjimup Heritage Park Advisory Committee Project Update & Action Sheet – 19 September 2023

Manjimup Heritage Park Advisory Committee

Project Updates & Action Items

Date Amended: 19 September 2023



Project	Current Update & Action	Lead Person	Actioned by
2. Integrated Weed Management and Burn Plan	<p>Slashing planned around Woodturners area however lack of contractors has meant delays due to other commitments. Still on the Shire radar and will occur when contractors can be confirmed.</p> <p>Focus on Broom Bush at present. Weed removal works being conducted by the property care team. IW suggested volunteers could assist in this area – SR to reach out to Anne Bentley support.</p> <p>Machine spraying conducted and firebreaks complete.</p> <p>S Roberts advised this is ongoing and of the death of the contractor performing slashing works. Currently seeking a replacement.</p> <p>New Shire worker appointed will also assist in the spraying of the Broom Bush.</p>	S Roberts	Ongoing
3. Old Café Building – new tenants Note: EOI September 2021. 2 submissions were received, neither met submission requirements. Both were declined	<p>The Shire are looking into progressing with engaging a consultant to do some community consultation workshops on the proposed vision of the building. Gail to provide update at the next meeting.</p> <p>Still work in progress. A workshop or consultation to be run to gauge residents suggested use for the space.</p> <p>No change – to explore further use of the space. Community consultation to be conducted.</p> <p>Currently used for venue hire and is one of the most used hired spaces in the Park.</p> <p>Community forum held with interested community members on 24th May 2023 to gauge interest for the buildings future use. Suggestions</p>	S Roberts	Ongoing

Manjimup Heritage Park Advisory Committee Project Update & Action Sheet – 19 September 2023

Manjimup Heritage Park Advisory Committee

Project Updates & Action Items

Date Amended: 19 September 2023



		from attendees will be cross referenced with strategic plan and presented to Council on 15 th June 2023.		
		Southern Forests Community Landcare will present their proposal for tenancy of this building to Council on 28 Sept 2023.		
4.	Marketing Strategy Note: SC is developing promotional plan for Park. Mentored by Australia South West	<p>Held initial meeting with Australia South West. Intention is to focus on social media and packaging of the Park.</p> <p>Marketing Strategy to be established with SC and ASW by end of October 2022.</p> <p>Current marketing through ASW Winter campaign, The Australian Directory of School Activities, Excursions and Accommodation.</p> <p>SC to investigate reviews on Wiki Camps and Trip Advisor.</p> <p>Australia's South West Winter Down South Campaign is now running, which features the Heritage Park.</p> <p>Heritage Park brochure to be redesigned and map corrected indicating correct locations of significant flora.</p> <p>J Winters advised Arm Sign undertook the original.</p> <p>G Ipsen Cutts suggested approaching South West Print & Design – Adam Purdy to obtain a quote to perform works.</p>	G Ipsen Cutts	Ongoing
			S Cleveland	Ongoing

Manjimup Heritage Park Advisory Committee Project Update & Action Sheet – 19 September 2023

Manjimup Heritage Park Advisory Committee

Project Updates & Action Items

Date Amended: 19 September 2023



Project	Current Update & Action	Lead Person	Actioned by
5. Park Activation Strategy	<p>Group Settlements – 100 year celebrations. Possibility that Shire can promote in a wrap around in the local newspaper. Community Services team is currently exploring this avenue.</p> <p>October 2021 would be the recognised date for the 100 year settlements as scheme wound up in 1935. GIC timeline wall to be constructed as a barrier to the Parks waterbody was discussed. IW advised the Historical Society are already working towards establishing a timeline which would contribute to this project. Artist impression and concept to be developed – IH to provide contact details for interpretation consultant.</p> <p>G Ipsen Cutts still would like a commemoration of the group settlement – in April, 9 groups in the Manjimup Shire will celebrate their settlement. Another 5 groups will celebrate their centenary this year. It will then continue to Northcliffe and Smithbrook in 2024-2028.</p> <p>Icon (artwork) – image of group settlers – could be installed somewhere and to have a connection to the group settlements. Pioneer Women and School icons are available in the Shire for consideration.</p> <p>Possible location for icons – Heritage Connections Project – doesn't necessarily need to be located in the Park. Costs for erection would be approximately \$10,000 (footing in concrete only around \$4,500) minimum to get fabricated and interpretation to install. Potential to roll project out with federal funding.</p>	G Ipsen Cutts / S Cleveland	Ongoing

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		<p>The Group Settlements are currently not represented. Fence line in front of pond is still being considered as a potential location. Time and money is a factor in getting this project to fruition.</p> <p>D Buegge questioned winter activities in the Park – parents using PowerUp as a winter sanctuary for children on wet days. Suggested collaboration with organisations like the Manjimup Family Centre.</p> <p>Increased promotion of this platform to be actioned by S Cleveland.</p> <p>Inflatables initiative in Park ran by the Shire was an extremely successful event that the public didn't expect it to be free. SC to get costs from Emily to see if viable as a potential revenue raising event.</p> <p>Home Schooling and marketing drive to be targeted. Potential to have old school opened for interaction.</p>	S Cleveland	Ongoing
6.	Conservation Plan (objects)	<p>Annual conservation plan to be prepared for object/collection management. Mostly completed. Gail to forward to Ian Wilson for review. Gail to provide update at next meeting.</p> <p>Meeting to be held to discuss conservation plan and collections prior to next meeting between GIC, SC & IW.</p> <p>In progress – more maintenance management going forward.</p> <p>Ongoing works that will continue to evolve over time – IW suggests removal of item from action items.</p> <p>Conservation plan for ongoing conservation works that need to be done within the Park. It is expected that with large metal objects in this environment they are going to corrode.</p> <p>Potential to investigate grants to fund these works.</p>	G Ipsen Cutts / I Wilson / S Cleveland	Ongoing

Manjimup Heritage Park Advisory Committee Project Update & Action Sheet – 19 September 2023



Manjimup Heritage Park Advisory Committee

Project Updates & Action Items

Date Amended: 19 September 2023

Project	Current Update & Action	Lead Person	Actioned by
7. Friends of the Park – Volunteer Group	<p>Currently reviewing.</p> <p>SC advised volunteering through Manjimup Senior High School Bush Cadets has contributed to additional planting conducted.</p> <p>Friends of the Park group to be established – schedule of capacity and duties list to be established for consideration by Council. Nick, Spencer, Sam, Ian and Donelle to meet to discuss parameters.</p> <p>Activation of Friends of the Park is a resource issue. New workplace health and safety laws make it more challenging for progression without supervision and insurers won't cover volunteers over 85 years of age.</p> <p>New laws being introduced on the 1st July 2023. A meeting was held with Volunteer Hub volunteers and explained the impact of the new legislation. If have employees in an organisation that uses volunteers, you need to treat them like an employee. Duty of care is an issue.</p> <p>G Ipsen Cutts to gain some legal clarification from Shire's insurer on how to proceed.</p> <p>E Apeldoorn to gain legal clarification from Shire's insurer regarding age limits and volunteer requirements.</p> <p>Annual plan and meeting be conducted in July / August to determine areas for planting and to set dates areas to be prepared.</p> <p>Vicki Winfield suggested whim area, replacement planting and bush landing could be focus areas.</p>	<p>G Ipsen Cutts</p> <p>S Cleveland</p> <p>G Ipsen Cutts</p> <p>E Apeldoorn</p>	<p>Ongoing</p> <p>Ongoing</p> <p>1 July 2023</p>
8. Future Planting Projects			

Manjimup Heritage Park Advisory Committee Project Update & Action Sheet – 19 September 2023



Manjimup Heritage Park Advisory Committee

Project Updates & Action Items

Date Amended: 19 September 2023

		V Winfield advised preparation planting to be conducted in the whim area and traffic island. Meeting to be set by V Winfield in the last week of July with S Roberts, V Winfield and S Cleveland to work through plan and implement.	V Winfield	1 July 2023
	Project	Current Update & Action	Lead Person	Actioned by
9.	Visitation Reporting	<p>To prepare a broader business report to provide basis for Park use.</p> <p>Possible engagement with TAFE or survey group to seek visitation data.</p> <p>Approach Australia's South West and Tourism WA for Southern Forest Region specific visitation numbers.</p> <p>Benchmark data required now to show increase in visitation. Potential to use average percentage of visitors in museum visitation in the Park and have it generated by tourism students.</p> <p>Tourism Council are able to prepare visitation data – one report under each category is available per member annually.</p> <p>Motion made to propose that we investigate a cost to obtain a more detailed analysis and to progress. The current Tourism Council members are willing to allow use of their membership to obtain information (Manjimup Visitor Centre, Shire of Manjimup and Donnelly River Cruises).</p>	S Cleveland / G Ipsen Cutts	
10.	Heritage Park Promotional Brochure & QR Code Links	<p>Moved: S Roberts Seconded: I Wilson CARRIED 8:0</p> <p>Brochure also referenced under Marketing Strategy.</p>	S Cleveland	Ongoing

Manjimup Heritage Park Advisory Committee Project Update & Action Sheet – 19 September 2023



Manjimup Heritage Park Advisory Committee

Project Updates & Action Items

Date Amended: 19 September 2023

		<p>S Cleveland suggested QR codes could be used around the Park rather than placing tree names. QR codes would link visitors to the Heritage Park website where the following information could be gained about flora:</p> <ul style="list-style-type: none"> - Botanical name - Common name - Noongar name and possible uses and flowering time (could approach RAP to provide indigenous content for plants once parameters set) - Origin <p>S Cleveland to reference tree markers in style guide and investigate a modernised marker with QR code on stakes.</p> <p>Forest Products Commission, Shire of Manjimup and alternative grants to be investigated to fund project.</p> <p>S Cleveland to investigate costs and options to progress.</p> <p>S Roberts to investigate</p>		
11.	Footpath Maintenance – Tree roots		S Roberts	13 December 2023
12.	Management Development Plan Workshop	Organise a workshop to review Management Development Plan to address what has been actioned and what is outstanding.	E Apeldoorn	13 December 2023

Manjimup Heritage Park Advisory Committee Project Update & Action Sheet – 19 September 2023

**SHIRE OF MANJIMUP
NORTHCLIFFE TOWN ACTIVATION ADVISORY
COMMITTEE**



Informal meeting notes of the Northcliffe Town Activation Advisory Committee held at the Northcliffe Visitor Centre on Monday, 18 September 2023.

1. Declaration of Opening of Meeting:

Cr Wendy Eiby opened the meeting at 1.10pm.
It should be noted that a Quorum was not present.

2. Acknowledgement of Country

3. Attendance / Apologies:

Present:

Cr Wendy Eiby (WE)	Councillor
Spencer Roberts (SR)	Manager Parks Operations (Proxy)
Evy Apeldoorn (EA)	Manager Community & Rec Services (Proxy)
Ken Gwynne (KG)	Community Representative
Penny Wood (PW)	Community Representative
Kaylene Roberts (KR)	Minute Taker

Apologies:

Michael Leers (ML)	Director Works & Services
Gail Ipsen Cutts (GC)	Director Community Services
Sonia Hyzca (SH)	Community Representative
Joanne Tatarynowicz (JT)	Community Representative
Fiona Sinclair (FS)	Community Representative
Mark Edwards (ME)	Community Representative

4. Guests:

Georgia Schipp (GS)	Events Administration Officer (non-voting)
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5. Presentations:

Nil.

6. Disclosure of Interest:

Nil.

7. Council Decision on Previous Recommendations

- Council resolved to receive and note the minutes of meeting held 12 June 2023 and was carried 9/0,
- Council supports the Northcliffe Town Activation Advisory Committee's intention to investigate a funding source for the painting of the new bins,

including those additional bins placed subject to the adoption of the shire of Manjimup Annual Budget and was carried 9/0.

8. Adoption of Previous Minutes

Moved: **Seconded:**
The minutes of the previous meeting could not be adopted due to no quorum being present.

Carried

9. Standing Items

9.1 Developing Age Friendly Community

9.2 Action Sheet

- Power Poles - Painting of Power poles is ongoing;
- Waiting on permission from Western Power;
- An audit to be undertaken of all power poles before next meeting;
- JB query budget;
- Provision to rejuvenate the painting of poles every 5 years;

- Design of Munroe House Carpark – extra drainage works to be completed by Christmas;

- Entry statements - ongoing;
 - Aboriginal Commissioning Funding did not go ahead this year;
 - Looking into Native Forests Transition Grants in the 2nd round;
 - Unlikely to secure grant funding for entry statements;
 - There may be some future federal funding;
 - it is essential to determine a (rough) cost estimate in order to request funding from Council or grant funding;
 - WE to talk to FS regards to what \$'s would be required;

- Footpath to Rec Centre
 - SR looking into signage – “for service vehicles only”
 - Looking at putting camera's around the area at certain times of the year;
 - Note: SR to organise notice in the Karri Pigeon re possible prosecution if caught driving on footpath;

- Northcliffe Town Centenary 2024
 - Subcommittee very busy;
 - Celebrations will commence Friday night through to Monday midday;
 - Draft program will be available shortly;
 - Activities all weekend with a Grand Ball on Saturday night;
 - Shire approved footpath plaques to the footpaths on the shop side;
 - Plaques to be imbedded into the footpath;
 - SR stated that the parks crew will be ready to undertake the town tidy up, starting in February;
 - Further plaques are proposed;
 - EA – liaising with Committee with regards to the Plaques – work on going;

- PW/KG – Progressive Dinner to be held on 14 October for fund raising;

10. Matters arising from previous minutes:

- Quokka Sanctuary – WE is waiting on JT for further discussions;
- Concept of an Evolution Trail – WE waiting on JT for further discussions;
- Gene Stream grant has been approved.

11. New Business

11.1 Removal of Maze (WE)

- WE – requested whether the maze could be removed?
Discussion was held whether the maze could be removed and what the area could be utilised for. Agreed to undertake community consultation by advertising a notice in the Karri Pigeon re proposed removal of the maze park,
- Discussion about old shed which was to be used by the Forest Park Management committee;
- Suggestion was made to relocate the shed to the Depot for storage of equipment and tools to be used in Forest Park;

11.2 Weed Hygiene (PW)

- Spreading of Weeds – Fire mitigation;
- SR to look at weed program for Northcliffe;
- PW – Forest Park Management Plan – mapping out of blackberries within the park;

11.3 Federal Round of Funding (WE)

- WE – continue footpath down to Mill town;
- SR – already on the program to undertake;
- Definitely on the program for the next couple of years;
- Footpath – Cemetery to Windy Harbour Road \$174,000 and is proposed to be completed by Christmas.

11.4 Dog Exercise Area (PW)

Discussion held about potential suitable areas. No approach has been made yet to the Rec Centre Committee re – using an area near the tennis courts. It would be noted that the area between the tennis courts and dam is not suitable.

12. General Business

Nil.

13. Next Meeting:

To be held aft Council Meeting in October/November 2023

14. Meeting Closed:

1.45pm.

ACTION SHEET
NORTHCLIFFE TOWN ACTIVATION ADVISORY COMMITTEE

MATTERS ARISING FROM PREVIOUS MINUTES	STATUS	OFFICER	ACTION
<p>Painting of powerpoles within the CBD</p> <p>Poles outside of townhall looking unsafe.</p> <p>Painting of the poles to be undertaken in the near future.</p>	<p>Ongoing</p> <p>SR has inspected, one pole has been identified. Parks & Gardens will remove.</p> <p>Ongoing.</p> <p>Waiting / Ongoing</p>	DWS	<p>No Action</p> <p>Look at the potential removal or relocation of the poles.</p> <p>No further action</p> <p>Request permission from Western Power to paint.</p> <p>Investigation of how many poles around town</p> <p>An audit to be undertaken prior to next meeting.</p> <p>Provision to rejuvenate the paint on poles every 5 years.</p>
<p>Munroe House – formal request for Council to look after the drainage.</p> <p>New drainage to be installed between the proposed Munroe House and Museum. Water tank to be relocated.</p> <p>Planning and Building Permits are in place.</p> <p>The relocation of Munroe house is currently underway.</p>	<p>Ongoing</p> <p>New headwall and rock pitching to be located at the end of the new drainage</p> <p>Munroe House is now in place</p>	DWS/DDDR	<p>Council to take on drainage works with \$'s associated grant.</p> <p>No money locked into the budget for the works.</p> <p>Rainwater Tank relocation and drainage has been completed</p> <p>DWS has reassessed - \$250k</p>

<p>The house will be placed on new stumps and should be completed within 2 months.</p> <p>The costing for the sealing will need to be re-assessed.</p>			<p>Cr has an item going to Council to get money from the Revitalisation money in the next financial year.</p>
<p>Entry Statements – PW has stated should have 3 entry statements</p> <p>The 3 locations to look at:</p> <p>Eastern Statement – moving location opposite Lizarks property.</p> <p>Western Statement – investigate current location.</p> <p>Southern Statement – between Mill No. 1 and Mill No. 2 Roads</p> <p>– investigate and what the cost would be.</p> <p>For safety concerns, statements should be 5m from the edge of the Bitumen</p> <p>Do we look at just getting the artwork on the existing statements updated.</p>	<p>SFA looking at Aboriginal Commissioning Fund</p> <p>Community Services looking at sourcing funds through grants and marketing.</p> <p>Reduced to 2 with not Southern entrance. Community funding of upto \$50k</p>	<p>Committee DWS / DDR</p>	<p>Committee to investigate the location of the proposed three entry statements and the cost per statement.</p> <p>North site opposite Lizark property is not within town boundary.</p> <p>Location 1 – Pemberton-Northcliffe Road is in right location but wrong orientation.</p> <p>Bring into town centre opposite the hotel on the vacant land.</p> <p>Scope of work examples to be sent out to committee by EA (KR sent out on 13/9/22)</p> <p>Aboriginal Commissioning fund did not happen this year.</p> <p>FS – looking into Timber transition grant for Rd 2.</p>

Currently with the Works Department			
<p>Camera's at footpath to Rec Centre</p> <p>Looking at putting camera's up around the area.</p> <p>Put a notice in the Karri Pigeon stating Rangers placing camera's in the area.</p> <p>Look at putting signage up.</p>	<p>Ongoing</p> <p>Ongoing</p>	<p>DWS</p> <p>MPO</p>	<p>MPO to follow up with DWS / Rangers.</p> <p>MPO – looking into signage “for service vehicles only”</p> <p>Looking at putting camera's around the area at certain times of the year.</p> <p>NOTE: MPO to organise a notice in the Karri Pigeon re possibility of prosecution.</p>
<p>Northcliffe Town Centenary 2024</p>	<p>Ongoing</p>	<p>Committee</p>	<p>Subcommittee very busy</p> <p>Celebrations commence Friday night through to Monday midday</p> <p>Draft program will be available shortly</p> <p>Activities all weekend with a Grand Ball on Saturday night</p> <p>Shire approved footpath plaques to the footpaths on the shop side</p> <p>Plaques to be embedded into the footpath</p>

<p>Parks crew will do tidy up starting in February and then again a week before</p> <p>Further plaques are proposed – funding approved for tree plaques in the middle of town</p> <p>EA re plaques – liaising with Committee – work ongoing</p> <p>EA – notice in Karri Pigeon</p> <p>PW/KG – Progressive Dinner being held on 14 October 2023 for funding.</p>			
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SHIRE OF MANJIMUP
WALPOLE TOWN ACTIVATION
ADVISORY COMMITTEE

Minutes of the Walpole Town Activation Advisory Committee Meeting held at the Walpole Community Resource Centre, Tuesday 26 September, 2023.

1. Declaration of Opening of Meeting:

Jennifer Willcox opened the meeting at 10.41am.

2. Attendance

Members Present:

Cr Jennifer Willcox (JW)	Councillor
Jocelyn Baister (JB)	Manager Planning Services (Proxy)
Spencer Roberts (SR)	Manager Parks Operations (Proxy)
Evy Apeldoorn (EA)	Manager Community & Rec Services (Proxy)
Cherie Smith (CS)	Community Representative
David Tapley (DT)	Community Representative
Kaylene Roberts (KR)	Minute Taker

3. Apologies

Michael Leers (ML)	Director Works and Services
Gail Ipsen Cutts (GC)	Director Community Services
Sarah Walker (SW)	Community Representative
Sheree Gray (SG)	Community Representative
Louise Pickett (LP)	Community Representative

4. Guests

Nil.

5. Presentations

Nil.

6. Disclosure of Interest

Nil.

7. Council Decision on Previous Recommendations

Nil.

8. Confirmation of Previous Minutes

Moved: David Tapley **Seconded:** Jocelyn Baister

That the previous minutes of the Walpole Town Activation Advisory Committee Meeting held on 7th June 2023 be adopted as a true and correct record.

Carried 6/0

9. Standing Items

9.1 Developing Age Friendly Community

Jarrah Glen Development

DT – Initiated a thorough discussion on the bushfire hazard to the north of 9 Pier Street, Walpole creating a high bushfire attack level for the proposed additional aged care units;

Six new units proposed to be built along Pier Street and Vista Street, have go the titles for the land;

Coming to Council on Thursday (28th September) to present the matter with the Council and to request Shire support;

DFES have control at the moment and won't do anything to reduce the hazard;

Discussion included requesting the Shire to put a work order on it as it is within the town centre;

Site will be inspected during inspections by Rangers;

Discussion between DT & JB about the potential BAL rating;

10. Matters arising from Previous Minutes

Bibbulmun Track – 25th Anniversary

JW – Down sized from a large event – 60 persons attended;

Reps from Pardelup Prison Farm were invited as it was their 25th anniversary as the work camp was formed in Walpole to support the Bibbulmun track;

Gave a presentation of all 25 years from information gathered from each Officer that was involved with the running of the camp;

Bibbulmun Track Committee, Op Shop and Shire of Manjimup contributed funds towards the event.

Walpole Tidy Towns

JW – submitted Walpole into the National Tidy Towns Sustainable Communities and had to be in by 25 August;

- There were 9 categories and entered multiple projects in each of the categories;
- Got selected for early judging which opened on 4 September and was judged on the 6 September;
- The finalists will be announced in October and the winners will be announced in November;
- 49 page submission with lots of photo's;
- Environment was our strongest section;

Dr Issue

JW – Raised concerns about lack of health services in Walpole. Has raised these concerns to Brian Robinson (BR) who wrote a letter to the Minister in regards to this. Also discussed the matter Jane Kelsbie.

Gave some examples of incidents where insufficient health services were available.

Mentioned that doctor's surgery in Denmark have recently lost some doctors, and thus have limited availability to service Walpole.

EA – the Shire assisted Walpole a few years ago with mapping of health services. Discussion held about this and agreed that it would be worthwhile to update the health information brochure.

11. New Business

EA – Renaming of Walpole Library was endorsed by Council;

CS – will be acknowledged with a celebration;

CS – Letter from John Kolo – not part of the WTAAC.

JW – Dog exercise area at Sandy Beach – DBCA responsibility

DT – What is happening with the Dump Point;

JB – can't be relocated as the EV Charging Point went into that position and is closed until further notice – waiting on parts;

JW – if going to be out of action, then there needs to be a fence of some description to be place around the current location;

DT – should be located out at the rubbish dump;

JW – asked what needs to be involved to make the town an RV Friendly Town?

Mentioned that Walpole is black listed on some camping websites;

JB - There is a criteria set by RV Friendly Organisation which needs to be met. Currently none of the towns within the Shire are listed as RV Friendly Towns.

SR – all signage has been taken down in Northcliffe as it was not successful;

JB – Pioneer Park is not the ideal place for the RV Friendly due to traffic conflicts etc.

12. General Business

Nil.

Next Meeting:

Due to be held after the Council elections in October 2023

Meeting Closed:

There being no further business, the Chair declared the meeting closed at 11.40am.



SHIRE OF MANJIMUP

3. COMMUNITY DEVELOPMENT

3.1 COMMUNITY DEVELOPMENT POLICIES

3.1.3 Community Funds Allocation

SHIRE OF MANJIMUP COMMUNITY FUND PROGRAM

Background & Issues

Council has established a scheme to support the community through the provision of a Shire of Manjimup Community Fund Program. Each year, where economically possible, the level of community funds available will be 2.5% of the prior year's rates revenue. The funds will be allocated across four categories being:

1. General Community Groups and Projects;
2. Financial Hardship;
3. Youth; and
4. Events.

The allocation of community funds will be held annually by formal application, with a closing date in March of each year. Where the budget allocation to any category is not fully committed, the amount remaining will be allocated across the other categories of the Community Fund Program.

Funds available across all categories are limited. The final decision for awarding funds will be in accordance with those applications that Council deem to have the highest merit and greatest benefit to the Shire of Manjimup residents and ratepayers.

Objectives

The objective of this policy is to provide clear guidelines for:

1. **Community groups, projects and event organisers** within the Shire of Manjimup in their application for community funds;
2. **Council** for their allocation of funds in a consistent and transparent manner; and
3. **Staff** in the administration of the Shire of Manjimup Community Fund Program.

Area of Application

Whole of Shire.

Policy Measures

See following pages.



SHIRE OF MANJIMUP

3. COMMUNITY DEVELOPMENT

3.1 COMMUNITY DEVELOPMENT POLICIES

3.1.3 Community Funds Allocation

GLOSSARY OF TERMS

For the purposes of the Shire of Manjimup Community Fund Program, the terms listed below are understood to have the following meanings:

Auspecting organisation	An incorporated organisation with a current ABN which agrees to work with a non-incorporated community group to receive hold & disburse grant funds on behalf of the non-incorporated group. The auspecting organisation will be responsible for the management of grant funds according to all conditions of the grant, and for the eventual acquittal of those funds (working closely with the community group to achieve this.)
Community group	A group of people working together to pursue a common interest. Generally, almost all members of a community group will be participating in a volunteer capacity (i.e. not as a part of their paid work duties). A community group may have a formal governance structure or may be a less structured group.
Incorporated association	An organisation that has been incorporated under the Associations Incorporation Act 2015. Such an organisation has a formally adopted constitution and is governed by an elected committee.
Not-for-profit group	A group or organisation that is not operating for the profit or gain of its individual members, whether these gains would have been direct or indirect. Any profit made by the group or organisation goes back into its operation to carry out its purposes and is not distributed to any of its members.
Umbrella organisation	An organisation (of sound capacity) which provides support to smaller community groups such as assistance in grant writing, auspecting grant funds or other support including office accommodation and administrative assistance. In the Shire of Manjimup Community Fund Program an umbrella group may support its community groups in their applications for funds but still apply for funds themselves as long as the funds in the different applications are not for the same purpose, project or event.
Youth	Young people between the ages of 12 and 25 years inclusive.
Youth group or youth project	A group or project catering to the needs of young people between the ages of 12 and 25 years inclusive.



SHIRE OF MANJIMUP
3. COMMUNITY DEVELOPMENT
3.1 COMMUNITY DEVELOPMENT POLICIES
3.1.3 Community Funds Allocation

CONDITIONS OF THE COMMUNITY FUND PROGRAM

The following conditions are applicable across ALL categories of the Program:

- a. The Community Fund Program will be advertised to the public in February each year.
- b. Applicants will be notified of their success or otherwise after the adoption of the budget each year (between July and September).
- c. The region in which the activities supported by funds can be carried out is the area of the Shire of Manjimup and the benefits of the activities supported by funds shall be directed predominantly to residents of the Shire of Manjimup.
- d. Generally speaking, schools are not eligible for funding under this program, proposed projects which have a strong broader community benefit may be considered and prospective applicants should approach the Shire in the first instance to discuss eligibility. If eligible the proposal would be submitted as a General Community Group & Project grant application.
- e. Category Funding will be guided by the following table. The amounts listed are maxima and should not be viewed as a guarantee of that level of funding. (These amounts will be reviewed each three years.)

Application Category	Shall not exceed (excl. GST)
Category 1. General	
Cat. 1A. General community groups & projects	\$5,000
Cat. 1B. Arts (acquisitive) prizes	\$5,000
Category 2. Financial Hardship	
Cat. 2A. Financial assistance – community care/ service or in high need	\$5,000
Cat. 2B. Financial assistance – with premises	\$3,000
Cat. 2C. Financial assistance – no premises	\$1,500
Category 3. Youth & Chaplaincy	
Cat. 3A. Community youth groups/programs	\$6,000
Cat. 3B. Chaplaincy	\$7,000
Category 4. Events	
Cat. 4A. Events with broader target area	\$5,000
Cat. 4B. Events with a more limited target area	\$3,000
Cat. 4C. Events which are new and emerging	\$2,000



SHIRE OF MANJIMUP

3. COMMUNITY DEVELOPMENT

3.1 COMMUNITY DEVELOPMENT POLICIES

3.1.3 Community Funds Allocation

- f. Fund allocation will be guided by the principle of fairness and equity in terms of both applicants and activities.
- g. Funds will be paid only to incorporated associations which have a current ABN. Groups which are not incorporated are able to apply for funding but must nominate in their application the name and ABN of an auspicing organisation or umbrella group which will receive the funds on their behalf if the application is successful. (The auspicing agency may not be subject to Condition h.)
- h. With the exception of applications under the Financial Hardship category, the following condition applies:
Only one application per group may be funded each financial year, unless circumstances warrant multiple applications from a group. Where a group applies for more than one grant, either in the same or different categories, it must indicate the priority of each application. Council will consider the group's priority rating for each application and may (partially) approve or decline any application at its discretion.
- i. Grants will be paid in full on receipt of a tax invoice.
- j. The proposed project or event must take place and be completed within the financial year that funding is made available.
- k. Prior approval must be sought for any substantial change of proposal.
- l. All funded groups and organisations will be required to acknowledge the support of the Shire of Manjimup in any promotional or publicity material.
- m. Every endeavour will be made by grant recipients to support local business and services when expending the allocated grant monies.
- n. Payments of grants may be suspended at any time if, in the opinion of Council, any of the conditions laid down are not met, or satisfactory progress has not been achieved.
- o. Council may use the project information provided by funded groups and organisations for promotional and networking purposes.
- p. Full disclosure of any other Council contribution (cash or in-kind) towards the project including traffic management plans and civic receptions is required.
- q. Applicants must illustrate that reasonable effort has been made to



SHIRE OF MANJIMUP

3. COMMUNITY DEVELOPMENT

3.1 COMMUNITY DEVELOPMENT POLICIES

3.1.3 Community Funds Allocation

secure funding from alternative sources including other funding bodies, sponsorships, membership or registration fees, fundraising activities or other commercial activities such as ticket or produce sales.

- r. Acquittal of all granted monies must be completed and submitted, using the acquittal form provided, as soon as possible after the completion of the project, but no later than three (3) months after the end of the Shire's financial year (i.e. by 30 September of the following financial year).

CATEGORY 1. GENERAL

Any applications that do not fit within another category as described in this Policy (Youth & Chaplaincy, Events, and Financial Assistance Requests), should be submitted as a general community grant.

All of the conditions (listed a. to r.) of the Community Fund Program outlined in this Policy apply to the General Community Groups & Projects category.

Category 1A. General community groups & projects

Community groups and not-for-profit organisations may apply for funding for projects and activities that have a target focus which benefits communities within the Shire of Manjimup. Council will assess each application during budget deliberations and will grant funds to projects that are deemed to have merit.

Category 1B. Arts (acquisitive) prizes

Artwork can be created in any medium, which can include, but is not limited to, sculpture, painting, installation, multimedia, sound or performance.

Funds for the arts acquisitive prize are incorporated in the Shire's annual operational budget. For the purpose of transparency and equity, the applications for arts acquisitive prizes will follow the same process as Community Grant applications.

Should multiple applications for the arts acquisitive prize be received in the same grants round, then Council may distribute the available funds at its discretion.

Requests for (a contribution to) arts prizes and arts acquisitive prizes should be submitted as a general community grant 1B. Council's intent for these prizes is to support and encourage growth of local artists, and stimulation of the local arts and cultural environment. The aim of the acquisitive prize is to



SHIRE OF MANJIMUP

3. COMMUNITY DEVELOPMENT

3.1 COMMUNITY DEVELOPMENT POLICIES

3.1.3 Community Funds Allocation

expand, conserve and display the Shire's art collection for everyone to study and enjoy.

Eligibility criteria for community grant funding for arts (acquisitive) prizes are:

- The arts competition/exhibition should be held within the Shire of Manjimup
- The winning/awarded artists are to be residents of the Shire of Manjimup, with the following exception:
- Where the applicant adds (either through their own contribution, sponsorship or other grant funding) a monetary amount equal or larger to the Shire's acquisitive prize, with the aim to purchase a larger/more expensive artwork, it is allowable for the awarded artist not to be a resident of the Shire of Manjimup.

Any artwork which is acquired with (assistance of) the Shire's acquisitive prize will:

- Be added to the Shire's arts collection, thus owned and insured by the Shire;
- Be displayed for public viewing at a location in the Shire of Manjimup to be decided in discussion between the applicant and the Shire, noting the following:
 - It needs to be located on land under management and control of the Shire of Manjimup;
 - The proposed location for the artwork is to be included in the Community Grant application;
 - Selection of sculptures or larger art pieces requiring transportation and installation may incur considerable extra costs. The Community Grant Applicant is responsible to consider these costs in their application and identify any additional funding sources. Additional funds requested from the Shire of Manjimup will need to be determined by Council.
- Need to meet public safety and security considerations (including: no sharp edges, no finger pinching points, not climbable, securable against fire, theft, etc.); and
- Be selected by a selection panel, which is to be established by the applicant, and is to include an elected member.

CATEGORY 2. FINANCIAL HARDSHIP COMMUNITY GROUPS

There are three sub-categories of financial assistance for community groups:

- Category 2A: Requests for financial assistance by community groups with a care/service function to the community, or by community groups deemed in high need by Council;
- Category 2B: Requests for financial assistance by community groups responsible for premises; and



SHIRE OF MANJIMUP

3. COMMUNITY DEVELOPMENT

3.1 COMMUNITY DEVELOPMENT POLICIES

3.1.3 Community Funds Allocation

- Category 2C: Requests for financial assistance by community groups without premises.

It is Council's vision that all community groups, in order to be sustainable, should aim to operate without relying on ongoing financial assistance to cover operational costs. Council understands that in certain circumstances a community group might require financial assistance for operational costs, such as utilities, insurance and venue lease or maintenance costs.

Community groups with the primary aim to provide services to the greater community are eligible for a higher level of financial assistance funding (refer to table on page 3) than other community groups (e.g. hobby clubs, arts groups, photography groups). Groups that occupy a building to undertake their primary activity and as such have greater responsibility are eligible for a higher level of funding.

It should be noted that start-up financial assistance for new groups should be applied for in the General Grant section as Hardship is to support existing groups suffering financial escalation pressures.

Groups may apply for the financial hardship funding to be considered for a 3-year period to give a level of ongoing surety during a period of hardship. Council may approve an application for this length of time, however this is subject to the annual budget allocation to the Community Grants Program.

All of the conditions (listed a. to r.) of the Community Fund Program outlined in this Policy apply to the Financial Assistance Community Groups category.

CATEGORY 3. COMMUNITY YOUTH GROUPS & CHAPLAINCY

The Shire of Manjimup Youth Strategic Plan 2013 – 2023 recognises the strategic importance of supporting youth activity and development throughout the Shire.

To support youth programs and chaplaincy across the Shire, Council endeavours to:

- Category 3A: Support a youth (development) program (e.g. youth group or facilitated development program) in each town; and
- Category 3B: Support youth chaplaincy; and

Submissions for funding of proposed general youth projects, that are not eligible under Categories 3A and 3B, should submit their application under Category 1. General Community Groups & Projects.

The sum available for youth groups and chaplaincy in 2017/18 was \$37,000



SHIRE OF MANJIMUP

3. COMMUNITY DEVELOPMENT

3.1 COMMUNITY DEVELOPMENT POLICIES

3.1.3 Community Funds Allocation

(amended in 2014). While this policy is not intended to apply limitations to the support of youth activity and development, the inclusion of a prescribed allocation pool sum for this category will ensure there is at least a minimum level of ongoing support for youth groups and chaplaincy in particular.

All of the conditions (listed a. to r.) of the Community Fund Program outlined in this Policy apply to the Community Youth Groups & Chaplaincy category. In addition to conditions a. to r., there are extra conditions specific to the Community Youth Groups & Chaplaincy category which are:

- s. Youth groups can submit their application in partnership with an auspicing incorporated umbrella group.
- t. For the purposes of the Shire of Manjimup Community Fund Program, 'youth' are defined as young people between the ages of 12 and 25 years inclusive.

CATEGORY 4. EVENTS

There are three sub-categories of event sponsorships; each is treated separately in the Community Fund Program:

- Category 4A events have a broader target area which may include state, interstate and international visitors;
- Category 4B events have a more limited target area including South West and Great Southern regions; and
- Category 4C events are new, incl. events celebrating a significant anniversary, and emerging events seeking to establish themselves on the Shire's annual events calendar.

Category 4A. Events

Council recognises the opportunity and economic benefit in sponsoring events that will market and promote the Shire to a target population residing beyond the South West and Great Southern regions.

All of the conditions (listed a. to r.) of the Community Fund Program outlined in this Policy apply to Category 4A Events. In addition to conditions a. to r., there are extra conditions specific to Category 4A Events which are:

- u. Demonstrate strong ties to broad scale marketing and promotional outcomes.
- v. Demonstrate that the target group is much broader than the South West and Great Southern regions.



SHIRE OF MANJIMUP

3. COMMUNITY DEVELOPMENT

3.1 COMMUNITY DEVELOPMENT POLICIES

3.1.3 Community Funds Allocation

Category 4B. Events

Council recognises the social benefit in sponsoring events that will promote a particular theme or activity to a target audience from within the Shire and extending to the South West and Great Southern regions.

All of the conditions (listed a. to r.) of the Community Fund Program outlined in this Policy apply to Category 4B Events.

Category 4C. Events

Council recognises the potential for increased social and economic opportunity in sponsoring new and emerging events which are endeavouring to become established on the Shire's annual events calendar.

Events celebrating a significant anniversary, for example 50 or 100 years, may also be considered for funding under this category.

All of the conditions (listed a. to r.) of the Community Fund Program outlined in this Policy apply to Category 4C Events.

UNALLOCATED FUNDS

Any unallocated funds of the Community Fund Program, will be marked as 'Unspecified', and may be distributed throughout the financial year in response to requests, which will be assessed on a case by case basis.

Any unallocated funds in the Financial Hardship category will be marked as 'Unspecified Financial Hardship', and may be distributed throughout the financial year in response to requests in this category, which will be assessed on a case by case basis.

Administration

The Community Services Directorate is responsible for the management and administration of the Community Fund Program.

Adoption and Date Due for Revision

ADOPTED 24 OCTOBER 2019

REVIEWED FEBRUARY 2021

REVIEWED FEBRUARY 2023

NEXT DUE FOR REVIEW FEBRUARY 2026

The Administration of this Policy is by Community Services Directorate