SHIRE OF MANJIMUP

DRAFT AGENDA

ORDINARY MEETING OF COUNCIL

25 NOVEMBER 2026

DISCLAIMER
This is a DRAFT document prepared for the Agenda Briefing Session. It is provided for information only and is subject to change. Items may be amended, added or removed before the final agenda is published.

Our Community Vision
"We are a thriving region which is safe, liveable and welcoming.

We value our quality of life and embrace our natural environment which affords us both economic and recreational pursuits.

Our industries are recognised for their resilience, quality and innovation and for their contribution to the state of Western Australia.

Our economic diversity provides business and employment opportunities for all."

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SHIRE OF MANJIMUP – ORDINARY MEETING OF COUNCIL AGENDA

25 NOVEMBER 2026

NOTICE TO ALL COUNCILLORS

An Ordinary Meeting of Council is called for Wednesday 25 November 2026 commencing at 5:30 PM in the Council Chamber.

Benjamin Rose
CHIEF EXECUTIVE OFFICER

12 November 2026

DISCLAIMER

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

IMPORTANT MATTERS AFFECTING THOSE ATTENDING THE MEETING AND THOSE AFFECTED BY A DECISION OF THE MEETING:

1. **Please note this meeting may be electronically recorded.**

2. **Decisions made in this meeting are unable to be acted upon by the person who has been granted the authorisation unless and until the decision is able to be implemented by the Chief Executive Officer and in any event not before the afternoon of the first business day following this meeting. If you are in any doubt about a decision please contact the Shire prior to making any commitments.**

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SHIRE OF MANJIMUP

ORDINARY MEETING OF COUNCIL

WEDNESDAY 25 NOVEMBER 2026

TO BE HELD
IN THE COUNCIL CHAMBER

COMMENCING AT 5:30 PM

AGENDA

1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

Ngaala kaaditj Noongar moort keyen kaadak nidja boodja.

We acknowledge the Noongar people as the Traditional Custodians of this land.

2. ANNOUNCEMENTS BY THE PRESIDENT

To be advised at the meeting.

3. ATTENDANCE

3.1 Apologies

3.2 Approved Leave of Absence

Councillor Jennifer Willcox has been granted a Leave of Absence for this meeting.

4. DECLARATIONS OF INTEREST

5. PUBLIC QUESTION TIME

5.1 Response to public questions taken on notice

Nil.

5.2 Public Question Time

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6. PRESENTATIONS

6.1 Petitions

Nil.

6.2 Presentations

Nil.

6.3 Deputations

Nil.

6.4 Delegate Reports

Nil.

6.5 Conference Reports

Nil.

7. CONFIRMATION OF PREVIOUS MINUTES

_____ / _____

That the Minutes of the Ordinary Meeting of the Council held on 28 October 2026 be confirmed as a true and accurate record.

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8. MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil.

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9. OFFICER REPORTS

VOTING TYPE	ITEM	OFFICER REPORTS	Page No.
		EXECUTIVE SERVICES	
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		BUSINESS DIRECTORATE	
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	9.15.3	Meeting Notes of the Manjimup District Community Advisory Group Held on 4 November 2026	288
	9.16	**ADVISORY COMMITTEES**	

_____ / _____

"That Council adopt the recommendations contained in the Council Officers and Committee Reports within Section 9 of the Agenda with the exception of those on the board."

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APPENDIX

9.2.1 Proposed 2027 Council Meeting Schedule

PROPONENT	Shire of Manjimup
OWNER	N/A
LOCATION / ADDRESS	N/A
WARD	N/A
ZONE	N/A
DIRECTORATE	Executive Services
FILE REFERENCE	F170041
LEGISLATION	*Local Government Act 1995, Local Government (Administration) Regulations 1996*
AUTHOR	Shammara Markotis (Manager Governance and Executive Services)
DATE OF REPORT	16 October 2026
DECLARATION OF INTEREST	Nil

BACKGROUND

Council is required to set and publish the dates of its Ordinary Council Meetings each year. Council Policy 1.1.1 Council Meetings, Agenda Briefing Sessions and Concept Forums also requires notice to be given of the Shire's Agenda Briefing Session and Concept Forum schedule.

The purpose of this report is for Council to consider and endorse the proposed schedule of these meetings for the 2027 calendar year.

PUBLIC CONSULTATION UNDERTAKEN

Nil. Once endorsed, the meeting schedule will be published on the Shire's website as required.

COMMENT

Council Policy 1.1.1 Council Meetings, Agenda Briefing Sessions and Concept Forums sets the framework for scheduling these meetings. A copy of this policy is appended.

APPENDIX: 9.2.1 (A)

In accordance with the policy, Ordinary Council Meetings are to be held on the fourth Wednesday of each month commencing at 5:30pm. There are two exceptions: no meeting is held in January, and the December Ordinary Council Meeting is held on the third Wednesday of the month. Agenda Briefing Sessions

and Concept Forums are to be held in the Council Chambers at 9:00am on the Wednesday one week prior to each Ordinary Council Meeting.

In keeping with past practice, one Ordinary Council Meeting is proposed to be held in each of the Shire's outer towns of Pemberton, Northcliffe and Walpole.

The proposed schedule, including meeting locations, is outlined below.

Month	Agenda Briefing Session and Concept Forum (9:00am in the Council Chambers)	Ordinary Council Meeting (5:30pm in the Council Chambers unless indicated)
January	Nil	Nil
February	17 February 2027	24 February 2027
March	17 March 2027	24 March 2027 (Walpole)
April	21 April 2027	28 April 2027
May	19 May 2027	26 May 2027
June	16 June 2027	23 June 2027
July	21 July 2027	28 July 2027 (Pemberton)
August	18 August 2027	25 August 2027
September	22 September 2027	29 September 2027
October	20 October 2027	27 October 2027
November	17 November 2027	24 November 2027 (Northcliffe)
December	8 December 2027	15 December 2027

The following comments are provided for Council's information while considering this report:

- The September meetings are proposed to be held one week later than the policy provides. The WALGA Local Government Convention is expected to be held during the week that includes 15 September 2027, when the Agenda Briefing and Concept Forum would otherwise fall. Moving both meetings back one week avoids a clash with the Convention while also avoiding holding the Agenda Briefing and Concept Forum and the Ordinary Council Meeting on the same day, as occurred in 2026.

- Two meetings are proposed to be held during school holidays: the April Agenda Briefing and Concept Forum (21 April 2027) and the September Ordinary Council Meeting (29 September 2027).

- The 2027 Local Government Ordinary Election will be held on Saturday 16 October 2027. The October Agenda Briefing and Concept Forum (20 October) and Ordinary Council Meeting (27 October) follow the election. Newly elected members will need to make their declarations before attending, which the Administration will coordinate.

- There is a 10-week gap between the December 2026 and February 2027 Ordinary Council Meetings. In accordance with Council Delegation 1.1.2, during this time the CEO holds delegated authority to determine matters

arising which cannot be held-over to the first Ordinary Council Meeting of 2027, subject to certain restrictions.

- Staff anticipate a Special Meeting of Council will be required in January or early February 2027 to consider the award of two tenders closing shortly after the December 2026 Ordinary Council Meeting.

The proposed schedule has been prepared in accordance with Council Policy 1.1.1, with minor adjustments where deemed beneficial. Council retains discretion to amend any of the proposed dates or locations by resolution.

STATUTORY ENVIRONMENT

Local Government Act 1995, section 5.3(2): Council is to hold ordinary meetings not more than three months apart. The proposed monthly schedule meets this requirement.

Local Government Act 1995, section 5.25(1)(g) and *Local Government (Administration) Regulations 1996*, regulation 12: the dates, times and place of ordinary council meetings for the next 12 months are to be published on the local government's official website.

Agenda Briefing and Concept Forum sessions are not statutory meetings. No decisions are made at them; they are governed by Council Policy 1.1.1.

POLICY / STRATEGIC IMPLICATIONS

The proposed schedule is consistent with Council Policy 1.1.1 Council Meetings, Agenda Briefing Sessions and Concept Forums, with the exception of the September meetings, as outlined above.

ORGANISATIONAL RISK MANAGEMENT

Adopting the schedule ahead of the new year ensures the Shire meets its statutory publication requirement and gives Councillors, staff and the community certainty of meeting dates.

FINANCIAL IMPLICATIONS

Nil. Costs associated with meetings are provided for in the annual budget.

SUSTAINABILITY

Environmental: Nil.

Economic: Nil.

Social: Publishing the schedule in advance supports community awareness of, and participation in, Council meetings and Agenda Briefing Sessions.

VOTING REQUIREMENTS: SIMPLE MAJORITY

OFFICER RECOMMENDATION

That Council:

1. **Endorse the 2027 schedule of Agenda Briefing Sessions, Concept Forums and Ordinary Council Meetings, including times and locations, as follows:**

Month	Agenda Briefing Session and Concept Forum (9:00am in the Council Chambers)	Ordinary Council Meeting (5:30pm in the Council Chambers unless indicated)
January	Nil	Nil
February	17 February 2027	24 February 2027
March	17 March 2027	24 March 2027 (Walpole)
April	21 April 2027	28 April 2027
May	19 May 2027	26 May 2027
June	16 June 2027	23 June 2027
July	21 July 2027	28 July 2027 (Pemberton)
August	18 August 2027	25 August 2027
September	22 September 2027	29 September 2027
October	20 October 2027	27 October 2027
November	17 November 2027	24 November 2027 (Northcliffe)
December	8 December 2027	15 December 2027

2. **Note that the Chief Executive Officer will publish the 2027 meeting schedule on the Shire's official website in accordance with regulation 12 of the *Local Government (Administration) Regulations 1996* and Council Policy 1.1.1 Council Meetings, Agenda Briefing Sessions and Concept Forums.**

APPENDICES

A⇩	Council Policy 1.1.1 Council Meetings, Agenda Briefing Sessions and Concept Forums	6 Pages

1. COUNCIL POLICIES
1.1 COUNCIL & CHAMBER MEETINGS
1.1.1 Council Meetings, Agenda Briefing Sessions and Concept Forums Policy

OBJECTIVE

The purpose of this Policy is to set out matters relating to the management of various types of meetings held by the Shire of Manjimup. This Policy is to be read in conjunction with the Local Government Act 1995, the Local Government (Administration) Regulations 1996 and the Shire of Manjimup Standing Orders Local Law 2013.

This Policy does not apply to Advisory Committees.

Agenda Briefing Sessions and Concept Forums are classified as 'briefings, workshops and other informal meetings' for the purposes of the Shire's Standing Orders.

This Policy is based upon a general principle of openness and public accessibility. Agenda Briefing Sessions and Concept Forums, and the information considered at them, are to be accessible to members of the public wherever this can reasonably occur without compromising confidentiality, legal obligations, personal privacy, commercial interests or the effective operation of the Shire.

POLICY MEASURES

Meeting Dates and Times

Council determines the annual schedule of Meetings (Ordinary Council Meetings, Agenda Briefing Sessions and Concept Forums), as follows:

- Ordinary Council meetings will be held on the fourth Wednesday of every month, excluding December (held on the third Wednesday) and January (no meeting will be held). Meetings will commence at 5.30pm.

- Agenda Briefing Sessions and Concept Forums will be held on the third Wednesday of every month, excluding December (held on the second Wednesday) and January (no meetings will be held).

- Agenda Briefing Sessions will commence at 9.00am, unless otherwise advised through the Chief Executive Officer. Concept Forums will commence following the conclusion of the preceding Agenda Briefing Session.

Council Meetings

Additional meetings: The Council may, in addition to the Ordinary Council Meetings specified in its adopted schedule, hold Special Council Meetings from time to time in accordance with the requirements of section 5.4 of the Act. The Chief Executive Officer (in consultation with the Shire President) will determine:

1. The date, commencement time, and location of any Special Meetings.
2. Whether an Agenda Briefing Session is necessary for a Special Council Meeting.

Alternate Motions or Amendments to Officer Recommendation: Although the Standing Orders allow for alternate motions and amendments to be moved during the meeting, Council members are encouraged to contact the Chief Executive Officer before the meeting in order to assist with drafting a proposed alternate recommendation or amendment to an officer recommendation. These should be provided to the CEO in writing where possible. Where time allows the CEO will circulate any alternate motions or amendments to all Council members prior to the meeting.

Catering: The Shire will provide appropriate catering for Council members, guests (by invitation of the Shire President) and attending staff following Council meetings.

Agenda Briefing Sessions

Purpose: The purpose of the Agenda Briefing Session is to enable Council members to be briefed and informed on upcoming Council Meeting agenda items through:

1. Staff providing Council members with a verbal, written and/or visual summary of proposed upcoming agenda items.

2. Enabling Council members to ask questions or seek additional explanation and / or information on proposed upcoming agenda items.

Although the Chief Executive Officer will make every effort to ensure that all items proposed for inclusion on the agenda for an Ordinary Council Meeting have previously been included in an Agenda Briefing Session, there will be circumstances where this is not possible, owing to time and resourcing demands. In this circumstance, matters may be presented directly to a Council Meeting without first having been presented to an Agenda Briefing Session.

Attendance and apologies: Council members are encouraged, but not required, to attend Agenda Briefing Sessions, and to submit apologies to the office of the Chief Executive Officer where unable to attend. Members may attend these meetings remotely and the Chief Executive Officer will make reasonable provision for this to occur.

Agenda: The agenda for the meeting will be the draft agenda for the next Ordinary (or Special) Council Meeting. The agenda will be circulated to Council members at least 72 hours prior to the meeting, however, there may be occasions where agenda circulation at least 72 hours prior to the meeting is not possible, owing to time and resource demands. There may also be occasions where urgent or late items are verbally presented by the staff at the meeting without a written report.

Publication of the Draft Agenda: The Draft Agenda to be considered at an Agenda Briefing Session will be published on the Shire of Manjimup's official website at least 72 hours prior to the meeting, however, there may be occasions where agenda circulation at least 72 hours prior to the meeting is not possible, owing to time and resource demands.

In relation to the published Draft Agenda:

1. The published document will be clearly identified as a Draft Agenda that is subject to amendment, withdrawal or the inclusion of additional information or items before the Agenda for the relevant Ordinary Council Meeting is finalised.

2. The publication of the Draft Agenda does not prevent the Chief Executive Officer from making changes necessary to ensure that the final Ordinary Council Meeting Agenda is complete, accurate and compliant with all applicable legislative requirements.

3. Confidential reports, legally privileged information, personal information and any other information that is not appropriate for public disclosure may be withheld or redacted from the published Draft Agenda.

Chairperson: The Chairperson at Agenda Briefing Sessions will be the Shire President, or in their absence, the Deputy Shire President. When neither the President or Deputy are available, the Chief Executive Officer will seek nominations from Councillors present to chair at the meeting and will determine a Councillor present to preside at the meeting.

Declarations of Interest: Where a Council member has an Interest (as defined in the Act) in a matter under consideration at an Agenda Briefing Session, then:

1. The matter should be declared to the Chief Executive Officer.

2. In the case of financial or proximity interests, the Member should not attend the part of the Agenda Briefing Session when that matter is discussed.

The Chief Executive Officer shall record any declarations of interest but is not required to include the declared interest in the register required under section 5.88 of the Act until the matter is included on the agenda for an Ordinary or Special Meeting of Council.

Staff members with an interest in a matter shall declare these in accordance with the Shire of Manjimup Code of Conduct for Employees.

Conduct of meetings: The following procedures will apply to the conduct of Agenda Briefing Sessions:

1. All comment by Council members and staff should be made through the Chair.

2. No formal or informal voting may occur, and no decisions can be made or implied to be made.

3. Council members may ask questions, to seek further detail, clarity, or request additional information, on agenda items.

4. Council members should refrain from expressing any opinion on any of the decisions to eventually be made on the draft agenda.

5. Council member direction to staff cannot be given or implied (as per the Act).

6. Debate on items is not permitted.

Public and Guest attendance: Agenda Briefing Sessions are open to members of the public as observers, except for any part of a session that the Chief Executive Officer, in consultation with the Shire President, determines should not be open to the public because the matters to

be discussed are confidential, legally privileged, commercially sensitive, relate to employees or individuals, or would otherwise be inappropriate for public consideration. In addition:

1. The Chairperson, or the Chief Executive Officer, may invite members of the public to attend and address any part of the Agenda Briefing Session where that person has an interest in the matter being discussed.

2. The Chief Executive Officer may invite guest attendance by State Government agencies, consultants or other subject matter experts to assist in briefing Council members on agenda items.

3. Public attendance is for observation only, unless a person is specifically invited by the Chairperson or the Chief Executive Officer to address the session.

4. The Chief Executive Officer may require members of the public to leave the session for any item that is determined to be unsuitable for public attendance.

5. Reasonable public notice will be given of the date, time and location of Agenda Briefing Sessions that are to be open to the public.

6. The orderly conduct of the session is to remain under the control of the Chairperson.

Meeting notes: The Chief Executive Officer will keep notes of the Agenda Briefing Sessions. These notes will include:

1. Attendance and apologies.
2. Declarations of Interest.
3. A brief summary of main issues discussed.
4. Where all or part of the session was not open to the public, the general reason for that determination, subject to the protection of confidential information.

The meeting will be audio recorded for the purposes of assisting the Chief Executive Officer with note taking.

Additional meetings: Additional Agenda Briefing Sessions may be called from time to time by the Chief Executive Officer (in consultation with the Shire President), as deemed necessary.

Catering: Catering may be provided for Agenda Briefing Sessions. This will be determined by the Chief Executive Officer depending on the duration and start / finish time of the meeting.

<u>Concept Forums</u>

Purpose: The purpose of Concept Forums is to provide the Chief Executive Officer and the Council members with an opportunity for the informal presentation and discussion of issues and the formulation of various proposals, ideas, strategies and concepts, where these are not sufficiently developed or ready to be presented to Council for a decision.

Attendance and apologies: Council members are encouraged, but not required, to attend Concept Forums, and to submit apologies to the office of the Chief Executive Officer where

unable to attend. Councillors may attend these meetings remotely and the Chief Executive Officer will make reasonable provision for this to occur.

Agenda: The Chief Executive Officer will prepare an agenda for the Concept Forum and this will be circulated to Council members at least 72 hours prior to the meeting. This will include a brief summary of the issues to be discussed and may include relevant background material. However, in cases of urgency there may be occasions where items are verbally presented at the meeting.

Chairperson: The Chairperson at Concept Forums will be the Chief Executive Officer, or in their absence, a nominated Director.

Declarations of Interest: Where a Council member has any Interest (as defined in the Act) in a matter under consideration at a Concept Forum, then:

1. The matter should be declared to the Chief Executive Officer.

2. In the case of financial or proximity interests, the Member should not attend the part of the Concept Forum when that matter is discussed.

The Chief Executive Officer shall record any declarations of interest but is not required to include the declared interest in the register required under section 5.88 of the Act until the matter is included on the agenda for an Ordinary or Special Meeting of Council.

Staff members with an interest in a matter shall declare these in accordance with the Shire of Manjimup Code of Conduct for Employees.

Conduct of the meeting: The following procedures will apply to the conduct of a Concept Forum:

1. The Chairperson is responsible for coordinating discussion and keeping good order of the Concept Forum.

2. Council members and staff may informally discuss and express opinions in the meeting on any of the matters on the agenda.

3. No formal or informal voting may occur, and no decisions can be made or implied to be made.

4. Council member direction to staff cannot be given or implied (as per the Act).

5. The Chief Executive Officer may make decisions about further staff action based on his / her summation of feedback received at the meeting, on the basis that no actions taken as a result of this meeting may exceed the existing authority of the Chief Executive Officer.

Public attendance: Members of the public may attend a Concept Forum as observers where the Chief Executive Officer, in consultation with the Shire President, determines that public attendance is appropriate, having regard to the nature, sensitivity and stage of development of the matters to be discussed. Owing to the conceptual and often preliminary nature of the matters discussed, a Concept Forum, or any part of a Concept Forum, is not open to the

public unless such a determination is made. Where a determination is made that all or part of a Concept Forum is to be open to the public:

1. Public attendance is for observation only, unless a person is specifically invited by the Chairperson to address the Forum.

2. The Chairperson may require members of the public to leave the Concept Forum for any item that is determined to be unsuitable for public attendance.

3. Reasonable public notice will be given of the date, time and location of Concept Forums that are to be open to the public.

4. The orderly conduct of the Concept Forum is to remain under the control of the Chairperson.

The Chief Executive Officer may invite guest/s to attend and address the meeting where they consider this will assist the Concept Forum with discussion of a particular issue. Elected Members who wish to invite specific guests to the meeting shall forward such requests to the Chief Executive Officer, who will determine attendance.

Meeting notes: The Chief Executive Officer will keep notes of the Concept Forums. These notes will include:

1. Attendance and apologies.
2. Declarations of Interest.
3. A brief summary of main issues discussed.
4. Where all or part of the Concept Forum was not open to the public, the general reason for that determination, subject to the protection of confidential information.

The meeting will be audio recorded for the purposes of assisting the Chief Executive Officer with note taking.

Additional meetings: Additional Concept Forums may be called from time to time by the Chief Executive Officer (in consultation with the Shire President) as deemed necessary.

Catering: Catering may be provided for Concept Forums. This will be determined by the Chief Executive Officer depending on the duration and start / finish time of the meeting.

Document Control

Document Responsibilities:					
Officer:	Manager Governance and Executive Services	**Officer Business Unit:**		Executive Services	
Reviewer:	Chief Executive Officer	**Decision Maker:**		Council	
Document Management:					
Review Frequency:	4 yearly	**Next Due:**	September 2030	**Records Ref:**	D24/21677

Version #	**Decision Reference:**	**Comment:**
1.	12 December 2024 / 29590	Adopted
2.	25 November 2025 / 29757	Reviewed – designated meeting day changed from Tuesday to Wednesday
3.	23 September 2026 / 30008	Reviewed in accordance with Council Resolution 29988

ATTACHMENT
APPENDIX

9.2.2 Proposed Review of Council Policy 1.1.4 Councillor Continuing Professional Development Policy

PROPONENT	Shire of Manjimup
OWNER	N/A
LOCATION / ADDRESS	N/A
WARD	N/A
ZONE	N/A
DIRECTORATE	Executive Services
FILE REFERENCE	F160048
LEGISLATION	*Local Government Act 1995*
AUTHOR	Shammara Markotis (Manager Governance and Executive Services)
DATE OF REPORT	10 September 2026
DECLARATION OF INTEREST	Nil

BACKGROUND

Council policies are reviewed regularly to ensure consistency between Council policies, Council decision-making and current legislative requirements and practices. Generally, policy reviews occur every four years, or where amendments are required to reflect legislative changes or changes in practice.

Section 5.128 of the *Local Government Act 1995* requires a local government to prepare and adopt, by absolute majority, a policy in relation to the continuing professional development of Councillors and to review the policy after each ordinary election. Council Policy 1.1.4 Councillor Continuing Professional Development (the Policy) is due for review.

A review of the Policy has been undertaken to ensure it remains consistent with the requirements of the *Local Government Act 1995* and associated regulations and continues to provide an appropriate framework for Councillor professional development.

The current policy is appended. The proposed amended policy, along with a tracked-change version, are attached for Council's consideration.

APPENDIX: 9.2.2 (A)
ATTACHMENT: 9.2.2 (1)
ATTACHMENT: 9.2.2 (2)

PUBLIC CONSULTATION UNDERTAKEN

Nil.

COMMENT

Council Policy 1.1.4 Councillor Continuing Professional Development is required to be reviewed following each ordinary election.

The current Policy identified a review date of November 2025. The review is being undertaken later than scheduled. However, a review date so close to the ordinary election is not considered realistic given the significant induction and onboarding requirements for newly elected Councillors in the months immediately following an election. To provide a more practical timeframe for future reviews, the revised Policy sets the next review for within six months of the next ordinary election.

The review also incorporates legislative changes that took effect on 1 January 2026. These changes include a new requirement for Councillors to declare completion of mandatory training, associated offences, and expanded provisions for local governments to fund Councillor professional development.

The proposed amendments include:

- Updating references to the relevant legislation and regulations in the Policy Background.
- Revising the Policy Objective to reference how training and professional development will be approved, funded and reported.
- Refining the Policy Area of Application.
- Including a statement regarding the equitable and transparent application of the Policy.
- Including Councillor induction training and reference to the applicable Council Policy.
- Providing further detail regarding Mandatory Councillor Training, including training modules, exemptions and Councillor declaration requirements.
- Providing for Councillors to request support for formal qualifications, such as a diploma or degree, where permitted by legislation and provided for under the Policy, subject to Council approval and conditions.
- Clarifying the process for requesting training and obtaining approval.
- Refining provisions relating to the payment of training and development costs to remove duplication with Council Policy 1.1.2 Councillor Meeting Fees and Reimbursement of Expenses.

The proposed amended policy is presented for Council's consideration and adoption.

Draft

STATUTORY ENVIRONMENT

- *Local Government Act 1995* - Sections 5.126, 5.127, 5.128 and 5.129
- *Local Government (Administration) Regulations 1996* - Regulations 34AF, 35, 36, 36A, 36B and 37

POLICY / STRATEGIC IMPLICATIONS

The revised Policy supports Strategy E5 of the Shire of Manjimup Strategic Community Plan 2021–2031: Assist and train elected members to provide strong and visionary leadership.

The Policy provides a framework for ensuring Councillors have access to appropriate continuing professional development and supports compliance with statutory requirements relating to Councillor training and professional development.

ORGANISATIONAL RISK MANAGEMENT

Section 5.128 of the *Local Government Act 1995* requires a local government to review its continuing professional development policy after each ordinary election.

Adoption of the revised Policy will ensure the Shire's Policy reflects current legislative requirements and provides an appropriate framework for the ongoing professional development of Councillors.

FINANCIAL IMPLICATIONS

The Shire is responsible for meeting costs associated with Councillor training and professional development in accordance with relevant legislative requirements, Council policies and approved budgets.

The revised Policy does not propose any significant change to the financial implications associated with Councillor professional development.

Council's professional development requirements and associated expenditure will continue to be considered through the annual budget process.

SUSTAINABILITY

Environmental: Nil.

Economic: Nil.

Social: Nil.

VOTING REQUIREMENTS: ABSOLUTE MAJORITY

OFFICER RECOMMENDATION

That Council adopt Council Policy 1.1.4 Councillor Continuing Professional Development as per Attachment: 9.2.2 (1).

ATTACHMENTS

1⇩	Proposed Council Policy 1.1.4 Councillor Continuing Professional Development	5 Pages
2⇩	Proposed Council Policy 1.1.4 Councillor Continuing Professional Development (with tracked changes)	6 Pages

APPENDICES

A⇩	Current Council Policy 1.1.4 Councillor Continuing Professional Development	4 Pages

Draft

1. COUNCIL POLICIES
1.1 OFFICE OF CEO
1.1.4 Councillor Continuing Professional Development Policy

Policy Background and Objective
The *Local Government Act 1995* requires all Councillors to undertake compulsory training within 12 months of being elected. The Shire of Manjimup is required under the *Local Government Act 1995* to adopt and report on compulsory training and continuing professional development for Councillors of the Shire of Manjimup.

Area of Application and Scope
This Policy applies to all Councillors of the Shire of Manjimup, including the Deputy Shire President and Shire President.

The Policy consists of 3 distinct parts:

1. **Compulsory Elected Member Training -** sets out the legislative requirements that newly elected Councillors must undertake Compulsory Elected Member Training. Newly elected Councillors who complete the Compulsory Elected Member Training are deemed to have met their Continuing Professional Development requirements under point 2 below for the first two years of their term.

2. **Continuing Professional Development (CPD) -** requires Councillors to undertake CPD as determined by Council. This applies to all Councillors. However, newly elected Councillors who undertake the Compulsory Elected Member Training under point 1 above are deemed to have met their Continuing Professional Development requirements for the first two years of their term.

3. **Reporting -** sets out the reporting requirements under the *Local Government Act 1995.*

Policy Measures

1. **Compulsory Councillor Training**
   Elected Members of the Shire of Manjimup have significant and complex roles that require a diverse skillset.

   All Councillors elected to Council following the 2019 election are required under the Local *Government Act 1995* to complete the Council Member Essentials Course, unless they meet limited exemptions. The training is valid for five years so an Elected Member is only required to undertake the training at every second election. The course must be completed within 12 months of appointment to Council.

   The Council Member Essentials Course will be sourced by the Shire at no cost to Elected Members.

2. Council Capacity Building

Within 6 months after an election, a Council Workshop will be convened to enable Council Members to collaboratively develop a program of Council Capacity Building.

The program developed at the workshop will form the basis for regular training provided to all Council Members as a group, to encourage Council to focus on continuous improvement in its function as a governing body and to address the outcomes set out in Part 6 of this policy.

The CEO will coordinate training in accordance with the agreed program, with details of dates and delivery modes to be determined in consultation with Council Members.

3. Continuing Professional Development

Continuing Professional Development (CPD) opportunities will be provided to the Shire's elected members. The opportunities will be in line with the strategic direction of the Shire:

- Social;
- Economic;
- Built Environment;
- Natural Environment; and
- Governance.

Categories of Continuing Professional Development

In addition to the strategic objectives of the Shire it is important to recognise the following categories as opportunities:

- Health and Wellbeing;
- Leadership; and
- Professional Skill Development.

The Shire will investigate opportunities for professional skill development based on the direction of Council or individual Councillor requests.

Eligible Activities

Eligible Continuing Professional Development activities include:

- WA Local Government Association Council (WALGA) and Australian Local Government Association (ALGA) conferences.
- Special 'one off' conferences called for or sponsored by WALGA and/or ALGA on important Local Government issues.

- Annual conferences of the major professions in Local Government and other institutions of relevance to Local Government activities.
- Other Local Government-specific training courses, workshops and forums, relating to the outcomes listed above. Training relevant to the theme listed above offered by accredited organisations.
- Conferences, training, workshops or seminars that address the initiatives and projects identified in the Shire's Strategic Community Plan, Corporate Business Plan or other strategic documents.

The Shire will organise training sessions that meet the intent of the policy where all Councillors are invited to attend to meet their obligations as a Council group at the Shire of Manjimup. All training will be funded by the Shire of Manjimup at no cost to Councillors. Where training is completed through attendance at a conference, the cost of the conference will be from the Councillors Conference Allowance as per Council policy.

4. Registration, travel and expenses

The Shire of Manjimup will be responsible for the costs associated with training or professional development approved in accordance with this policy.

Event Registration and Bookings

Travel, registration fees and accommodation are to be arranged directly by the Shire of Manjimup administration.

Council Members are not to pay such costs and seek reimbursement, except in the case of an emergency or unique circumstances and subject to the Chief Executive Officer's prior approval.

Travel

Where travel is involved, the actual costs of travel to and from the event venue are to be met by the Shire of Manjimup in accordance with the current WA Salaries and Allowances Tribunal Determination for Local Government CEOs and Elected Members (the Determination).

Travel arrangements are to be by the most cost effective and reasonably convenient mode.

A Council Member may seek approval to travel within Western Australia by private motor vehicle and be reimbursed for vehicle costs in accordance with the Determination. Approval may only be

granted where the cost is approximately equivalent to the most cost effective mode of travel.

A Council Member may choose to upgrade the mode of travel, however additional costs incurred are to be paid to the Shire of Manjimup by the Council Member before the Shire of Manjimup confirms the booking/s.

Reimbursement of Expenses
If the proposed attendance at a conference, seminar or training is not covered by an appropriate budget, the express approval of the Council must be sought by the Councillor to attend, including authorisation of expenses such as a dinner for the attendee, and, if applicable, partner. A request for authorisation must be made to the Chief Executive Officer in writing.

The above reimbursement only applies to prepaid registrations. If a Councillor intends to attend an event and seeks reimbursement of expenses, that attendance must be authorised prior to the event.

Councillors claiming reimbursement must produce receipts, etc, verifying the expense being claimed.

5. Reporting

The Shire is required to report annually on completed training. Completed training must be published on the Shire's website for that financial year. This will include the Council Member Essentials Course and any continuing professional development undertaken by Shire Councillors.

On their return from a conference or seminar, Councillors who attended should provide a brief verbal report on the conference to Council as part of the Council meeting Standing Orders.

ADOPTED 5 MARCH 2020
REVIEWED 7 DECEMBER 2023
NEXT DUE FOR REVIEW NOVEMBER 2025

The Administration of this Policy is by Office of CEO

SHIRE OF MANJIMUP

1. COUNCIL POLICIES
1.1 EXECUTIVE SERVICES
1.1.4 Councillor Continuing Professional Development

BACKGROUND

Training and professional development for Councillors is governed by Part 5, Division 10 of the *Local Government Act 1995* (the Act) and Part 10 of the *Local Government (Administration) Regulations 1996* (the Regulations), which provide that:

- Each Councillor must complete the prescribed mandatory training within 12 months of being elected, unless exempt (s.5.126 of the Act; regs 35 and 36 of the Regulations).
- Each Councillor must declare to the Chief Executive Officer that they have completed the mandatory training, and failing to do so, or making a false declaration, is an offence (regs 36A and 36B).
- Fees and allowances paid in advance must be repaid where a Councillor is sanctioned for failing to complete mandatory training (reg 34AF).
- The Shire must prepare an annual report on training completed by Councillors and publish it on its website within one month after the end of the financial year (s.5.127).
- The Shire must adopt, by absolute majority, a policy on the continuing professional development of Councillors, publish it on its website, and review it after each ordinary election (s.5.128).
- The Shire may pay or reimburse fees and expenses for mandatory training and continuing professional development in accordance with this policy, where the development relates to the role of Council or the Councillor (s.5.129 of the Act; reg 37).

OBJECTIVE

This purpose of this policy is to provide a framework that supports the ongoing development of Councillors by enhancing their knowledge, skills and capabilities, enabling them to effectively discharge their duties and meet their obligations under the *Local Government Act 1995* and associated regulations. It also sets out how training and professional development will be approved, funded and reported.

AREA OF APPLICATION

This Policy applies to all Councillors of the Shire of Manjimup, including the Deputy Shire President and Shire President.

POLICY MEASURES

Access to training and development opportunities and funding under this policy will be administered equitably and transparently.

Draft

1. Councillor Induction

Following each local government election, the Shire will conduct an induction program in accordance with Council Policy 1.1.9 Council Member Induction for newly elected Councillors, covering their role and responsibilities, their obligations, and the strategic direction of the Shire.

Continuing Councillors are encouraged to take part in nominated elements of the induction program, to refresh their understanding and to support a cohesive Council team.

2. Mandatory Councillor Training

All Councillors elected to Council are required under the Local *Government Act 1995* to complete the Council Member Essentials Course within 12 months of the day on which they are elected, unless they are exempt.

The Council Member Essentials Course comprises five modules - Understanding Local Government; Serving on Council; Meeting Procedures; Conflicts of Interest; and Understanding Financial Reports and Budgets. The course may be completed with any of the approved training providers.

The Council Member Essentials Course will be sourced by the Shire at no cost to Councillors. Where training has been approved and paid for by the Shire, Councillors are expected to make all reasonable efforts to attend and complete it.

Exemptions
A Councillor may be exempt from completing the mandatory training where they have completed the Council Member Essentials Course, or a recognised equivalent qualification, within the five years before the day on which they were elected. A Councillor relying on an exemption must notify the Chief Executive Officer in writing and provide evidence of the completed course.

Training Declaration
Each Councillor must declare to the Chief Executive Officer that they have completed the mandatory training. The declaration must be given within one month after the end of the 12-month period in which the training is required to be completed. The Chief Executive Officer must notify the Local Government Inspector if a Councillor does not make the declaration by the due date, or if the Chief Executive Officer believes a declaration is false or misleading.

Failing to make the declaration, or making a false or misleading declaration, is an offence. A Councillor who does not complete the mandatory training may also lose their entitlement to fees and allowances for the period of non-compliance, and may be required to repay fees and allowances already paid in advance.

3. Council Capacity Building

Within six months after an election, a Council Workshop will be convened to enable Councillors to collaboratively develop a program of Council Capacity Building.

The program developed at the workshop will form the basis for regular training provided to all Councillors as a group, to encourage Council to focus on continuous improvement in its function as a governing body and to address the outcomes set out in this policy.

The Chief Executive Officer will coordinate training in accordance with the agreed program, with details of dates and delivery modes to be determined in consultation with Councillors.

4. Continuing Professional Development

Continuing Professional Development (CPD) opportunities will be provided to the Shire's Councillors. The opportunities will be in line with the strategic direction of the Shire:

- Social;
- Economic;
- Built Environment;
- Natural Environment; and
- Governance.

Categories of Continuing Professional Development
In addition to the strategic objectives of the Shire, it is important to recognise the following categories as opportunities:

- Health and Wellbeing;
- Leadership; and
- Professional Skill Development.

The Shire will investigate opportunities for professional skill development based on the direction of Council or individual Councillor requests.

Eligible Activities
Eligible Continuing Professional Development activities include:

- WA Local Government Association Council (WALGA) and Australian Local Government Association (ALGA) conferences.
- Special 'one off' conferences called for or sponsored by WALGA and/or ALGA on important Local Government issues.
- Annual conferences of the major professions in Local Government and other institutions of relevance to Local Government activities.
- Other Local Government-specific training courses, workshops and forums, relating to the outcomes listed above, including training offered by accredited organisations and training delivered under the Council Capacity Building program.

- Conferences, training, workshops or seminars that address the initiatives and projects identified in the Shire's Integrated Planning and Reporting Framework.
- Formal qualifications, or units of a formal qualification, relevant to the role of a Councillor, subject to Council approval. In considering a request, Council will have regard to the benefit to the Shire and the community, the cost and available budget, and the time remaining in the Councillor's term. Council may impose conditions on any approval, including a limit on the Shire's contribution, a limit on reimbursable travel and accommodation expenses, and a requirement for the Councillor to co-contribute to the cost.

Requests and Approval

A Councillor who wishes to attend a continuing professional development opportunity is to submit a request in writing to the Chief Executive Officer setting out the name, location and date of the activity, a copy of or link to the program, the anticipated benefits of attending, and the total estimated cost. Requests are to be submitted in reasonable time to allow for registration and, where possible, to take advantage of early registration fees.

The Chief Executive Officer, may approve a request that complies with this policy, is to be held within Australia, and can be met from the available budget. All other requests are to be referred to Council for a decision.

In considering a request, regard is to be had to the strategic direction of the Shire, the skills gap across the Council as a whole, and the development needs of the individual Councillor.

5. Training and Professional Development Costs

The Shire of Manjimup will be responsible for the payment of registration costs associated with training or professional development approved in accordance with this policy, subject to any conditions set by Council in relation to a Councillor co-contribution.

Accommodation, travel costs and meal expenses associated with approved training or professional development will be paid or reimbursed in accordance with Council Policy 1.1.2 Councillor Meeting Fees and Reimbursement of Expenses.

Costs will be paid from the annual budget allocated for Elected Members Training, except where training is completed through attendance at a conference, where the cost will be covered by the budget allocated for Elected Member Conferences.

Where a Councillor has been registered to attend training or professional development and is subsequently unable to attend, the Councillor must notify the Chief Executive Officer at the earliest opportunity to enable a refund or credit to be sought. Where a refund or credit cannot be obtained, the Councillor may be required to meet the cost of any subsequent registration for the same training. In applying this clause, the Chief Executive Officer will have regard to circumstances that are unforeseen or beyond the Councillor's control.

6. Reporting

The Shire is required to report annually on completed training. The report must be published on the Shire's website within one month after the end of the financial year to which it relates. This will include the Council Member Essentials Course and any continuing professional development undertaken by Shire Councillors.

On their return from a conference or seminar, Councillors who attended should provide a brief verbal report on the conference to Council as part of the Council meeting Standing Orders.

Document Control					
Document Responsibilities:					
Officer:	Manager Governance and Executive Services	**Officer Business Unit:**	Executive Services		
Reviewer:	Chief Executive Officer	**Decision Maker:**	Council		
Document Management:					
Review Frequency:	After each Local Government Election (s.5.128 LG Act)	**Next Due:**	Within 6 months of next Ordinary LG Election	**Records Ref:**	D20/4345
Version #	**Decision Reference:**	**Comment:**			
1.	5 March 2020	Adoption			
2.	7 December 2023	Review			
3.	28 October 2026 /	Review			

Draft

SHIRE OF MANJIMUP

1. COUNCIL POLICIES
1.1 EXECUTIVE SERVICES
1.1.4 Councillor Continuing Professional Development

BACKGROUND

Training and professional development for Councillors is governed by Part 5, Division 10 of the *Local Government Act 1995* (the Act) and Part 10 of the *Local Government (Administration) Regulations 1996* (the Regulations), which provide that:

- Each Councillor must complete the prescribed mandatory training within 12 months of being elected, unless exempt (s.5.126 of the Act; regs 35 and 36 of the Regulations).
- Each Councillor must declare to the Chief Executive Officer that they have completed the mandatory training, and failing to do so, or making a false declaration, is an offence (regs 36A and 36B).
- Fees and allowances paid in advance must be repaid where a Councillor is sanctioned for failing to complete mandatory training (reg 34AF).
- The Shire must prepare an annual report on training completed by Councillors and publish it on its website within one month after the end of the financial year (s.5.127).
- The Shire must adopt, by absolute majority, a policy on the continuing professional development of Councillors, publish it on its website, and review it after each ordinary election (s.5.128).
- The Shire may pay or reimburse fees and expenses for mandatory training and continuing professional development in accordance with this policy, where the development relates to the role of Council or the Councillor (s.5.129 of the Act; reg 37).

~~The *Local Government Act 1995* requires all Councillors to undertake compulsory training within 12 months of being elected. The Shire of Manjimup is required under the *Local Government Act 1995* to adopt and report on compulsory training and continuing professional development for Councillors of the Shire of Manjimup.~~

OBJECTIVE

This purpose of this policy is to provide a framework that supports the ongoing development of Councillors by enhancing their knowledge, skills and capabilities, enabling them to effectively discharge their duties and meet their obligations under the *Local Government Act 1995* and associated regulations. It also sets out how training and professional development will be approved, funded and reported.

AREA OF APPLICATION

This Policy applies to all Councillors of the Shire of Manjimup, including the Deputy Shire President and Shire President.

~~The Policy consists of 3 distinct parts:~~

~~1. **Compulsory Elected Member Training** - sets out the legislative requirements that newly elected Councillors must undertake Compulsory Elected Member Training. Newly elected Councillors who complete the Compulsory Elected Member Training are deemed to have met their Continuing Professional Development requirements under point 2 below for the first two years of their term.~~

~~2. **Continuing Professional Development (CPD) –** requires Councillors to undertake CPD as determined by Council. This applies to all Councillors. However, newly elected Councillors who undertake the Compulsory Elected Member Training under point 1 above are deemed to have met their Continuing Professional Development requirements for the first two years of their term.~~

~~3. **Reporting** - sets out the reporting requirements under the *Local Government Act 1995.*~~

POLICY MEASURES

Access to training and development opportunities and funding under this policy will be administered equitably and transparently.

1. Councillor Induction

Following each local government election, the Shire will conduct an induction program in accordance with Council Policy 1.1.9 Council Member Induction for newly elected Councillors, covering their role and responsibilities, their obligations, and the strategic direction of the Shire.

Continuing Councillors are encouraged to take part in nominated elements of the induction program, to refresh their understanding and to support a cohesive Council team.

~~1.~~2. ~~Compulsory~~Mandatory Councillor Training

~~Elected Members of the Shire of Manjimup have significant and complex roles that require a diverse skillset.~~

All Councillors elected to Council ~~following the 2019 election~~ are required under the Local *Government Act 1995* to complete the Council Member Essentials Course~~, unless they meet limited exemptions.~~ within 12 months of the day on which they are elected, unless they are exempt. ~~The training is valid for five years so an Elected Member is only required to undertake the training at every second election. The course must be completed within 12 months of appointment to Council.~~

The Council Member Essentials Course comprises five modules - Understanding Local Government; Serving on Council; Meeting Procedures; Conflicts of Interest; and Understanding Financial Reports and Budgets. The course may be completed with any of the approved training providers.

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Exemptions
A Councillor may be exempt from completing the mandatory training where they have completed the Council Member Essentials Course, or a recognised equivalent qualification, within the five years before the day on which they were elected. A Councillor relying on an exemption must notify the Chief Executive Officer in writing and provide evidence of the completed course.

Training Declaration
Each Councillor must declare to the Chief Executive Officer that they have completed the mandatory training. The declaration must be given within one month after the end of the 12-month period in which the training is required to be completed. The Chief Executive Officer must notify the Local Government Inspector if a Councillor does not make the declaration by the due date, or if the Chief Executive Officer believes a declaration is false or misleading.

Failing to make the declaration, or making a false or misleading declaration, is an offence. A Councillor who does not complete the mandatory training may also lose their entitlement to fees and allowances for the period of non-compliance, and may be required to repay fees and allowances already paid in advance.

~~2.~~3. Council Capacity Building

Within six~~6~~ months after an election, a Council Workshop will be convened to enable ~~Council Member~~Councillors to collaboratively develop a program of Council Capacity Building.

The program developed at the workshop will form the basis for regular training provided to all ~~Council Member~~Councillors as a group, to encourage Council to focus on continuous improvement in its function as a governing body and to address the outcomes set out in ~~Part 6 of~~ this policy.

The ~~CEO~~Chief Executive Officer will coordinate training in accordance with the agreed program, with details of dates and delivery modes to be determined in consultation with ~~Council Member~~Councillors.

~~3.~~4. Continuing Professional Development

Continuing Professional Development (CPD) opportunities will be provided to the Shire's ~~elected member~~Councillors. The opportunities will be in line with the strategic direction of the Shire:

- Social;
- Economic;
- Built Environment;
- Natural Environment; and

- Governance.

Categories of Continuing Professional Development
In addition to the strategic objectives of the Shire, it is important to recognise the following categories as opportunities:

- Health and Wellbeing;
- Leadership; and
- Professional Skill Development.

The Shire will investigate opportunities for professional skill development based on the direction of Council or individual Councillor requests.

Eligible Activities
Eligible Continuing Professional Development activities include:

- WA Local Government Association Council (WALGA) and Australian Local Government Association (ALGA) conferences.
- Special 'one off' conferences called for or sponsored by WALGA and/or ALGA on important Local Government issues.
- Annual conferences of the major professions in Local Government and other institutions of relevance to Local Government activities.
- Other Local Government-specific training courses, workshops and forums, relating to the outcomes listed above~~. Training relevant to the theme listed above offered by~~, including training offered by accredited organisations and ~~-~~training delivered under the Council Capacity Building program.
- Conferences, training, workshops or seminars that address the initiatives and projects identified in the Shire's Integrated Planning and Reporting Framework~~Strategic Community Plan, Corporate Business Plan or other strategic documents~~.
- Formal qualifications, or units of a formal qualification, relevant to the role of a Councillor, subject to Council approval. In considering a request, Council will have regard to the benefit to the Shire and the community, the cost and available budget, and the time remaining in the Councillor's term. Council may impose conditions on any approval, including a limit on the Shire's contribution, a limit on reimbursable travel and accommodation expenses, and a requirement for the Councillor to co-contribute to the cost.
-

~~The Shire will organise training sessions that meet the intent of the policy where all Councillors are invited to attend to meet their obligations as a Council group at the Shire of Manjimup. All training will be funded by the Shire of Manjimup at no cost to Councillors.~~

~~Where training is completed through attendance at a conference, the cost of the conference will be from the Councillors Conference Allowance as per Council policy.~~
Requests and Approval
A Councillor who wishes to attend a continuing professional development opportunity is to submit a request in writing to the Chief Executive Officer setting out the name, location and date of the activity, a copy of or link to the program, the anticipated benefits of attending, and

the total estimated cost. Requests are to be submitted in reasonable time to allow for registration and, where possible, to take advantage of early registration fees.

The Chief Executive Officer, may approve a request that complies with this policy, is to be held within Australia, and can be met from the available budget. All other requests are to be referred to Council for a decision.

In considering a request, regard is to be had to the strategic direction of the Shire, the skills gap across the Council as a whole, and the development needs of the individual Councillor.

~~4.~~5. ~~Registration, travel and expenses~~Training and Professional Development Costs

The Shire of Manjimup will be responsible for the payment of registration costs associated with training or professional development approved in accordance with this policy, subject to any conditions set by Council in relation to a Councillor co-contribution.

Accommodation, travel costs and meal expenses associated with approved training or professional development will be paid or reimbursed in accordance with Council Policy 1.1.2 Councillor Meeting Fees and Reimbursement of Expenses.

Costs will be paid from the annual budget allocated for Elected Members Training, except where training is completed through attendance at a conference, where the cost will be covered by the budget allocated for Elected Member Conferences.

Where a Councillor has been registered to attend training or professional development and is subsequently unable to attend, the Councillor must notify the Chief Executive Officer at the earliest opportunity to enable a refund or credit to be sought. Where a refund or credit cannot be obtained, the Councillor may be required to meet the cost of any subsequent registration for the same training. In applying this clause, the Chief Executive Officer will have regard to circumstances that are unforeseen or beyond the Councillor's control.

~~Event Registration and Bookings~~
~~Travel, registration fees and accommodation are to be arranged directly by the Shire of Manjimup administration. Council Members are not to pay such costs and seek reimbursement, except in the case of an emergency or unique circumstances and subject to the Chief Executive Officer's prior approval.~~

~~Travel~~
~~Where travel is involved, the actual costs of travel to and from the event venue are to be met by the Shire of Manjimup in accordance with the current WA Salaries and Allowances Tribunal Determination for Local Government CEOs and Elected Members (the Determination).~~

~~Travel arrangements are to be by the most cost effective and reasonably convenient mode.~~

~~A Council Member may seek approval to travel within Western Australia by private motor vehicle and be reimbursed for vehicle costs in accordance with the Determination. Approval~~

~~may only be granted where the cost is approximately equivalent to the most cost effective mode of travel.~~

~~A Council Member may choose to upgrade the mode of travel, however additional costs incurred are to be paid to the Shire of Manjimup by the Council Member before the Shire of Manjimup confirms the booking/s.~~

~~Reimbursement of Expenses~~
~~If the proposed attendance at a conference, seminar or training is not covered by an appropriate budget, the express approval of the Council must be sought by the Councillor to attend, including authorisation of expenses such as a dinner for the attendee, and, if applicable, partner. A request for authorisation must be made to the Chief Executive Officer in writing.~~

~~The above reimbursement only applies to prepaid registrations. If a Councillor intends to attend an event and seeks reimbursement of expenses, that attendance must be authorised prior to the event.~~

~~Councillors claiming reimbursement must produce receipts, etc, verifying the expense being claimed.~~

~~5.~~6. Reporting

The Shire is required to report annually on completed training. ~~Completed training~~The report must be published on the Shire's website ~~for that financial year~~within one month after the end of the financial year to which it relates. This will include the Council Member Essentials Course and any continuing professional development undertaken by Shire Councillors.

On their return from a conference or seminar, Councillors who attended should provide a brief verbal report on the conference to Council as part of the Council meeting Standing Orders.

Document Control					
Document Responsibilities:					
Officer:	Manager Governance and Executive Services	**Officer Business Unit:**	Executive Services		
Reviewer:	Chief Executive Officer	**Decision Maker:**	Council		
Document Management:					
Review Frequency:	After each Local Government Election (s.5.128 LG Act)	**Next Due:**	Within 6 months of next Ordinary LG Election	**Records Ref:**	D20/4345
Version #	**Decision Reference:**	**Comment:**			
1.	5 March 2020	Adoption			
2.	7 December 2023	Review			
3.	28 October 2026 /	Review			

ATTACHMENT

9.3.1 Shire Financial Payments for September 2026

PROPONENT	Shire of Manjimup
OWNER	N/A
LOCATION / ADDRESS	Whole of Shire
WARD	All
ZONE	Whole of Shire
DIRECTORATE	Business
FILE REFERENCE	F160967
LEGISLATION	*Local Government (Financial Management) Regulations 1996*
AUTHOR	Sharon O'Connell (Finance Officer – Accounts Payable)
DATE OF REPORT	3 November 2026
DECLARATION OF INTEREST	Nil

BACKGROUND

It is a statutory requirement for a list of payments from the Municipal and Trust Funds to be presented to Council and included in the Minutes.

Effective from 1 September 2023, local governments are required to disclose information about purchases made on purchasing cards, such as corporate cards, debit cards, store cards, fuel cards and taxi cards.

PUBLIC CONSULTATION UNDERTAKEN

Nil.

COMMENT

Accounts for payment totalling $2,771,146.60 for the month of September 2026 including Corporate Card transactions, Ampol and BP fuel cards and Coles Supermarkets store cards transactions for August 2026, are attached.

ATTACHMENT: 9.3.1(1)

Payment by Fund	Amount
Municipal – September 2026	**$2,771,146.60**
Trust Fund	$0.00
Total	**$2,771,146.60**

Electronic Funds Transfer (EFT), direct debits, and cheque payment reports are available for inspection at the Ordinary Meeting of Council of 25 November 2026.

Method	Batch or cheque no.	Amount
Municipal Payments for Month September 2026		
Cheque payments	95955 – 95971	$38,573.51
EFT	477 - 481	$1,666,980.64
Direct Debits		$132,938.73
Payroll – September 2026		$932,653.72
Total Payments – September 2026		$2,771,146.60

Direct Debit for Card Payments	Amount
Corporate Credit Cards – August 2026	$3,314.37
Coles Supermarkets Australia – August 2026	$980.33
Total	$10,110.91
Direct Debit payments included on Warrant Listing Report – September 2026	

Fuel Card Payments	Amount
BP Cards – August 2026	$10,035.21
Ampol Cards – August 2026	$3,357.07
Total	$13,392.28
Fuel Card Payments included on Electronic Funds Transfer (EFT) payments on Warrant Listing Report – September 2026	

STATUTORY ENVIRONMENT

Local Government (Financial Management) Regulations 1996, Regulations (12) and (13).

POLICY / STRATEGIC IMPLICATIONS

Nil.

ORGANISATIONAL RISK MANAGEMENT

Nil.

FINANCIAL IMPLICATIONS

As stated.

SUSTAINABILITY

Environmental: Nil.

Economic: Nil.

Social: Nil.

VOTING REQUIREMENTS: SIMPLE MAJORITY

OFFICER RECOMMENDATION

That Council note the September 2026 accounts for payment totalling $2,771,146.60 as detailed within Attachment 9.3.1(1).

ATTACHMENTS

1⇩ Shire Financial Payments for September 2026

Draft



SHIRE OF MANJIMUP
Manjimup • Northcliffe • Pemberton • Walpole

Cnr Rose and Brockman Streets
PO Box 1
MANJIMUP WA 6258
Phone 08 9771 7777
info@manjimup.wa.gov.au
ABN 36 453 349 691

Creditor Payment Report - Warrant Listing

01 September 2026 to 30 September 2026

Cheque Payments							
Payment Number	Date	Cheque Number	Creditor Number	Invoice No	Creditor Name	Invoice Description	Inclusive Amount
CP.477	01-09-2026	95955	446	40	Pemberton Grounds Committee	2026/2027 annual maintenance of Pemberton Oval - Southerners Football Club	14,000.00
CP.477	01-09-2026	95956	151	9006888187.0184	Water Corporation	Water Manjimup Library and Community Centre 10/06/2026 - 11/08/2026	759.20
CP.477	01-09-2026	95956	151	9006888064.0272	Water Corporation	Water Shops 5 Brockman Street 10/06/2026 - 11/08/2026	1,585.86
CP.477	01-09-2026	95956	151	9006889841.0124	Water Corporation	Water Manjimup Indoor Sport Pavilion (MISP) 11/06/2026 - 12/08/2026	326.96
CP.477	01-09-2026	95956	151	9016928736.0092	Water Corporation	Water Anunaka Park 12/06/2026 - 14/08/2026	81.32
CP.477	01-09-2026	95956	151	9006896355.0151	Water Corporation	Water Apex Park 11/06/2026 - 13/08/2026	60.24
CP.477	01-09-2026	95956	151	9012463820.0119	Water Corporation	Water Manjin Park 11/06/2026 - 13/08/2026	1,201.44
CP.477	01-09-2026	95956	151	9020859550.0059	Water Corporation	Water Unit A 84 O'Connor St Service Charges 01/07/2026 - 31/08/2026	286.81
CP.477	01-09-2026	95956	151	9020859569.0061	Water Corporation	Water Unit B 84 O'Connor St Service Charge - 01/07/2026 - 31/08/2026	286.81
CP.477	01-09-2026	95956	151	9020859585.0061	Water Corporation	Water Unit C 84 O'Connor St Service Charge 01/07/2026 - 31/08/2026	286.81
CP.477	01-09-2026	95956	151	9006895360.0178	Water Corporation	Water Collier Street Sporting Complex 11/06/2026 - 12/08/2026	385.19
CP.477	01-09-2026	95956	151	9006903922.0143	Water Corporation	Water Manjimup Old Cemetery 12/06/2026 - 12/08/2026	6.02

Cheque Payments							
Payment Number	Date	Cheque Number	Creditor Number	Invoice No	Creditor Name	Invoice Description	Inclusive Amount
CP.477	01-09-2026	95956	151	9006903965.0154	Water Corporation	Water Manjimup Depot 12/06/2026 - 12/08/2026	87.35
CP.477	01-09-2026	95956	151	9006895491.0178	Water Corporation	Water Rae Park Showgrounds 11/06/2026 - 12/08/2026	965.84
CP.477	01-09-2026	95956	151	9006903973.0183	Water Corporation	water usage - 12 June to 12 August 2026 - Manjimup Depot Standpipe	736.37
CP.478	08-09-2026	95957	205	Payment Request 1/9/2026	Landgate	Site 105 Windy Harbour - New 20 Year Lease	225.10
CP.478	08-09-2026	95958	186	Petty Cash payment request 07/09/2026 - Rate Float	Shire of Manjimup	Petty Cash payment request 07/09/26 - Rate Roadshow float	200.00
CP.478	08-09-2026	95959	327	Petty Cash 02/09/2026	Shire of Manjimup - MHCC	MHCC petty cash reimbursement - 02/09/2026	116.85
CP.478	08-09-2026	95960	151	9006888814.0180	Water Corporation	Water Roundhouse Heritage Park / Southern Forest Community Landcare - 11/06/2026 - 12/08/2026	2,000.95
CP.478	08-09-2026	95960	151	9006887598.0152	Water Corporation	Water Heritage Park - PowerUp / Park Cafe / VC 10/06/2026 - 11/08/2026	277.96
CP.478	08-09-2026	95960	151	9021999977.0060	Water Corporation	Water Medical Housing 84 O'Connor 11/06/2026 - 13/08/2026	4,645.57
CP.478	08-09-2026	95960	151	9023620377.0030	Water Corporation	Water Quinninup Dam Lease Rental 01/09/2026 - 30/11/2026	550.00
CP.478	08-09-2026	95960	151	9006924504.0177	Water Corporation	Water Walpole Public Toilets Rec Ground 18/06/2026 - 26/08/2026	329.29
CP.478	08-09-2026	95960	151	9006888101.0116	Water Corporation	Water Service Charges - Leased Car Park 48 Rose St 01/09/2026 - 31/10/2026	282.18
CP.479	15-09-2026	95961	4152	75501	City of Bunbury	2026 South West Sports Awards - Gold Partner	2,750.00
CP.479	15-09-2026	95962	2618	Plate 2014WA	Department of Transport and Major Infrastructure	Purchase Plate 2014WA	225.00
CP.479	15-09-2026	95963	186	Assmt 6735 - 2026/2027	Shire of Manjimup	240lt Recycling Bin & Bin Service Rates Walpole SES- 2026/2027	591.00
CP.479	15-09-2026	95963	186	Assmt 6710 - 2026/2027	Shire of Manjimup	240lt Recycling Bin Rates Browns Rd BFB 2026/2027	123.50
CP.480	23-09-2026	95964	1138	1GGG513.Aug2026	Department of Transport and Major Infrastructure - Licencing	licence renewal - 1GGG513 - Northcliffe Bushfire Brigade	242.15

Cheque Payments							
Payment Number	Date	Cheque Number	Creditor Number	Invoice No	Creditor Name	Invoice Description	Inclusive Amount
CP.480	23-09-2026	95964	1138	1TZG867.Aug2026	Department of Transport and Major Infrastructure - Licencing	Vehicle 12m registration - Dingup BFB trailer 1TZG867	26.40
CP.480	23-09-2026	95964	1138	1TZG869.Aug2026	Department of Transport and Major Infrastructure - Licencing	Vehicle Registration 12m - Quinninup Rural BFB trailer 1TZG869	26.40
CP.480	23-09-2026	95964	1138	1HWG911.Aug26	Department of Transport and Major Infrastructure - Licencing	licence renewal - 1HWG911 - Walpole SES (ESL)	242.15
CP.480	23-09-2026	95964	1138	1IRG374.Aug26	Department of Transport and Major Infrastructure - Licencing	licence renewal - 1IRG374 - Ringbarkers LT (ESL)	242.15
CP.480	23-09-2026	95964	1138	1HSE579.Aug26	Department of Transport and Major Infrastructure - Licencing	licence renewal - 1HSE579 - Northcliffe Bushfire Brigade (ESL)	242.15
CP.480	23-09-2026	95964	1138	82SES.Aug26	Department of Transport and Major Infrastructure - Licencing	licence renewal - 82SES - MJP SES GRT (ESL)	242.15
CP.480	23-09-2026	95965	314	PC160926	Shire of Manjimup - Depot	petty cash recoup - Depot	208.20
CP.480	23-09-2026	95967	329	Petty Cash 03/09/2026	Shire of Manjimup - Manjimup library	Petty cash reimbursement Manjimup Library 03/09/2026	80.25
CP.480	23-09-2026	95966	328	Petty Cash 12/9/2026	Shire of Manjimup - Walpole library	Petty Cash 12/9/2026 - Walpole Library	19.75
CP.480	23-09-2026	95968	151	9006924192.0173	Water Corporation	Water Public Toilets SW Hwy Walpole 18/06/2026 - 26/08/2026	328.31
CP.480	23-09-2026	95968	151	9006924547.0171	Water Corporation	Water Regional Early Education & Development (REED) 18/06/2026 - 26/08/2026	155.94
CP.480	23-09-2026	95968	151	9006924782.0184	Water Corporation	Water Walpole Community Resource Ctr 18/06/2026-26/08/2026	281.10
CP.480	23-09-2026	95968	151	9006925435.0184	Water Corporation	Water Walpole Public Toilets Boronia Street 18/06/2026 - 26/08/2026	168.32
CP.480	23-09-2026	95968	151	9021701544.0067	Water Corporation	Water Walpole SES 19/06/2026 - 26/08/2026	79.97
CP.481	30-09-2026	95969	1138	1UAK748 12 Months licence 2026/2027	Department of Transport and Major Infrastructure - Licencing	1UAK748 Rego - 12 months licence	26.40
CP.481	30-09-2026	95970	205	Payment Request 25/09/2026	Landgate	Site 227 Windy Harbour Lease Transfer	225.10
CP.481	30-09-2026	95971	186	Petty Cash payment request 22/09/2026	Shire of Manjimup	Petty Cash payment request 22/09/26 - Admin Office	383.00

Cheque Payments							
Payment Number	Date	Cheque Number	Creditor Number	Invoice No	Creditor Name	Invoice Description	Inclusive Amount
CP.481	30-09-2026	95971	186	Payment Request 29/09/2026	Shire of Manjimup	Payout funds held for Shire of Manjimup Footy Tipping Competition - 2026	1,980.00
						Cheque Total	**38,573.51**

Electronic Funds Transfer Payments							
Payment Number	Date	Cheque Number	Creditor Number	Invoice No	Creditor Name	Invoice Description	Inclusive Amount
CP.477	01-09-2026	EFT	1855	INV-1104	1st Manjimup Scout Group	2026/2027 Community Grant - Financial Assistance	2,750.00
CP.477	01-09-2026	EFT	551	8389	Access Engineering Enterprises Pty Ltd	supply hydraulic fittings - Wacker plate compactor - PC1	652.35
CP.477	01-09-2026	EFT	551	8425	Access Engineering Enterprises Pty Ltd	disassemble & evaluate axle - RL12	1,053.80
CP.477	01-09-2026	EFT	551	8413	Access Engineering Enterprises Pty Ltd	hydraulic fittings - bucket hitch - BH10	84.22
CP.477	01-09-2026	EFT	2874	5969	Adam Jenkins Tree Services	pruning & chipping of pine trees - 22 July 2026 - Channybearup Road	2,750.00
CP.477	01-09-2026	EFT	2874	5997	Adam Jenkins Tree Services	removal of peppermint tree limbs overhanging roadway - Arnott Street	1,100.00
CP.477	01-09-2026	EFT	2077	3124436	AFGRI Equipment	1ea x engine oil filter, fuel filter set, severe duty fuel filter - GR03	36.27
CP.477	01-09-2026	EFT	2402	I3022894	Arc Infrastructure Pty Ltd	Licence to use and occupy Corridor Land 15 August 2026 to 14 August 2027	1,443.84
CP.477	01-09-2026	EFT	639	344613	Better Life Centre Pty Ltd	Recliner Hire-SAH-RCr	170.00
CP.477	01-09-2026	EFT	2796	INV-0115	Blackwood Youth Action Inc	2026/2027 Community Grant - Boy's Forward Program	5,500.00
CP.477	01-09-2026	EFT	223	4042409585	BOC Limited	1 x E Size Acetylene cylinder - ME99	125.69
CP.477	01-09-2026	EFT	2428	N10788	CDM Australia Pty Ltd	Phone system works - as per invoice N10788	132.00
CP.477	01-09-2026	EFT	19	01264915	City & Regional Fuels	1 x 20lt Garden 2T oil	189.51
CP.477	01-09-2026	EFT	19	01265355	City & Regional Fuels	7750lt diesel Manjimup Depot	20,017.81

Electronic Funds Transfer Payments							
Payment Number	Date	Cheque Number	Creditor Number	Invoice No	Creditor Name	Invoice Description	Inclusive Amount
CP.477	01-09-2026	EFT	2836	00107021	Corsign WA Pty Ltd	1ea x W2-4B(L) & W2-4B(R) side road intersection left & right	173.80
CP.477	01-09-2026	EFT	2836	00106336	Corsign WA Pty Ltd	100 x TC-R710 orange traffic cones with reflective sleeve & Shire logo sticker	2,178.00
CP.477	01-09-2026	EFT	2836	00106841	Corsign WA Pty Ltd	2 x 600x600 symbolic workman	114.40
CP.477	01-09-2026	EFT	4331	RSI430230	Country Care Group	equipment -HCP-SSt- cushion	650.00
CP.477	01-09-2026	EFT	4331	RSI430231	Country Care Group	Bed wedge-SAH-DWD	199.00
CP.477	01-09-2026	EFT	4414	Adjust Councillor Payment - July 2026 - Back Payment for new adopted budget	Cr Andrew Burns	Adjust Councillor Payment - July 2026 - Back Payment for new adopted budget	64.99
CP.477	01-09-2026	EFT	4414	Councillor Payments August 2026	Cr Andrew Burns	Councillor Payments August 2026	2,087.84
CP.477	01-09-2026	EFT	3358	Councillor Payments August 2026 - Commencement Date 11/8/2026	Cr Dean Phillips	Councillor Payments August 2026 - Commencement Date 11/8/2026	1,414.33
CP.477	01-09-2026	EFT	3360	Adjust Councillor Payment - July 2026 - Back Payment for new adopted budget	Cr Donelle Buegge	Adjust Councillor Payment - July 2026 - Back Payment for new adopted budget	224.78
CP.477	01-09-2026	EFT	3360	Councillor Payments August 2026	Cr Donelle Buegge	Councillor Payments August 2026	6,812.76
CP.477	01-09-2026	EFT	4413	Adjust Councillor Payment - July 2026 - Back Payment for new adopted budget	Cr Heidi Tempra	Adjust Councillor Payment - July 2026 - Back Payment for new adopted budget	64.99
CP.477	01-09-2026	EFT	4413	Councillor Payments August 2026	Cr Heidi Tempra	Councillor Payments August 2026	2,087.84

Electronic Funds Transfer Payments							
Payment Number	Date	Cheque Number	Creditor Number	Invoice No	Creditor Name	Invoice Description	Inclusive Amount
CP.477	01-09-2026	EFT	2246	Adjust Councillor Payment - July 2026 - Back Payment for new adopted budget	Cr Jayde Darin	Adjust Councillor Payment - July 2026 - Back Payment for new adopted budget	64.99
CP.477	01-09-2026	EFT	2246	Councillor Payments August 2026	Cr Jayde Darin	Councillor Payments August 2026	2,087.84
CP.477	01-09-2026	EFT	3361	Adjust Councillor Payment - July 2026 - Back Payment for new adopted budget	Cr Jennifer Willcox	Adjust Councillor Payment - July 2026 - Back Payment for new adopted budget	64.99
CP.477	01-09-2026	EFT	3361	Councillor Payments August 2026	Cr Jennifer Willcox	Councillor Payments August 2026	2,087.84
CP.477	01-09-2026	EFT	4412	Adjust Councillor Payment - July 2026 - Back Payment for new adopted budget	Cr Juliet Bettink	Adjust Councillor Payment - July 2026 - Back Payment for new adopted budget	64.99
CP.477	01-09-2026	EFT	4412	Councillor Payments August 2026	Cr Juliet Bettink	Councillor Payments August 2026	2,087.84
CP.477	01-09-2026	EFT	3917	Adjust Councillor Payment - July 2026 - Back Payment for new adopted budget	Cr Steve Miolin	Adjust Councillor Payment - July 2026 - Back Payment for new adopted budget	101.09
CP.477	01-09-2026	EFT	3917	Councillor Payments August 2026	Cr Steve Miolin	Councillor Payments August 2026	3,154.34
CP.477	01-09-2026	EFT	3357	Adjust Councillor Payment - July 2026 - Back Payment for new adopted budget	Cr Wade De Campo	Adjust Councillor Payment - July 2026 - Back Payment for new adopted budget	64.99

Electronic Funds Transfer Payments							
Payment Number	Date	Cheque Number	Creditor Number	Invoice No	Creditor Name	Invoice Description	Inclusive Amount
CP.477	01-09-2026	EFT	3357	Councillor Payments August 2026	Cr Wade De Campo	Councillor Payments August 2026	2,087.84
CP.477	01-09-2026	EFT	822	SIN000393726	Data #3 Limited	Deep Freeze Cloud Ultimate Subscription - 13 Oct 2026 to 12 Oct 2027	1,267.99
CP.477	01-09-2026	EFT	1937	INV1813728	Datacom Solutions (AU) Pty Ltd	Datascape Annual SaaS fee - July 2026 to June 2027	121,724.05
CP.477	01-09-2026	EFT	3617	AUS-262400 / Contract 009-0156062-001 - PO12894	Dell Financial Services Pty Ltd	Rental Endpoints Wellness Centre 01/08/26 to 31/08/26	672.42
CP.477	01-09-2026	EFT	305	INV-6185	Dronow Contracting (2005) Pty Ltd	wet hire of excavator & low loader (float shift) - dangerous tree removal 10 August 2026 - Ladycroft Road	1,254.00
CP.477	01-09-2026	EFT	2151	01458062	Dun Direct Pty Ltd	1 x 8.5kg kwik gas	35.95
CP.477	01-09-2026	EFT	1443	1648429910	Elgas Limited	1 x 15.0kg LPG cylinder - FL1	111.00
CP.477	01-09-2026	EFT	4573	IN803841	Emprise Pty Ltd	Recliner chair-HCP-SBu- chair	6,692.66
CP.477	01-09-2026	EFT	4573	IN804151	Emprise Pty Ltd	equipment-HCP-YPh- raizer lift chair	13,716.60
CP.477	01-09-2026	EFT	2070	P091922	Envirolab Services WA Pty Ltd	Water Sampling & Testing	404.84
CP.477	01-09-2026	EFT	3781	2657700	EQUANS Mechanical Services Australia Pty Ltd	Preventative quarterly maintenance - August 2026	1,069.20
CP.477	01-09-2026	EFT	1846	AU14-1089669	Eurofins ARL Pty Ltd	Asbestos analysis for external client - W Hall	104.50
CP.477	01-09-2026	EFT	4246	IN1519827	Flashbay Pty Ltd	AquaCentre - 20th celebration merchandise	1,766.49
CP.477	01-09-2026	EFT	1050	INV-11761	GA Auto Electrics	repairs to joystick & rear lights, replace indicator light - APT2	705.00
CP.477	01-09-2026	EFT	1050	INV-11750	GA Auto Electrics	repairs to arrow board - TK011	148.00
CP.477	01-09-2026	EFT	1050	INV-11764	GA Auto Electrics	check for fault with beacon lights, repair wiring & relay - RB05	532.00
CP.477	01-09-2026	EFT	1050	INV-11779	GA Auto Electrics	check for battery fault (needs replacing), clean up rusted flooring - RB05	370.00
CP.477	01-09-2026	EFT	2481	83674157.02	Independence Australia	continence aids-HCP-ASe	347.40
CP.477	01-09-2026	EFT	2481	83631937.01	Independence Australia	Continence aids-SAH-RGo	183.60

Electronic Funds Transfer Payments							
Payment Number	Date	Cheque Number	Creditor Number	Invoice No	Creditor Name	Invoice Description	Inclusive Amount
CP.477	01-09-2026	EFT	2481	83737992.01	Independence Australia	Incontinence aids-SAH-RPa	42.09
CP.477	01-09-2026	EFT	2481	83736424.01	Independence Australia	consumables-SAH-EFo	76.12
CP.477	01-09-2026	EFT	2481	83736730.03	Independence Australia	dressings_SAH-SBr	5.28
CP.477	01-09-2026	EFT	2481	83736600.01	Independence Australia	continence aids-SAH FGo	50.40
CP.477	01-09-2026	EFT	2481	83725565.01	Independence Australia	continence aids -SAH- WWh	47.30
CP.477	01-09-2026	EFT	2481	83726888.01	Independence Australia	continence aids-SAH FJo	352.00
CP.477	01-09-2026	EFT	2481	83727373.01	Independence Australia	continence aids-SAH-SSt	101.40
CP.477	01-09-2026	EFT	2481	83739461.01	Independence Australia	continence aids-SAH-PSt	253.50
CP.477	01-09-2026	EFT	2481	83736730.02	Independence Australia	dressings_SAH-SBr	5.05
CP.477	01-09-2026	EFT	2481	83736833.02	Independence Australia	dressing supplies for office use	4.40
CP.477	01-09-2026	EFT	2481	83740278.01	Independence Australia	continence aids-SAH-RSp	223.20
CP.477	01-09-2026	EFT	2481	83742824.01	Independence Australia	continence aids-SAH-FGo	327.60
CP.477	01-09-2026	EFT	2736	17271	Independent Windscreens	supply & fit new windscreen and new moulding kit - WA27576 - TK25	1,170.00
CP.477	01-09-2026	EFT	1892	SINV-16366	Industrial Automation Group Pty Ltd	12 month remote access charge, annual cloud server access fee - 1 July 2026 to 30 June 2027 - Manjimup Depot Standpipe	1,247.40
CP.477	01-09-2026	EFT	1793	53163	IPWEA Limited	Climate Resilient Infrastructure Online Course - C Dook	220.00
CP.477	01-09-2026	EFT	100	INV-44311	Johnson's Food Services	Cleaning Supplies	1,646.66
CP.477	01-09-2026	EFT	100	INV-44601	Johnson's Food Services	Gloves and Soap - Cleaning	469.77
CP.477	01-09-2026	EFT	4344	734002549	K & L Gates	Continuation legal advise aged care divestment	751.30
CP.477	01-09-2026	EFT	4335	INV-0604	Karri Concrete Holdings Pty Ltd	1 x 6m x 300mm blackmax pipe	1,338.29
CP.477	01-09-2026	EFT	4415	inv-1092	KESHA Investments Pty Ltd	MHCC Repair blinds in conference room	250.00
CP.477	01-09-2026	EFT	732	MR8712	Leisure Institute of WA Aquatic (Inc)	AquaCentre - LIWA mandatory Membership T.Jones	122.47
CP.477	01-09-2026	EFT	3087	8708348	Lite n' Easy	Meals-SAH-JCu	144.72

Electronic Funds Transfer Payments							
Payment Number	Date	Cheque Number	Creditor Number	Invoice No	Creditor Name	Invoice Description	Inclusive Amount
CP.477	01-09-2026	EFT	3087	8687208	Lite n' Easy	Meals-SAH-MHo	144.72
CP.477	01-09-2026	EFT	3087	8688204	Lite n' Easy	meals-SAH-ABe	76.47
CP.477	01-09-2026	EFT	3087	8727597	Lite n' Easy	meals-HCP-FGo	206.28
CP.477	01-09-2026	EFT	3087	8710556	Lite n' Easy	meals -SAH-GWe	142.20
CP.477	01-09-2026	EFT	3087	8698783	Lite n' Easy	Meals-SAH-DWD	144.72
CP.477	01-09-2026	EFT	3087	8712206	Lite n' Easy	meals -SAH-GWe	142.20
CP.477	01-09-2026	EFT	3087	8709908	Lite n' Easy	Meals-SAH-DWD	144.72
CP.477	01-09-2026	EFT	4565	6086520	Main Roads Western Australia - Permits	RAV Road Use Permit - 6086520 - WA24631 (LD04)	50.00
CP.477	01-09-2026	EFT	612	INV-1386	Manjimup Community Resource Centre Inc	2026/2027 Community Grant - 2026 Spring Harmony All Abilities Ball	3,300.00
CP.477	01-09-2026	EFT	612	INV-1387	Manjimup Community Resource Centre Inc	2026/2027 Community Grant - Karri Kapers	660.00
CP.477	01-09-2026	EFT	753	M0211	Manjimup Economy Auto Parts	1 x NS60AL430MF Alektro ultra battery - RB05	165.00
CP.477	01-09-2026	EFT	24	155294	Manjimup Freight Distributors & BMI Logistics	freight ex AFGRI - 14 August 2026	23.65
CP.477	01-09-2026	EFT	24	155515	Manjimup Freight Distributors & BMI Logistics	freight ex Westrac - 19 August 2026	23.65
CP.477	01-09-2026	EFT	24	155564	Manjimup Freight Distributors & BMI Logistics	Transfer of Library items between Manjimup and Bridgetown Libraries - 19/08/2026	70.00
CP.477	01-09-2026	EFT	667	INV-0563	Manjimup Imperials Recreation Club Inc	2026/2027 annual maintenance of Manjimup Recreation Ground	8,800.00
CP.477	01-09-2026	EFT	2482	3326	Manjimup Liquid Waste	septic tank pump-out - 24 August 2026 - Manjimup Depot	780.00
CP.477	01-09-2026	EFT	1729	10231602	Manjimup Mitre 10 & Retravision	1 x face shield, 2 x 100pk XL disposable nitrile gloves	71.70
CP.477	01-09-2026	EFT	1729	10231996	Manjimup Mitre 10 & Retravision	Heritage Park - 1L Dulux Wash and Wear (Forestry Building)	56.90
CP.477	01-09-2026	EFT	1729	10232574	Manjimup Mitre 10 & Retravision	AquaCentre - Printer ink	581.60
CP.477	01-09-2026	EFT	3406	12,117	Manjimup Panelbeaters	repairs to LHS front bumper - 1012WA	1,000.00

Electronic Funds Transfer Payments							
Payment Number	Date	Cheque Number	Creditor Number	Invoice No	Creditor Name	Invoice Description	Inclusive Amount
CP.477	01-09-2026	EFT	212	INV-6178	Manjimup Pump & Electrical Pty Ltd	replace faulty light globe in street light - rear carpark 55 Rose Street, Manjimup	183.04
CP.477	01-09-2026	EFT	3013	MP000056	Manjimup SDA Church	2026/2027 Community Grant - Christmas in the Park	5,500.00
CP.477	01-09-2026	EFT	881	INV-0315	Manjimup Speedway Club Inc	2025/2026 Community Grant - 2026/2027 Racing Season	5,500.00
CP.477	01-09-2026	EFT	450	INV-0436	Manjimup Tourist Bureau Inc	Tourism - Manjimup Famil Event Sponsorship on 29.07.2026	2,200.00
CP.477	01-09-2026	EFT	537	T50420	Manjimup Tyre Mart & Auto Electrical Service	puncture repair - 1020WA	40.00
CP.477	01-09-2026	EFT	4145	INV-655	MGP Enterprises and Maintenance	Walpole SES - Maintenance work Aug	88.00
CP.477	01-09-2026	EFT	4145	INV-654	MGP Enterprises and Maintenance	fenceline spraying - Manjimup Airport	528.00
CP.477	01-09-2026	EFT	4145	INV-659	MGP Enterprises and Maintenance	Walpole mowing contract - month of August 2026	5,775.00
CP.477	01-09-2026	EFT	85	5.170826	Mr Alan Smedley	street sweeping Manjimup CBD - 9 & 16 August 2026	328.00
CP.477	01-09-2026	EFT	3961	Payment Request - 17/8/2026 - Internet July	Mr Benjamin Rose	13 July 2026 to 12 August 2026 - Reimbursement for Out of Office Communication Expenses	95.00
CP.477	01-09-2026	EFT	1922	763	Mr Kim Fardella	mechanical assistance - 6, 7 & 11 August 2026	1,881.00
CP.477	01-09-2026	EFT	1922	764	Mr Kim Fardella	mechanical assistance - 12 & 14 August 2026	1,584.00
CP.477	01-09-2026	EFT	1922	765	Mr Kim Fardella	mechanical assistance - 17 & 18 August 2026	1,782.00
CP.477	01-09-2026	EFT	3670	INV-0052	Mr Stephen King	Northcliffe WTS attendant - month of July 2026	1,773.85
CP.477	01-09-2026	EFT	1982	INV-2370	Mrs Nicole Campbell	Home maintenance 24/08/26 - 27/08/26	612.50
CP.477	01-09-2026	EFT	3403	Payment Request 18/8/2026	Ms Julie Harty	Reimbursement Clicksend 17 August 2026	100.00
CP.477	01-09-2026	EFT	3403	Payment Request 12/8/2026	Ms Julie Harty	Reimbursement Clicksend 10 August 2026	100.00
CP.477	01-09-2026	EFT	80	00103794	Nev's Steel	Flashing for Pemby Co-Lo and Crane hire for MJP Stadium	275.00

Electronic Funds Transfer Payments							
Payment Number	Date	Cheque Number	Creditor Number	Invoice No	Creditor Name	Invoice Description	Inclusive Amount
CP.477	01-09-2026	EFT	265	914835577	Nutrien Ag Solutions	PPE for H5 HPAI Bird Flu - Shield, Safety Glasses - Windy Harbour	69.83
CP.477	01-09-2026	EFT	265	914835576	Nutrien Ag Solutions	PPE for H5 HPAI Bird Flu - Overall - Windy Harbour	226.88
CP.477	01-09-2026	EFT	265	914851538	Nutrien Ag Solutions	PPE for H5 HPAI Bird Flu - Boot Covers - RANGERS	78.54
CP.477	01-09-2026	EFT	265	914877885	Nutrien Ag Solutions	PPE for H5 HPAI Bird Flu - Boot Covers - Windy Harbour	78.54
CP.477	01-09-2026	EFT	265	914838707	Nutrien Ag Solutions	PPE for H5 HPAI Bird Flu - Shield, Safety Glasses - RANGERS	86.03
CP.477	01-09-2026	EFT	265	914835575	Nutrien Ag Solutions	PPE for H5 HPAI Bird Flu - Overall - RANGERS	226.88
CP.477	01-09-2026	EFT	265	914848561	Nutrien Ag Solutions	6 x 50pk pink pin tags - mark out - Collier Street	197.21
CP.477	01-09-2026	EFT	1131	631582277	Officeworks	Stationery Order MHCC, Admin office	291.95
CP.477	01-09-2026	EFT	2064	1-059767	ORH Truck Solutions	1 x CHCP-1081 dribble bar inc various parts - WT03	1,797.65
CP.477	01-09-2026	EFT	2028	GMANJI 2026	Parmelia Management Pty Ltd	Parmelia Hilton - WALGA Conference Accom charges for 10 x rooms	9,367.00
CP.477	01-09-2026	EFT	4373	INV-0006	Pemberton Youth Emergency Service Cadets Inc	2026/2027 Community Grant - Ongoing Operation of the Pemberton YES Cadets	5,000.00
CP.477	01-09-2026	EFT	3742	240748629	Prime Industrial Products Pty Ltd	25 x 125mm grinding discs, 1 x 5kg 3.2mm welding rods - ME95	194.75
CP.477	01-09-2026	EFT	3319	INV-7389	PX2 Pty Ltd	Manjimup Trail Bike Hub Experience - Booklet, services and maps	1,780.35
CP.477	01-09-2026	EFT	3319	INV-7388	PX2 Pty Ltd	Manjimup Trail Bike Hub - Website, communications, marketing & promotion	530.20
CP.477	01-09-2026	EFT	3319	INV-7387	PX2 Pty Ltd	Off-Road Vehicle Area (ORV) Feasibility Study	399.51
CP.477	01-09-2026	EFT	3319	INV-7386	PX2 Pty Ltd	Continuation consultancy contract Manjimup Trail Bike Hub - Stages 1 and 2	357.50
CP.477	01-09-2026	EFT	3319	INV-7385	PX2 Pty Ltd	Manjimup Trail Bike Hub - Route planning Stage 1 & 2	161.21
CP.477	01-09-2026	EFT	3319	INV-7384	PX2 Pty Ltd	Manjimup Trail Bike Hub - Volunteer Program Development	4,987.07
CP.477	01-09-2026	EFT	4457	INV-46206	QHSE Integrated Solutions Pty Ltd	Skytrust Core Monthly Subscription Sept 18 - Oct 18, 2026	493.90
CP.477	01-09-2026	EFT	595	INV-0465	Rotary Club of Manjimup	2026/2027 Community Grant - 2026 Southern Forests & Valleys Wine Show	2,000.00

Electronic Funds Transfer Payments							
Payment Number	Date	Cheque Number	Creditor Number	Invoice No	Creditor Name	Invoice Description	Inclusive Amount
CP.477	01-09-2026	EFT	2038	INV-0584	S&J Ditri Pty Ltd	Catering for Painting My Country Exhibition Opening	633.50
CP.477	01-09-2026	EFT	4589	INV-0009	Second Act Arts Inc	2026/2027 Community Grant - Chronicle: Manjimup Stories	3,300.00
CP.477	01-09-2026	EFT	283	CFI000566706	Silver Chain Nursing Association	respite-SAH-TBa	437.97
CP.477	01-09-2026	EFT	3565	550	Simpson Industries Pty Ltd	Supply of 4 x fobs for SOM compound plus coding	407.00
CP.477	01-09-2026	EFT	2048	INV076656	Sitech (WA) Pty Ltd	IHQ Essentials subscription, M2M data plan 150mb per month - LD04 - to 20 August 2026	154.00
CP.477	01-09-2026	EFT	30	5592	South West Electrics	AE - replace damaged cord on hot water unit - Manjimup Depot	76.42
CP.477	01-09-2026	EFT	30	5557	South West Electrics	check fault in switchboard - Manjin Park	189.75
CP.477	01-09-2026	EFT	3380	00017629	South West Tree Safe	Western Power tree pruning - various locations in Pemberton and Manjimup	8,800.00
CP.477	01-09-2026	EFT	3380	00017765	South West Tree Safe	Western Power tree pruning - 90 day notice - Pemberton	3,300.00
CP.477	01-09-2026	EFT	872	Inv07	Southern Forest Brick Pavements	remove tree stump & repave - footpath - cnr Brockman Street, Pemberton	1,540.00
CP.477	01-09-2026	EFT	872	Inv # 08	Southern Forest Brick Pavements	relaying of paved footpath following septic repairs - Manjimup Depot	440.00
CP.477	01-09-2026	EFT	4121	INV0299	Southern Forests Freshwater Angling Club Inc	2026/2027 Community Grant - 2026 Southern Forests Freshwater Trout Festival	3,000.00
CP.477	01-09-2026	EFT	4108	INV-12454	Southwest Physio at Home	Physiotherapy-SAH-DCa	265.00
CP.477	01-09-2026	EFT	4108	INV-12619	Southwest Physio at Home	Physio-SAH-ASe	180.00
CP.477	01-09-2026	EFT	4108	INV-12668	Southwest Physio at Home	Physio-SAH-ASe	180.00
CP.477	01-09-2026	EFT	447	41127	STANS Manjimup Farm Machinery	2 x 42" blades, 2 x engine oil filter, 1 x fuel filter - MW20	142.70
CP.477	01-09-2026	EFT	4356	525368	Stellalpina Investments Pty Ltd ATF the P & S Moltoni Family Trust	Meals-SAH-WSt	406.12
CP.477	01-09-2026	EFT	4356	525367	Stellalpina Investments Pty Ltd ATF the P & S Moltoni Family Trust	Meals-HCP-SBur	91.30
CP.477	01-09-2026	EFT	4356	528149	Stellalpina Investments Pty Ltd ATF the P & S Moltoni Family Trust	Meals-SAH-FWe	83.38

Electronic Funds Transfer Payments							
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CP.477	01-09-2026	EFT	4567	1008262	Stephen Heron	Children's Book Week Workshops - Author presentation fee	3,106.00
CP.477	01-09-2026	EFT	4517	37013	Swan River Hotel	accommodation - 12 August 2026 - Catherine Mills, DIS	235.00
CP.477	01-09-2026	EFT	145	163478340 - 2376017059	Synergy	Payment 5061444519 - Electricity Manjimup Airport 16/06/2026 - 12/08/2026	714.12
CP.477	01-09-2026	EFT	145	135966760 - 2054666639	Synergy	Payment 5035344015 - Electricity Balbarrup - Wilgarup BFB 16/06/2026 - 12/08/2026	139.18
CP.477	01-09-2026	EFT	145	803621200 - 3094000007	Synergy	Payment 8036212019 Electricity Pemberton Community Sports Club 16/06/2026 - 20/07/2026	5,901.88
CP.477	01-09-2026	EFT	145	797061230 - 2018701042	Synergy	Payment 7970612329 - Electricity Collier Street Sporting Complex 21/07/2026 - 17/08/2026	928.07
CP.477	01-09-2026	EFT	145	199538950 - 2006725434	Synergy	Payment 5096257414 Electricity MRAC 21/07/2026 - 17/08/2026	26,008.35
CP.477	01-09-2026	EFT	145	293352340 - 2136536702	Synergy	Payment 5180706510 Electricity Wellness Centre 21/07/2026 - 17/08/2026	970.98
CP.477	01-09-2026	EFT	145	199540840 - 2244019365	Synergy	Payment 5096268117 - Electricity Manjimup Depot 22/07/2026 - 18/08/2026	1,524.95
CP.477	01-09-2026	EFT	750	152428#32	T-Quip	2ea x shoulder bolt, spherical bearing, circlip, 1/2" nyloc - lift arm bearings - MW16	398.16
CP.477	01-09-2026	EFT	4138	INV-0162	The Manjimup Trail Bike Hub Inc.	Support for MTBH Project Implementation	3,839.78
CP.477	01-09-2026	EFT	4138	INV-0163	The Manjimup Trail Bike Hub Inc.	Trail Bike Hub Centre fit out and equipment	137.27
CP.477	01-09-2026	EFT	4283	26-00013788	The Trustee for the Love Family Trust	AquaCentre - x3 Gas bottles- Changerooms	690.00
CP.477	01-09-2026	EFT	267	00048780	Timber Treaters Bridgetown	130 x white pine guide posts with delineators	1,923.35
CP.477	01-09-2026	EFT	3900	10012535	Tools N Trade	1 x Milwaukee 5AH battery	209.00
CP.477	01-09-2026	EFT	1269	INV21128	Total Green Recycling	e-waste recycling - Batch #B25160 - ex MRRC	3,070.62
CP.477	01-09-2026	EFT	2730	10950698	Truckline	1 x LH rear FWD wheel cylinder, 1 x LH rear RWD wheel cylinder - TK011 (original PO32284)	733.93
CP.477	01-09-2026	EFT	4251	24430	Twenty Two Services Pty Ltd	10L of wax-effect and 20L of gun wash , 5L of wax-effect	504.22
CP.477	01-09-2026	EFT	121	199832	Tyrepower Manjimup	2 x Yokohama 295/80R22.5 tyres, disposal, wheel balance - TK192	1,468.00
CP.477	01-09-2026	EFT	2648	INV779348	Unicare Health	Pool Wheelchair (Bariatric)	3,945.00

Electronic Funds Transfer Payments							
Payment Number	Date	Cheque Number	Creditor Number	Invoice No	Creditor Name	Invoice Description	Inclusive Amount
CP.477	01-09-2026	EFT	3027	INV-0278	Vasse Weed & Pest Control	AquaCentre - Quarterly Hygiene - Inspected, cleaned + rebaited all rodent stations and treated hotspot areas for cockroaches	154.00
CP.477	01-09-2026	EFT	3754	August 2026	Verge Enviro Pty Ltd	Manjimup Landfill Site Management Contract - August 2026	64,569.54
CP.477	01-09-2026	EFT	3754	INV-0448	Verge Enviro Pty Ltd	cart 10 x packed e-waste crates ex MRRC to TGR	1,645.38
CP.477	01-09-2026	EFT	264	INV-7002	W & A Hetherington	AE - repair water tank support - TK25	165.00
CP.477	01-09-2026	EFT	76	LGC26-325	WA Local Government Association	WALGA - Attendance fees for Cr Dean Phillips at WALGA convention	1,925.00
CP.477	01-09-2026	EFT	233	00036143	Walpole Community Resource Centre Inc	Walpole Weekly - Advertising	283.00
CP.477	01-09-2026	EFT	1259	26016	Warren Catchments Council Inc	2026/2027 contribution to Warren Ribbons of Blue Project	7,700.00
CP.477	01-09-2026	EFT	1383	INV-0150	Warren District Agricultural Horticultural & Industrial Society Inc	2026/2027 Community Grant - 20267 Warren District Agriculture Show	5,500.00
CP.477	01-09-2026	EFT	1773	PI2554436	WesTrac Pty Ltd	quick couplers - Wacker plate compactor - PC1	917.73
CP.477	01-09-2026	EFT	1773	PI2635923	WesTrac Pty Ltd	quantity of filters - BH10	475.07
CP.477	01-09-2026	EFT	1773	PI2635924	WesTrac Pty Ltd	4 x 3B-5317 cotter pin, 1 x 9R-4678 pin - clam cylinder - BH09	96.10
CP.477	01-09-2026	EFT	1773	PI2640591	WesTrac Pty Ltd	v belts, fuel cap, filters - LD031	497.97
CP.477	01-09-2026	EFT	1773	PI2640590	WesTrac Pty Ltd	1 x 9R-4678 pin - BH09	91.72
CP.477	01-09-2026	EFT	1773	PI2652813	WesTrac Pty Ltd	1 x 9R-4677 pin - BH09	83.91
CP.477	01-09-2026	EFT	2493	4030	Willo's Gutter Cleaning & Handyman Service	Gutter cleaning-SAH-PCu	412.50
CP.477	01-09-2026	EFT	939	INV-1676	Woodlands Distributors Pty Ltd	1 x ctn (8 rolls) BCG400L compostable dog waste bags, 1 x ctn (6 rolls) BCNG600L compostable dog waste bags	410.96
CP.478	08-09-2026	EFT	3314	3126156	4Cabling Pty Ltd	Fibre-optic parts - IT	685.19
CP.478	08-09-2026	EFT	3314	3126385	4Cabling Pty Ltd	Fibre-optic cables - IT	401.15
CP.478	08-09-2026	EFT	551	8442	Access Engineering Enterprises Pty Ltd	supply hydraulic fittings - swivel fittings - GR03	27.92

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Payment Number	Date	Cheque Number	Creditor Number	Invoice No	Creditor Name	Invoice Description	Inclusive Amount
CP.478	08-09-2026	EFT	2077	3126746	AFGRI Equipment	quantity of parts (inc travel warning alarm) - electrical faults - GR03	440.35
CP.478	08-09-2026	EFT	2077	3129309	AFGRI Equipment	1 x JD AT451919 resistor - fan - GR6	229.41
CP.478	08-09-2026	EFT	2077	3129308	AFGRI Equipment	plates, washers, screws, nuts, outside rear view mirror - blade wear strips - GR6	846.11
CP.478	08-09-2026	EFT	1733	MD02389615	Apple Pty Ltd	Apple iPad (A16) WiFi + Cellular - Pink 256gb - RF	1,199.00
CP.478	08-09-2026	EFT	2201	5345	Avantgarde Technologies	30 hour suppport block, as per WALGA agreemeent	8,470.00
CP.478	08-09-2026	EFT	1616	INV-00215	Badgelink	Name badges x 9 Staff members	159.05
CP.478	08-09-2026	EFT	3426	03206	Benjamin Smith	WordPress Maintenance Plan Agreement - HP & HACC - September 2026	440.00
CP.478	08-09-2026	EFT	223	acc # 1305064 - 4042491468	BOC Limited	Cylinder rental - 2 x Oxygen, 1 x Acetylene, 8 x Medical Oxygen - August 2026	95.40
CP.478	08-09-2026	EFT	2356	894129	Braddock Williams Pty Ltd & W.D Green	4 x Reclans eye wash - Depot Workshop & Store	39.96
CP.478	08-09-2026	EFT	199	96881480	Cockburn Cement Ltd	60 x 20kg bags rapid set, pallet deposit	638.44
CP.478	08-09-2026	EFT	2836	00107022	Corsign WA Pty Ltd	100 x TC-R710 orange traffic cones with reflective sleeve & Shire logo sticker	2,145.00
CP.478	08-09-2026	EFT	17	INV-0756	D & J Communications	check & repair VHF aerial - test all functions - APT2	509.30
CP.478	08-09-2026	EFT	17	INV-0697	D & J Communications	check & repair UHF CB & Shire radio - RL17	585.75
CP.478	08-09-2026	EFT	1937	INV1825609	Datacom Solutions (AU) Pty Ltd	Antenno Saas monthly fee - Customer # C16267 - August 2026	712.43
CP.478	08-09-2026	EFT	569	INV-0351	Dean Mayor Electrics	RCD testing - Northcliffe & Pemberton Depot	753.12
CP.478	08-09-2026	EFT	74	161576	Department of Fire and Emergency Services	2026/2027 - ESL 1ST Quarter contribution	206,773.04
CP.478	08-09-2026	EFT	485	BSL - August 2026 - Shire of Manjimup	Department of Local Government, Industry Regulation and Safety - Building and Energy	Building Services Levy Remittance - August 2026 - Shire of Manjimup	5,112.45
CP.478	08-09-2026	EFT	1177	INV-0561	Dinis Contractors	RFQ-01/25 - mowing contract for Manjimup Sports Grounds - month of August 2026	3,894.50
CP.478	08-09-2026	EFT	1177	INV-0562	Dinis Contractors	hire of telehandler - move rocks from Rea Park to Allambie Park - RV Parking	1,232.00

Electronic Funds Transfer Payments							
Payment Number	Date	Cheque Number	Creditor Number	Invoice No	Creditor Name	Invoice Description	Inclusive Amount
CP.478	08-09-2026	EFT	3330	68807	Enviroclean Victoria Pty Ltd	monthly hire of Warthog parts washer - Mechanical Workshop - month of September 2026	140.00
CP.478	08-09-2026	EFT	1852	00021894	Everlon Bronze	Supply 2 x Plaque for Cemetery	735.90
CP.478	08-09-2026	EFT	2312	406234-288	FairTel	Manjimup SES phone services - 28 August 2026 to 27 September 2026	58.98
CP.478	08-09-2026	EFT	2952	67226-20268	Fleet Dynamics Pty Ltd	annual subscription - GPS units in light vehicles - month of August 2026	99.00
CP.478	08-09-2026	EFT	1050	INV-11801	GA Auto Electrics	fit new terminals to fit new cable & test as incorrect cable supplied - APT2	740.00
CP.478	08-09-2026	EFT	3705	INV-155138	Guardian Safety Pendants Pty Ltd	falls alarm-SAH-GWe	80.00
CP.478	08-09-2026	EFT	1673	inv-4119	Hillview Gardening & Landscaping Services	Private gardening-SAH-TBa	742.50
CP.478	08-09-2026	EFT	2481	83737992.02	Independence Australia	Incontinence aids-SAH-RPa	25.74
CP.478	08-09-2026	EFT	2650	110461	Ingot Hotel	accommodation & meals - ARO training 17 to 20 August 2026 - Nicole Chapman	867.50
CP.478	08-09-2026	EFT	413	INV-14367	J & I Milentis & Sons	gas smell - adjust LPG mixtures and test - FL1	165.00
CP.478	08-09-2026	EFT	413	INV-14386	J & I Milentis & Sons	60 000km service & check over Mitsubishi Rosa bus - WA23595 (BS06)	937.91
CP.478	08-09-2026	EFT	100	INV-45136	Johnson's Food Services	Cleaning Supplies	2,123.46
CP.478	08-09-2026	EFT	100	INV-45232	Johnson's Food Services	Cafe Order Aqua Centre	471.34
CP.478	08-09-2026	EFT	100	INV-45364	Johnson's Food Services	AquaCentre - Cleaning supplies	243.32
CP.478	08-09-2026	EFT	100	INV-45658	Johnson's Food Services	Consumables for Painting My Country exhibition opening	15.25
CP.478	08-09-2026	EFT	93	57352	Kingsley Motel	Accommodation for Cr Wilcox on - 26/8/26 Meeting	151.00
CP.478	08-09-2026	EFT	3087	8730314	Lite n' Easy	Meals-SAH-JCu	114.62
CP.478	08-09-2026	EFT	3087	8730163	Lite n' Easy	Meals-SAH-LRo	269.63
CP.478	08-09-2026	EFT	3087	8729876	Lite n' Easy	Meals-SAH-MHo	144.72
CP.478	08-09-2026	EFT	3087	8729806	Lite n' Easy	Meals-SAH-RBr	196.52
CP.478	08-09-2026	EFT	3087	8730323	Lite n' Easy	meals-SAH-PMe	161.34

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CP.478	08-09-2026	EFT	3087	8727994	Lite n' Easy	meals-SAH-JDa	114.62
CP.478	08-09-2026	EFT	4422	1036462	Manjimup Centa No.2 Trust	8kg Fisher & Paykel Series 5 Top Loader Washer UV Sanitise	850.00
CP.478	08-09-2026	EFT	4422	1036559	Manjimup Centa No.2 Trust	Stargear - Starlink Magnetic Mounts x4	620.00
CP.478	08-09-2026	EFT	753	MO290	Manjimup Economy Auto Parts	1 x AXA102 antenna - GR6	27.50
CP.478	08-09-2026	EFT	350	INV-0768	Manjimup Family Centre Inc	hire of L1 meeting room - training - 6 & 7 August 2026	238.00
CP.478	08-09-2026	EFT	24	155155	Manjimup Freight Distributors & BMI Logistics	Transfer of Library items between Manjimup and Bridgetown Libraries - 11/08/2026	70.00
CP.478	08-09-2026	EFT	24	155843	Manjimup Freight Distributors & BMI Logistics	freight ex AFGRI - 26 August 2026	23.72
CP.478	08-09-2026	EFT	24	156120	Manjimup Freight Distributors & BMI Logistics	freight ex AFGRI - 1 September 2026	47.45
CP.478	08-09-2026	EFT	24	155678	Manjimup Freight Distributors & BMI Logistics	Freight to Northcliffe Library	23.72
CP.478	08-09-2026	EFT	24	155828	Manjimup Freight Distributors & BMI Logistics	Transfer of items between Manjimup and Bridgetown Libraries.	70.00
CP.478	08-09-2026	EFT	24	156198	Manjimup Freight Distributors & BMI Logistics	freight ex Truckline - 2 September 2026	23.72
CP.478	08-09-2026	EFT	2635	INV-3183	Manjimup Gateway Hotel	accommodation - BWTM & TC reaccreditation 6 August 2026 - Brett Ebbett	220.00
CP.478	08-09-2026	EFT	2482	3324	Manjimup Liquid Waste	AquaCentre - Grease trap empty 24/08/2026	370.00
CP.478	08-09-2026	EFT	458	MMBK-18545	Manjimup Monograms	MHP - Uniform for DS Caretaker 26-27	847.45
CP.478	08-09-2026	EFT	458	MMBK-18546	Manjimup Monograms	Staff Uniform Admin - SO	216.90
CP.478	08-09-2026	EFT	3406	12,117	Manjimup Panelbeaters	repairs to LHS front bumper - 1012WA	1,000.00
CP.478	08-09-2026	EFT	1842	PI13066204	Manjimup Stihl	2 x cover washer & labour - head continuing to spin when throttle not engaged - ME90, PCT	42.99
CP.478	08-09-2026	EFT	1842	PI13066237	Manjimup Stihl	404 chainsaw chains	165.00
CP.478	08-09-2026	EFT	1842	PI13066247	Manjimup Stihl	1 x 600mm/24" blade - pole hedger - Parks	132.00
CP.478	08-09-2026	EFT	1842	PI13066252	Manjimup Stihl	Stihl MS 251 chainsaw 45cm/18" bar	803.47

Electronic Funds Transfer Payments							
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CP.478	08-09-2026	EFT	450	INV-0430	Manjimup Tourist Bureau Inc	Visitor Centre Contribution - Quarter 1 - July to Sept 2026	13,195.53
CP.478	08-09-2026	EFT	450	INV-0433	Manjimup Tourist Bureau Inc	MHP - Management Support Contract July to Sept 2026	7,336.45
CP.478	08-09-2026	EFT	4600	Payment Request 19/8/2026	Mikayla Blechynden	Refund for Swimming Lessons	300.00
CP.478	08-09-2026	EFT	789	INV-6216	Milentis Plumbing	Supply and Install Hideaway Urinal - MHCC	780.89
CP.478	08-09-2026	EFT	2363	Payment Request 14/8/2026	Miss Jocelyn Baister	Reimbursement - Purchase of muffins for workshop	32.48
CP.478	08-09-2026	EFT	3572	52	Mr Brian McGregor	street & public bins service - Northcliffe townsite - month of August 2026	2,418.98
CP.478	08-09-2026	EFT	4092	278	Mr Daniel Milloy	ramp-SAH-JVa	8,371.00
CP.478	08-09-2026	EFT	3293	0116	Mr Geoffrey Smith, Ms Stacey Sturgeon	Pemberton street & public bins - month of August 2026	5,422.47
CP.478	08-09-2026	EFT	3744	8- 26/27	Mr Grayson Hindmarsh	Environmental Health Services 17 - 21 August 2026	1,584.00
CP.478	08-09-2026	EFT	3744	9- 26/27	Mr Grayson Hindmarsh	Environmental Health Services 24 - 30 August 2026	2,904.00
CP.478	08-09-2026	EFT	3744	10- 26/27	Mr Grayson Hindmarsh	Environmental Health Services 31 Aug - 4 Sep 2026	2,112.00
CP.478	08-09-2026	EFT	3498	Payment Request 21/8/2026	Mr Neville Young	Reimbursement lunches SAH transport, GROW outings	49.70
CP.478	08-09-2026	EFT	3263	59.310826	Mr Robert Biggs	Walpole Transfer Station & fish bin servicing - month of August 2026	7,440.11
CP.478	08-09-2026	EFT	1584	60.010926	Mr Stuart McKinlay	service Walpole street & public bins month of August 2026	2,171.15
CP.478	08-09-2026	EFT	1584	59 - August 2026	Mr Stuart McKinlay	August 2026 - cleaning of Walpole public toilets & surrounds	2,666.00
CP.478	08-09-2026	EFT	4421	Payment Request 25/8/2026	Mrs Lucy Parker	Reimbursement Accommodation, Parking & Meals - Destination Development Training	565.03
CP.478	08-09-2026	EFT	2603	Payment Request 4/9/2026	Mrs Melissa Boydell	Reimbursement stock purchase Aqua Centre Cafe	68.90

Electronic Funds Transfer Payments							
Payment Number	Date	Cheque Number	Creditor Number	Invoice No	Creditor Name	Invoice Description	Inclusive Amount
CP.478	08-09-2026	EFT	1982	INV-2362	Mrs Nicole Campbell	Home maintenance 17/08/26 - 20/08/26	472.50
CP.478	08-09-2026	EFT	3242	Payment Request 21/8/2026	Mrs Sharmane MacDonald	Reimbursement lunch SAH transport	11.00
CP.478	08-09-2026	EFT	2670	Payment Request 21/8/2026	Ms Carolyn Dilts	Reimbursement - Working with Children Check	87.00
CP.478	08-09-2026	EFT	2670	Payment Request 2/9/2026	Ms Carolyn Dilts	Certificate 4 Fitness registration	199.00
CP.478	08-09-2026	EFT	2670	Payment Request 4/9/2026	Ms Carolyn Dilts	Reimbursement - Community Services storage cleanout supplies	33.00
CP.478	08-09-2026	EFT	3403	Payment Request 24/8/2026	Ms Julie Harty	Reimbursement Clicksend 24 August 2026	100.00
CP.478	08-09-2026	EFT	3374	Payment Request 12/8/2026	Ms Lisa Peos	Reimbursement NDIS Worker Screening Check	145.00
CP.478	08-09-2026	EFT	1761	607839	Muirs Manjimup	15 000km service - 1013WA	451.00
CP.478	08-09-2026	EFT	80	00104134	Nev's Steel	1 x 3.5 meter steel post & 40 mm steel post & 2 hingers	150.94
CP.478	08-09-2026	EFT	265	914964676	Nutrien Ag Solutions	2 x 100pk Black Shield gloves, 12pr x Maxisafe Rigger gloves XL	131.74
CP.478	08-09-2026	EFT	265	914921749	Nutrien Ag Solutions	8pr x Maxisafe PVC Gauntlet red gloves, 12pr x Maxisafe rigger gloves L	141.20
CP.478	08-09-2026	EFT	265	914940207	Nutrien Ag Solutions	3 x roll shrink wrap - pallets of pavers	84.65
CP.478	08-09-2026	EFT	265	915034000	Nutrien Ag Solutions	1 x pr safety gum boots - Jordan Steinki, Parks	84.15
CP.478	08-09-2026	EFT	265	914955621	Nutrien Ag Solutions	1 x 20kg bag Eco Red fertiliser - cherry trees - Giblett Street	58.30
CP.478	08-09-2026	EFT	265	915003602	Nutrien Ag Solutions	1 x 20lt drum Simazine 500 flowable herbicide	192.50
CP.478	08-09-2026	EFT	265	915012634	Nutrien Ag Solutions	10pr x Maxisafe rigger gloves XL, 12pr x Redknight latex gloves XL	111.21
CP.478	08-09-2026	EFT	1240	IP 26/27	Pemberton Aged Accommodation Inc	Contribution to 26/27 Building Insurance Premiums Units 1-9	4,293.00

Electronic Funds Transfer Payments							
Payment Number	Date	Cheque Number	Creditor Number	Invoice No	Creditor Name	Invoice Description	Inclusive Amount
CP.478	08-09-2026	EFT	3395	INV270008533	Perfect Gym Solutions Pty Ltd	September 2026 - Perfect Gym Subscription, Member Portal & Course Module	693.01
CP.478	08-09-2026	EFT	4439	003231	PLA Enterprises Pty Ltd	Vet Bag x 3	255.42
CP.478	08-09-2026	EFT	97	AX-23665	Royal Lifesaving Society WA	AquaCentre - Lifeguard requalification S.Thomas	187.00
CP.478	08-09-2026	EFT	97	AX-23666	Royal Lifesaving Society WA	AquaCentre - Lifeguard requalification B.Krispyn	187.00
CP.478	08-09-2026	EFT	2038	INV-0586	S&J Ditri Pty Ltd	1 x additional councillor for dinner on 26.08.26	42.00
CP.478	08-09-2026	EFT	283	CFI000574351	Silver Chain Nursing Association	Respite-SAH-TBa	500.54
CP.478	08-09-2026	EFT	924	SOS715623	SOS Office Equipment	Photocopier Meter Readings - August 2026	2,430.26
CP.478	08-09-2026	EFT	30	5688	South West Electrics	Replace faulty light switch in foyer side entrance off Rose St at Shire Office	231.10
CP.478	08-09-2026	EFT	4108	INV-12456	Southwest Physio at Home	Physiotherapy-SAH-DCa	265.00
CP.478	08-09-2026	EFT	4108	INV-12457	Southwest Physio at Home	Physiotherapy-SAH-DCa	265.00
CP.478	08-09-2026	EFT	3964	101026591	SRB MBS Holdings Pty Ltd ATF SRB MBS Unit Trust	1 x 4 metre pine post & 12 deck spikes - Windy harbour	85.95
CP.478	08-09-2026	EFT	1532	FAINV01439928	St John Ambulance - Manjimup	First aid course Staff Member - MHCC	180.00
CP.478	08-09-2026	EFT	368	RI043578	State Library of Western Australia	Better Beginnings Packs for 2026-27	445.99
CP.478	08-09-2026	EFT	4356	531034	Stellalpina Investments Pty Ltd ATF the P & S Moltoni Family Trust	Meals-HCP-SBur	124.63
CP.478	08-09-2026	EFT	4356	531035	Stellalpina Investments Pty Ltd ATF the P & S Moltoni Family Trust	meals-SAH-DGi	92.29
CP.478	08-09-2026	EFT	4356	531036	Stellalpina Investments Pty Ltd ATF the P & S Moltoni Family Trust	Meals-SAH-FWe	103.84
CP.478	08-09-2026	EFT	145	199540360 - 2006725435	Synergy	Payment 5096260419 Electricity Shire Offices & Town Hall 21/07/2026 - 17/08/2026	2,060.32
CP.478	08-09-2026	EFT	145	236336020 - 236336020	Synergy	Payment 5128414013 Electricity Medical Housing 16/06/2026 - 12/08/2026	540.84
CP.478	08-09-2026	EFT	145	216780080 - 2240019790	Synergy	Payment 5198823011 Electricity PowerUp / Cafe / Museum 21/07/2026 - 17/08/26	4,181.51

Electronic Funds Transfer Payments							
Payment Number	Date	Cheque Number	Creditor Number	Invoice No	Creditor Name	Invoice Description	Inclusive Amount
CP.478	08-09-2026	EFT	145	950386350 - 2704020569	Synergy	Payment 9503863527 Electricity Manjimup Library & Gallery 26/06/2026 - 24/08/2026	1,470.40
CP.478	08-09-2026	EFT	145	589179600 - 2380016627	Synergy	Payment 5891796023 - Electricity Woodturners, Volunteer Hub, Sound Shell 26/06/2026 - 24/08/2026	530.66
CP.478	08-09-2026	EFT	145	283903870 - 2600021536	Synergy	Payment 5179459717 - Electricity Lions Gazebo & Public Toilets 26/06/2026 - 24/08/2026	145.83
CP.478	08-09-2026	EFT	145	333447290 - 2256022709	Synergy	Payment 5218915016 - Electricity Unit D, 5 Brockman Street 26/06/2026 - 24/08/2026	919.89
CP.478	08-09-2026	EFT	145	811605870 - 2692019768	Synergy	Payment 8116058720 - Electricity Hamlet, Septic Pump & Heritage Park 26/06/2026 - 24/08/2026	791.86
CP.478	08-09-2026	EFT	145	862009630 - 2034687805	Synergy	Payment 8620096324 Electricity Walpole Community Resource Centre 27/06/2026 - 25/08/2026	354.07
CP.478	08-09-2026	EFT	145	875902450 - 2108520087	Synergy	Electricity Walpole Jetty & BBQ 27/06/2026 - 25/08/2026	130.05
CP.478	08-09-2026	EFT	145	288855190 - 288855190	Synergy	Payment 5176360819 - Electricity Ringbark BFB 16/06/2026 - 25/08/2026	155.57
CP.478	08-09-2026	EFT	145	932218990 - 2002771494	Synergy	Payment 9322189921 - Electricity Regional Early Education Development 27/06/2026 - 25/08/2026	372.11
CP.478	08-09-2026	EFT	145	911234990 - 2090617416	Synergy	Payment 9112349923 - Electricity Walpole Depot 27/06/2026 - 25/08/2026	188.14
CP.478	08-09-2026	EFT	145	491025070 - 2752017036	Synergy	Payment 54910250726 Electricity Walpole Tennis Courts 27/06/2026 - 25/08/2026	136.10
CP.478	08-09-2026	EFT	145	276765070 - 2796019758	Synergy	Payment 2767650728 - Electricity Manjimup Indoor Sports Pavilion (MISP) 30/06/2026 - 26/08/2026	1,162.02
CP.478	08-09-2026	EFT	145	181426740 - 2112523562	Synergy	Payment 1814267421 - Electricity Pemberton Transfer Station 11/06/2026 - 27/08/2026	310.00
CP.478	08-09-2026	EFT	145	436423840 - 2054669129	Synergy	Payment 4364238420 - Yanmah BFB 16/06/2026 - 11/08/2026	133.74
CP.478	08-09-2026	EFT	145	654160910 - 2620015792	Synergy	Payment 6541609128 - Electricity Pemberton BFB 01/07/2026 - 27/08/2026	248.63
CP.478	08-09-2026	EFT	145	404551970 - 2548020785	Synergy	Payment 5284927416 - Electricity Pemberton Mill Hall Car Park Public Toilets 01/07/2026 - 27/08/2026	304.28
CP.478	08-09-2026	EFT	145	394069710 - 2196548150	Synergy	Payment 5275356815 - Electricity Smith Brook BFB 01/07/2026 - 26/08/2026	141.87
CP.478	08-09-2026	EFT	59	0728-S256166	Team Global Express Pty Ltd	Freight - Pathwest, Westrac, ORH Truck, Envirolab	225.76

Electronic Funds Transfer Payments							
Payment Number	Date	Cheque Number	Creditor Number	Invoice No	Creditor Name	Invoice Description	Inclusive Amount
CP.478	08-09-2026	EFT	59	0729-S256166	Team Global Express Pty Ltd	Freight - Westrac, Ausroad	157.34
CP.478	08-09-2026	EFT	4593	00323152	The trustee for Aberhart & Rajoo Unit Trust	AquaCentre - C27 Rotary Scrubber and Hard Brush	2,944.70
CP.478	08-09-2026	EFT	3900	10012612	Tools N Trade	32 piece impact screwdriver, spiral flute, drill piece set	323.00
CP.478	08-09-2026	EFT	2730	11069561	Truckline	2 x 21600D lever control valve - TK3	253.64
CP.478	08-09-2026	EFT	121	200132	Tyrepower Manjimup	replace tyre with spare - travel to Dorrell's Loop - GR6	506.00
CP.478	08-09-2026	EFT	121	199982	Tyrepower Manjimup	2 x Toyo 205/75R17.5 tyres, disposal - TK25	910.00
CP.478	08-09-2026	EFT	4588	IAMZ2N7I-0001	Vaisala Pty Ltd	12 month trial - software licence - Road AI	18,902.40
CP.478	08-09-2026	EFT	3754	INV-0449	Verge Enviro Pty Ltd	MRRC cart, weigh & tip general waste bulk drop off bin - June, July & August 2026	2,134.70
CP.478	08-09-2026	EFT	4391	INV-0567	WA Rangers Association Inc	WA Rangers Association Conference x2 SB - CM	1,500.00
CP.478	08-09-2026	EFT	740	0000038	Walpole Tidy Towns	fuel allowance to support Highway No 1 roadside litter collection - Michael Filby	2,000.00
CP.478	08-09-2026	EFT	31	I753334	Warren Electrical Service	Airport fence maintenance - installation of timber between electric fence and steel fence gate to isolate electricity	305.69
CP.478	08-09-2026	EFT	31	I753266	Warren Electrical Service	assess & repair bbq - replace on/off switch (Shire supplied) - Manjin Park	578.51
CP.478	08-09-2026	EFT	91	8737	Wiseman Signs	supply ACM signs - RV signs - Allambie Park, Manjin Park & Heritage Park	1,980.00
CP.478	08-09-2026	EFT	91	8718	Wiseman Signs	Desk name plate lettering for new councillor Dean Phillips	55.00
CP.478	08-09-2026	EFT	91	8700	Wiseman Signs	Removal of stickers from out going Mitigation Vehicle	935.00
CP.478	08-09-2026	EFT	91	8709	Wiseman Signs	Windy Harbour Campsite new Sign	2,475.00
CP.478	08-09-2026	EFT	513	228039	Wren Oil	waste oil disposal - 19 August 2026 - Manjimup Depot	1,565.44
CP.479	15-09-2026	EFT	2874	6022	Adam Jenkins Tree Services	cut up & remove fallen bluegum branch - private works - Church of Latter Day Saints, 24428 South Western Highway, Bridgetown	880.00
CP.479	15-09-2026	EFT	1986	AMSINV-254605	Aerodrome Management Services Pty Ltd	Aerodrome Reporting Officer (Online Assessment) Course - 18 to 21 August 2026 - Nicole Chapman	3,322.00
CP.479	15-09-2026	EFT	1861	0001850988	Ampol Australia Petroleum Pty Ltd	Ampol Retail Fuel Cards - August 2026	3,357.07

Electronic Funds Transfer Payments							
Payment Number	Date	Cheque Number	Creditor Number	Invoice No	Creditor Name	Invoice Description	Inclusive Amount
CP.479	15-09-2026	EFT	1350	9018959403	Asahi Beverages Pty Ltd	AquaCentre - Cafe drink order	387.39
CP.479	15-09-2026	EFT	11	1014935577	Australia Post	August 2026 - Postage - Account No. 620820	2,151.47
CP.479	15-09-2026	EFT	4401	PER20260426	Australian 4WD and Adventure Show Pty Ltd	Perth 4WD Show 2026 attendance fee	1,842.40
CP.479	15-09-2026	EFT	3333	INV-19487	Axion SD Pty Ltd	Axion subscription to Altora - 10 September 2026 to 10 October 2026	723.80
CP.479	15-09-2026	EFT	125	INV-13182	B & B Street Sweeping	RFT01/22 - sweeping of Manjimup CBD, P, E & LIA - month of August 2026	15,933.83
CP.479	15-09-2026	EFT	2082	INV-0559	Blechynden Carpentry & Construction	Repair white ant damage (labour only) to roof structure at the Volunteer Hub Heritage Park Manjimup	8,926.50
CP.479	15-09-2026	EFT	3199	32123097.1	Booktopia Pty Ltd	New books for Shire of Manjimup Libraries - local requests	492.42
CP.479	15-09-2026	EFT	3199	32122957.1	Booktopia Pty Ltd	Replacement for lost and damaged Library stock	332.46
CP.479	15-09-2026	EFT	646	INV-387394-L4Q9L2	Building and Construction Industry Training Fund	BCITF Levy - August 2026	5,457.95
CP.479	15-09-2026	EFT	2465	2063/00994720	Bunnings Group Ltd Australia	3 sheets lattice	282.15
CP.479	15-09-2026	EFT	4484	INV-0379	Cape Therapy Services Pty Ltd	physio-SAH-DWD	190.00
CP.479	15-09-2026	EFT	4484	INV-0381	Cape Therapy Services Pty Ltd	physio-SAH-WCu	190.00
CP.479	15-09-2026	EFT	4484	INV-0382	Cape Therapy Services Pty Ltd	physio-SAH-SBu	190.00
CP.479	15-09-2026	EFT	4484	INV-0386	Cape Therapy Services Pty Ltd	physio-SAH-FWe	270.00
CP.479	15-09-2026	EFT	4365	5658336	Chargefox Pty Ltd	August 2026 - Vehicle Charging Station - Connector Management Fees x 1 station	41.26
CP.479	15-09-2026	EFT	19	01265384	City & Regional Fuels	1000lt diesel Northcliffe Depot	2,588.55
CP.479	15-09-2026	EFT	19	01255224	City & Regional Fuels	1200lt diesel Northcliffe Depot	2,392.90
CP.479	15-09-2026	EFT	19	01268490	City & Regional Fuels	1000lt diesel Northcliffe Depot	2,497.63
CP.479	15-09-2026	EFT	19	Retail 08/2026 - Customer # 744009	City & Regional Fuels	BP Fuel Card Purchases for August 2026	10,035.21
CP.479	15-09-2026	EFT	2069	21930983	Cleanaway Pty Ltd	domestic kerbside refuse collection month of August 2026	25,490.66

Electronic Funds Transfer Payments							
Payment Number	Date	Cheque Number	Creditor Number	Invoice No	Creditor Name	Invoice Description	Inclusive Amount
CP.479	15-09-2026	EFT	2069	21930984	Cleanaway Pty Ltd	Manjimup street & park bins collection month of August 2026	4,785.35
CP.479	15-09-2026	EFT	2069	21930976	Cleanaway Pty Ltd	kerbside recycling collection & customer bins month of August 2026	26,392.73
CP.479	15-09-2026	EFT	2069	21930977	Cleanaway Pty Ltd	MRF monthly recycling gate fee month of August 2026	5,269.41
CP.479	15-09-2026	EFT	2525	00009521	Combined Team Services Pty Ltd	5 Day Health & Safety Rep Course - M Blieschke	995.00
CP.479	15-09-2026	EFT	2138	37306	Commercial Aquatics Australia	AquaCentre - Commercial Aquatics annual service - pH dosing pumps; footvalves; procal dosing system & composite valve; replace membrane cap and electrolyte on cholrine probe and calibrate; UV unit; recirculation pumps; chadson filters and kinetic valves; flow meter	18,650.50
CP.479	15-09-2026	EFT	2138	37305	Commercial Aquatics Australia	AquaCentre - Plant room asset condition report	1,490.50
CP.479	15-09-2026	EFT	215	00122778	Connect Call Centre Services	Call Centre services - August 2026 - Customer # 1316	167.48
CP.479	15-09-2026	EFT	4331	RSI439773	Country Care Group	walker-SAH-PJo	395.00
CP.479	15-09-2026	EFT	3361	Travel Claim - August 2026	Cr Jennifer Willcox	Travel Claim for August 2026	260.30
CP.479	15-09-2026	EFT	3901	4403031752	Crayon Australia Pty Ltd	Azure Plan, Microsoft Defender, Microsoft 365 1/8/26 - 31/8/26	249.40
CP.479	15-09-2026	EFT	3749	CW-260902613	CreditorWatch Pty Ltd	September 2026 Subscription	550.00
CP.479	15-09-2026	EFT	221	INV-36911	Cross Security Services Pty Ltd	Replace fault detector at Manjimup Indoor Sports Pavilion alarm system and change PIR sensor	985.60
CP.479	15-09-2026	EFT	221	INV-36912	Cross Security Services Pty Ltd	Replace faulty code pad to fitness room at Aquacentre	831.60
CP.479	15-09-2026	EFT	221	INV-36913	Cross Security Services Pty Ltd	To repair panic alarm to Pemberton Colocation Building - Pemberton	257.67
CP.479	15-09-2026	EFT	17	INV-0759	D & J Communications	Install CELI FI Booster Kit to Smith Brook BFB Shed (Kit was purchased Western Power Grant)	1,036.75
CP.479	15-09-2026	EFT	822	SIN000396617	Data #3 Limited	Foxit PDF renewal - 17/11/2026 to 16/11/2027	3,379.20
CP.479	15-09-2026	EFT	822	SIN000397008	Data #3 Limited	Yealink (A10-010) Compact Collaboration Bar - quote: S000590727	1,695.50
CP.479	15-09-2026	EFT	1937	INV1829231	Datacom Solutions (AU) Pty Ltd	Card payment per txn fee August 2026	55.00
CP.479	15-09-2026	EFT	1937	INV1830857	Datacom Solutions (AU) Pty Ltd	Fortnightly Datapay - August 2026 payroll services - Customer No C16267	1,918.93

Electronic Funds Transfer Payments							
Payment Number	Date	Cheque Number	Creditor Number	Invoice No	Creditor Name	Invoice Description	Inclusive Amount
CP.479	15-09-2026	EFT	4463	INV-0347	Davis Enterprises (WA) Pty Ltd	to do up flange bolts inside water tank & seal up with sika flex, remove plates under chassis & weld new ones into place - WT03	1,363.00
CP.479	15-09-2026	EFT	569	INV-0340	Dean Mayor Electrics	Replace 9 outside lights with new LED lights, Northcliffe Visitors Centre	1,375.00
CP.479	15-09-2026	EFT	569	INV-0357	Dean Mayor Electrics	repair electrical issue on waste compactor - Pemberton Transfer Station	198.00
CP.479	15-09-2026	EFT	4584	42226	Denver Technology Pty Ltd	Arctic Wolf MDR Resolve Patch Management Uplift - Quote: Q14760	1,615.46
CP.479	15-09-2026	EFT	1846	AU14-1095485	Eurofins ARL Pty Ltd	test 2 x solid samples for presence/absence of asbestos, report on each & handling charge - 2026 Vergeside Hard Waste Collection	165.00
CP.479	15-09-2026	EFT	511	23,801	Express Print	4 x Business cards ordered	286.00
CP.479	15-09-2026	EFT	2843	648	Fabio Renzullo Bricklaying	MHP - Concrete Plinth for Sikh Memorial	3,344.00
CP.479	15-09-2026	EFT	4124	FMJ260904	Fetch Print Pty Ltd	Windy Harbour Campground Brochures	1,034.00
CP.479	15-09-2026	EFT	3756	#064	Forrest Hills Spraying Services	broadleaf spraying - Northcliffe Oval	600.88
CP.479	15-09-2026	EFT	1050	INV-11789	GA Auto Electrics	replace supplied cable from joystick to cab computer - APT2	1,480.00
CP.479	15-09-2026	EFT	2532	T0092045	Garnama Pty Ltd	AquaCentre - BodyBalance training for S Thomas	729.00
CP.479	15-09-2026	EFT	3789	INV-05909	Granite Networks Pty Ltd	Shire of Manjimup - Cloud Services - 1/9/26 to 30/9/26	2,780.36
CP.479	15-09-2026	EFT	3577	INV02461	H + H Architects	Update cost estimates for new changeroom building at Collier St	1,380.50
CP.479	15-09-2026	EFT	132	76630472	Heidelberg Materials Australia Pty Ltd	supply 47.55 tonnes 5mm single size basalt & freight	3,376.29
CP.479	15-09-2026	EFT	2481	83736730.1	Independence Australia	dressings_SAH-SBr	63.99
CP.479	15-09-2026	EFT	2481	83736833.01	Independence Australia	dressing supplies for office use	193.10
CP.479	15-09-2026	EFT	2481	83762745.01	Independence Australia	Continence aids-SAH-BWa	371.60
CP.479	15-09-2026	EFT	2481	83765801.01	Independence Australia	Continence aids-SAH-WSt	821.60
CP.479	15-09-2026	EFT	2481	83767354.01	Independence Australia	continence aids-SAH-SBu	364.27
CP.479	15-09-2026	EFT	2481	83769913.01	Independence Australia	consumables-SAH-SEd	516.38

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Payment Number	Date	Cheque Number	Creditor Number	Invoice No	Creditor Name	Invoice Description	Inclusive Amount
CP.479	15-09-2026	EFT	2481	83772887.01	Independence Australia	consumables-SAH-MAH	174.71
CP.479	15-09-2026	EFT	2226	922659	ITR Western Australia	8 x T239757 bottom wear strips, 4 x T299164 top wear strips - GR03 & GR6	1,888.66
CP.479	15-09-2026	EFT	100	INV-45684	Johnson's Food Services	MHCC Consumables	708.15
CP.479	15-09-2026	EFT	100	INV-45673	Johnson's Food Services	AquaCentre - Cafe stock 02.09.2026	467.63
CP.479	15-09-2026	EFT	4344	734002651	K & L Gates	Continuation legal advise aged care divestment	6,797.34
CP.479	15-09-2026	EFT	3087	8720723	Lite n' Easy	Meals-SAH-DWD	144.72
CP.479	15-09-2026	EFT	3087	8737688	Lite n' Easy	meals -SAH-GWe	142.20
CP.479	15-09-2026	EFT	3087	8741736	Lite n' Easy	meals-SAH-JDa	114.62
CP.479	15-09-2026	EFT	3087	8739015	Lite n' Easy	meals-SAH-TBa	144.72
CP.479	15-09-2026	EFT	2953	S-00411959	Live Life Alarms	person alarm-SAH-ECo	567.00
CP.479	15-09-2026	EFT	219	INV-0032	Manjimup Florist	Florist made Wreath for Sandakan Memorial sept 8.	90.00
CP.479	15-09-2026	EFT	24	155764	Manjimup Freight Distributors & BMI Logistics	Freight for Building	96.37
CP.479	15-09-2026	EFT	24	156343	Manjimup Freight Distributors & BMI Logistics	freight ex AFGRI - 7 September 2026	47.45
CP.479	15-09-2026	EFT	24	156529	Manjimup Freight Distributors & BMI Logistics	freight ex Truckline - 9 September 2026	23.72
CP.479	15-09-2026	EFT	24	156527	Manjimup Freight Distributors & BMI Logistics	Freight Transfer Bridgetown/Manjimup Library	70.00
CP.479	15-09-2026	EFT	1729	10235751	Manjimup Mitre 10 & Retravision	AquaCentre - Shower head replacement males changeroom	43.65
CP.479	15-09-2026	EFT	1729	10237463	Manjimup Mitre 10 & Retravision	1 x 1lt Accent Solarmax white paint - bollards - Manjimup Basketball Stadium	42.50
CP.479	15-09-2026	EFT	458	MMBK-18632	Manjimup Monograms	Uniform shirts x 2 - K McKeon	90.00
CP.479	15-09-2026	EFT	3918	294122	Manjimup Newsagency	Papers and stationery items - August 2026	360.69
CP.479	15-09-2026	EFT	3918	293814	Manjimup Newsagency	Papers and stationery items - July 2026	362.38
CP.479	15-09-2026	EFT	3406	12,108	Manjimup Panelbeaters	MO0092622 insurance excess - 1014WA	1,000.00

Electronic Funds Transfer Payments							
Payment Number	Date	Cheque Number	Creditor Number	Invoice No	Creditor Name	Invoice Description	Inclusive Amount
CP.479	15-09-2026	EFT	348	153708	Mc Leods Lawyers Pty Ltd	Employee contract review - telephone advice	214.50
CP.479	15-09-2026	EFT	1779	INV-8581	McGinty Electrics	replace float & required electrical works - Johnson Street sump	3,443.00
CP.479	15-09-2026	EFT	4061	A14	Middlesex Mechanical	mechanical assistance - 9 & 10 July 2026	1,683.00
CP.479	15-09-2026	EFT	3046	Payment Request 8/9/2026	Miss Talissa Holling	Reimbursement for Working with Children Check	87.00
CP.479	15-09-2026	EFT	3046	Payment Request 4/9/2026	Miss Talissa Holling	Reimbursement Meals, parking and Fuel for Conference attendance	263.43
CP.479	15-09-2026	EFT	85	6.310826	Mr Alan Smedley	street sweeping Manjimup CBD - 23 & 30 August 2026	328.00
CP.479	15-09-2026	EFT	4598	Payment Request 28/7/2026	Mr Cameron Hodge	Reimbursement - Lifeguard renewal	187.00
CP.479	15-09-2026	EFT	3804	Payment Request 21/8/2026	Mr Douglas Benson	Reimbursement GROW lunch	19.60
CP.479	15-09-2026	EFT	2832	INV-0069	Mr Fabio Dei Tos	Provision of wine for Painting my country official opening event	264.00
CP.479	15-09-2026	EFT	4339	T16 August 2026	Mr Gavin Constance	Cleaning Quinninup Ablution Block August 2026	315.00
CP.479	15-09-2026	EFT	4509	Payment Request 15/8/2026	Mr Jai McLachlan	Reimbursement - Lifeguard Renewal	187.00
CP.479	15-09-2026	EFT	1922	770	Mr Kim Fardella	mechanical assistance - 20 & 24 August 2026	1,782.00
CP.479	15-09-2026	EFT	1922	771	Mr Kim Fardella	mechanical assistance - 31 August 2026 and 1 & 3 September 2026	1,782.00
CP.479	15-09-2026	EFT	3138	14	Mr Riley Sheahan	pressure wash 6 x 140lt street bins - 21 July 2026	126.00
CP.479	15-09-2026	EFT	3138	15	Mr Riley Sheahan	pressure wash 6 x 140lt street bins - 4 August 2026	126.00
CP.479	15-09-2026	EFT	1081	Aug26	Mr Robert Hammer	Pemberton WTS attendant month of August 2026	2,158.47
CP.479	15-09-2026	EFT	3670	INV-0054	Mr Stephen King	Northcliffe WTS attendant - month of August 2026	1,773.85

Electronic Funds Transfer Payments							
Payment Number	Date	Cheque Number	Creditor Number	Invoice No	Creditor Name	Invoice Description	Inclusive Amount
CP.479	15-09-2026	EFT	3555	Payment Request 21/8/2026	Mrs Lesley Surrall	Reimbursement meals GROW outing & CHSP Transport	27.65
CP.479	15-09-2026	EFT	1982	INV-2381	Mrs Nicole Campbell	Home Maintenance 31/08/26 -03/09/26	157.50
CP.479	15-09-2026	EFT	4527	8883353	Mrs Robyn Bowles	Large native floral arrangements for Painting my country exhibition	100.00
CP.479	15-09-2026	EFT	3552	Payment Request 27/8/26	Ms Cheryl Elphick	Reimbursement for private gardener for SAH consumer	100.00
CP.479	15-09-2026	EFT	3376	Payment Request 21/8/2026	Ms Erin Henderson	Reimbursement lunch GROW outing	20.00
CP.479	15-09-2026	EFT	3374	Payment Request 21/8/2026	Ms Lisa Peos	Reimbursement lunch GROW outing	15.96
CP.479	15-09-2026	EFT	3839	Reimb080926	Ms Nicole Chapman	reimbursement of meals and public transport - training 17 to 21 August 2026 - Nicole Chapman	97.54
CP.479	15-09-2026	EFT	4273	Payment Request 21/8/2026	Ms Sarah-Jayne Wells	Reimbursement lunch GROW outing	20.00
CP.479	15-09-2026	EFT	1761	608015	Muirs Manjimup	45 000km service and bleed brake system & replace brake fluid - 1009WA	667.94
CP.479	15-09-2026	EFT	80	00103835	Nev's Steel	Ridge Cap and roof screws	363.07
CP.479	15-09-2026	EFT	80	00103955	Nev's Steel	Flashing for Pemby Co-Lo and Crane hire for MJP Stadium	169.84
CP.479	15-09-2026	EFT	2770	August 2026	Northcliffe Newsagent & General Store	Diesel for Windy harbour	212.04
CP.479	15-09-2026	EFT	177	INV-0345	Northcliffe Visitor Centre	Shire Visitor Centre Quarterly Contribution - 1st Quarter 2026 - 2027	13,195.53
CP.479	15-09-2026	EFT	195	INV-10732	Odak Pty Ltd AFT DTT Trust	Sanitary & Nappy disposal and Urinal cleaning - October 2026 to January 2027	3,893.68
CP.479	15-09-2026	EFT	496	#001009	Pemberton Community Resource Centre Inc	Advertising September 2026	346.00
CP.479	15-09-2026	EFT	339	INV-3853	Pemberton Visitor Centre	Pemberton Visitor Centre Contribution 1st Quarter - 2026/2027 June to Aug	13,195.53
CP.479	15-09-2026	EFT	3319	INV-7403	PX2 Pty Ltd	Manjimup Trail Bike Hub - DBCA assessments Stage 4	110.00

Electronic Funds Transfer Payments							
Payment Number	Date	Cheque Number	Creditor Number	Invoice No	Creditor Name	Invoice Description	Inclusive Amount
CP.479	15-09-2026	EFT	3319	INV-7402	PX2 Pty Ltd	Off-Road Vehicle Area (ORV) Feasibility Study - August 2026	315.70
CP.479	15-09-2026	EFT	3319	INV-7401	PX2 Pty Ltd	Manjimup Trail Bike Hub - Route planning Stage 1 & 2	124.00
CP.479	15-09-2026	EFT	3319	INV-7400	PX2 Pty Ltd	Manjimup Trail Bike Hub - Volunteer Program Development	2,156.00
CP.479	15-09-2026	EFT	3319	INV-7398	PX2 Pty Ltd	Manjimup Trail Bike Hub - Website, communications, marketing & promotion	821.70
CP.479	15-09-2026	EFT	3319	INV-7399	PX2 Pty Ltd	Continuation consultancy contract Manjimup Trail Bike Hub - Stages 1 and 2	1,802.16
CP.479	15-09-2026	EFT	2641	110030267	ROLLER Digital	3rd Party Processing Fee - Billing Period— Aug 01 to Sept 01, 2026	6.11
CP.479	15-09-2026	EFT	97	AX-23723	Royal Lifesaving Society WA	AquaCentre - Lifeguard requalification J.Hay	187.00
CP.479	15-09-2026	EFT	97	AX-23722	Royal Lifesaving Society WA	AquaCentre - Lifeguard requalification E. Pearce	187.00
CP.479	15-09-2026	EFT	97	AX-23724	Royal Lifesaving Society WA	AquaCentre - Lifeguard requalification T.Krispyn	187.00
CP.479	15-09-2026	EFT	3479	774049	Scope Business Imaging	Printer Charges to August 2026 - Manjimup SES	82.50
CP.479	15-09-2026	EFT	41	INV/26-27/0652	Sigma Telford Group	AquaCentre - DPD1 pool test tablets	99.81
CP.479	15-09-2026	EFT	4483	August 2026	Silvercrest Partners Pty Ltd	Commercial advice divestment Aged Care Services and Assets	1,980.00
CP.479	15-09-2026	EFT	872	Inv # 09	Southern Forest Brick Pavements	Brick pave medical houses driveways after being cut for new water main	3,630.00
CP.479	15-09-2026	EFT	872	Inv # 10	Southern Forest Brick Pavements	lift and replay paving around tree basins - Brockman Street, Pemberton	1,540.00
CP.479	15-09-2026	EFT	1774	228279	Southern Forests Medical Centre	Pre Employment Medical - U. Tshering	165.00
CP.479	15-09-2026	EFT	1774	228291	Southern Forests Medical Centre	Pre Employment Medical - C. Tshering	165.00
CP.479	15-09-2026	EFT	28	684424	Southern Forests Veterinary Services Pty Ltd	Euthanasia fees Cat - August 2026	95.00
CP.479	15-09-2026	EFT	1532	FAINV01445400	St John Ambulance - Manjimup	AquaCentre - training - CPR Refresher J Dilts	89.00
CP.479	15-09-2026	EFT	4356	533867	Stellalpina Investments Pty Ltd ATF the P & S Moltoni Family Trust	Meals-SAH-FWe	95.59

Electronic Funds Transfer Payments							
Payment Number	Date	Cheque Number	Creditor Number	Invoice No	Creditor Name	Invoice Description	Inclusive Amount
CP.479	15-09-2026	EFT	145	283903730 - 283903730	Synergy	Payment 5171567312 - Electricity Public Toilets Brockman Street 26/06/2026 - 24/08/2026	300.65
CP.479	15-09-2026	EFT	145	885005070 - 2784020186	Synergy	Payment 8850050722 - Electricity Mark Kestel 53 Moore Street - 26/06/2026 - 24/08/2026	354.34
CP.479	15-09-2026	EFT	145	130352740 - 2340016273	Synergy	Payment 1303527421 - Electricity Public Toilets Pioneer Park 27/06/2026 - 25/08/2026	295.56
CP.479	15-09-2026	EFT	145	239448140 - 2712014240	Synergy	Payment 2394481423 - Electricity Manjimup Refuse & Recycling Centre 16/06/2026 - 26/8/2026	485.74
CP.479	15-09-2026	EFT	145	279420590 - 2564017156	Synergy	Payment 5167317812 - Electricity 20 Arnott Street - Staff 30/06/2026 - 26/08/2026	86.04
CP.479	15-09-2026	EFT	145	444037550 - 2010706949	Synergy	Payment 5320463819 Unit A 33 Leman St - Staff Housing Empty 30/06/2026 - 26/08/2026	86.12
CP.479	15-09-2026	EFT	145	709854800 - 2252018100	Synergy	Payment 7098548024 - Electricity Manjimup Community Centre 25/07/2026 - 24/08/2026	1,647.58
CP.479	15-09-2026	EFT	145	412379380 - 2440022717	Synergy	Payment 5291691816 Electricity Southern Forest Community Landcare 01/08/2026 - 31/08/2026	129.60
CP.479	15-09-2026	EFT	145	275988640 - 2544023654	Synergy	Payment 5164136916 - Electricity Pumping Station NCF Forest Park 17/06/2026 - 11/08/2026	237.64
CP.479	15-09-2026	EFT	145	735060950 - 2144537245	Synergy	Payment 7350609524 Electricity Manjin Park 01/08/2026 - 31/08/2026	1,175.45
CP.479	15-09-2026	EFT	145	361768750 - 2002771837	Synergy	Payment 3617687525 - Electricity x 942 Street Lights 25/07/2026 - 24/08/2026	15,918.01
CP.479	15-09-2026	EFT	145	281056440 - 2264023907	Synergy	Payment 5168914210 - Electricity Walpole SES 11/07/2026 - 08/09/2026	219.25
CP.479	15-09-2026	EFT	750	152792 #37	T-Quip	MHP - Purchase of New Push Mower	3,729.00
CP.479	15-09-2026	EFT	59	0730-S256166	Team Global Express Pty Ltd	Freight - Stewart and Heaton	36.17
CP.479	15-09-2026	EFT	4261	ANS-788-66	The Careside	respite-SAH-BEv	1,840.00
CP.479	15-09-2026	EFT	4138	INV-0169	The Manjimup Trail Bike Hub Inc.	Support to MTBH Inc for MTBH Project Implementation	2,576.62
CP.479	15-09-2026	EFT	4234	5205	Timber Insight Pty Ltd	undertake emergency works - Bridge 4856 Smith Road - Progress Claim July 2026	54,585.96
CP.479	15-09-2026	EFT	2730	11076845	Truckline	quantity of parts - PM - TK3	492.35
CP.479	15-09-2026	EFT	92	INV-1420	Walpole Tourist Bureau Inc	Walpole Nornalup Visitors Centre Contribution - 1st Quarter - July to Sept 2026	13,195.53

Electronic Funds Transfer Payments							
Payment Number	Date	Cheque Number	Creditor Number	Invoice No	Creditor Name	Invoice Description	Inclusive Amount
CP.479	15-09-2026	EFT	31	I753417	Warren Electrical Service	2 x LED down lights 7w	44.07
CP.479	15-09-2026	EFT	3189	INV-0361	Warren Pest Control	Inspect and treat for white ants at the Volunteer Hub Building Shire of Manjimup Heritage Park	418.00
CP.479	15-09-2026	EFT	1053	1002334320260831	West Australian Newspapers Limited	Advertising for the Month August	4,775.17
CP.479	15-09-2026	EFT	66	9901822289	Winc Australia Pty Ltd	Stationery order Admin & MHCC	1,952.75
CP.479	15-09-2026	EFT	181	228393	Zipform Pty Ltd	26/27 Rate insert flyers	3,359.72
CP.479	15-09-2026	EFT	181	228412	Zipform Pty Ltd	26/27 Annual rates notices	15,301.42
CP.480	23-09-2026	EFT	3314	3131335	4Cabling Pty Ltd	10GB ethernet tranceivers for Datto	437.58
CP.480	23-09-2026	EFT	1986	AMSINV-254727	Aerodrome Management Services Pty Ltd	Annual Technical/Safety Inspection - Manjimup Aerodrome	8,587.15
CP.480	23-09-2026	EFT	2077	3133648	AFGRI Equipment	1 x AT356101 outside rear view mirror - GR03	294.98
CP.480	23-09-2026	EFT	84	INV-27712	AMD Audit & Assurance Pty Ltd	2026 deferred pensioner audit	660.00
CP.480	23-09-2026	EFT	3199	32123097.2	Booktopia Pty Ltd	New Books for Shire Libraries	31.34
CP.480	23-09-2026	EFT	4445	INV00000072	Bread and Butter	Lunch for CEO review meeting x6	78.00
CP.480	23-09-2026	EFT	1405	INV 3333333	Bunbury Bearings	1 x 16007 JP metric ball bearing - PTO pump drive bearing - TK3	15.40
CP.480	23-09-2026	EFT	4484	INV-0380	Cape Therapy Services Pty Ltd	Physiotherapy-SAH-BWa	190.00
CP.480	23-09-2026	EFT	4484	INV-0400	Cape Therapy Services Pty Ltd	Physiotherapy-SAH-CEl	270.00
CP.480	23-09-2026	EFT	4484	INV-0408	Cape Therapy Services Pty Ltd	physio-SAH-WCu	190.00
CP.480	23-09-2026	EFT	4484	INV-0407	Cape Therapy Services Pty Ltd	physio-SAH-SBu	190.00
CP.480	23-09-2026	EFT	4484	INV-0405	Cape Therapy Services Pty Ltd	Physiotherapy-SAH-BWa	190.00
CP.480	23-09-2026	EFT	4484	INV-0406	Cape Therapy Services Pty Ltd	physio-SAH WWh	190.00
CP.480	23-09-2026	EFT	2428	N11299	CDM Australia Pty Ltd	Record new PRIS message and update phone system message	181.50
CP.480	23-09-2026	EFT	1290	INV-0243	Cilantros Bar and Restaurant	August - Lunch for Council Agenda Forum on 19/8/26	290.40
CP.480	23-09-2026	EFT	1290	INV-0244	Cilantros Bar and Restaurant	September - Cilantro's Dinner for Council Meeting on 23.09.2026	523.60

Electronic Funds Transfer Payments							
Payment Number	Date	Cheque Number	Creditor Number	Invoice No	Creditor Name	Invoice Description	Inclusive Amount
CP.480	23-09-2026	EFT	19	01268804	City & Regional Fuels	3400lt diesel Manjimup Depot	8,538.08
CP.480	23-09-2026	EFT	19	01268805	City & Regional Fuels	1000lt diesel Pemberton Depot	2,511.20
CP.480	23-09-2026	EFT	19	01270400	City & Regional Fuels	4000lt diesel Manjimup Depot	10,482.12
CP.480	23-09-2026	EFT	2836	00107478	Corsign WA Pty Ltd	Hazchem signs	126.50
CP.480	23-09-2026	EFT	2836	00107557	Corsign WA Pty Ltd	3 x Long Vehicle Parking signs - replacement - Allambie Park	198.00
CP.480	23-09-2026	EFT	2468	CISF735765	CTI Freight Management Pty Ltd	CTI Logistics freight - August 2026 - Customer Number SF_104544	681.56
CP.480	23-09-2026	EFT	17	INV-0788	D & J Communications	Supply mic piece for DCBFCO handheld radio	137.50
CP.480	23-09-2026	EFT	17	INV-0790	D & J Communications	4ea x VHF & UHF aerials - spares - ME99	215.60
CP.480	23-09-2026	EFT	822	SIN000398471	Data #3 Limited	APC (AR7711) NETSHELTER ZERO U ACCESSORY MOUNTING BRACKET	508.44
CP.480	23-09-2026	EFT	822	SIN000399784	Data #3 Limited	Kofax renewal - 12/11/2026 to 11/11/2027	246.00
CP.480	23-09-2026	EFT	822	SIN000399930	Data #3 Limited	Canonical - Ubuntu Pro + Support (24/7) for liquidFiles - 7/11/2026 to 7/11/2027	2,077.90
CP.480	23-09-2026	EFT	1937	INV1836705	Datacom Solutions (AU) Pty Ltd	Antenno Saas monthly fee - Customer # C16267 - September 2026	712.43
CP.480	23-09-2026	EFT	373	INV-0326	Deanmill Football Club Inc	2026/2027 oval maintenance grant	8,800.00
CP.480	23-09-2026	EFT	870	2412934400	Dell Australia Pty Ltd	Dell DisplayPort I/O Daughterboard - D9MFF	20.56
CP.480	23-09-2026	EFT	3617	AUS-266537 / Contract 009-0156062-001 - PO12894	Dell Financial Services Pty Ltd	Rental Endpoints Wellness Centre 01/09/26 to 30/09/26	672.42
CP.480	23-09-2026	EFT	4584	A 42226	Denver Technology Pty Ltd	Balance of invoice 42226 - Part Paid Artic Wolf	2,031.26
CP.480	23-09-2026	EFT	2085	DAP Application Fee - DAP/26/03151	Department of Planning, Lands and Heritage - State Lands	DAP Application Fee - DAP/26/03151	6,480.00
CP.480	23-09-2026	EFT	4614	Payment Request 8/9/2026	Dion Spurgeon	Reimbursement of Onboarding Costs	394.90

Electronic Funds Transfer Payments							
Payment Number	Date	Cheque Number	Creditor Number	Invoice No	Creditor Name	Invoice Description	Inclusive Amount
CP.480	23-09-2026	EFT	4566	INV-0725	Distinctly Travel Management Pty Ltd	Consultancy appointment - Shire of Manjimup Tourism Investment Economic Analysis (RFQ F260103)	6,659.40
CP.480	23-09-2026	EFT	2151	01471147	Dun Direct Pty Ltd	2 x 8.5kg kwik gas	71.90
CP.480	23-09-2026	EFT	4592	954730AU	Easy Signs Pty Ltd	AquaCentre - Freestylers Swim School cafe banners	899.25
CP.480	23-09-2026	EFT	1846	AU14-1095831	Eurofins ARL Pty Ltd	Testing for Asbestos at (Walpole)	165.00
CP.480	23-09-2026	EFT	1846	AU14-1095708	Eurofins ARL Pty Ltd	Testing for Chemical Residuals at (Walpole)	363.00
CP.480	23-09-2026	EFT	1846	AU14-1098368	Eurofins ARL Pty Ltd	Chemical Water testing - SDWA2 Analysis	407.00
CP.480	23-09-2026	EFT	1846	AU14-1098367	Eurofins ARL Pty Ltd	Water analysis for Matt Linz Bendotti Road	313.50
CP.480	23-09-2026	EFT	1852	00022017	Everlon Bronze	Production of Plinth Plaque	375.65
CP.480	23-09-2026	EFT	4475	INV-5160	Hocking Planning and Architecture Pty Ltd	Documentation Project at Manjimup Infant Health Centre P11375	8,580.00
CP.480	23-09-2026	EFT	4475	INV-5159	Hocking Planning and Architecture Pty Ltd	50% for pemberton Timber Mill Workers CMP	12,760.00
CP.480	23-09-2026	EFT	2481	83785424.01	Independence Australia	consumables -SAH-SBr	65.73
CP.480	23-09-2026	EFT	2481	83720550.01	Independence Australia	Continence Aids-SAH-LRo	112.20
CP.480	23-09-2026	EFT	2481	83691275.01	Independence Australia	Continence aids-SAH-ECo	111.75
CP.480	23-09-2026	EFT	2481	83719951.01	Independence Australia	continence aids-SAH- KDe	320.00
CP.480	23-09-2026	EFT	2481	83797674.01	Independence Australia	Continence aids-SAH-RPa	471.88
CP.480	23-09-2026	EFT	2481	83796949.01	Independence Australia	dressings-SAH-SBr	58.56
CP.480	23-09-2026	EFT	2481	83800136.01	Independence Australia	consumables-SAH-AFe	119.23
CP.480	23-09-2026	EFT	2481	83796949.02	Independence Australia	dressings-SAH-SBr	10.96
CP.480	23-09-2026	EFT	1999	# 4994	Information Proficiency and Sigma Data Solutions	Annual Maintenance HPE/CM Software Renewal - 1/11/2026 to 31/10/2027	25,496.61
CP.480	23-09-2026	EFT	2226	926961	ITR Western Australia	10 x 5D9554B grader cutting edges - GR05 & GR6	1,668.10
CP.480	23-09-2026	EFT	413	INV-14421	J & I Milentis & Sons	extra required per service schedule - WA23595 BS06	1,278.86
CP.480	23-09-2026	EFT	580	INV-3240	JC Plumbing & Gas WA	Giblet st toilet Repair cistern	287.54

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CP.480	23-09-2026	EFT	4613	0226	Joanne Burges	Shire of Manjimup Audit, Risk and Improvement Committee (ARIC) - Fulfil the duties of Presiding Member 17-8-26	683.00
CP.480	23-09-2026	EFT	100	INV-45744	Johnson's Food Services	1 x box of papper towels 2 x 5 liters of phoskleen 1 x 5 of hand cleaner - Windy harbour	277.79
CP.480	23-09-2026	EFT	100	INV-46130	Johnson's Food Services	AquaCentre - Cleaning products, toilet paper, paper towels	333.50
CP.480	23-09-2026	EFT	100	INV-46137	Johnson's Food Services	AquaCentre - Cafe stock order , milk drinks, oil, cups, chips, wedges	236.07
CP.480	23-09-2026	EFT	100	INV-46305	Johnson's Food Services	Aqua Centre - Cafe Stock	702.05
CP.480	23-09-2026	EFT	100	INV-46349	Johnson's Food Services	AquaCentre- Cafe Stock	321.64
CP.480	23-09-2026	EFT	4036	CI_1937258	Kaseya Australia Pty Ltd	Datto Renewal Sept 2026	35,929.37
CP.480	23-09-2026	EFT	4415	INV-1217	KESHA Investments Pty Ltd	Installation of ramp trim at Manjimup Art Gallery entrance	250.00
CP.480	23-09-2026	EFT	309	78676598 - 10000964	Landgate - Valuations	GRV Interim Valuations - Schedule No. G2026/15, G2026/16 Dated 01/08/2026 TO 28/08/2026	159.24
CP.480	23-09-2026	EFT	3202	134327	Larrikin House Pty Ltd	Purchase of New JGN for Shire of Manjimup Libraries	342.00
CP.480	23-09-2026	EFT	3087	8741059	Lite n' Easy	Meals-SAH-MHo	90.47
CP.480	23-09-2026	EFT	3087	8753253	Lite n' Easy	meals-SAH-JDa	114.62
CP.480	23-09-2026	EFT	3087	8751995	Lite n' Easy	Meals-SAH-MHo	90.47
CP.480	23-09-2026	EFT	3087	8731272	Lite n' Easy	Meals-SAH-DWD	144.72
CP.480	23-09-2026	EFT	3087	8747431	Lite n' Easy	meals -SAH-GWe	142.20
CP.480	23-09-2026	EFT	3087	8742372	Lite n' Easy	Meals-SAH-DWD	144.72
CP.480	23-09-2026	EFT	3087	8763490	Lite n' Easy	meals-SAH-JDa	114.62
CP.480	23-09-2026	EFT	3087	8762948	Lite n' Easy	Meals-SAH-LRo	231.17
CP.480	23-09-2026	EFT	3087	8763445	Lite n' Easy	Meals-SAH-MHo	90.47
CP.480	23-09-2026	EFT	3087	8763829	Lite n' Easy	Meals-SAH-PJo	168.13
CP.480	23-09-2026	EFT	3087	8757364	Lite n' Easy	meals-SAH-GWe	142.20

Electronic Funds Transfer Payments							
Payment Number	Date	Cheque Number	Creditor Number	Invoice No	Creditor Name	Invoice Description	Inclusive Amount
CP.480	23-09-2026	EFT	3950	INV-3048	Little Taddies Child Care Centre	2026/2027 Community Grant - Insulation Upgrade	5,500.00
CP.480	23-09-2026	EFT	2953	R-00861540	Live Life Alarms	personal alarm-sah-LMa	90.00
CP.480	23-09-2026	EFT	2953	R-00861724	Live Life Alarms	personal alarm-SAH-AFe	90.00
CP.480	23-09-2026	EFT	1064	SINV11550	Malatesta Road Paving & Hot Mix	supply & deliver 8000lt catemul	18,260.00
CP.480	23-09-2026	EFT	4422	1036700	Manjimup Centa No.2 Trust	Power Banks for the Chief Bush Fire Control Officers, CESM and ESO	377.90
CP.480	23-09-2026	EFT	24	156840	Manjimup Freight Distributors & BMI Logistics	freight ex Bunbury Bearings - 16 September 2026	23.76
CP.480	23-09-2026	EFT	24	156771	Manjimup Freight Distributors & BMI Logistics	freight ex AFGRI - 15 September 2026	23.76
CP.480	23-09-2026	EFT	24	156863	Manjimup Freight Distributors & BMI Logistics	Transfer of Library items between Manjimup and Bridgetown Libraries - 15/09/2026	70.00
CP.480	23-09-2026	EFT	24	156925	Manjimup Freight Distributors & BMI Logistics	Freight to Northcliffe Library	23.76
CP.480	23-09-2026	EFT	1729	10235755	Manjimup Mitre 10 & Retravision	PowerSheild Defender 650VA UPS	178.00
CP.480	23-09-2026	EFT	1729	10238195	Manjimup Mitre 10 & Retravision	8.5 kg gas bottles - MHP	70.00
CP.480	23-09-2026	EFT	1729	10239094	Manjimup Mitre 10 & Retravision	Powershield Defender, Anchor screws	211.40
CP.480	23-09-2026	EFT	1729	10239711	Manjimup Mitre 10 & Retravision	AquaCentre - PPE replacement, Maintenance equipement - putty, liquid nails, bug spray	302.55
CP.480	23-09-2026	EFT	1729	10240245	Manjimup Mitre 10 & Retravision	2 gas bottles , muck off graffiti remover	99.50
CP.480	23-09-2026	EFT	1729	10240571	Manjimup Mitre 10 & Retravision	AquaCentre Maintenance Equipment, PPE Equipment	535.55
CP.480	23-09-2026	EFT	1729	10241740	Manjimup Mitre 10 & Retravision	4 x Roller covers	23.80
CP.480	23-09-2026	EFT	348	153547	Mc Leods Lawyers Pty Ltd	Pine plantation Meerup - Legal Advice	603.90
CP.480	23-09-2026	EFT	2852	Payment Request 21/09/2026	Messers J & V & J Markotis	Lease Lot 24 Rose Street - 1 October – 31 December 2026	2,738.33
CP.480	23-09-2026	EFT	4161	INV-5928	Mobile Screening Pty Ltd	Audiometric Testing Employees	3,245.00
CP.480	23-09-2026	EFT	85	7.210926	Mr Alan Smedley	street sweeping Manjimup CBD - 6 & 13 September 2026	328.00

Electronic Funds Transfer Payments							
Payment Number	Date	Cheque Number	Creditor Number	Invoice No	Creditor Name	Invoice Description	Inclusive Amount
CP.480	23-09-2026	EFT	3961	Payment Request - 14/8/2026 - Internet July	Mr Benjamin Rose	13 Sept 2026 to 12 Oct 2026 - Reimbursement for Out of Office Communication Expenses	95.00
CP.480	23-09-2026	EFT	2906	Payment Request 14/9/2026	Mr Bradley Beard	Reimbursement Glasses	200.00
CP.480	23-09-2026	EFT	4395	00000207	Mr Bradley Thorpe	Testing and Tagging Pemberton Depot	289.50
CP.480	23-09-2026	EFT	4602	Payment Request 28/2026	Mr Colin Griffiths Jnr	Trainer Honorarium Payments - Bushfire Safety Awareness & Firefighting Skills	400.00
CP.480	23-09-2026	EFT	3806	Trainer Honorarium Payment - JK 28/8/2026	Mr Joshua Kanny	Trainer Honorarium Payment - Firefighting Skills & Bushfire Safety Awareness - 2026	400.00
CP.480	23-09-2026	EFT	4260	INV-0574	Mr Mark Giumelli	removal & replacement of footpath- Manjin Park	2,733.50
CP.480	23-09-2026	EFT	3890	Reimb140926	Mr Mark Sewell	reimbursement of accommodation (3 x nights) & evening meals - Waste & Resource Recovery Conference 8 to 10 September 2026 - Mark Sewell	814.85
CP.480	23-09-2026	EFT	3317	Payment Request 28/8/2026	Mr Robert Thorn	Trainer Honorarium payment - Volunteer trainers Firefighting Skills & Bushfire Safety Awareness Courses 2026	800.00
CP.480	23-09-2026	EFT	4615	Payment Request 14/9/2026	Mrs Lois Borrill	Reimbursement Onboading Costs	66.00
CP.480	23-09-2026	EFT	1982	INV-2384	Mrs Nicole Campbell	home Maintenance 07/09/26 - 10/09/26	1,610.00
CP.480	23-09-2026	EFT	1982	INV-2389	Mrs Nicole Campbell	Home maintenance 14/09/26 - 17/09/26	682.50
CP.480	23-09-2026	EFT	2141	169	Mrs Tamara Messer	UIC Rainbow Ride Pemberton Event Entertainment	435.00
CP.480	23-09-2026	EFT	3403	Payment Request 31/8/2026	Ms Julie Harty	Reimbursement Clicksend 30 August 2026	100.00
CP.480	23-09-2026	EFT	4609	Reimb170926	Ms Oona Ormsby	reimbursement for tools & materials purchased - refurbishing timber slab table and benches - Northcliffe Skate Park	89.55

Electronic Funds Transfer Payments							
Payment Number	Date	Cheque Number	Creditor Number	Invoice No	Creditor Name	Invoice Description	Inclusive Amount
CP.480	23-09-2026	EFT	1761	607146	Muirs Manjimup	replace rear brake pads, inc removal & refit of wheels & calipers, carry out final inspection & road test - 1010WA	748.00
CP.480	23-09-2026	EFT	80	00104198	Nev's Steel	1 x 3.5 meter steel post & 40 mm steel post & 2 hingers - Windy harbour	109.55
CP.480	23-09-2026	EFT	80	00104505	Nev's Steel	8m x 125mm X 125mm X 4mm	589.50
CP.480	23-09-2026	EFT	451	INV1320	Northcliffe Community Development Inc	Advertising Karri Pigeon	840.00
CP.480	23-09-2026	EFT	2770	September 2026	Northcliffe Newsagent & General Store	Diesel for Windy harbour - Sept 2026	372.53
CP.480	23-09-2026	EFT	2770	September 2026 A	Northcliffe Newsagent & General Store	Rapid set cement	19.00
CP.480	23-09-2026	EFT	177	INV-0339	Northcliffe Visitor Centre	2026/2027 Annual Fee for the Provision of Library Services - Wages and Amenities	22,257.40
CP.480	23-09-2026	EFT	341	INV-0009	Pemberton Arts Group Inc	206/2027 Community Grant - Financial Assistance	2,000.00
CP.480	23-09-2026	EFT	341	INV-0008	Pemberton Arts Group Inc	2026/2027 Community Grant - Art Award	1,000.00
CP.480	23-09-2026	EFT	341	INV-0006	Pemberton Arts Group Inc	2026/2027 Community Grant - Annual Exhibition	3,000.00
CP.480	23-09-2026	EFT	496	INV-4208	Pemberton Community Resource Centre Inc	2026/2027 Community Grant - Vic Conte Community Garden Financial Assistance	1,650.00
CP.480	23-09-2026	EFT	290	INV-6354	Pemberton Community Sports Club Inc	January - June 2026 - half yearly fee for service as per agreement	35,082.85
CP.480	23-09-2026	EFT	3043	18	Pemberton Cycling Association Inc	2026/2027 Community Grant - Trail Maintenance Support	5,000.00
CP.480	23-09-2026	EFT	2682	7	Pemberton District High School P & C Association	2026/2027 Community Grant - 2026 Pemberton Senior Citizen Christmas Luncheon	1,000.00
CP.480	23-09-2026	EFT	1058	69647	Perrella Industrial Supplies	3m x 150mm length of 12mm nylon	244.20
CP.480	23-09-2026	EFT	4457	INV-46700	QHSE Integrated Solutions Pty Ltd	Skytrust Core Monthly Subscription Oct 18 - Nov 18, 2026	493.90
CP.480	23-09-2026	EFT	97	AX-24087	Royal Lifesaving Society WA	AquaCentre - Lifeguard renewal T.Holling, T Jones	374.00
CP.480	23-09-2026	EFT	283	CFI000591700	Silver Chain Nursing Association	respite-SAH-TBa	250.27
CP.480	23-09-2026	EFT	2048	INV077288	Sitech (WA) Pty Ltd	IHQ Essentials subscription, M2M data plan 150mb per month - LD04 - to 20 September 2026	154.00

Electronic Funds Transfer Payments							
Payment Number	Date	Cheque Number	Creditor Number	Invoice No	Creditor Name	Invoice Description	Inclusive Amount
CP.480	23-09-2026	EFT	3819	2610	Southern Forests Glass and Gutter Services	gardening-SAH-SSt	550.00
CP.480	23-09-2026	EFT	3819	2613	Southern Forests Glass and Gutter Services	Gutter cleaning-SAH-TBa	240.00
CP.480	23-09-2026	EFT	1774	230799	Southern Forests Medical Centre	Pre-employment Medical - T.Johnston	165.00
CP.480	23-09-2026	EFT	4108	INV-12458	Southwest Physio at Home	Physiotherapy-SAH-DCa	265.00
CP.480	23-09-2026	EFT	4108	INV-12459	Southwest Physio at Home	Physiotherapy-SAH-DCa	265.00
CP.480	23-09-2026	EFT	4108	INV-12739	Southwest Physio at Home	physio-SAH-ASe	180.00
CP.480	23-09-2026	EFT	4108	INV-12460	Southwest Physio at Home	Physiotherapy-SAH-DCa	265.00
CP.480	23-09-2026	EFT	4108	INV-12853	Southwest Physio at Home	Physio-SAH-ASe	180.00
CP.480	23-09-2026	EFT	3964	August 2026	SRB MBS Holdings Pty Ltd ATF SRB MBS Unit Trust	Building material for the month of August	2,570.39
CP.480	23-09-2026	EFT	447	41261	STANS Manjimup Farm Machinery	MHP - Ride-on Mower Repair (Belt)	997.60
CP.480	23-09-2026	EFT	4356	533866	Stellalpina Investments Pty Ltd ATF the P & S Moltoni Family Trust	Meals-SAH-YBr	294.91
CP.480	23-09-2026	EFT	4356	536548	Stellalpina Investments Pty Ltd ATF the P & S Moltoni Family Trust	meals-SAH-DGi	92.29
CP.480	23-09-2026	EFT	4356	536549	Stellalpina Investments Pty Ltd ATF the P & S Moltoni Family Trust	Meals-SAH-FWe	93.61
CP.480	23-09-2026	EFT	4356	536547	Stellalpina Investments Pty Ltd ATF the P & S Moltoni Family Trust	meals-SAH-SBur	101.86
CP.480	23-09-2026	EFT	4356	539323	Stellalpina Investments Pty Ltd ATF the P & S Moltoni Family Trust	meals-SAH-DGi	92.29
CP.480	23-09-2026	EFT	4356	539324	Stellalpina Investments Pty Ltd ATF the P & S Moltoni Family Trust	Meals-SAH-FWe	89.65
CP.480	23-09-2026	EFT	12	SIN-4353551	Stewart & Heaton Clothing Co	BFB 2 Line Name badge Gold/Red x 8, Gold BFB Trousers & Cargo	379.61

Electronic Funds Transfer Payments							
Payment Number	Date	Cheque Number	Creditor Number	Invoice No	Creditor Name	Invoice Description	Inclusive Amount
CP.480	23-09-2026	EFT	12	SIN-4358974	Stewart & Heaton Clothing Co	PPC - Replacement Laces for Fire Boots & Zip Kit	153.59
CP.480	23-09-2026	EFT	145	313961450 - 2042674093	Synergy	Payment 5200340313 - Electricity Street Lighting x 10 28/07/2026 - 27/08/2026	228.32
CP.480	23-09-2026	EFT	145	797061230 - 2260025094	Synergy	Payment 7970612329 - Electricity Collier Street Sporting Complex 18/08/2026 - 14/09/2026	515.57
CP.480	23-09-2026	EFT	145	199540360 - 2472020794	Synergy	Payment 5096260419 Electricity Shire Offices & Town Hall 18/08/2026 - 14/09/2026	1,937.71
CP.480	23-09-2026	EFT	145	293352340 - 24369025463	Synergy	Payment 5180706510 Electricity Wellness Centre 18/08/2026 - 14/09/2026	761.37
CP.480	23-09-2026	EFT	145	199538950 - 2472020793	Synergy	Payment 5096257414 Electricity MRAC 18/08/2026 - 14/09/2026	25,864.37
CP.480	23-09-2026	EFT	145	304438710 - 2152536199	Synergy	Payment 3044387124 - Electricity Southern Forests Food Council & Coronation Park 26/06/2026 - 24/08/2026	1,477.34
CP.480	23-09-2026	EFT	145	900041028 - 2448019563	Synergy	Payment 5403362619 Electricity Collier St 01/07/2026 - 31/08/2026	954.59
CP.480	23-09-2026	EFT	145	803621200 - 3100000029	Synergy	Payment 8036212019 Electricity Pemberton Community Sports Club 21/07/2026 - 17/08/2026	4,825.94
CP.480	23-09-2026	EFT	145	216780080 - 2456022242	Synergy	Payment 5198823011 Electricity PowerUp / Cafe / Museum 18/08/2026 - 14/09/26	3,819.46
CP.480	23-09-2026	EFT	59	0731 -S256166	Team Global Express Pty Ltd	Freight - Stewart and Heaton & Pathwest	118.09
CP.480	23-09-2026	EFT	59	0732-S256166	Team Global Express Pty Ltd	Freight - MPL Laboratory	23.76
CP.480	23-09-2026	EFT	4604	INV-10795	Teamswork Services Pty Ltd	2026/2027 Community Grant - 2026 Timor Leste Independence Proclamation Cup	1,100.00
CP.480	23-09-2026	EFT	1854	INV-00004545	Technical Services Group Pty Ltd	Public WiFi Router Refresh	5,142.50
CP.480	23-09-2026	EFT	2544	INV-0847	Technology for Ageing and Disability WA Inc	Falls Alarm-SAH-LRo	638.96
CP.480	23-09-2026	EFT	160	K 173 433 271-5	Telstra Corporation Limited	Usage Charges to August 2026	4,713.00
CP.480	23-09-2026	EFT	3069	00014826	The Country Women's Association of Western Australia (Inc)	2026/2027 Community Grant - New kitchen for Manjimup CWA	5,170.00
CP.480	23-09-2026	EFT	4608	P51512	The Trustee for Brookes Family Trading Trust	sandblast & powder coat - Coronation Park sign	1,301.30
CP.480	23-09-2026	EFT	4610	INV-0273	The Trustee for The BDG Trust	PDF and DWG drawings of the MCC	1,320.00

Electronic Funds Transfer Payments							
Payment Number	Date	Cheque Number	Creditor Number	Invoice No	Creditor Name	Invoice Description	Inclusive Amount
CP.480	23-09-2026	EFT	4283	26-00015006	The Trustee for the Love Family Trust	AquaCentre - Gas bottle Changerooms x 2	463.00
CP.480	23-09-2026	EFT	4283	26-00014902	The Trustee for the Love Family Trust	AquaCentre - Gas changeroom x1	236.00
CP.480	23-09-2026	EFT	4283	26-00015517	The Trustee for the Love Family Trust	Departure Gift - E. Podzuika	125.00
CP.480	23-09-2026	EFT	424	INV-1063	Tigers Football & Sporting Club Inc	2026/2027 ground maintenance grant	8,800.00
CP.480	23-09-2026	EFT	2538	39206	True Track Truck Aligning	wheel alignment - TK25	180.00
CP.480	23-09-2026	EFT	3522	INV1411791	Tunstall Australasia Pty Ltd	Falls Alarm-SAH-MHo	31.30
CP.480	23-09-2026	EFT	4607	Payment Request 31/8/2026	Ugyen Tshering	Onboarding Cost Reimbursement	211.00
CP.480	23-09-2026	EFT	76	SI-020356	WA Local Government Association	Cr Dean Phillips Training - Module 1 Understanding Local Government	286.00
CP.480	23-09-2026	EFT	448	125243	Walpole Hotel Motel	accommodation & all meals - in 16, out 17 September 2026 - Kevin Hawkins	250.00
CP.480	23-09-2026	EFT	2493	4053	Willo's Gutter Cleaning & Handyman Service	Chimney sweep- SAH-ASe	99.00
CP.480	23-09-2026	EFT	2110	1900167659	Wirtgen Australia Pty Ltd	mirror retainer, v belts, filter cartridge - RL17	1,407.43
CP.480	23-09-2026	EFT	91	8705	Wiseman Signs	Reflective stickers and wording for vehicle 1020 - Ranger Ute	2,134.00
CP.480	23-09-2026	EFT	91	8751	Wiseman Signs	supply & attach 3 x unistrut lengths to RV signage, brackets to suit	1,584.00
CP.480	23-09-2026	EFT	91	8752	Wiseman Signs	supply overlay decals - new Depot phone number 9771 7740	33.00
CP.480	23-09-2026	EFT	229	00006761	Wyadup Electrics	Walpole SES - Investigate issue with Electric Water Heater	132.00
CP.480	23-09-2026	EFT	229	00006781	Wyadup Electrics	test RCD safety switches in workshop switchboard - Walpole Depot	165.00
CP.481	30-09-2026	EFT	2839	INV-26988	Bell Fire Equipment Co Pty Ltd	New hose 36m X 19mm for Windy Harbour Caretaker slip on unit	479.60
CP.481	30-09-2026	EFT	3199	32123097.3	Booktopia Pty Ltd	Replacement Books for Shire Libraries	35.14
CP.481	30-09-2026	EFT	4484	INV-0421	Cape Therapy Services Pty Ltd	physio-SAH-SBu	190.00

Electronic Funds Transfer Payments							
Payment Number	Date	Cheque Number	Creditor Number	Invoice No	Creditor Name	Invoice Description	Inclusive Amount
CP.481	30-09-2026	EFT	4484	INV-0423	Cape Therapy Services Pty Ltd	Physiotherapy-SAH-BWa	190.00
CP.481	30-09-2026	EFT	4484	INV-0422	Cape Therapy Services Pty Ltd	physio-SAH-DWD	190.00
CP.481	30-09-2026	EFT	4414	Councillor Payments September 2026	Cr Andrew Burns	Councillor Payments September 2026	2,087.84
CP.481	30-09-2026	EFT	3358	Councillor Payments September 2026	Cr Dean Phillips	Councillor Payments September 2026	2,087.84
CP.481	30-09-2026	EFT	3360	Councillor Payments September 2026	Cr Donelle Buegge	Councillor Payments September 2026	6,812.76
CP.481	30-09-2026	EFT	4413	Councillor Payments September 2026	Cr Heidi Tempra	Councillor Payments September 2026	2,087.84
CP.481	30-09-2026	EFT	2246	Councillor Payments September 2026	Cr Jayde Darin	Councillor Payments September 2026	2,087.84
CP.481	30-09-2026	EFT	3361	Councillor Payments September 2026	Cr Jennifer Willcox	Councillor Payments September 2026	2,087.84
CP.481	30-09-2026	EFT	3361	Travel Claim - September 2026	Cr Jennifer Willcox	Travel Claim for September 2026	809.40
CP.481	30-09-2026	EFT	4412	Councillor Payments September 2026	Cr Juliet Bettink	Councillor Payments September 2026	2,087.84
CP.481	30-09-2026	EFT	3917	Councillor Payments September 2026	Cr Steve Miolin	Councillor Payments September 2026	3,154.34
CP.481	30-09-2026	EFT	3357	Councillor Payments September 2026	Cr Wade De Campo	Councillor Payments September 2026	2,087.84
CP.481	30-09-2026	EFT	17	INV-0789	D & J Communications	check & repair faulty UHF radio - replaced aerial - 1003WA	431.75
CP.481	30-09-2026	EFT	822	SIN000401375	Data #3 Limited	Yealink MeetingBar conference setup as per quote: S000599165	4,065.64

Electronic Funds Transfer Payments							
Payment Number	Date	Cheque Number	Creditor Number	Invoice No	Creditor Name	Invoice Description	Inclusive Amount
CP.481	30-09-2026	EFT	822	SIN000401665	Data #3 Limited	Rangers A10 MeetingBar - Extended Warranty - as per quote: S000601048	386.36
CP.481	30-09-2026	EFT	3015	ORD-55241-P6G1F7	Diabetes Qualified Pty Ltd	Practical Diabetes Training - Pema Dema	40.00
CP.481	30-09-2026	EFT	4157	4707512	Elite Pool Covers Holdings Pty Ltd	AquaCentre - Blanket buddy batteries	897.60
CP.481	30-09-2026	EFT	3352	INV-2805	Emerg Solutions Pty Ltd	Bart licence and direct SMS numbers Northcliffe and Ringbarkers BFB	2,430.00
CP.481	30-09-2026	EFT	4573	IN805982	Emprise Pty Ltd	equipment -SAH-GTa- chair	4,278.50
CP.481	30-09-2026	EFT	4573	IN806186	Emprise Pty Ltd	cushion cover-SAH-SEd	166.00
CP.481	30-09-2026	EFT	470	126387	Environmental Health Australia (WA) Inc	Environmental health corporate memberships 2026/2027	1,350.00
CP.481	30-09-2026	EFT	2847	2	Ficifolia Community Garden Inc	2026/2027 Community Grant - Financial Assistance	4,000.00
CP.481	30-09-2026	EFT	291	INV-39348	Fonty's Hire Service	AquaCentre - skip bin	400.00
CP.481	30-09-2026	EFT	413	INV-14472	J & I Milentis & Sons	Quinninup Town 3.4 Service B and Check (1EFG881)	2,699.18
CP.481	30-09-2026	EFT	100	INV-46595	Johnson's Food Services	AquaCentre - cafe stock	722.55
CP.481	30-09-2026	EFT	4415	INV-1028	KESHA Investments Pty Ltd	Superguard Entrance Matting x 2	1,237.00
CP.481	30-09-2026	EFT	2953	R-00866080	Live Life Alarms	Falls Alarm-SAH-DTr	90.00
CP.481	30-09-2026	EFT	24	157095	Manjimup Freight Distributors & BMI Logistics	Transfer of library items between Manjimup and Bridgetown libraries - 22/09/2026	70.00
CP.481	30-09-2026	EFT	1729	10242376	Manjimup Mitre 10 & Retravision	MHCC - Extendable Cobweb broom	22.50
CP.481	30-09-2026	EFT	201	JC14072722	Manjimup Toyota & Mitsubishi	105 000km service - 1034WA	568.45
CP.481	30-09-2026	EFT	201	JC14072751	Manjimup Toyota & Mitsubishi	60 000km service (61 000) - 1006WA	390.00
CP.481	30-09-2026	EFT	537	E18045	Manjimup Tyre Mart & Auto Electrical Service	supply & fit LED H15 globes - 1037WA	270.00
CP.481	30-09-2026	EFT	537	M21381	Manjimup Tyre Mart & Auto Electrical Service	wheel alignment - 1009WA	100.00
CP.481	30-09-2026	EFT	4603	#0399	Mazami Pty Ltd	Natalie Woodman Gut Health and Nutrition Talk at Manjimup Library	385.00
CP.481	30-09-2026	EFT	4420	0003257	MB Traffic Planning & Management Pty Ltd	development of a 2026/2027 construction season traffic management plan - site inspection (all sites) & TMP	3,712.50

Electronic Funds Transfer Payments							
Payment Number	Date	Cheque Number	Creditor Number	Invoice No	Creditor Name	Invoice Description	Inclusive Amount
CP.481	30-09-2026	EFT	4444	Payment Request 18/9/2026	Miss Renee Kestel	Reimbursement - Police Clearance	66.00
CP.481	30-09-2026	EFT	3961	Payment Request 21/9/2026	Mr Benjamin Rose	Parking & Meals - WALGA Convention & AGM	140.53
CP.481	30-09-2026	EFT	3961	Payment Request 14/9/2026	Mr Benjamin Rose	Meals - New Councillor Induction - Shire Facilities Tour	77.22
CP.481	30-09-2026	EFT	3052	Payment Request 10/9/2026	Mr Christopher Yovkoff	Reimbursement Starlink + Dell tablet charger for Ranger Vehicle	45.99
CP.481	30-09-2026	EFT	3804	Payment Request 23/9/2026	Mr Douglas Benson	Reimbursement lunch GROW outing & Lunch SAH transport	40.00
CP.481	30-09-2026	EFT	3744	12- 26/27	Mr Grayson Hindmarsh	Environmental Health Officer contracting and consulting 14/9/2026 to 20/9/2026	3,036.00
CP.481	30-09-2026	EFT	3744	11- 26/27	Mr Grayson Hindmarsh	Environmental Health Officer contracting and consulting 7/9/2026 to 13/9/2026	1,452.00
CP.481	30-09-2026	EFT	3498	Payment Request 23/9/26	Mr Neville Young	Reimbursement lunch GROW outing	16.00
CP.481	30-09-2026	EFT	4510	Payment Request 23/9/2026	Mr Riley Gill	Reimbursement - Lifeguard Licence renewal	187.00
CP.481	30-09-2026	EFT	3138	16	Mr Riley Sheahan	pressure wash 42 x 140lt or 120lt bins - 11 August to 22 September 2026	882.00
CP.481	30-09-2026	EFT	2470	Payment Request 21/9/2026	Mr Stephen Burch	Reimbursement Meals for 2 people - Ranger conference	117.00
CP.481	30-09-2026	EFT	3436	Payment Request 15/9/2026	Mrs Caroline Sims	Reimbursement work shoes	119.99
CP.481	30-09-2026	EFT	2394	Payment Request 22/9/2026	Mrs Kym Brown	Reimbursement - Les Mills Bodypump Release Kit	66.68
CP.481	30-09-2026	EFT	4606	#046	Ms Debbie Muddle	AquaCentre 20th Birthday - Supply of Cake	160.00

Electronic Funds Transfer Payments							
Payment Number	Date	Cheque Number	Creditor Number	Invoice No	Creditor Name	Invoice Description	Inclusive Amount
CP.481	30-09-2026	EFT	3376	Payment Request 23/9/2026	Ms Erin Henderson	Reimbursement lunch GROW outing	20.00
CP.481	30-09-2026	EFT	3347	Payment Request 23/9/2026	Ms Jennifer Ewins	Reimbursement NDIS worker screening check fee	145.00
CP.481	30-09-2026	EFT	3374	Payment Request 23/9/2026	Ms Lisa Peos	Reimbursement lunch SAH participant transport to Bunbury for appointment	16.50
CP.481	30-09-2026	EFT	4273	Payment Request 23/9/26	Ms Sarah-Jayne Wells	Reimbursement lunch GROW outing	20.00
CP.481	30-09-2026	EFT	1761	608211	Muirs Manjimup	45 000km service & brake flush - 1031WA	702.00
CP.481	30-09-2026	EFT	1761	608319	Muirs Manjimup	thermostat fault - supply & fit new thermostat - 1024WA	397.98
CP.481	30-09-2026	EFT	1761	608512	Muirs Manjimup	15 000km service - 1035WA	476.89
CP.481	30-09-2026	EFT	2770	Acc #1064 stmt Sept 2026	Northcliffe Newsagent & General Store	Fuel for Northcliffe BFB September 2026	235.70
CP.481	30-09-2026	EFT	2584	#013 A	Pemberton Heritage and History Group Inc	2026/2027 Community Grant - Financial Assistance	5,000.00
CP.481	30-09-2026	EFT	1364	12526	RSL Pemberton Sub Branch	Maintenance and Upkeep of Pemberton Cemetery - 2025/2026	1,200.00
CP.481	30-09-2026	EFT	4558	Payment Request 23/9/26	Shuk Tsang	Reimbursement lunch GROW outing	20.00
CP.481	30-09-2026	EFT	41	INV/26-27/1217	Sigma Telford Group	AquaCentre - Chlorine order	2,042.22
CP.481	30-09-2026	EFT	1774	229098	Southern Forests Medical Centre	Pre Employment Medical - L. Bell	165.00
CP.481	30-09-2026	EFT	1774	229026	Southern Forests Medical Centre	Pre Employment Medical - L. Borrill	165.00
CP.481	30-09-2026	EFT	145	199540840 - 2652020880	Synergy	Payment 5096268117 - Electricity Manjimup Depot 19/08/2026 - 15/09/2026	1,466.87
CP.481	30-09-2026	EFT	369	ARINV08269	The Churches' Commission on Education (Inc)	2026/2027 Community Youth Grant - Contribution towards Chaplaincy Services	7,700.00
CP.481	30-09-2026	EFT	4138	INV-0170	The Manjimup Trail Bike Hub Inc.	Trail Bike Hub Centre fit out and equipment	4,657.21
CP.481	30-09-2026	EFT	3900	10013005	Tools N Trade	1 x TM9122-02025 2T 25mm lifting vertical clamp	185.00
CP.481	30-09-2026	EFT	264	INV-7034	W & A Hetherington	repair roller frame - RL12	220.00

Electronic Funds Transfer Payments							
Payment Number	Date	Cheque Number	Creditor Number	Invoice No	Creditor Name	Invoice Description	Inclusive Amount
CP.481	30-09-2026	EFT	264	INV-7029	W & A Hetherington	fabricate brackets to support roof - MW19	699.60
CP.481	30-09-2026	EFT	31	I753502	Warren Electrical Service	Communication conduit + sweepping bends for civil works - Railway Office accommodation project - as per quote: Q116869	492.60
CP.481	30-09-2026	EFT	3057	INV-002	Warren Horsemen's Club Inc	2026/2027 Community Grant - Equipment and Storage Shed	5,000.00
CP.481	30-09-2026	EFT	4023	2278	Water Purified Pty Ltd	service chlorine pump - Windy Harbour	2,103.93
CP.481	30-09-2026	EFT	4612	WS-29906	Welstand Services Pty Ltd	CB11716 Generic TMP Revision	1,925.00
CP.481	30-09-2026	EFT	91	8753	Wiseman Signs	supply & install OVERSIZE one way vision stickers, 1 x decal - GR03, GR05 & GR6	748.00
						EFT Total	**1,666,980.64**

Other Payments (including Direct Debits)							
Payment Number	Date	Cheque Number	Creditor Number	Invoice No	Creditor Name	Invoice Description	Inclusive Amount
CPT.1425	01-09-2026	N/A	3617	AUS-259872 / Contract 009-0156062-006 Pymt 14 of 48	Dell Financial Services Pty Ltd	Dell Endpoints - Wave One - 01/08/26 to 31/08/26	1,983.89
CPT.1427	01-09-2026	N/A	3617	AUS- 259871 / Contract 009-0156062-005 Pymt 14 of 24	Dell Financial Services Pty Ltd	Dell Endpoint for Contractor - Project Officer - 01/08/26 to 31/08/26	111.05
CPT.1428	01-09-2026	N/A	3617	AUS 259870 - Sept 26 / Contract 009-0156062-003 - Pmt 22 of 60	Dell Financial Services Pty Ltd	Internet Security - Palo Alto Prisma Access - supplied by Data#3 - Finance Contract 009-0156062-003	2,877.69
CPT.1429	07-09-2026	N/A	69	227, 228 & 229 due 07/09/2026	Western Australian Treasury Corporation	Loan repayments 229, 228 & 227 - due 07/09/2026	40,183.82
CPT.1430	07-09-2026	N/A	2955	INV-11308	Aviary Corp Pty Ltd	Nightingale Subscription August 2026	791.78
CPT.1431	01-09-2026	N/A	2532	LMB1312397	Garnama Pty Ltd	Contract Fee - Body Pump - 01 Sept 2026 - 30 Sept 2026	478.33

Other Payments (including Direct Debits)							
Payment Number	Date	Cheque Number	Creditor Number	Invoice No	Creditor Name	Invoice Description	Inclusive Amount
CPT.1432	01-09-2026	N/A	3245	100001925536	HPE Financial Services (Australia) Pty Ltd	Pymt 3 of 20 / Lease 5546295549AUS12 for 2x Laser Projectors 01/09/26 to 30/11/26	555.50
CPT.1433	01-09-2026	N/A	3245	100001925535	HPE Financial Services (Australia) Pty Ltd	Lease 5546295549AUS9 Pymt 7of 20 Nutanix Block 01/09/26 to 30/11/26	10,345.50
CPT.1434	01-09-2026	N/A	3245	100001925534	HPE Financial Services (Australia) Pty Ltd	Lease 5546295549AUS7 - Pymt 12 of 16 - 01/09/26 to 30/11/26 - Wave 3 Desktops/Laptops	2,172.50
CPT.1435	01-09-2026	N/A	3245	100001925533	HPE Financial Services (Australia) Pty Ltd	Lease 5546295549AUS6 Pymt 15 of 20 - 01/09/26 to 30/11/26 - Aruba Switches/Modules	3,432.00
CPT.1436	01-09-2026	N/A	3245	100001925532	HPE Financial Services (Australia) Pty Ltd	Lease 5546295549AUS3 Pymt 18 of 20 - 01/09/26 to 30/11/26 - Various IT items PO 10214	1,369.50
CPT.1437	07-09-2026	N/A	2845	August 2026 879591	Fleetcare Pty Ltd	Monthly Lease Rental, GPS Access Fee & OBD GPS Dongle - August 2026	9,814.78
CPT.1438	07-09-2026	N/A	2955	INV-11473	Aviary Corp Pty Ltd	Nightingale Subscription August 2026	1,227.26
CPT.1439	08-09-2026	N/A	3640	8611/61755/257 0148 Payment 23 of 60	Finrent Pty Ltd	Lease - 3 Fuji Film AC4570/1 AC6570 & 1 AC6580 Photocopiers September 2026	1,085.70
CPT.1440	15-09-2026	N/A	686	4205596	Pivotel Satellite Pty Ltd	Sept 2026 - SPOT Tracking Service - Mitigation Officer, Ranger1, Ranger2, Ranger3 - Charges to 1/9/26 to 30/9/2026	161.80
CPT.1441	15-09-2026	N/A	1015	AUSG01542912	SG Fleet Australia Pty Ltd	Lease rental payment - 28/09/26 to 27/10/26 - Acc No AUSH0032	1,268.71
CPT.1442	15-09-2026	N/A	3383	TA12341-086	Telair Pty Ltd	Internet Access - 1/9/2026 - 30/9/2026	3,471.32
CPT.1443	22-09-2026	N/A	69	223,224 - 23 Sept 2026	Western Australian Treasury Corporation	Loan repayments 223, 224 - due 23 Sept 2026	47,312.90
CPT.1455	02-09-2026	N/A	2610	Corporate Card Statement 31 August 2026	Westpac Banking Corporation	Corporate Card Statement 21 July to 20 August 2026	3,314.37
CPT.1465	15-09-2026	N/A	4476	MHCC - August 2026	Coles Supermarkets Australia Pty Ltd	August 2026 - Coles card - MHCC	521.08
CPT.1465	15-09-2026	N/A	4476	August 2026 - Coles card - R&ES	Coles Supermarkets Australia Pty Ltd	August 2026 - Coles card - R&ES	103.90
CPT.1465	15-09-2026	N/A	4476	Admin - August 2026	Coles Supermarkets Australia Pty Ltd	August 2026 - Coles card - ADMIN	355.35
						Other Total	**132,938.73**

Grand Total	**1,838,492.88**

Itemised transactions - Ampol Cards - 1 August 2026 – 31 August 2026 - as per Warrant Listing report September 2026

AMPOL FUEL CARDS - August 2026

Payment Number	Payment Date	Creditor	Invoice No	Invoice Description		Inclusive Amount
CI.53859	18/08/2026	Ampol Australia	1795486	Fuel purchases - 1000WA - August 2026	$	158.81
				Fuel purchases - 1004WA - August 2026	$	57.10
				Fuel purchases - 1002WA - August 2026	$	135.44
				Fuel purchases - 1010WA - August 2026	$	723.51
				Fuel purchases - 1013WA - August 2026	$	817.81
				Fuel purchases - 1008WA - August 2026	$	152.46
				Fuel purchases - 1033WA - August 2027	$	1,269.42
				Fuel purchases - 1030WA - August 2026	$	42.52
					$	**3,357.07**

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Itemised transactions - BP Fuel Cards - 1 August 2026 – 31 August 2026 - as per Warrant Listing report September 2026

BP FUEL CARDS - AUGUST 2026

Payment Number	Payment Date	Creditor	Invoice No	Invoice Description		Inclusive Amount
CI.54523	15/09/2026	City & Regional Fuel	Retail 08/2026 - Customer # 744009			
				Fuel purchases - 1025WA - August	$	438.24
				Fuel purchases - WA23595 - August	$	521.36
				Fuel purchases - WA24898 - August	$	138.01
				Fuel purchases - 1005WA - August	$	446.45
				Fuel purchases - 1012WA - August	$	365.96
				Fuel purchases - 1034WA - August	$	367.83
				Fuel purchases - 1029WA - August	$	582.21
				Fuel purchases - 1032WA - August	$	333.43
				Fuel purchases - 1035WA - August	$	710.21
				Fuel purchases - 1002WA - August	$	143.00
				Fuel purchases - 1008WA - August	$	145.34
				Fuel purchases - Stores Fuel Card - August	$	119.29
				Fuel purchases - 1028WA - August	$	229.71
				Fuel purchases - Property Care Team - August	$	127.87
				Fuel purchases - Parks 1 - August	$	57.96
				Fuel purchases - Heritage Park Equipment - August	$	72.12
				Fuel purchases - MHCC Lawnmower - August	$	214.47
				Fuel purchases - 1004WA - August	$	82.78
				Fuel purchases - 1000WA - August	$	142.97
				Fuel purchases - 1021WA - August	$	213.42
				Fuel purchases - 1006WA - August	$	1,035.40
				Fuel purchases - 1015WA - August	$	506.83
				Fuel purchases - 1027WA - August	$	134.06
				Fuel purchases - WA28118 - August	$	37.31
				Fuel purchases - 1030WA - August	$	325.57
				Fuel purchases - 1014WA - August	$	482.76
				Fuel purchases - WA28649 - August	$	212.39
				Fuel purchases - 1036WA - August	$	121.94
				Fuel purchases - 1023WA - August	$	201.02
				Fuel purchases - 1026WA - August	$	293.72
				Fuel purchases - 1033WA - August	$	79.73
				Fuel purchases - 1020WA - August	$	188.13
				Fuel purchases - NCF24 - August	$	133.96
				Fuel purchases - 1EQQ075 - August	$	205.16
				Fuel purchases - 82SES - August	$	130.46
				Fuel purchases - 81SES - August	$	314.75

Fuel purchases - 1013WA - August	$	179.39
	$	**10,035.21**

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Itemised transactions - Coles Cards - 1 August 2026 – 31 August 2026 - as per Warrant Listing report September 2026

COLES SUPERMARKETS AUSTRALIA - COLES CARD - AUGUST 2026

Payment Number	Payment Date	Card	Invoice Description		Inclusive Amount
CI.54900	15/09/2026	**MHCC**	consumable items - MHCC	$	51.17
			consumable items - MHCC	$	14.00
			consumable items - MHCC	$	36.98
			consumable items - MHCC	$	20.55
			consumable items - MHCC	$	115.33
			consumable items - MHCC	$	30.10
			consumable items - MHCC	$	42.93
			consumable items - MHCC	$	165.91
			consumable items - MHCC	$	42.91
			consumable items - MHCC	$	1.20
				$	**521.08**
CI.54902	15/09/2026	**ADMIN**	consumable items - Admin	$	51.00
			consumable items - Admin	$	45.85
			consumable items - Admin	$	10.00
			consumable items - Admin	$	10.00
			consumable items - Admin	$	12.00
			consumable items - Admin	$	5.00
			consumable items - Admin	$	17.60
			consumable items - Admin	$	86.40
			consumable items - Admin	$	97.50
			consumable items - Admin	$	10.00
			consumable items - Admin	$	10.00
				$	**355.35**
CI.54901	15/09/2026	**R & ES**	consumable items - R & ES	$	7.70
			consumable items - R & ES	$	42.52
			consumable items - R & ES	$	53.68
				$	**103.90**
CI.	15/09/2026	**MRAC**	consumable items - MRAC	$	-
				$	**-**
			Total Card Purchases	**$**	**980.33**

Itemised transactions from Corporate Credit Cards - 21 July 2026 to 20 August 2026 (Direct Debit from from Municipal Account September 2026)

CORPORATE CREDIT CARD - AUGUST 2026

Payment Number	Payment Date	Card	Invoice Description		Inclusive Amount
CI.55150	2/09/2026	**CEO**	Annual HR Membership 2026/2027	$	470.00
			Vibe Hotel Subiaco - Accommodation to attend CEO Connection Forum	$	277.97
			Vibe Hotel Subiaco - Car Parking to attend CEO Connection Forum	$	25.30
			Card Fee	$	18.25
				$	**791.52**
CI.55150	2/09/2026	**DB**	Starlink Australia - 02/08/2026 to 02/09/2026 - IT Department	$	15.00
			Starlink Australia - 02/08/26 to 02/9/26 - Fire Prevention	$	85.00
			Starlink Australia - 02/08/26 to 2/09/26 - Windy harbour	$	150.00
			Adobe Systems - 12 August to 11 September 2026	$	113.49
			Ventraip - Domain Renewal - southernforests.com.au	$	22.95
			Card Fee	$	18.25
				$	**404.69**
CI.55150	2/09/2026	**DWS**	Contatore Engineering - Repairs to Blade Lift Cylinder GR05	$	770.00
			Qantas Airlines - Flights to Parks & Leisure Conference	$	703.28
			Card Fee	$	18.25
				$	**1,491.53**
CI.55150	2/09/2026	**DCS**	Tickets Collection - Collections Policy - Virtual Half Day Workshop	$	11.53
			Deputy Digital Goods - Aqua Centre Subscription	$	165.00
			Bookings.Com - Accommodation - LIWA Conference	$	413.60
			Card Fee	$	18.25
				$	**608.38**
CI.55150	2/09/2026	**DDR**	Card Fee	$	18.25
				$	**18.25**
			Total paid to Westpac	**$**	**3,314.37**

PAYROLL PAYMENTS - SEPTEMBER 2026

Payment Date	Invoice Description		Inclusive Amount
8/09/2026	Payroll	$	461,612.42
22/09/2026	Payroll	$	471,041.30
		$	**932,653.72**

Draft

ATTACHMENT

9.3.2 Monthly Statement of Financial Activity - September 2026

PROPONENT	Shire of Manjimup
OWNER	Whole Shire
LOCATION / ADDRESS	Whole Shire
WARD	Whole Shire
ZONE	N/A
DIRECTORATE	Business
FILE REFERENCE	F160188
LEGISLATION	*Local Government Act 1995; Local Government (Financial Management Regulations) 1996*
AUTHOR	Greg Lockwood (Director Business)
DATE OF REPORT	6 November 2026
DECLARATION OF INTEREST	Nil

BACKGROUND

The Local Government (Financial Management) Regulations 1996 require monthly Statement of Financial Activity reports to be prepared and presented to Council, containing the following information:

- Annual budget estimates.
- Estimates to end of month.
- Actual expenditure.
- Actual income.
- Material variances.
- Net current assets.

The Statement of Financial Activity report for the period to 30 September 2026 is attached. The report is summarised by “Type” with operating comments identifying departments with a reportable variance.

ATTACHMENT: 9.3.2 (1)

PUBLIC CONSULTATION UNDERTAKEN

Nil.

COMMENT

The Statement of Financial Activity for the period ended 30 September 2026 shows that the Shire of Manjimup is largely tracking in line with its adopted budget. Apart from the bridge maintenance items discussed below, no material financial concerns have emerged so far this financial year.

With the first quarter of the 2026/27 financial year now complete, income and expenditure patterns are largely in step with what the budget anticipated. Most programs are operating within normal tolerances and will remain under watch through the monthly reporting process.

On 31 August 2026, Shire staff were notified by the Department of Local Government, Sport and Cultural Industries of the final 2026/27 Financial Assistance Grant (FAG) allocations. The amount allocated to the Shire of Manjimup is moderately higher than the original estimates used in the 2026/27 adopted budget.

The allocation, set against the budget, is as follows:

	2026/27 Allocation	2026/27 Adopted Budget (inc early Payment)	(Shortfall) / Excess
General Purpose Grant			
2026/2027 GP Grant Allocation	3,262,306	3,429,208	166,902
Road Grant			
2026/2027 Road Grant Allocation	1,900,746	2,002,207	101,461
Total Financial Assistance Grant	**5,163,052**	**5,431,415**	**268,363**

Bridge maintenance is the one area that needs specific comment at this stage of the year. Spending to 30 September 2026 totals $98,864 against a full-year budget of $196,548, meaning a large share of the annual provision has already been used early on.

The spending relates to a single request the Shire has received for emergency bridge maintenance works, with two further requests still to be actioned. Main Roads WA is expected to contribute two-thirds of the eligible repair costs, while the Shire will cover the remaining one-third as well as any ineligible or additional costs.

Given how much has been spent early and the chance of further emergency works, the bridge maintenance account will be closely monitored over the coming months. No budget amendment is proposed at this time, although the position may need to be revisited if more works are required.

With the first quarter of the financial year finished, it is worth reviewing the larger operating accounts, as these can significantly influence the end-of-year position if they are not monitored and adjusted when an issue arises. Those accounts are listed below:

	Revised Budget	Actuals 30/9/2026	% Expended
Road Maintenance - Expense	$3,284,267	$1,147,977	34.95%
Bridge Maintenance - Expense	$196,548	$98,864	50.30%
Parks Maintenance - Expense	$914,938	$256,457	28.03%
Building Maintenance - Expense	$226,044	$64,773	28.66%
Overhead Recoups - Income	($2,842,660)	($900,750)	31.69%
Plant Recoups - Income	($1,352,244)	($418,982)	30.98%
AquaCentre - Income	($370,000)	($75,109)	20.30%
Tipping Fees (all sites) - Income	($529,621)	($111,643)	21.08%
** Fuels & Oils - Expense	$350,000	$118,757	33.93%

Every other operating and capital account examined during the monthly financial reporting process is regarded as being within normal limits for the period ended 30 September 2026.

Overall, the Shire's financial position as at 30 September 2026 remains satisfactory. Bridge maintenance will stay under observation because of the high level of spending so early in the year, while all other areas are within expected budget parameters.

STATUTORY ENVIRONMENT

Section 6.8 of the Local Government Act 1995 and Financial Management Regulation 34.

POLICY / STRATEGIC IMPLICATIONS

Nil.

ORGANISATIONAL RISK MANAGEMENT

Nil.

FINANCIAL IMPLICATIONS

As described in above summary.

SUSTAINABILITY

Environmental: Nil.

Economic: Nil

Social: Nil

VOTING REQUIREMENTS: SIMPLE MAJORITY

OFFICER RECOMMENDATION

That Council receive the Monthly Statement of Financial Activity Report for September 2026, as per Attachment: 9.3.2 (1).

ATTACHMENTS

1⇩ Statement of Financial Activity - September 2026 28 Pages

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Shire of Manjimup

MONTHLY FINANCIAL ACTIVITY STATEMENT

(Period Ending 30 September 2026)

General Comment

The Statement of Financial Activity for the period ended 30 September 2026 shows that the Shire of Manjimup is largely tracking in line with its adopted budget. Apart from the bridge maintenance items discussed below, no material financial concerns have emerged so far this financial year.

With the first quarter of the 2026/27 financial year now complete, income and expenditure patterns are largely in step with what the budget anticipated. Most programs are operating within normal tolerances and will remain under watch through the monthly reporting process.

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Tipping Fees (all sites) - Income	($529,621)	($111,643)	21.08%
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Overall, the Shire's financial position as at 30 September 2026 remains satisfactory. Bridge maintenance will stay under observation because of the high level of spending so early in the year, while all other areas are within expected budget parameters.

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SHIRE OF MANJIMUP

MONTHLY FINANCIAL REPORT

(Containing the required statement of financial activity and statement of financial position)

For the period ended 30 September 2026

LOCAL GOVERNMENT ACT 1995
LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

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SHIRE OF MANJIMUP
STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2026

	Note	Adopted Budget Estimates (a)	YTD Budget Estimates (b)	YTD Actual (c)	Variance* $ (c) - (b)	Variance* % ((c) - (b))/(b)	Var.
		$	$	$	$	%	
OPERATING ACTIVITIES							
Revenue from operating activities							
General rates		13,329,386	13,284,386	**13,290,945**	6,559	0.05%	
Grants, subsidies and contributions		3,856,850	1,340,289	**1,261,127**	(79,162)	(5.91%)	▼
Fees and charges		6,547,060	3,216,362	**3,146,635**	(69,727)	(2.17%)	▼
Interest revenue		477,653	119,413	**179,482**	60,069	50.30%	▲
Other revenue		708,942	177,236	**51,253**	(125,983)	(71.08%)	▼
Profit on asset disposals		374,029	93,507	**0**	(93,507)	(100.00%)	▼
		25,293,920	**18,231,193**	**17,929,442**	**(301,751)**	(1.66%)	
Expenditure from operating activities							
Employee costs		(14,930,415)	(3,445,480)	**(3,327,662)**	117,818	3.42%	▲
Materials and contracts		(9,029,672)	(2,257,418)	**(2,399,247)**	(141,829)	(6.28%)	▼
Utility charges		(867,929)	(216,982)	**(211,748)**	5,234	2.41%	
Depreciation		(10,285,477)	(2,571,369)	**(2,613,331)**	(41,962)	(1.63%)	▼
Finance costs		(303,529)	(75,882)	**(36,480)**	39,402	51.93%	▲
Insurance		(975,029)	(487,515)	**(474,820)**	12,695	2.60%	
Other expenditure		(504,126)	(126,032)	**(342,555)**	(216,523)	(171.80%)	▼
Loss on asset disposals		(7,297)	(1,824)	**0**	1,824	100.00%	▲
		(36,903,474)	**(9,182,502)**	**(9,405,843)**	**(223,341)**	(2.43%)	
Amounts excluded from operating activities	2(c)	10,210,648	2,348,028	**2,620,558**	272,530	11.61%	▲
Amount attributable to operating activities		**(1,398,906)**	**11,396,719**	**11,144,157**	**(252,562)**	(2.22%)	
INVESTING ACTIVITIES							
Inflows from investing activities							
Proceeds from capital grants, subsidies and contributions		16,393,235	4,098,308	**406,754**	(3,691,554)	(90.08%)	▼
Proceeds from disposal of property, plant and equipment		635,000	0	**0**	0		
Proceeds from financial assets at amortised cost - self supporting loans		17,480	3,911	**3,911**	0	0.00%	
		17,045,715	**4,102,219**	**410,665**	**(3,691,554)**	(89.99%)	
Outflows from investing activities							
Right of use assets received - non cash		(115,000)	0	**0**	0		
Acquisition of property, plant and equipment		(3,496,635)	(874,159)	**(108,251)**	765,908	87.62%	▲
Acquisition of infrastructure		(20,162,835)	(5,040,709)	**(427,413)**	4,613,296	91.52%	▲
		(23,774,470)	**(5,914,868)**	**(535,664)**	**5,379,204**	90.94%	
Amounts excluded from investing activities	2(d)	115,000	0	**0**	0		
Amount attributable to investing activities		**(6,613,755)**	**(1,812,649)**	**(124,999)**	**1,687,650**	93.10%	
FINANCING ACTIVITIES							
Inflows from financing activities							
Proceeds from new borrowings		2,738,757	0	**0**	0		
Proceeds from new leases - non-cash		115,000	0	**0**	0		
Transfer from reserves		3,088,826	0	**195,212**	195,212		▲
		5,942,583	**0**	**195,212**	**195,212**		
Outflows from financing activities							
Repayment of borrowings		(475,766)	(85,091)	**(85,091)**	0	0.00%	
Payments for principal portion of lease liabilities		(152,000)	(42,424)	**(42,424)**	0	0.00%	
Transfer to reserves		(4,167,899)	0	**(370,500)**	(370,500)		▼
		(4,795,665)	**(127,515)**	**(498,015)**	**(370,500)**	(290.55%)	
Amounts excluded from financing activities	2(e)	(115,000)	0	**0**	0		
Amount attributable to financing activities		**1,031,918**	**(127,515)**	**(302,803)**	**(175,288)**	(137.46%)	
MOVEMENT IN SURPLUS OR DEFICIT							
Surplus or deficit at the start of the financial year	2(a)	6,980,743	6,980,743	**6,320,634**	(660,109)	(9.46%)	▼
Amount attributable to operating activities		(1,398,906)	11,396,719	**11,144,157**	(252,562)	(2.22%)	▼
Amount attributable to investing activities		(6,613,755)	(1,812,649)	**(124,999)**	1,687,650	93.10%	▲
Amount attributable to financing activities		1,031,918	(127,515)	**(302,803)**	(175,288)	(137.46%)	▼
Surplus or deficit after imposition of general rates		**0**	**16,437,298**	**17,036,989**	**599,691**	3.65%	▲

KEY INFORMATION

▲▼ Indicates a variance between Year to Date (YTD) Budget and YTD Actual data outside the adopted materiality threshold.
▲ Indicates a variance with a positive impact on the financial position.
▼ Indicates a variance with a negative impact on the financial position.
Refer to Note 3 for an explanation of the reasons for the variance.

This statement is to be read in conjunction with the accompanying notes.

SHIRE OF MANJIMUP
STATEMENT OF FINANCIAL POSITION
FOR THE PERIOD ENDED 30 SEPTEMBER 2026

	Actual 30 June 2026	Actual as at 30 September 2026
	$	$
CURRENT ASSETS		
Cash and cash equivalents	18,402,261	25,777,251
Trade and other receivables	1,536,230	7,192,914
Other financial assets	674,804	670,893
Inventories	170,076	161,956
Other assets	831,269	247,002
TOTAL CURRENT ASSETS	21,614,640	34,050,016
NON-CURRENT ASSETS		
Trade and other receivables	316,317	314,408
Other financial assets	528,671	528,671
Property, plant and equipment	64,770,818	64,098,168
Infrastructure	300,736,293	299,375,383
Right-of-use assets	432,848	388,741
TOTAL NON-CURRENT ASSETS	366,784,947	364,705,371
TOTAL ASSETS	388,399,587	398,755,387
CURRENT LIABILITIES		
Trade and other payables	1,908,962	1,832,637
Other liabilities	1,326,050	2,956,218
Lease liabilities	158,213	115,787
Borrowings	475,764	390,674
Employee related provisions	2,007,825	2,012,263
TOTAL CURRENT LIABILITIES	5,876,814	7,307,579
NON-CURRENT LIABILITIES		
Lease liabilities	280,291	280,291
Borrowings	6,924,977	6,924,977
Employee related provisions	228,170	222,852
Other provisions	1,272,775	1,272,775
TOTAL NON-CURRENT LIABILITIES	8,706,213	8,700,895
TOTAL LIABILITIES	14,583,027	16,008,474
NET ASSETS	**373,816,560**	**382,746,913**
EQUITY		
Retained surplus	(22,957,988)	(14,202,923)
Reserve accounts	10,553,420	10,728,708
Revaluation surplus	386,221,128	386,221,128
TOTAL EQUITY	**373,816,560**	**382,746,913**

This statement is to be read in conjunction with the accompanying notes.

SHIRE OF MANJIMUP
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2026

1 BASIS OF PREPARATION AND MATERIAL ACCOUNTING POLICIES

BASIS OF PREPARATION

This prescribed financial report has been prepared in accordance with the *Local Government Act 1995* and accompanying regulations.

Local Government Act 1995 requirements
Section 6.4(2) of the Local Government Act 1995 read with the *Local Government (Financial Management) Regulations 1996,* prescribe that the financial report be prepared in accordance with the *Local Government Act 1995* and, to the extent that they are not inconsistent with the Act, the Australian Accounting Standards. The Australian Accounting Standards (as they apply to local governments and not-for-profit entities) and Interpretations of the Australian Accounting Standards Board were applied with exception to the following:

The *Local Government (Financial Management) Regulations 1996* specify that vested land is a right-of-use asset to be measured at cost, and is considered a zero cost concessionary lease. All right-of-use assets under zero cost concessionary leases are measured at zero cost rather than at fair value, except for vested improvements on concessionary land leases such as roads, buildings or other infrastructure which continue to be reported at fair value, as opposed to the vested land which is measured at zero cost. The measurement of vested improvements at fair value is a departure from AASB 16 which would have required the Shire to measure any vested improvements at zero cost.

Local Government (Financial Management) Regulations 1996, regulation 34 prescribes contents of the financial report. Supplementary information does not form part of the financial report.

Accounting policies which have been adopted in the preparation of this financial report have been consistently applied unless stated otherwise. Except for cash flow and rate setting information, the financial report has been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

PREPARATION TIMING AND REVIEW

Date prepared: All known transactions up to 00 January 1900

The local government reporting entity
All funds through which the Shire controls resources to carry on its functions have been included in the financial statements forming part of this financial report.

All monies held in the Trust Fund are excluded from the financial statements.

Material accounting policies
Material accounting policies utilised in the preparation of these statements are as described within the 2026-27 Annual Budget. Please refer to the adopted budget document for details of these policies.

Critical accounting estimates and judgements
The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses.

The estimates and associated assumptions are based on historical experience and various other factors believed to be reasonable under the circumstances; the results of which form the basis of making the judgements about carrying values of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these estimates.

As with all estimates, the use of different assumptions could lead to material changes in the amounts reported in the financial report.

The following are estimates and assumptions that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year and further information on their nature and impact can be found in the relevant note:
- Fair value measurement of assets carried at reportable value including:
  - Property, plant and equipment
  - Infrastructure
- Impairment losses of non-financial assets
- Expected credit losses on financial assets
- Measurement of employee benefits
- Measurement of provisions
- Estimation uncertainties and judgements made in relation to lease accounting

SHIRE OF MANJIMUP
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2026

2 NET CURRENT ASSETS INFORMATION

(a) Net current assets used in the Statement of Financial Activity

	Note	Adopted Budget Opening 1 July 2026	Actual as at 30 June 2026	Actual as at 30 September 2026
Current assets		$	$	$
Cash and cash equivalents		18,037,201	18,402,261	25,777,251
Trade and other receivables		1,903,248	1,536,230	7,192,914
Other financial assets		17,480	674,804	670,893
Inventories		170,076	170,076	161,956
Other assets		894,395	831,269	247,002
		21,022,400	21,614,640	34,050,016
Less: current liabilities				
Trade and other payables		(1,504,102)	(1,908,962)	(1,832,637)
Other liabilities		(1,326,049)	(1,326,050)	(2,956,218)
Lease liabilities		(152,000)	(158,213)	(115,787)
Borrowings		(475,764)	(475,764)	(390,674)
Employee related provisions		(2,007,827)	(2,007,825)	(2,012,263)
		(5,465,742)	(5,876,814)	(7,307,579)
Net current assets		15,556,658	15,737,826	26,742,437
Less: Total adjustments to net current assets	2(b)	(8,493,901)	(9,417,192)	(9,716,085)
Closing funding surplus / (deficit)		**7,062,757**	**6,320,634**	**17,026,352**

(b) Current assets and liabilities excluded from budgeted deficiency

Adjustments to net current assets				
Less: Reserve accounts		(9,896,095)	(10,553,420)	(10,728,708)
Less: Current assets not expected to be received at end of year				
- Financial assets at amortised cost - self supporting loans			(17,480)	(13,569)
Add: Current liabilities not expected to be cleared at the end of the year				
- Current portion of lease liabilities		152,000	158,213	115,787
- Current portion of borrowings		475,764	475,764	390,674
Add: Current liabilities covered by funds held in reserve account				
- Current portion of employee benefit provisions		774,430	519,731	519,731
Total adjustments to net current assets	2(a)	**(8,493,901)**	**(9,417,192)**	**(9,716,085)**

(c) Amounts excluded from operating activities

	Adopted Budget Estimates 30 June 2027	YTD Budget Estimates 30 September 2026	YTD Actual 30 September 2026
	$	$	$
Less: Profit on asset disposals	(374,029)	(93,507)	0
Add: Loss on disposal of assets	7,297	1,824	0
Add: Depreciation	10,285,477	2,571,369	2,613,331
Movement in current liabilities associated funds held in reserve account:			
- Employee benefit provisions	226,105	(131,658)	
- Other provisions	10,000	0	
Non-cash movements in non-current assets and liabilities:			
- Pensioner deferred rates			1,909
- Employee provisions	55,798	0	5,318
Total amounts excluded from operating activities	**10,210,648**	**2,348,028**	**2,620,558**

(d) Amounts excluded from investing activities

Add: Right of use assets received - non-cash	115,000		
Total amounts excluded from investing activities	**115,000**	**0**	**0**

(e) Amounts excluded from financing activities

Non-cash proceeds from new leases	(115,000)		
Total non-cash amounts excluded from financing activities	**(115,000)**	**0**	**0**

CURRENT AND NON-CURRENT CLASSIFICATION
In the determination of whether an asset or liability is current or non-current, consideration is given to the time when each asset or liability is expected to be settled. Unless otherwise stated assets or liabilities are classified as current if expected to be settled within the next 12 months, being the local governments' operational cycle.

SHIRE OF MANJIMUP
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2026

3 EXPLANATION OF MATERIAL VARIANCES

The material variance thresholds are adopted annually by Council as an indicator of whether the actual expenditure or revenue varies from the year to date actual materially.
The material variance adopted by Council for the 2026-27 year is $20,000 or 10.00% whichever is the greater.

Description	Var. $	Var. %	
	$	%	
Revenue from operating activities			
Grants, subsidies and contributions In accordance with the Local Government Act 1995, expenditure must be authorised through an adopted budget or approved budget amendment. Grant-funded projects are generally subject to milestone-based funding arrangements, with grant income recognised or drawn down in line with project expenditure and the achievement of specified milestones. Consequently, delays or lower-than-anticipated expenditure result in a corresponding reduction in grant funding utilisation.	**(79,162)**	**(5.91%)** Timing	▼
Fees and charges The Manjimup Regional AquaCentre is approximately $18,000 below budget, reflecting the typically lower level of activity experienced during the first quarter of the financial year. Waste Tipping Fees are also approximately $21,000 below budget; however, this variance is consistent with the seasonal trends generally experienced within this service area. Both revenue streams are expected to improve as activity levels increase throughout the year.	**(69,727)**	**(2.17%)** Timing	▼
Interest revenue Interest revenue is currently exceeding budget expectations. This favourable variance is expected to increase further as rates and grant funding are received ahead of the associated expenditure, allowing the Shire to maximise interest earnings on available cash reserves.	**60,069**	**50.30%** Permanent	▲
Other revenue Other revenue is currently below budget expectations, primarily due to a lower volume of Private Works undertaken by the Infrastructure Directorate. The Directorate's priority remains the delivery of the 2026/27 Capital Works Program, with resources being directed towards the completion of planned infrastructure projects.	**(125,983)**	**(71.08%)** Timing	▼
Profit on asset disposals There have been no trades of light vehicle or plant to 30 September 2026.	**(93,507)**	**(100.00%)** Timing	▼
Expenditure from operating activities			
Employee costs Employee costs are currently below the year-to-date budget, primarily due to vacant positions within the Asset Management team. Additionally, salaries associated with the Manjimup Home and Community Care Program are approximately $50,722 below the year-to-date budget, contributing to the overall favourable variance in employee expenditure.	**117,818**	**3.42%**	▲
Materials and contracts Certain significant expenditure items are incurred predominantly during the first quarter rather than being spread evenly across the financial year. In particular, annual IT software subscriptions were paid in July and August, resulting in a temporary unfavourable budget variance. This variance is expected to moderate as expenditure progresses throughout the remainder of the financial year.	**(141,829)**	**(6.28%)** Timing	▼
Depreciation Depreciation for Right of Use Assets is affecting this position as it is applied. This is a non cash line item and will not affect the end of year position.	**(41,962)**	**(1.63%)**	▼

SHIRE OF MANJIMUP
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2026

3 EXPLANATION OF MATERIAL VARIANCES continued….

Finance costs The monthly budget allocation is based on one-twelfth of the annual budget. Actual expenditure may vary against the monthly allocation depending on the timing and value of loan repayments, which are not necessarily incurred evenly throughout the financial year.	**39,402**	**51.93%** Timing	▲
Other expenditure The Shire has had many early request for Community Grant funding for 2026/27.	**(216,523)**	**(171.80%)** Timing	▼
Loss on asset disposals There have been no trades of light vehicle or plant to 30 September 2026.	**1,824**	**100.00%** Timing	▲
Amounts excluded from operating activities This line item provides for the exclusion of non-cash operating transactions, including depreciation and profit or loss on asset disposals, as part of the cash flow reconciliation. As there have been no asset disposal transactions processed to date, no corresponding profit or loss adjustments have been recognised.	**272,530**	**11.61%** Timing	▲
Inflows from investing activities			
Proceeds from capital grants, subsidies and contributions Capital grant income is generally recognised or received in accordance with project milestones and expenditure progress. Due to the timing of the July budget adoption and the limited level of capital works expenditure undertaken to date, the relevant project milestones have not yet been achieved, resulting in delays to the claiming and receipt of capital grant funding.	**(3,691,554)**	**(90.08%)** Timing	▼
Outflows from investing activities			
Acquisition of property, plant and equipment In accordance with the Local Government Act 1995, expenditure must be authorised through an adopted budget or approved budget amendment. As the 2026/27 Budget was adopted on 29 July 2026, the commencement of budgeted activities and associated expenditure was delayed during July. This, combined with relatively limited operational activity during August and September, has contributed to the current underspend against the year-to-date budget.	**765,908**	**87.62%** Timing	▲
Acquisition of infrastructure The predominant component of the Infrastructure category relates to road construction and renewal programs, which are generally scheduled around favourable weather conditions. Accordingly, expenditure is typically weighted towards the warmer months when conditions are more suitable for roadworks. As the Shire moves into the summer period, infrastructure expenditure is expected to increase significantly as the 2026/27 Capital Works Program progresses.	**4,613,296**	**91.52%** Timing	▲
Inflows from financing activities			
Transfer from reserves Transfers from reserves are generally aligned with project progress and the achievement of relevant milestones, with the majority allocated towards funding capital expenditure. Given the relatively low level of capital works expenditure incurred to date, reserve funds have not yet been required to be drawn upon to support project delivery. As the Capital Works Program progresses, reserve transfers are expected to occur in line with project cash flow requirements and expenditure commitments.	**195,212**	 Timing	▲
Outflows from financing activities			
Transfer to reserves One component of the budgeted reserve transfers relates to the allocation of loan proceeds associated with the Rea Park/Collier Street Redevelopment. As the loan funds have not yet been drawn down, the corresponding transfer to the reserve has not occurred. The transfer will be undertaken upon receipt of the loan proceeds should the project proceed in 2026/27.	**(370,500)**	 Timing	▼
Surplus or deficit after imposition of general rates The current surplus is not expected to be sustained, with a further nine months of the financial year remaining and additional expenditure anticipated as operational activities and the Capital Works Program progress.	**599,691**	**3.65%** Timing	▲

SHIRE OF MANJIMUP

SUPPLEMENTARY INFORMATION

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BASIS OF PREPARATION - SUPPLEMENTARY INFORMATION

Supplementary information is presented for information purposes. The information does not comply with the disclosure requirements of the Australian Accounting Standards.

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SHIRE OF MANJIMUP
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 SEPTEMBER 2026

1 KEY INFORMATION

Funding Surplus or Deficit Components

Funding surplus / (deficit)

	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. $ (b)-(a)
Opening	$6.98 M	$6.98 M	$6.32 M	($0.66 M)
Closing	$0.00 M	$16.44 M	$17.04 M	$0.60 M

Refer to Statement of Financial Activity

Cash and cash equivalents

	$26.43 M	% of total
Unrestricted Cash	$15.71 M	59.4%
Restricted Cash	$10.73 M	40.6%

Refer to 3 - Cash and Financial Assets

Payables

	$1.83 M	% Outstanding
Trade Payables	$0.82 M	
0 to 30 Days		100.0%
Over 30 Days		0.0%
Over 90 Days		0.0%

Refer to 9 - Payables

Receivables

	$1.03 M	% Collected
Rates Receivable	$6.16 M	54.5%
Trade Receivable	$1.03 M	% Outstanding
Over 30 Days		56.6%
Over 90 Days		2.8%

Refer to 7 - Receivables

Key Operating Activities

Amount attributable to operating activities

Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. $ (b)-(a)
($1.40 M)	$11.40 M	$11.14 M	($0.25 M)

Refer to Statement of Financial Activity

Rates Revenue

YTD Actual	$13.29 M	% Variance
YTD Budget	$13.28 M	0.0%

Grants and Contributions

YTD Actual	$1.26 M	% Variance
YTD Budget	$1.34 M	(5.9%)

Refer to 13 - Grants and Contributions

Fees and Charges

YTD Actual	$3.15 M	% Variance
YTD Budget	$3.22 M	(2.2%)

Refer to Statement of Financial Activity

Key Investing Activities

Amount attributable to investing activities

Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. $ (b)-(a)
($6.61 M)	($1.81 M)	($0.12 M)	$1.69 M

Refer to Statement of Financial Activity

Proceeds on sale

YTD Actual	$0.00 M	%
Adopted Budget	$0.64 M	(100.0%)

Refer to 6 - Disposal of Assets

Asset Acquisition

YTD Actual	$0.43 M	% Spent
Adopted Budget	$20.16 M	(97.9%)

Refer to 5 - Capital Acquisitions

Capital Grants

YTD Actual	$0.41 M	% Received
Adopted Budget	$16.39 M	(97.5%)

Refer to 5 - Capital Acquisitions

Key Financing Activities

Amount attributable to financing activities

Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. $ (b)-(a)
$1.03 M	($0.13 M)	($0.30 M)	($0.18 M)

Refer to Statement of Financial Activity

Borrowings

Principal repayments	($0.09 M)
Interest expense	($0.03 M)
Principal due	$7.32 M

Refer to 10 - Borrowings

Reserves

Reserves balance	$10.73 M
Net Movement	$0.18 M

Refer to 4 - Cash Reserves

Lease Liability

Principal repayments	($0.04 M)
Interest expense	($0.00 M)
Principal due	$0.40 M

Refer to Note 11 - Lease Liabilites

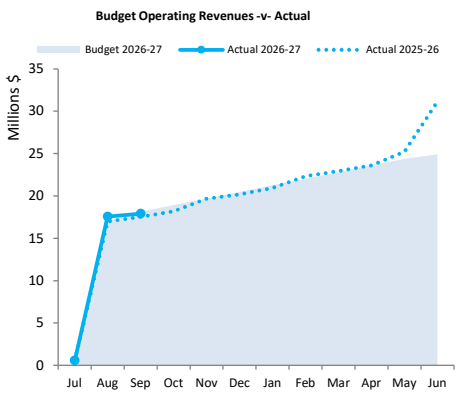
This information is to be read in conjunction with the accompanying Financial Statements and notes.

SHIRE OF MANJIMUP
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 SEPTEMBER 2026

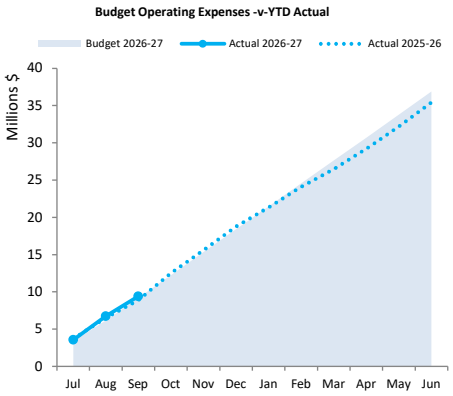
2 KEY INFORMATION - GRAPHICAL

OPERATING ACTIVITIES

OPERATING REVENUE

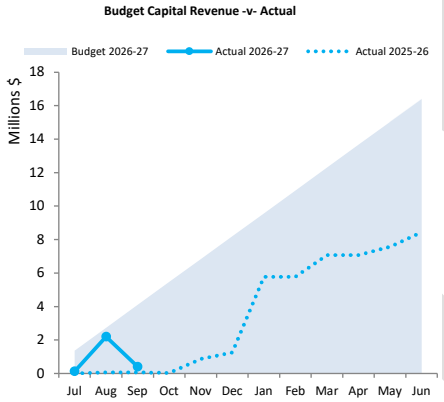


OPERATING EXPENSES

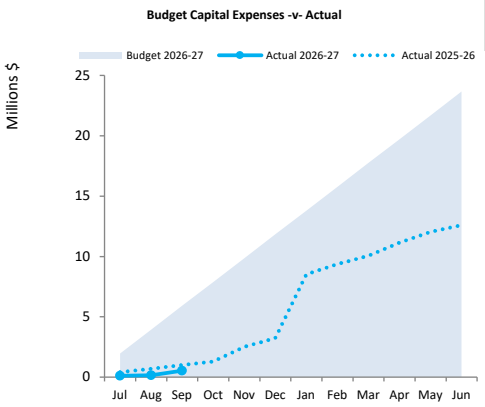


INVESTING ACTIVITIES

CAPITAL REVENUE

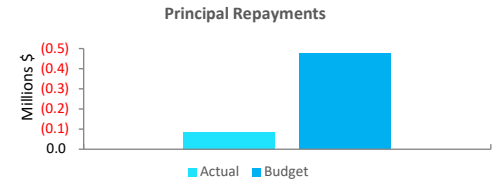


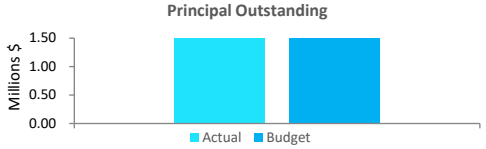
CAPITAL EXPENSES



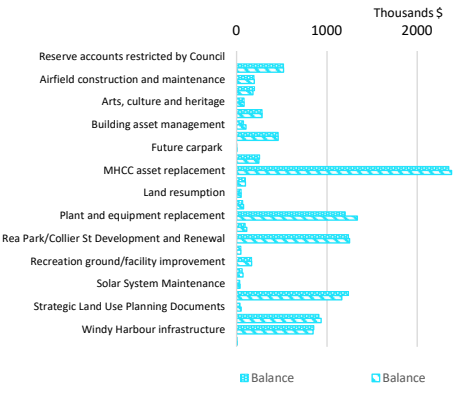
FINANCING ACTIVITIES

BORROWINGS





RESERVES



This information is to be read in conjunction with the accompanying Financial Statements and Notes.

SHIRE OF MANJIMUP
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 SEPTEMBER 2026

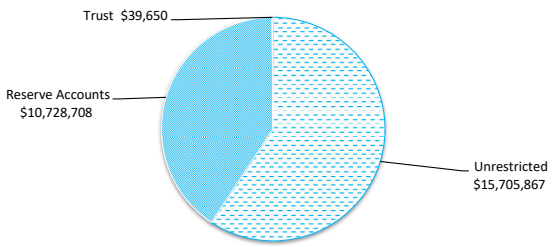
3 CASH AND FINANCIAL ASSETS AT AMORTISED COST

Description	Classification	Unrestricted	Reserve Accounts	Total	Trust	Institution	Interest Rate	Maturity Date
		$	$	$	$			
Petty cash	Cash and cash equivalents	2,650	0	2,650	0	On Hand	N/A	N/A
Municipal Fund Account	Cash and cash equivalents	14,921,619	0	14,921,619	0	WBC	Variable	N/A
Reserve Fund Account	Cash and cash equivalents	0	10,728,708	10,728,708	0	WBC	Variable	N/A
Unexpended Loan Account	Cash and cash equivalents	124,274	0	124,274	0	WBC	Variable	N/A
Trust Fund Account		0	0	0	39,650	WBC	Variable	N/A
Escrow Term Deposit	Financial assets at amortised cost	657,324	0	657,324	0	WBC	3.55%	8/11/2026
Total		**15,705,867**	**10,728,708**	**26,434,575**	**39,650**			
Comprising								
Cash and cash equivalents		15,048,543	10,728,708	25,777,251	39,650			
Financial assets at amortised cost - Term Deposits		657,324	0	657,324	0			
		15,705,867	**10,728,708**	**26,434,575**	**39,650**			

KEY INFORMATION
Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments with original maturities of three months or less that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value.
Bank overdrafts are reported as short term borrowings in current liabilities in the statement of net current assets.

The local government classifies financial assets at amortised cost if both of the following criteria are met:
- the asset is held within a business model whose objective is to collect the contractual cashflows, and
- the contractual terms give rise to cash flows that are solely payments of principal and interest.

Financial assets at amortised cost held with registered financial institutions are listed in this note other financial assets at amortised cost are provided in Note 8 - Other assets.



SHIRE OF MANJIMUP
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 SEPTEMBER 2026

4 RESERVE ACCOUNTS

	Budget				Actual			
Reserve account name	Opening Balance	Transfers In (+)	Transfers Out (-)	Closing Balance	Opening Balance	Transfers In (+)	Transfers Out (-)	Closing Balance
	$	$	$	$	$	$	$	$
Reserve accounts restricted by Council								
Leave reserve	519,731	0	0	519,731	519,731	0	0	519,731
Airfield construction and maintenance	193,109	20,000	0	213,109	193,109	5,000	0	198,109
AquaCentre renewal	200,347	100,000	(206,471)	93,876	200,347	37,500	(56,407)	181,440
Arts, culture and heritage	84,943	0	(22,875)	62,068	84,944	0	0	84,944
Bridge	283,584	0	(30,000)	253,584	283,584	0	0	283,584
Building asset management	78,885	107,680	0	186,565	78,885	25,000	0	103,885
Construction and resource research	461,536	0	(8,853)	452,683	461,536	0	0	461,536
Future carpark	5,190	0	0	5,190	5,190	0	0	5,190
MHCC annual and long service leave	254,699	18,269	0	272,968	254,699	0	(8,002)	246,697
MHCC asset replacement	2,348,296	124,602	0	2,472,898	2,348,296	30,000	0	2,378,296
Heritage trail	100,000	0	0	100,000	100,000	0	0	100,000
Land resumption	50,553	20,000	(20,000)	50,553	50,553	0	0	50,553
Medical Professionals Housing Building Renewal	68,578	10,000	(40,000)	38,578	68,578	10,000	0	78,578
Plant and equipment replacement	1,202,031	840,876	(1,687,500)	355,407	1,202,031	135,000	0	1,337,031
Playground major repair	96,544	70,000	(30,000)	136,544	96,544	18,000	0	114,544
Rea Park/Collier St Development and Renewal	1,240,284	2,453,757	(35,000)	3,659,041	1,240,284	10,000	0	1,250,284
Recreation floor	49,429	0	(20,000)	29,429	49,429	0	0	49,429
Recreation ground/facility improvement	165,685	20,000	(129,173)	56,512	165,685	0	0	165,685
Revaluation	63,242	25,000	0	88,242	63,242	10,000	0	73,242
Solar System Maintenance	35,236	5,000	0	40,236	35,236	5,000	0	40,236
Strategic asset and development	580,941	103,000	(508,010)	175,931	1,238,265	25,000	(98,303)	1,164,962
Strategic Land Use Planning Documents	40,000	40,000	0	80,000	40,000	10,000	0	50,000
Waste management and site development	911,520	100,600	0	1,012,120	911,520	25,000	0	936,520
Windy Harbour infrastructure	855,098	94,115	(350,944)	598,269	855,098	25,000	(32,500)	847,598
Workers compensation	6,634	15,000	0	21,634	6,634	0	0	6,634
	9,896,095	**4,167,899**	**(3,088,826)**	**10,975,168**	**10,553,420**	**370,500**	**(195,212)**	**10,728,708**

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SHIRE OF MANJIMUP
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 SEPTEMBER 2026

5 CAPITAL ACQUISITIONS

Capital acquisitions	Adopted Budget	YTD Budget	YTD Actual	YTD Variance
	$	$	$	$
Buildings - non-specialised	1,171,031	292,758	37,530	(255,228)
Furniture and equipment	76,295	19,074	57,221	38,147
Plant and equipment	2,249,309	562,327	13,500	(548,827)
Acquisition of property, plant and equipment	**3,496,635**	**874,159**	**108,251**	**(765,908)**
Infrastructure - roads	12,409,871	3,102,468	350,772	(2,751,696)
Other infrastructure - footpaths	579,073	144,768	20,797	(123,971)
Other infrastructure - drainage	344,018	86,005	0	(86,005)
Other infrastructure - bridges	1,931,580	482,895	0	(482,895)
Other infrastructure - carparks	66,481	16,620	886	(15,734)
Other infrastructure - cemeteries	57,868	14,467	26,072	11,605
Other infrastructure - parks and ovals	4,773,944	1,193,486	28,886	(1,164,600)
Acquisition of infrastructure	**20,162,835**	**5,040,709**	**427,413**	**(4,613,296)**
Total of PPE and Infrastructure.	**23,659,470**	**5,914,868**	**535,664**	**(5,379,204)**
Right of use asset - Plant and equipment	115,000	28,750	0	(28,750)
Acquisition of right of use assets	**115,000**	**28,750**	**0**	**(28,750)**
Total capital acquisitions	**23,774,470**	**5,943,618**	**535,664**	**(5,407,954)**
Capital Acquisitions Funded By:				
Capital grants and contributions	16,393,235	4,098,308	406,755	(3,691,553)
Lease liabilities	115,000	0	0	0
Borrowings	2,738,757	0	0	0
Other (disposals & C/Fwd)	635,000	0	0	0
Reserve accounts				
AquaCentre renewal	206,471	3,375	56,407	53,032
Arts, culture and heritage	22,875	0	0	0
Bridge	30,000	7,500	0	(7,500)
Construction and resource research	8,853	0	0	0
MHCC annual and long service leave	0	0	8,002	8,002
Land resumption	20,000	0	0	0
Medical Professionals Housing Building Renewal	40,000	10,000	0	(10,000)
Plant and equipment replacement	1,687,500	421,875	0	(421,875)
Playground major repair	30,000	7,500	0	(7,500)
Rea Park/Collier St Development and Renewal	35,000	0	0	0
Recreation floor	20,000	0	0	0
Recreation ground/facility improvement	129,173	0	0	0
Strategic asset and development	508,010	111,377	98,303	(13,074)
Windy Harbour infrastructure	350,944	41,103	32,500	(8,603)
Contribution - operations	803,652	1,242,580	(66,303)	(1,308,883)
Capital funding total	**23,774,470**	**5,943,618**	**535,664**	**(5,407,954)**

KEY INFORMATION

Initial recognition

An item of property, plant and equipment or infrastructure that qualifies for recognition as an asset is measured at its cost.

Upon initial recognition, cost is determined as the amount paid (or other consideration given) to acquire the assets, plus costs incidental to the acquisition. The cost of non-current assets constructed by the Shire includes the cost of all materials used in construction, direct labour on the project and an appropriate proportion of variable and fixed overheads. For assets acquired at zero cost or otherwise significantly less than fair value, cost is determined as fair value at the date of acquisition.

Assets for which the fair value as at the date of acquisition is under $5,000 are not recognised as an asset in accordance with *Local Government (Financial Management) Regulation 17A(5).* These assets are expensed immediately.

Where multiple individual low value assets are purchased together as part of a larger asset or collectively forming a larger asset exceeding the threshold, the individual assets are recognised as one asset and capitalised.

Individual assets that are land, buildings and infrastructure acquired between scheduled revaluation dates of the asset class in accordance with the Shire's revaluation policy, are recognised at cost and disclosed as being at reportable value.

Measurement after recognition

Plant and equipment including furniture and equipment and right-of-use assets (other than vested improvements) are measured using the cost model as required under *Local Government (Financial Management) Regulation 17A(2).* Assets held under the cost model are carried at cost less accumulated depreciation and any impairment losses being their reportable value.

Reportable Value

In accordance with *Local Government (Financial Management) Regulation 17A(2),* the carrying amount of non-financial assets that are land and buildings classified as property, plant and equipment, investment properties, infrastructure or vested improvements that the local government controls.

Reportable value is for the purpose of *Local Government (Financial Management) Regulation 17A(4)* is the fair value of the asset at its last valuation date minus (to the extent applicable) the accumulated depreciation and any accumulated impairment losses in respect of the non-financial asset subsequent to its last valuation date.

SHIRE OF MANJIMUP
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 SEPTEMBER 2026

5 CAPITAL ACQUISITIONS (CONTINUED) - DETAILED

Capital expenditure total
Level of completion indicators

0%
20%
40%
60%
80%
100%
Over 100%

Percentage Year to Date Actual to Annual Budget expenditure where the expenditure over budget highlighted in red.

		Account Description	Adopted Budget	YTD Budget	YTD Actual	Variance (Under)/Over
			$	$	$	$
	Land & Buildings					0
	1108	1957 Water Tanks and Water Security (Windy Harb) C/F	5,004	1,251	0	1,251
	1496	2728 Upgrade 5D Brockman St	16,325	4,081	250	3,831
	2573	3098 Changeroom Refurbishment	64,116	16,029	3,227	12,802
	2771	3144 Northcliffe Town Hall Renewal Works	57,000	14,250	0	14,250
	2904	Pemb Community Hub Balang Miya - Completion of Building Wor	170,959	42,740	15,047	27,693
	3058	26/3 3 x Hoeker Roof Pillow	78,900	19,725	0	19,725
	3059	26/7 Shelter - Whim Display, Shelter - Timber Trolley	71,182	17,796	0	17,796
	3061	26/12 Pemberton Toilet Ablutions Upgrade	85,000	21,250	0	21,250
	3062	26/14 Building Maintenance Office Upgrade	15,000	3,750	0	3,750
	3064	26/22 Connection of Generator Plug for Pound	3,000	750	0	750
	3065	26/34 Upgrade Depot Kitchen	30,000	7,500	1,340	6,160
	3100	Manjimup Art Gallery Upgrades	18,005	4,501	14,367	(9,866)
	3160	Railway Building Refurbishment	284,185	71,046	2,797	68,249
	27/1	Mjp CRC - Replace failed Cladding	25,000	6,250	0	6,250
	27/2	Mjp Indoor Sports Pavillion - Re Roof Entry area	5,000	1,250	0	1,250
	3177	JC Rose - Replace rafter under verandah	2,000	500	502	(2)
	27/4	WP Rec Centre - Structural Beams and Sheets	70,000	17,500	0	17,500
	27/5	WH Campground Ablutions - Refurbish (inc Campers Kitchen)	90,000	22,500	0	22,500
	27/6	Air Conditioner - Fitness Room	20,355	5,089	0	5,089
	27/7	MPH - Repaint external	40,000	10,000	0	10,000
	27/8	WP Town Hall - Stage 2 replace stumps	20,000	5,000	0	5,000
	Furniture					0
	3146	Replace Building Management and Control System	30,000	7,500	26,180	(18,680)
	27/9	Replacement Phone Systems (Headsets Etc)	16,900	4,225	0	4,225
	3184	Public Wi-Fi - Firewall Replacement (3yr Lease)	5,875	1,469	4,695	(3,226)
	27/11	Wave 3 End Point Replacement (4yr Lease)	20,070	5,018	0	5,018
	27/13	Fitness Strength and Cardio Equipment	3,450	863	0	863
	3188	CCTV Cameras - Manjimup/Walpole (WAPOL)	40,686	10,172	26,346	(16,175)
	Infrastructure					0
	2174	Misc - Field Lighting Project - Rea Park & Collier St	124,274	31,069	589	30,480
	2519	Misc - 3081 Pontoon - Quinninup	40,788	10,197	0	10,197
	2552	Misc - 3096 Depot decontamination	93,205	23,301	0	23,301
	2553	Misc - 3050 Expansion of Manjimup Lawn Cemetery	57,868	14,467	26,072	(11,605)
	2778	Misc - 3151 Drought Proofing Northcliffe Rec Ground	118,653	29,663	0	29,663
	2780	Misc - 3153 Replace Standpipe at Northcliffe Depot	6,000	1,500	59	1,441
	2805	Misc - 3178 Mainstreet Upgrade - Unallocated	100,000	25,000	0	25,000
	3102	Misc - Bin Replacement - Manjimup Town Centre	20,979	5,245	6,886	(1,641)
	3128	Misc - Stage 2a Rea Park/Collier Street Redevelopment	2,246,207	561,552	9,458	552,094
	3147	Misc - Stage 2b Rea Park/Collier Street Redevelopment	35,000	8,750	12,842	(4,092)
	3139	Misc - Establish Off Road Vehicle (ORV) Site	992,838	248,210	0	248,210
	3189	Misc - Bollards, Signage etc - Manjimup RV Overnight Stop	22,000	5,500	5,938	(438)
	27/15	Misc - Hydrant Booster and Attack Hydrant - Brockman Street	45,000	11,250	0	11,250
	27/16	Playgrounds - Replace Windy Harbour Playground	55,000	13,750	0	13,750
	27/18	Playgrounds - Replace/Upgrade Pemberton Playground	950,000	237,500	0	237,500
	27/19	Playgrounds - Replace missing Heritage Park items	30,000	7,500	0	7,500
	2779	Bridges - 3152 Paint Northern Timber Arch	56,580	14,145	0	14,145
	27/20	Bridges - Bridge No. 4670A Glauders Road	501,000	125,250	0	125,250
	27/21	Bridges - Bridge No. 0895 Middleton Road	957,000	239,250	0	239,250
	27/22	Bridges - Bridge No. 3912A Muirillup Road	417,000	104,250	0	104,250
	2163	Carpark - Upgrade of Walpole Pioneer Park Carpark	30,417	7,604	0	7,604
	2165	Carpark - Upgrade Works at 38 Rose Street Manjimup	11,733	2,933	886	2,047
	27/23	Drains - Repair rural road culverts	25,000	6,250	0	6,250
	1966	Drains - 2853 Pine St (L89 to L90)	46,838	11,710	0	11,710
	2521	Drains - 3065 Pemberton Heritage Precinct	100,000	25,000	0	25,000
	3025	Drains - 26/75 (L1 to L5) Catchment G Manjimup	28,135	7,034	0	7,034
	3026	Drains - 26/77 Balbarrup Rd Cosy Creek drainage	51,029	12,757	0	12,757
	3027	Drains - 26/76 Culvert replacement Keegans Rd	68,016	17,004	0	17,004
	27/24	Drains - Various lid replacement and minor repairs	25,000	6,250	0	6,250
	3201	Footpaths - Windy Harbour Rd (Meerup St to Mill Houses stage 1	20,000	5,000	20,000	(15,000)
	27/26	Footpaths - Young Street - (Mottram St to O'Connor St)	58,500	14,625	0	14,625
	27/27	Footpaths - Callcup Street, Northcliffe	40,000	10,000	0	10,000

SHIRE OF MANJIMUP
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 SEPTEMBER 2026

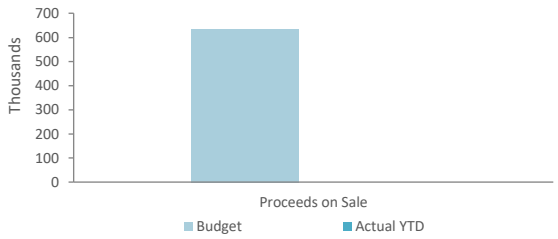
5 CAPITAL ACQUISITIONS (CONTINUED) - DETAILED

	Infrastructure cont…					
	27/28	Footpaths - Mount Street, (Bath St to Collier St)	138,000	34,500	0	34,500
	3205	Footpaths - Somerville Street, Manjimup (Caldwell to Pritchard)	252,573	63,143	797	62,346
	27/30	Kerbing - Kerb & Kerb Ramp Replacement Various	70,000	17,500	0	17,500
	27/31	Roads - 2684 Relocation RV Dump Point Walpole C/F	7,397	1,849	0	1,849
	3010	Roads - 26/88 Minor Works Various	45,000	11,250	0	11,250
	3011	Roads - 26/82 Nth Walpole Rd Various SLK TBC	288,448	72,112	1,277	70,835
	3207	Roads - Nth Walpole Rd Various SLK TBC	750,000	187,500	5,630	181,870
	3013	Roads - 26/83 Wheatley Coast Rd SLK TBC	128,570	32,143	1,276	30,867
	3208	Roads - Wheatley Coast Rd SLK TBC (SW Hwy to Northcliffe)	750,000	187,500	4,451	183,049
	3209	Roads - Graphite Rd SLK1.12-1.72	750,000	187,500	2,248	185,252
	27/35	Roads - Channybearup Rd SLK1.09-2.19	750,000	187,500	744	186,756
	2789	Roads - 3162 Roads - Old Vasse Rd SLK1.35-2.35	271,595	67,899	242	67,657
	3012	Roads - 26/86 Old Vasse Rd SLK2.35-3.34	750,000	187,500	0	187,500
	3211	Roads - Old Vasse Rd SLK2.35-3.34	750,000	187,500	4,476	183,024
	3212	Roads - Andrews Road (2.74km)	210,000	52,500	1,953	50,547
	3213	Roads - Franklin Road (4.15km)	270,000	67,500	583	66,917
	3214	Roads - Palgarrup Road West (1.14km)	600,000	150,000	583	149,417
	27/40	Roads - Channybearup Rd (SLK 1.5 - 27.88)	1,568,039	392,010	0	392,010
	27/41	Roads - Stirling Rd (SLK 1.6 to 9.6)	529,388	132,347	0	132,347
	3008	Roads - 26/84 Graphite Rd SLK1.12-1.72	474,965	118,741	314,330	(195,589)
	27/42	Roads - Graphite Rd (SLK 1.5 - 25.88)	1,568,039	392,010	0	392,010
	27/43	Roads - Minor Works Various	45,000	11,250	0	11,250
	27/44	Roads - Roadside Vegetation	150,000	37,500	0	37,500
	27/45	Roads - Line marking	20,000	5,000	0	5,000
	3043	Resheet - 26/93 Gardiner Road	30,000	7,500	0	7,500
	3048	Resheet - To Be Determined	100,000	25,000	0	25,000
	3221	Resheet - Appadene Road	65,000	16,250	2,588	13,662
	3222	Resheet - Ladycroft Road	60,000	15,000	658	14,342
	3223	Resheet - Wildwood Rd	55,421	13,855	2,592	11,263
	27/49	Resheet - Irish Point Road	35,000	8,750	0	8,750
	27/50	Resheet - Franklin Road	35,000	8,750	0	8,750
	27/51	Resheet - Burunganup Road	75,000	18,750	0	18,750
	27/52	Resheet - Morgans Rd	40,000	10,000	0	10,000
	27/53	Resheet - Golf Links Rd (Pemberton)	35,000	8,750	0	8,750
	27/54	Resheet - Windy Harbour various, Northcliffe	15,000	3,750	0	3,750
	2537	Reseal - 3088 Unsealed Roads in Townsites	90,000	22,500	0	22,500
	2821	Reseal - 3194 Walpole CRC back carpark	24,331	6,083	0	6,083
	3035	Reseal - 26/110 Line marking	32,299	8,075	0	8,075
	3036	Reseal - 26/102 Middlesex Rd	29,709	7,427	0	7,427
	27/54	Reseal - Chopping Street	150,000	37,500	0	37,500
	27/55	Reseal - Jarrah Rd (Int Ironbark)	90,000	22,500	0	22,500
	3233	Reseal - Ralston/Yanmah/Donnelly Rd (Ralston SLK TBC)	120,000	30,000	255	29,745
	27/57	Reseal - Karri Lane, Quinninup	80,000	20,000	0	20,000
	27/58	Reseal - Middlesex Rd	100,000	25,000	0	25,000
	27/59	Reseal - Perup Rd	50,000	12,500	0	12,500
	27/60	Reseal - Pemberton North Road (SLK 3.6 - 4.3)	110,000	27,500	0	27,500
	27/61	Reseal - Diamond Tree/Eastbourne Rd	100,000	25,000	0	25,000
	27/62	Reseal - Channybearup Rd	40,000	10,000	0	10,000
	27/63	Reseal - Boorara Rd	65,000	16,250	0	16,250
	27/64	Reseal - Golflinks Rd, Manjimup	25,000	6,250	0	6,250
	Light Vehicles					0
	27/65	1002WA - 4x4 dual cab dual range utility or equivalent sized wag	56,200	14,050	0	14,050
	27/66	1004WA - Small or medium sedan or SUV	37,700	9,425	0	9,425
	27/67	1006WA - Large sedan or large 4wd diesel	74,700	18,675	0	18,675
	27/68	1007WA - Dual cab dual range utility 4x4	44,500	11,125	0	11,125
	27/69	1009WA - Extra cab dual range utility 4x4	54,500	13,625	0	13,625
	27/70	1010WA - Large or medium sedan, SUV or 4x4 dual range wagoı	58,200	14,550	0	14,550
	27/71	1014WA - 4x4 dual cab dual range utility or equivalent sized wag	56,200	14,050	0	14,050
	27/72	1017WA - Single cab dual range utility 4x4	49,500	12,375	0	12,375
	27/73	1018WA - Single* cab dual range utility 4x4	50,000	12,500	0	12,500
	27/74	1021WA - Single cab utility 4x2	58,500	14,625	0	14,625
	Plant & Equipment					0
	1073	2269 Water System Upgrade (Windy Harb) C/F	14,409	3,602	0	3,602
	2842	3215 Prime Mover	260,000	65,000	0	65,000
	3081	26/61 Replace Backhoe - Ex BH09	220,000	55,000	0	55,000
	3082	26/62 John Deere 670GP Grader - Ex GR03	470,000	117,500	0	117,500
	27/75	Backup Generator 55 KVA - Mjp Depot	29,300	7,325	0	7,325
	3253	Pool Cleaner - Dolphin Comm Expert Pro	13,100	3,275	13,500	(10,225)
	27/80	TK5 - 8t two way tipper/spray truck	260,000	65,000	0	65,000
	27/81	New - Ride on mower	55,000	13,750	0	13,750
	27/82	MW16 - Ride on mower	55,000	13,750	0	13,750
	27/83	TK02 - Side tipping semi trailer	170,000	42,500	0	42,500
	27/84	New - Signs trailer (parks)	15,000	3,750	0	3,750
	27/85	TR01 - Signs trailer (works)	15,000	3,750	0	3,750
	27/86	RL10 - Towed roller	95,000	23,750	0	23,750
	27/87	VMS1 - Visual Message Display Board	37,500	9,375	0	9,375

SHIRE OF MANJIMUP
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 SEPTEMBER 2026

6 DISPOSAL OF ASSETS

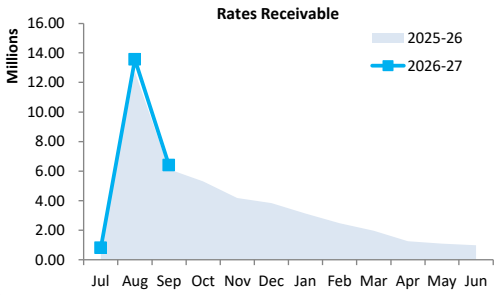
Asset Ref.	Asset description	Budget Net Book Value	Budget Proceeds	Budget Profit	Budget (Loss)	YTD Actual Net Book Value	YTD Actual Proceeds	YTD Actual Profit	YTD Actual (Loss)
		$	$	$	$	$	$	$	$
	Plant and equipment								
	3218 Trade - TK192 Prime Mover	0	70,000	70,000	0	0	0	0	0
	26/56 Disposal - Mitsubishi Pajero Spc	24,711	29,000	4,289	0	0	0	0	0
	26/72 Disposal - John Deere S140 Mo	1,751	2,500	749	0	0	0	0	0
	26/68 Disposal - Cat 432F Backhoe - I	0	40,000	40,000	0	0	0	0	0
	26/69 Disposal - John Deere 670GP Grader - GR		90,000	90,000	0	0	0	0	0
	1002WA - Ford Everest	39,723	35,000	0	(4,723)	0	0	0	0
	1004WA - Toyota Camry	13,049	22,500	9,451	0	0	0	0	0
	1006WA - Toyota Prado	51,293	63,000	11,707	0	0	0	0	0
	1007WA - Ford Ranger	19,199	30,000	10,801	0	0	0	0	0
	1010WA - Ford Ranger XLT	38,074	38,000	0	(74)	0	0	0	0
	1014WA - Pajero Sport	29,205	33,000	3,795	0	0	0	0	0
	1017WA - Triton GLX	10,004	23,000	12,996	0	0	0	0	0
	1018WA - Triton Dual Cab	15,632	22,000	6,368	0	0	0	0	0
	1021WA - Triton Single Cab	5,627	24,000	18,373	0	0	0	0	0
	1024WA - Ranger XL	0	12,500	12,500	0	0	0	0	0
	TK5 - 8t two way tipper/spray truck	0	40,000	40,000	0	0	0	0	0
	MW16 - Ride on mower	20,000	17,500	0	(2,500)	0	0	0	0
	TK02 - Side tipping semi trailer	0	40,000	40,000	0	0	0	0	0
	VMS1 - Visual Message Display Boarc	0	3,000	3,000	0	0	0	0	0
		268,268	**635,000**	**374,029**	**(7,297)**	**0**	**0**	**0**	**0**



SHIRE OF MANJIMUP
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 SEPTEMBER 2026

7 RECEIVABLES

Rates receivable	30 Jun 2026	30 Sep 2026
	$	$
Opening arrears previous year	981,342	748,162
Levied this year	0	13,290,945
Less - collections to date	0	(7,647,610)
Gross rates collectable	**981,342**	**6,391,497**
Allowance for impairment of rates receivable	(233,180)	(233,180)
Net rates collectable	**748,162**	**6,158,317**
% Collected	0.0%	54.5%



Receivables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	$	$	$	$	$	$
Receivables - general	(8,705)	187,274	151,788	68,761	11,352	410,470
Percentage	(2.1%)	45.6%	37.0%	16.8%	2.8%	
Balance per trial balance						
Trade receivables	(8,705)	187,274	151,788	68,761	11,352	410,470
Other receivables		0	0	0	1,280	1,280
GST receivable		97,345	0	0	0	97,345
Allowance for credit losses of trade receivables		0	0	0	(27,578)	(27,578)
Other receivables - Infringement debtors		32,102	0	0	0	32,102
Other receivables - Office State Revenue		520,978				520,978
Total receivables general outstanding						**1,034,597**

Amounts shown above include GST (where applicable)

KEY INFORMATION

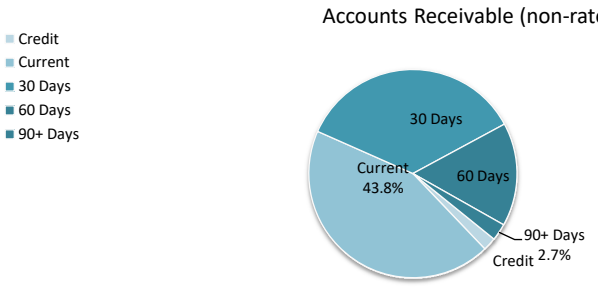
Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.

Trade receivables are recognised at original invoice amount less any allowances for uncollectable amounts (i.e. impairment). The carrying amount of net trade receivables is equivalent to fair value as it is due for settlement within 30 days.

Classification and subsequent measurement

Receivables which are generally due for settlement within 30 days except rates receivables which are expected to be collected within 12 months are classified as current assets. All other receivables such as, deferred pensioner rates receivable after the end of the reporting period are classified as non-current assets.

Trade and other receivables are held with the objective to collect the contractual cashflows and therefore the Shire measures them subsequently at amortised cost using the effective interest rate method.



SHIRE OF MANJIMUP
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 SEPTEMBER 2026

8 OTHER CURRENT ASSETS

Other current assets	Opening Balance 1 July 2026	Asset Increase	Asset Reduction	Closing Balance 30 September 20
	$	$	$	$
Other financial assets at amortised cost				
Financial assets at amortised cost - term deposits	657,324	0	0	657,324
Financial assets at amortised cost - self supporting loans	17,480	0	(3,911)	13,569
Inventory				
Fuel and materials	20,178	99,883	(81,481)	38,580
Bitumen products	15,475	29,447	(26,035)	18,887
Other inventories	134,423	6,026	(35,960)	104,489
Other assets				
Prepayments	155,667	0	(155,667)	0
Accrued income	216,631	0	(216,631)	0
Contract assets	453,408	199,518	(411,487)	241,439
Accrued interest - self supporting loans	5,563	0	0	5,563
Total other current assets	**1,676,149**	**334,874**	**(931,172)**	**1,079,851**

Amounts shown above include GST (where applicable)

KEY INFORMATION

Other financial assets at amortised cost

The Shire classifies financial assets at amortised cost if both of the following criteria are met:
- the asset is held within a business model whose objective is to collect the contractual cashflows, and
- the contractual terms give rise to cash flows that are solely payments of principal and interest.

Inventory

Inventories are measured at the lower of cost and net realisable value.
Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

Contract assets

A contract asset is the right to consideration in exchange for goods or services the entity has transferred to a customer when that right is conditioned on something other than the passage of time.

Draft

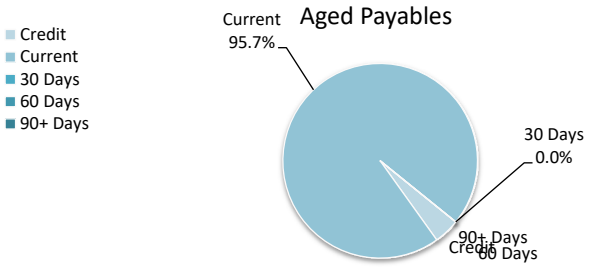
SHIRE OF MANJIMUP
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 SEPTEMBER 2026

9 PAYABLES

Payables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	$	$	$	$	$	$
Payables - general	(38,294)	854,818	0	0	0	816,524
Percentage	(4.7%)	104.7%	0.0%	0.0%	0.0%	
Balance per trial balance						
Sundry creditors	(38,294)	854,818	0	0	0	816,524
ESL Levy		483,148	0	0	0	483,148
Prepaid rates		84,394	0	0	0	84,394
Bonds and deposits held		230,004	0	0	0	230,004
Accrued expenses		38,805	0	0	0	38,805
Accrued interest on loans		53,366	0	0	0	53,366
Accrued employee deductions/hours bank		126,396	0	0	0	126,396
Total payables general outstanding						**1,832,637**
Amounts shown above include GST (where applicable)						

KEY INFORMATION

Trade and other payables represent liabilities for goods and services provided to the Shire prior to the end of the period that are unpaid and arise when the Shire becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured, are recognised as a current liability and are normally paid within 30 days of recognition. The carrying amounts of trade and other payables are considered to be the same as their fair values, due to their short-term nature.



SHIRE OF MANJIMUP
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 SEPTEMBER 2026

10 BORROWINGS

Repayments - borrowings

Information on borrowings			New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
Particulars	Loan No.	1 July 2026	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
		$	$	$	$	$	$	$	$	$
Manjimup Waste Site Development	213	86,682		0	0	(27,002)	86,682	59,680	0	(5,272)
Depot Building extensions, various '	214	110,503		0	0	(34,421)	110,503	76,082	0	(6,721)
Manjimup VRC Building	215	99,238		0	0	(14,767)	99,238	84,471	0	(4,258)
Medical Professionals Accommodat	219	301,496		0	(13,126)	(26,522)	288,370	274,974	(6,211)	(11,677)
Brockman St (RGC)	223	290,680		0	(10,636)	(21,486)	280,044	269,194	(5,843)	(11,238)
Freehold Land Acquisition (RGC)	224	543,897		0	(19,902)	(40,203)	523,995	503,694	(10,932)	(21,027)
Air Source Heat Pumps	227	72,628		0	(8,882)	(17,819)	63,746	54,809	(454)	(782)
CBD Solar Efficiency Proj	228	207,505		0	(25,376)	(50,911)	182,129	156,594	(1,297)	(2,236)
Archive Storage Shed	229	103,075		0	(3,258)	(6,545)	99,817	96,530	(917)	(1,769)
Pemberton Colocation	230	555,283		0	0	(31,098)	555,283	524,185	0	(13,120)
Stage 1 - Recreation /Community A	231	1,189,890		0	0	(66,638)	1,189,890	1,123,252	0	(28,114)
Stage 2a - Recreation /Community I	232	470,190		0	0	(16,120)	470,190	454,070	0	(24,678)
Stage 2b - Collier Street/ Rea Park I	233	2,350,946		0	0	(80,601)	2,350,946	2,270,345	0	(123,377)
Stage 2C - Collier Street/ Rea Park	234	0		2,423,757	0	0	0	2,423,757	0	0
Staff Housing	237	705,344		0	0	(24,152)	705,344	681,192	0	(37,180)
Pemberton Playground Redevelopm	238	0		315,000	0	0	0	315,000	0	0
		7,087,357	0	2,738,757	(81,180)	(458,285)	7,006,177	9,367,829	(25,654)	(291,449)
Self supporting loans										
Pemberton Golf Club		74,531	0	0	0	(9,557)	74,531	64,974	0	(2,509)
Manjimup Tennis Club		238,854	0	0	(3,911)	(7,924)	234,943	230,930	(6,232)	(12,192)
		313,385	0	0	(3,911)	(17,481)	309,474	295,904	(6,232)	(14,701)
Total		**7,400,742**	**0**	**2,738,757**	**(85,091)**	**(475,766)**	**7,315,651**	**9,663,733**	**(31,886)**	**(306,150)**
Current borrowings		475,766					390,674			
Non-current borrowings		6,924,976					6,924,977			
		7,400,742					**7,315,651**			

All debenture repayments were financed by general purpose revenue.
Self supporting loans are financed by repayments from third parties.

New borrowings 2026-27

Particulars	Amount Borrowed Actual	Amount Borrowed Budget	Institution	Loan Type	Term Years	Total Interest & Charges	Interest Rate	Amount (Used) Actual	Amount (Used) Budget	Balance Unspent
	$	$				$	%	$	$	$
Stage 2C - Collier Street/ Rea Park Redevelopm		2,423,757		Principal/Int	20	0	0.05		2,423,757	0
Pemberton Playground Redevelopment		315,000		Principal/Int	20	0	0		315,000	0
	0	**2,738,757**				**0**		**0**	**2,738,757**	**0**

KEY INFORMATION
The City has elected to recognise borrowing costs as an expense when incurred regardless of how the borrowings are applied.

Fair values of borrowings are not materially different to their carrying amounts, since the interest payable on those borrowings is either close to current market rates or the borrowings are of a short term nature.

SHIRE OF MANJIMUP
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 SEPTEMBER 2026

11 LEASE LIABILITIES

Movement in carrying amounts

Information on leases			New Leases		Principal Repayments		Principal Outstanding		Interest Repayments	
Particulars	Lease No.	1 July 2026	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
		$	$	$	$	$	$	$	$	$
Nutanix Block	5546295[illegible]	124,655		0	(8,075)	(32,874)	116,580	91,781	(1,330)	(4,746)
Toyota Hilux - 1005WA		30,906		0	(4,737)	(19,273)	26,169	11,633	(320)	(959)
Ford Ranger - 1028WA		16,988		0	(2,922)	(11,883)	14,066	5,105	(174)	(502)
Shire Firewall Hardware	5546295[illegible]	144,219		0	(8,684)	(35,357)	135,535	108,862	(1,541)	(5,543)
HP DesignJet XL3600	52295/050	9,208		0	(1,808)	(7,334)	7,400	1,874	(79)	(214)
Nissan xTrail - 1026WA	1068377	6,245		0	(1,536)	(6,245)	4,710	0	(63)	(150)
New Leases		0		115,000	0	(12,594)	0	102,406	0	0
CCTV Server	5546295[illegible]	22,994		0	(2,766)	(11,250)	20,228	11,744	(240)	(774)
Mistsubishi Triton - 1001WA	30975	4,690		0	(4,690)	(4,690)	0	0	(35)	(34)
Photocopiers x 3		35,846		0	(2,579)	(10,500)	33,267	25,346	(381)	(1,344)
Toyota RAV4 - 1036WA		15,082		0	(1,994)	0	13,088	15,082	(139)	0
Toyota RAV4 - 1033WA		27,671		0	(2,634)	0	25,037	27,671	(291)	0
Total		**438,504**	**0**	**115,000**	**(42,424)**	**(152,000)**	**396,080**	**401,504**	**(4,593)**	**(14,266)**
Current lease liabilities		158,213					115,787			
Non-current lease liabilities		280,291					280,291			
		438,504					**396,078**			

All lease repayments were financed by general purpose revenue.

KEY INFORMATION

At inception of a contract, the Shire assesses if the contract contains or is a lease. A contract is or contains a lease, if the contract conveys the right to control the use of an identified asset for a period of time in exchange for consideration. At the commencement date, a right of use asset is recognised at cost and lease liability at the present value of the lease payments that are not paid at that date. The lease payments are discounted using that date. The lease payments are discounted using the interest rate implicit in the lease, if that rate can be readily determined. If that rate cannot be readily determined, the Shire uses its incremental borrowing rate.

All contracts classified as short-term leases (i.e. a lease with a remaining term of 12 months or less) and leases of low value assets are recognised as an operating expense on a straight-line basis over the term of the lease.

SHIRE OF MANJIMUP
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 SEPTEMBER 2026

12 OTHER CURRENT LIABILITIES

Other current liabilities	Note	Opening Balance 1 July 2026	Liability transferred from/(to) non current	Liability Increase	Liability Reduction	Closing Balance 0 September 202
		$	$	$	$	$
Other liabilities						
Contract liabilities		387,808	0	289,720	(57,554)	433,422
Capital grant/contributions liabilities		938,242	0	1,427,526	(29,524)	2,522,796
Total other liabilities		1,326,050	0	1,717,246	(87,078)	2,956,218
Employee Related Provisions						
Provision for annual leave		935,672	0	14,037	(56,316)	893,393
Provision for long service leave		1,028,314	5,477	42,258	0	1,076,049
Other leave provisions - workers compensation		43,839	(159)	0	(859)	42,821
Total Provisions		2,007,825	5,318	56,295	(57,175)	2,012,263
Total other current liabilities		**3,333,875**	**5,318**	**1,773,541**	**(144,253)**	**4,968,481**

Amounts shown above include GST (where applicable)

A breakdown of contract liabilities and associated movements is provided on the following pages at Note 13 and 14

KEY INFORMATION

Provisions

Provisions are recognised when the Shire has a present legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured.
Provisions are measured using the best estimate of the amounts required to settle the obligation at the end of the reporting period.

Employee Related Provisions

Short-term employee benefits

Provision is made for the Shire's obligations for short-term employee benefits. Short-term employee benefits are benefits (other than termination benefits) that are expected to be settled wholly before 12 months after the end of the annual reporting period in which the employees render the related service, including wages, salaries and sick leave. Short-term employee benefits are measured at the (undiscounted) amounts expected to be paid when the obligation is settled.
The Shire's obligations for short-term employee benefits such as wages, salaries and sick leave are recognised as a part of current trade and other payables in the calculation of net current assets.

Other long-term employee benefits

The Shire's obligations for employees' annual leave and long service leave entitlements are recognised as employee related provisions in the statement of financial position.

Long-term employee benefits are measured at the present value of the expected future payments to be made to employees. Expected future payments incorporate anticipated future wage and salary levels, durations of service and employee departures and are discounted at rates determined by reference to market yields at the end of the reporting period on government bonds that have maturity dates that approximate the terms of the obligations. Any remeasurements for changes in assumptions of obligations for other long-term employee benefits are recognised in profit or loss in the periods in which the changes occur. The Shire's obligations for long-term employee benefits are presented as non-current provisions in its statement of financial position, except where the Shire does not have an unconditional right to defer settlement for at least 12 months after the end of the reporting period, in which case the obligations are presented as current provisions.

Contract liabilities

An entity's obligation to transfer goods or services to a customer for which the entity has received consideration (or the amount is due) from the customer.

Capital grant/contribution liabilities

Grants to acquire or construct recognisable non-financial assets to identified specifications be constructed to be controlled by the Shire are recognised as a liability until such time as the Shire satisfies its obligations under the agreement.

SHIRE OF MANJIMUP
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 SEPTEMBER 2026

13 GRANTS, SUBSIDIES AND CONTRIBUTIONS

Provider	Unspent grant, subsidies and contributions liability					Grants, subsidies and contributions revenue		
	Liability 1 July 2026	Increase in Liability	Decrease in Liability (As revenue)	Liability 30 Sep 2026	Current Liability 30 Sep 2026	Adopted Budget Revenue	YTD Budget	YTD Revenue Actual
	$	$	$	$	$	$	$	$
Grants and subsidies								
Financial Assistance Grant - GP	0	0	0	0	0	424,431	106,108	164,307
Grant - DFES (Shared CESM)	0	0	0	0	0	90,950	22,738	21,857
Grant - DFES (BFB)	54,495	0	0	54,495	54,495	268,690	67,173	50,685
Grant - DFES (SES)	0	0	0	0	0	34,590	8,648	8,648
Grant - DFES (MAF)	0	0	0	0	0	192,100	48,025	0
Grant - NRM (Man Threatened Species)	0	33,865	0	33,865	0	37,514	9,379	3,649
Grant - Heritage Council WA (Pemb Mill Houses)	0	0	(9,100)	0	0	(14,500)	(3,625)	9,100
Grant - Heritage Council WA (Manj Infant Health)	0	0	(7,800)	0	0	(9,750)	(2,438)	7,800
Grant - Commonwealth Home Support Program	0	0	0	0	0	1,253,455	313,364	209,168
Grant - Viability Supplement (Care Packages)	0	0	0	0	0	82,000	20,500	0
Grant - Department of Health (RN Reward)	4,300	0	0	4,300	4,300	4,300	1,075	0
Grant - DLGIRS (ORV Feasibility)	0	0	(825)	0	0	24,154	6,039	825
Grants - Regional Recovery Partnerships (TB Hub)	239,616	0	(44,699)	194,917	239,616	239,615	59,904	44,699
Grant - DLGIRS (TB Hub Stage 4)	43,922	0	0	43,922	0	0	0	0
Grant - Children's Book Council	0	0	0	0	0	2,750	688	2,750
Grant - Office of the Arts, Dept of Inf, Trans and Reg [	11,918	0	0	11,918	11,918	11,918	2,980	0
Grant - Financial Assistance Grant (Roads)	0	0	0	0	0	247,290	61,823	70,714
Grant - State Direct Grant	0	0	0	0	0	501,435	501,435	539,797
Grant Carers Week - Carers WA	0	0	0	0	0	0	0	500
	354,251	**33,865**	**(62,424)**	**343,417**	**310,329**	**3,390,942**	**1,223,812**	**1,134,499**
Contributions								
Vehicle Use Contributions	0	0	0	0	0	23,150	5,788	6,665
Insurance - General Recoup	0	0	0	0	0	30,000	7,500	36,614
Insurance - Premium Recoups	0	0	0	0	0	29,468	7,367	0
Legal Cost Reimbursement	0	0	0	0	0	21,000	5,250	0
Pensioner Interest Subsidy	0	0	0	0	0	4,000	1,000	0
Recoverable Expenses Income (A&F)	0	0	0	0	0	3,000	750	0
Recoverable Lease Costs	0	0	0	0	0	4,000	1,000	0
Sundry Income	0	0	0	0	0	5,000	1,250	0
Telephone Reimbursement	0	0	0	0	0	2,200	550	0
Recoverable Utilities	0	0	0	0	0	90,000	22,500	31,629
ESL Administration Levy	0	0	0	0	0	4,500	1,125	0
Recoverable Expenses Income (Fire)	0	0	0	0	0	3,000	750	0
Recoverable Expenses Income (Health)	0	0	0	0	0	3,000	750	117
Recoverable Expenses Income (Building)	0	0	0	0	0	1,000	250	0
Recoverable Expenses Income (Mjp Gallery)	0	0	0	0	0	0	0	698
Sundry Income (Building)	0	0	0	0	0	500	125	0
Contribution - Family Services Mjp Comm Centre	0	0	0	0	0	18,600	4,650	0
Recoverable Utilities (MCC)	0	0	0	0	0	4,285	1,071	1,044
Meals on Wheels Income	0	0	0	0	0	25,000	6,250	0
Recoverable Utilities (PowerUp)	0	0	0	0	0	20,000	5,000	6,189
Cleaning Costs Recouped (PowerUp)	0	0	0	0	0	2,000	500	120
Recoverable Utilities (Pemb Comm Hub)	0	0	0	0	0	2,500	625	0
Container Deposit Scheme - Local Government Share	0	0	0	0	0	12,000	3,000	2,490
50:50 Private Works Income	0	0	0	0	0	15,000	3,750	0
Dangerous Tree Removal Royalties	0	0	0	0	0	5,000	1,250	0
Diesel Fuel Rebate	0	0	0	0	0	38,000	9,500	10,075
NDIS Assistance Payment	0	0	0	0	0	99,705	24,926	0
BSL/BCITF Levy Collection	0	0	0	0	0	0	0	14,933
Workers Compensation Recoups	0	0	0	0	0	0	0	15,987
EV Charging Station Recoup	0	0	0	0	0	0	0	67
	0	**0**	**0**	**0**	**0**	**465,908**	**116,477**	**126,628**
TOTALS	**354,251**	**33,865**	**(62,424)**	**343,417**	**310,329**	**3,856,850**	**1,340,289**	**1,261,127**

SHIRE OF MANJIMUP
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 SEPTEMBER 2026

14 CAPITAL GRANTS, SUBSIDIES AND CONTRIBUTIONS

	Capital grant/contribution liabilities					Capital grants, subsidies and contributions revenue		
	Liability	Increase in Liability	Decrease in Liability	Liability	Current Liability	Adopted Budget	YTD	YTD Revenue
Provider	1 July 2026		(As revenue)	30 Sep 2026	30 Sep 2026	Revenue	Budget	Actual
	$	$	$	$	$	$	$	$
Capital grants and subsidies								
Grant - Heritage Conservation (Exhibit Covers)	0	0	0	0	0	28,091	7,023	0
Grant - State Government (Collier St Redev)	250,000	0	0	250,000	0	1,250,000	312,500	0
Grant - Talison Lithium (Collier St Redev)	246,207	0	0	246,207	0	996,207	249,052	0
Grant - DLGIRS (ORV)	0	0	0	0	0	992,838	248,210	0
Financial Assistance Grant - Special Projects (Capital)	0	0	0	0	0	1,250,000	312,500	0
Grant - Mainroads WA	0	0	0	0	0	625,000	156,250	0
Grant - Regional Road Group	430,005	853,078	(17,494)	1,265,589	430,005	3,775,718	943,930	210,209
Grant - Roads to Recovery	0	0	0	0	0	2,191,926	547,982	170,005
Grant - Commodity Route Funding	0	288,000	0	288,000	0	720,000	180,000	0
Grant - Regional Road Safety Program	0	0	0	0	0	3,665,466	916,367	0
Grant - Lotterywest (Pemb Colocation)	0	56,448	0	56,448	0	70,959	17,740	14,511
Grant - Dept of Creative Industries, Tourism and Sport	12,030	0	(12,030)	0	12,030	12,030	3,008	12,030
Grant - Lotterywest (Pemb Playground)	0	0	0	0	0	635,000	158,750	0
Grant - Dept of Water and Environmental Reg - Recycling Modenisatic	0	50,000	0	50,000	0	0	0	0
	938,242	**1,247,526**	**(29,524)**	**2,156,244**	**442,035**	**16,213,235**	**4,053,309**	**406,755**
Capital contributions								
Contribution - Private (CRF)	0	180,000	0	180,000	0	180,000	45,000	0
	0	**180,000**	**0**	**180,000**	**0**	**180,000**	**45,000**	**0**
TOTALS	**938,242**	**1,427,526**	**(29,524)**	**2,336,244**	**442,035**	**16,393,235**	**4,098,309**	**406,755**

Draft

SHIRE OF MANJIMUP
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 SEPTEMBER 2026

15 TRUST FUND

Funds held at balance date which are required by legislation to be credited to the trust fund and which are not included in the financial statements are as follows:

Description	Opening Balance 1 July 2026	Amount Received	Amount Paid	Closing Balance 30 September 2026
	$	$	$	$
Public open space bond	39,650	0	0	**39,650**
	39,650	**0**	**0**	**39,650**

Draft

ATTACHMENT

9.3.3 Proposed Budget Review Adjustments - 30 September 2026

PROPONENT	Shire of Manjimup
OWNER	Whole Shire
LOCATION / ADDRESS	Whole Shire
WARD	Whole Shire
ZONE	N/A
DIRECTORATE	Business
FILE REFERENCE	F160191
LEGISLATION	Local Government Act 1995
AUTHOR	Greg Lockwood (Director Business)
DATE OF REPORT	6 November 2026
DECLARATION OF INTEREST	Nil

BACKGROUND

Following a review of the monthly accounts to 30 September 2026 a budget adjustment sheet has been prepared to reflect variations to expenditure and revenue compared to that contemplated in the adopted 2026/2027 Annual Budget.

ATTACHMENT: 9.3.3 (1)

PUBLIC CONSULTATION UNDERTAKEN

Nil.

COMMENT

The September 2026 Monthly Financial Statement Report has been completed and is the subject of a separate agenda item providing an explanation of 'actual' compared to 'budget' for the three months of operation to 30 September 2026

Adjustments for 2026/27 adopted budget, already approved by Council by way of specific agenda items, are:

- Municipal Heritage Project $35,000 – Recognise successful grant application to undertake a review of the Shire of Manjimup's Municipal Heritage.
- Boosting Circularity - $144,000 – Recognise successful grant application from the "Recycling Modernisation Fund" to undertake a recycling project within the Shire.

Proposed other adjustments not yet considered by Council are:

- Drought Proof Northcliffe Recreation Grounds $100,000 – Recognise successful grant application to carry out major dam and associated works at the recreation ground.
- Various Reserve Transfers $60,358 – required as part of amalgamation of reserve accounts per 2026/27 Budget adoption, being AquaCentre Renewal Reserve and Arts, Culture and Heritage Reserve.
- CCTV Cameras $40,686 – correct an error in the 2026/27 adopted budget where project was listed but not calculated. $40,686 grant with $40,686 expenditure.

STATUTORY ENVIRONMENT

Section 6.8 (1) of the Local Government Act 1995 requires that expenditure not be incurred for an additional purpose unless authorised by Council.

POLICY / STRATEGIC IMPLICATIONS

Nil.

ORGANISATIONAL RISK MANAGEMENT

Nil.

FINANCIAL IMPLICATIONS

Details of the recommended budget adjustments are attached.

SUSTAINABILITY

Environmental: Nil.

Economic: Nil.

Social: Nil.

VOTING REQUIREMENTS: ABSOLUTE MAJORITY

OFFICER RECOMMENDATION

That Council adopts the 30 September 2026 budget adjustments as contained in Attachment: 9.3.3(1).

Draft

ATTACHMENTS

1⇩ Proposed Budget Adjustments - September 2026 1 Page

Draft

Shire of Manjimup

Budget Adjustments - September 2026

		State of Comprehensive Income Item		Council Resolution	Source of Funds: Budget Offset	C/Fwd. Def/(Surp)	Loan Funds	Reserve
						6,980,743		
Statutory Planning	Shire of Manjimup Municipal Heritage Project	Y	35,000	23-Sep-26	(35,000)	-	-	-
Statutory Planning	Grant - Dept Planning Lands and Heritage	Y	(20,000)	23-Sep-26	20,000	-	-	-
Statutory Planning	T/F From Arts, Culture and Heritage Reserve	N	(15,000)	23-Sep-26	-	-	-	15,000
	Recognise successful grant application to review the Shire's Municipal Heritage as per Council minute 30026							
Waste Management	Boosting Circularity	Y	164,000	23-Sep-26	(164,000)	-	-	-
Waste Management	Grant - Recycling Modernisation Fund 2026	Y	(144,000)	23-Sep-26	144,000	-	-	-
Waste Management	T/F From Waste Management Reserve	N	(20,000)	23-Sep-26	-	-	-	20,000
	Recognise successful grant application to complete the "Boosting Circularity Project" as per Council minute 30028							
Parks	Drought Proofing Northcliffe Recreation Ground	N	100,000		(100,000)	-	-	-
Parks	Grant - Dept of Water Environment and Regulation	Y	(100,000)		100,000	-	-	-
	Recognise successful grant application to carry out major works at Northcliffe Recreation ground							
Administration	T/F From AquaCentre Plant Reserve	N	(10,712)		-	-	-	10,712
Administration	T/F AquaCentre Building Reserve	N	10,712		-	-	-	(10,712)
	2026/27 Budget renamed AquaCentre Renewal Reserve							
Administration	T/F From Heritage Reserve	N	(49,646)		-	-	-	49,646
Administration	T/F to Arts and Culture Reserve	N	49,646		-	-	-	(49,646)
	2026/27 Budget renamed Arts, Culture and Heritage Reserve							
	T/F required to facilitate the merging of the reserve as adopted in the 2026/27 budget							
Administration	Capital - CCTV Cameras - WAPOL	N	40,686		(40,686)	-	-	-
Administration	Grant - LG Election Commitments DPIRD	Y	(40,686)		40,686	-	-	-
	Error in 2026/27 Budget where item was listed but not included.							
			-	**Net Changes**	(35,000)	-	-	35,000
				Total C/Fwd. Deficit / (Surplus)		6,980,743		

Budget Adjustment Control	Operating Statement (Net Profit)
Adopted Budget - Change in Net Assets 1/7/26	(4,783,681)
September review amendments	(105,686)
December review amendments	
March review amendments	
June review amendments	-
Amended Budget - Change in Net Assets	(4,889,367)

ATTACHMENT

9.5.1 Proposed Extractive Industry (Gravel/Laterite) at Lot 3 (41) Towie Road Middlesex

PROPONENT	Dronow Contracting (2005) Pty Ltd
OWNER	Mr Fabio Dei Tos
LOCATION / ADDRESS	Lot 3 (41) Towie Road, Middlesex
WARD	Rural
ZONE	Priority Agriculture
DIRECTORATE	Development Services
FILE REFERENCE	TP2026/110 P53089 DA26/104
LEGISLATION	Planning and Development Act 2005
AUTHOR	Karleha Brown (Planning Officer)
DATE OF REPORT	1 October 2026
DECLARATION OF INTEREST	Nil

BACKGROUND

The subject property is 38.66ha in size and is located approximately 5km south of the Manjimup townsite. The property comprises of a dwelling, a dam and vineyard.

The property is located within an agricultural setting with adjoining properties used for broadacre farming practices. There are unique land uses adjoining the site such as the Manjimup Speedway and timber mill to the north. A location plan is shown below.



The proposed extraction site is a 200m by 150m area (3 ha), 150m from the western boundary, 97m to the northern boundary and 153m from the eastern boundary.

The application as submitted proposes:

- The area of extraction of gravel within the landholding is 3ha, with the requirement for 2ha to be open at any one time.
- The depth of gravel extraction across the area will be to 1m to 2m.
- The volume of extraction is to be 60,000m^3.
- The gravel will be crushed and screened as necessary.
- Topsoil will be stored for later rehabilitation.
- The proposed hours of operation will be between 7.00am and 5.00pm weekdays all year round.
- Gravel haulage will be undertaken using semi-trailer and/ or 6 x 4 rigid trailers.
- All truck movements to and from the site will be from Towie Road and then onto South Western Highway.
- No land clearing is required.

A copy of the development as proposed is attached.

ATTACHMENT: 9.5.1 (1)

Council is required to determine the application, as Shire officers do not have the delegated authority to determine Industry – Extractive proposals, where an objection has been received from a Government Agency.

PUBLIC CONSULTATION UNDERTAKEN

The application was advertised in accordance with Clause 9.6 of the Shire of Manjimup's Local Planning Scheme No. 4 (the Scheme) for a 42-day period to the relevant government agencies and neighbouring landowners.

At the close of the advertising period, submissions were received from Department of Environment, Water and Regulation (DWER), Main Roads Western Australia (MRWA), Department of Mines, Petroleum and Exploration (DMPE) and from Department of Primary Industries and Regional Development (DPIRD) as a neighbouring landowner. Whilst these submissions are discussed in the comment section below, a full copy of the submissions are attached.

ATTACHMENT: 9.5.1 (2)

COMMENT

The provisions of Local Planning Scheme No. 4 (the Scheme) include the subject and within the Priority Agriculture Zone.

In determining an application for development approval, the local government is required to have regard to various matters as outlined within clause 67 of the Planning and Development Regulations 2015 (P&D Regs). These matters include, but are not limited to:

(a) the aims and provisions of this and any other local planning scheme operating within the Scheme area;
(b) the requirements of orderly and proper planning including any proposed local planning scheme or amendment to this Scheme…
(c) any approved State planning policy;
(d) any environmental protection policy approved under the Environmental Protection Act 1986 section 31(d);
(e) any policy of the Commission;
(f) any policy of the State;
(g) any local planning policy for the Scheme area;
(n) the amenity of the locality including the following —environmental impacts, the character of the locality; social impacts of the development;
(o) the likely effect of the development on the natural environment or water resources
(r) the suitability of the land for the development taking into account the possible risk to human health or safety;
(s) the adequacy of —
(i) the proposed means of access to and egress from the site; and
(ii) arrangements for the loading, unloading, manoeuvring and parking of vehicles
(t) the amount of traffic likely to be generated by the development, particularly in relation to the capacity of the road system in the locality and the probable effect on traffic flow and safety;
(y) any submissions received on the application;
(zb) any other planning consideration the local government considers appropriate.

To assist Council in determining the application, the following comments are offered:

<u>Land Use Classification</u>
The proposed land use is classified as “Industry – Extractive”, which is defined in the Scheme as follows:

> *‘an industry which involves the extraction, quarrying or removal of sand, gravel, clay, hard rock, stone or similar material from the land and includes the treatment and storage of those materials, on or adjacent to, the land from which the materials are extracted, but does not include industry-mining.’*

Land Use Permissibility
An Industry-Extractive is an 'A' land use within the Priority and General Agriculture Zones. That is a use, which '*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.'*

Consistency with Zoning
The purpose of the Priority Agriculture zone is to provide for the sustainable use of rural land which primarily accommodates a range of rural pursuits compatible with the capability of the land and which retains the rural character and amenity of the locality. Provided the Extractive Industries are appropriately managed, it is anticipated that there will be no significant impacts to the agricultural activities already occurring on the subject property or adjacent land are anticipated.

Setbacks
In accordance with clause 5.34.2.4 of the Scheme, unless otherwise approved by Council, development within the Priority Agriculture Zone is required to be setback 30m from the front and rear boundaries and 10m to side boundaries. The extraction areas are proposed to be established at a minimum of 380m to neighbouring lot to the west and 150m to the neighbouring property to the east.

The proposed location of the extractive site meet the prescribed setbacks for the zone.

State planning Policy 2.4 Planning for Basic Raw Materials
State policies are a planning instrument which the Shire is to have due regard to when determining an application. SPP 2.4 states that applications for the establishment of Extractive Industries should be supported by a management plan that demonstrates:

(a) site description and analysis;
(b) strategic and statutory planning requirements;
(c) identification of the environmental values and those requiring protection;
(d) that extractive industry operations are adhering to designated separation distances and will not impact or be impacted by sensitive land uses;
(e) proposed transport routes used and site access details;
(f) sequential land use and a staging plan for the rehabilitation of the site for its intended long-term use; and
(g) compliance with any other considerations as outlined in the BRM guidelines.

Access
Access to and from the site is provided via an internal access road, that connects to Towie Road through to the South Western Highway. The applicant is anticipating an average of 100 to 150 truck movements per week during high demand periods.

Haulage will be undertaken by smaller trucks such as semi-trailers and six by four rigid trailers which do not require a RAV permit to haul on the proposed route.

The main impact considered is along 400m of Towie Road from the properties' driveway to South Western Highway. Towie Road serves approximately nine (9) other properties in addition to the current landowner. The other property owners along Towie Road will be impacted by the increase of truck movements along this stretch of road when the extraction is in peak demand with an additional 100 – 150 truck movements a week or on average 30 truck movements a day.

Amenity

An Industry – Extractive, as proposed, has the potential to impact on the amenity of the area by way of noise and dust associated with the extraction and crushing processes. Extractive Industries also have the potential to create impacts through truck movements associated with the transportation of the product off-site.

The applicant is proposing to use a rock crusher to refine the material extracted prior to haulage. A noise impact assessment for the extraction and crushing has not been provided in support of the application. However, in a management statement the applicant has stated that the noise impacts will be mitigated primarily through a noise bund construction along the relevant sides of the extraction pit at a height of 3m.

Noise management in Western Australia is regulated through the Environmental Protection (Noise) Regulations 1997 (the Regulations). The Regulations set noise limit which are the highest noise levels that can be received at a noise- sensitive (residential) premises. These noise limits are defined as 'assigned noise levels' at receiver locations. Regulation 7 requires that "noise emitted from any premises or public place when received at other premises must not cause, or significantly contribute to, a level of noise which exceeds the assigned level in respect of noise received at premises of that kind".

Guidance Note 3 (EPA) – Separation Distances between Industrial and Sensitive Land Uses (June 2005) guides the establishment of generic separation distances to protect community health safety and amenity, in the absence of site specific studies. The buffer to sensitive land uses such as dwellings from an extractive industry where crushing is proposed is 1km. Within this radius there are three dwellings and on the periphery of this buffer is the settlement of Jardee with approximately 25 dwellings.

There is one dwelling located on the subject landholding, which is occupied by the landowner. This dwelling is approximately 200m from the pit area. The closest dwellings located on the neighbouring properties are approximately 420m to the west, 550m to the east with Jardee townsite within 1km from the pit location. The impact on the amenity of these sensitive locations have not

been provided as part of this assessment by way of noise and dust assessments.

The neighbouring landowners have not raised concern during the advertising period.

To ensure compliance, an advice note prompting compliance with the *Environmental (Noise) Regulations 1997* of the *Environmental Protection Act 1986* is recommended and any approval is to be conditioned to require a Noise Impact Assessment prior to any works taking place on the property. If the results of that assessment do not comply with the regulations at those sensitive locations, is not recommended to commence without first obtaining approvals for a Prescribed Premise from DWER.

The applicant has stated that dust will be monitored by visual observation performed on an hourly basis whilst the extraction and crushing is in operation. Dust management will comprise of wind barrier in the form of bunding and the use of dust suppressors in the form of water trucks as required. These will be made available for the entire extraction phase over exposed earth such as the pit area, stockpiles and access areas.

Site Rehabilitation

The applicant has indicated in their submission that post extraction the topsoil will be ripped to a depth of 650mm. All pit edges are to be battered to suit natural contours and avoid any damming or ponding. The topsoil is to be respread over the site evenly to allow reseeding of land for pasture for stock.

To ensure rehabilitation of the extraction site occurs in a timely and progressive manner, it is recommended appropriate conditions of approval be imposed.

Time Limit on Approval

The applicant has stated that the extraction on the subject landholding will have a five (5) year lifespan, which will have a lifespan to 2031. Shire staff as a standard, generally recommend any extraction approval be limited to the term proposed by the applicant or the total proposed amount of material, whichever comes first. Limiting the approval will allow for the operation to be considered in the event an extension in time or volume of material is requested.

Hours of Operation

The objective of the Policy is to protect the economic viability of the general farming areas and to retain the rural character of the area by preventing operation of the Industry – Extractive in a detrimental manner. The Policy provides that, as a condition of approval, the hours of operation during the summer months be limited to only (November to April) be 8:00 am to 6:00 pm Monday to Saturday and other times during the year the hours be 9:00 am to 5:00 pm. Council's discretion to approve other hours of operation is not limited by the Policy. The Extractive Industry is not to operate on the public holidays.

The application proposes that the hours of operation are to be 7.00am to 5.00pm weekdays all year round, with haulage from the site to be from 6.30am to 6.00pm.

It is recommended that the proposed hours of operation be as per the application's stated hours of operation unless a concern is raised as a nuisance.

Stormwater/ Water Run off

The Policy requires a detailed drainage management plan to be prepared generally in accordance with the Department of Water and Environmental Regulations Water Quality Advice Note to ensure that sediment transfer from the extraction site does not flow into the neighbouring properties or local water courses. The proposal identifies water run off being directed east of the pit area to flow downhill toward the existing dam. The applicant states that the sediment from the pit area will be captured in this process to ensure that any waterborne silt will be caught prior to existing the property boundary.

The fundamentals of drainage management have been considered for the site and it is recommended drainage and storm water be managed by the operator.

Submissions Received

Main Roads Western Australia (MRWA)

MRWA state that they have no objection to the proposal, however due to the increase in traffic movements associated with the land use, they recommend that the intersection of Towie Road to South Western Highway be upgraded. The upgrade is extending the pavement seal along Towie Road to 30m. Prior to the commencement of works, detailed civil designs for the intersection will need to be prepared by the applicant and further approved by MRWA.

Department of Water Environment and Regulation (DWER)

DWER advise that they do not support the proposal given the information submitted as part of the application. DWER recommends that the supporting information of the application does not meet State Planning Policy or Shire Policy.

DWER advise that due to the proximity of sensitive land uses within 1km of the proposed pit area, crushing/ screening of the product will trigger the need for a site-specific noise and dust management plan to be undertaken. DWER recommend that the proposal needs to clearly identify the approach and under the required due diligence in terms of regulatory requirements to ensure approvals can be granted. It is recommended that in the event Council grants approval, the proposed operation will need to comply with the Shire of Manjimup's Health Local Law in regard to Noise and Dust.

Department of Mines, Petroleum and Exploration (DMPE)

DPME advise that they have no concerns to raise to the proposed development.

Department of Primary Industries and Development (DPIRD)
DPIRD advise that they support the rehabilitation and proposed groundwater separation of the proposed extractive industry. However they advise the applicant to prepare a weed management plan which includes two targeted weed inspections per year during autumn and spring to assist in weed management. Weed management is not a consideration of Council to assess or ensure compliance is being achieved on the site.

DPIRD also advise that a separation distance of 300 – 500m between the extractive industries and sensitive land uses and the operation are maintained as per the Environmental Protection Authorities (EPA) Guidance on Separation Distance between Industrial and Sensitive Land Uses. The separation distance is approximately 420m to the closest neighbouring dwelling to the west of the extractive pit location.

Conclusion
Following assessment of the application, Shire staff recommend that the application be granted conditional approval, with conditions imposed to ensure that the operation does not detrimentally affect the amenity of the area or cause environmental harm on the subject property or surrounding properties.

STATUTORY ENVIRONMENT

Planning and Development Act 2005 and Shire of Manjimup Local Planning Scheme No.4.

POLICY / STRATEGIC IMPLICATIONS

By granting approval to the proposed uses, Council will assist in the delivery of the following Strategies under the Shire of Manjimup Strategic Community Plan 2021-31:

A10. Encourage all aspects of sustainable farming and agriculture;

B12. Providing development opportunities and supporting local small businesses to thrive.

ORGANISATIONAL RISK MANAGEMENT

Not significant.

FINANCIAL IMPLICATIONS

The required Development Application fee has been paid by the applicant.

SUSTAINABILITY

Environmental: As detailed in the Comment section above, conditions are needed to limit the environmental impact of the activity.

Economic: If approved, the development could make more productive use of the land. The State identifies access to basic raw materials, such as gravel and sand, as critical to regional economic development.

Social: With appropriate management and restrictions, the proposal should not cause significant harm to the amenity of the surrounding area.

VOTING REQUIREMENTS: SIMPLE MAJORITY

OFFICER RECOMMENDATION

That Council in accordance with Part 10 of Local Planning Scheme No. 4 grant planning approval for the Extractive – Industry at Lot 3 (41) Towie Road, Middlesex (Application TP2026/110) in accordance with the plans and specifications shown at Attachment 9.5.1 (1) and subject to the following conditions and advice notes:

1. **The development hereby approved is to be carried out generally in accordance with the plans and specifications submitted with the application and these shall not be altered and/or modified without the prior knowledge and written consent of the Shire of Manjimup.**

Reference	Document Title	Date Received
1	Site Plan	29 July 2026
2	Pit Operating Details	29 July 2026
3	Pit Diagram	29 July 2026
4	Crushing Pit Plan	29 July 2026
5	Proposal Details	1 September 2026

2. **Prior to commencement of the use, the intersection of Towie Road and South Western Highway shall be modified to include an extension of the pavement seal on the Towie Road approach to 30 metres, measured from the existing stop / hold to the satisfaction of the Shire of Manjimup (having regard to the specifications of Main Roads Western Australia), and at the cost of the applicant.**
3. **All drainage and associated stormwater associated with the gravel extraction pit shall be contained on site to the satisfaction of the Shire of Manjimup. Sediment is to be managed so it does transfer into the downstream water ways.**
4. **Any damage to Towie Road proven to be caused by vehicles associated with the approved Industry - Extractive is to be repaired at the applicant's cost to the satisfaction of the Shire of Manjimup.**
5. **This Development approval is granted for a five (5) year period only and shall expire (28 October 2031), unless prior to the date an**

application has been made to and approved by the Shire of Manjimup after payment of the appropriate fee for the continuation of the use for an extended period.

6. **Topsoil is to be stockpiled and replaced as part of the rehabilitation process to the satisfaction of the Shire of Manjimup.**
7. **A maximum of two (2) hectare shall be worked at any one time with the progressive rehabilitation of the excavated areas to the satisfaction of the Shire of Manjimup.**
8. **All works and excavation shall be conducted to ensure that the water table is not intercepted, and adequate separation distance to the ground water table is to be maintained, to the satisfaction of the Shire of Manjimup.**
9. **No liquid fuels are to be stored on-site, unless granted further approval of Council.**
10. **Any on-site refuelling of equipment from a mobile service vehicle shall incorporate appropriate spill prevention and clean-up equipment, to the satisfaction of the Shire of Manjimup.**
11. **No major repairs or maintenance of extractive, crushing or haulage equipment shall occur on the subject property.**
12. **The extraction area is to be rehabilitated to the satisfaction of the Shire of Manjimup, including a requirement that no standing water will pool post-rehabilitation.**

Advice to Applicant

1. **The approved Industry – Extractive is to comply with the requirements of the Environmental Protection Authority's *Environmental Protection (Noise) Regulations 1997.***
2. **The applicant is advised that development is subject to compliance with the Shire of Manjimup Health Local Law 2020.**
3. **Where clearing of land is involved in any proposed development, the approval of the Department of Water and Environmental Regulation will be required under the provisions of the Environmental Protection (Clearing of Native Vegetation) Regulations 2004.**
4. **Any interference with a watercourse may require a permit to interfere with the bed or banks from the Department of Water and Environmental Regulation.**

ATTACHMENTS

1⇩	Extractive Operating Details and Site Plan for Lot 3, 41 Towie Road Middlesex	16 Pages
2⇩	Submissions for proposed Extractive Industry at Lot 3, Towie Road Middlesex	10 Pages

41 Towie Rd. – Pit operating details

Extraction:

Pit to be cleared, ripped and pushed using bulldozer (135kW).

Crushing and screening of material to be carried out to attain product in accordance with MRWA and local government specifications. Plant identified to be used

All loading using wheeled front end loader (3.5m3, 120kW), and loading into side tipping or end-over semi-trailers and/or 6x4 rigid trucks.

Pit to be rehabilitated at exhaustion of pit, at the request of the land owner, or after 5 years of extraction. Whichever comes first.

All rehabilitation to be completed in accordance with plans attached

Haulage and removal operations:

Haulage to be completed as stated above, utilising rigid and semi configurations.

Truck movements will be along the displayed route via the south western corner or the landowners property, as shown on the diagram attached.

All truck movements will enter the shire road network via access at Towie Rd., and in a westerly direction ONLY to South West Highway (distance 130m at speedway entrance and 400m at owner property antrance).

Current estimated haulage volumes required could be between no loads per day, up to a maximum of 50 truckloads per day at periods of high demand, or up to 250 loads per week if working for a weekly duration of 5 days. **Average usage would expect to see and average of 100 – 150 vehicle movements during a week of demand.**

Signage will be erected and in place as per the traffic management plan (to be attained prior to pit operation if approval given). Additional signage will be provided should the need be warranted or desired by nearby residents and the Shire of Manjimup. Visibility good in both directions to allow safe entry into potential public and local traffic.

Draft

41 Towie Rd. – Pit operating details

Environmental:

All noise and dust generated by the extraction and crushing of raw material will be managed as per the noise and dust management plan to be provided shortly, and assessed prior to any extraction being undertaken. Noise is to be controlled primarily through bund constructions against relevant sides of the extraction operations. Bunds are to be a minimum of 3m in height of construction.

All servicing of loading equipment carried out within the pit will have all hydrocarbons carried, contained and removed to waste facilities as per SWP's and relevant legislation and standards. All other plant (i.e. trucks, watercarts, etc.) will be serviced off site in service facilities. All tender vehicles are mandatorily equipped with hydrocarbon spill and containment kits.

Water run-off and waterborne silt will be caught across the water run-off area, or at end by the dam located at the bottom of the catchment area. This shall ensure to erosion created by extraction operations will not be allowed to flow and sediment in water drainage construction or water courses outside the pit property.

- Crushing approval would be also sought to allow minimised impact during the production phase due to larger volumes being able to be produced in exponentially shorter timeframes if permitted.
  Time taken to produce/process MRWA/Shire approved construction material:
  Non-crushing methodology – 1500T/week
  Crushing methodology – 15000T/week
  i.e. – once stock is prepared, a total production timeframe of 1 month would produce nearly 2 years supply of approved construction basecourse. Without crushing methodology production would need to occur weekly, all year to produce the same volume.

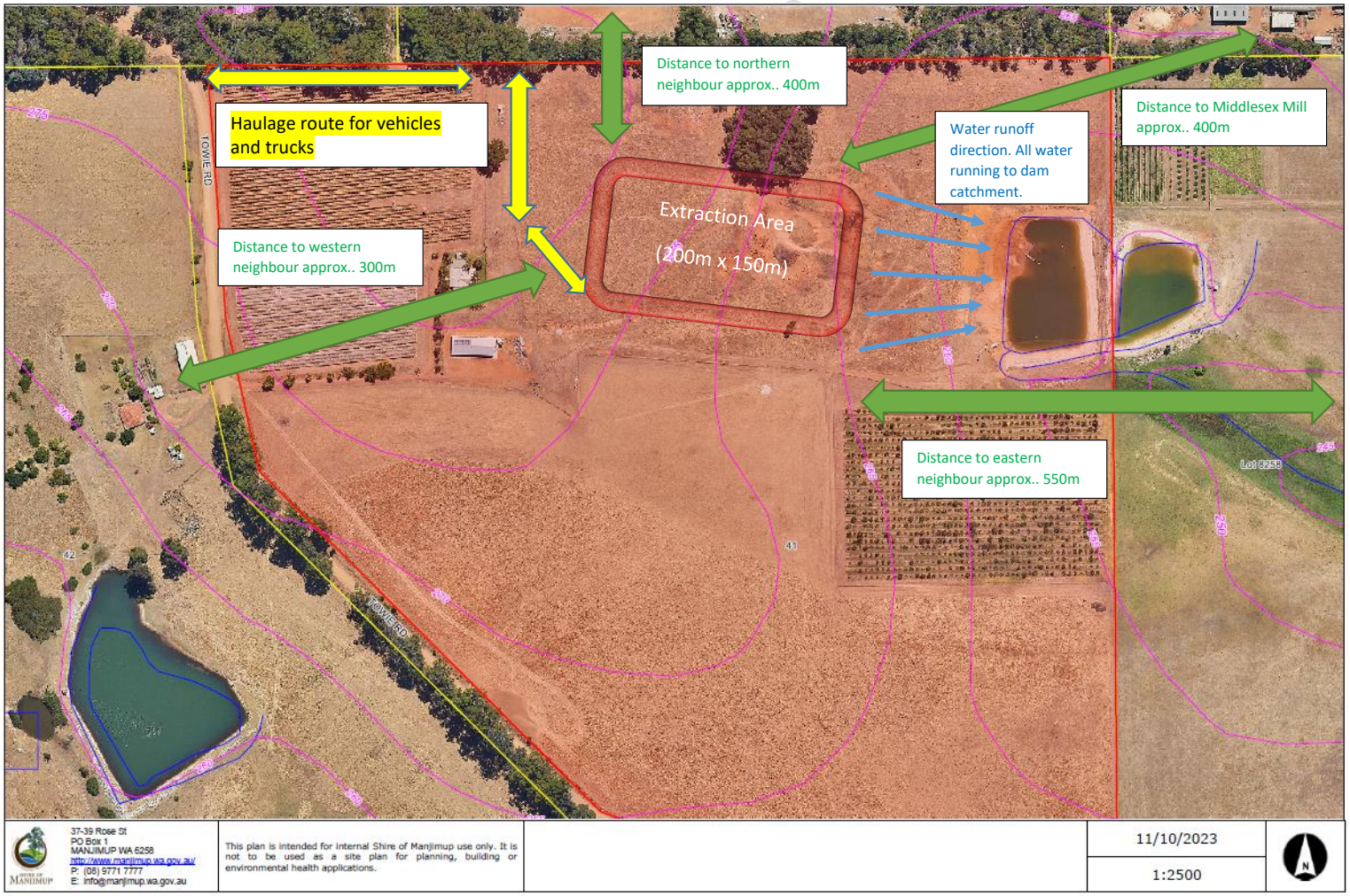
Rehabilitation:

On exhaustion of BRM resource, as land owner requests, or after 5 years when the pit is to be rehabilitated, it shall be completed in the following steps.

1) Using bulldozer, cross-rip the pit floor to a min. depth of 650mm.
2) All pit edges to be battered to suit natural contours and avoid any damming or ponding of water in rehabilitated area.
3) Topsoil respread over site evenly to allow reseeding of land for pasture for stock.
4) Reseeding to be completed by landowner with fertiliser and seed mixture of his choosing.

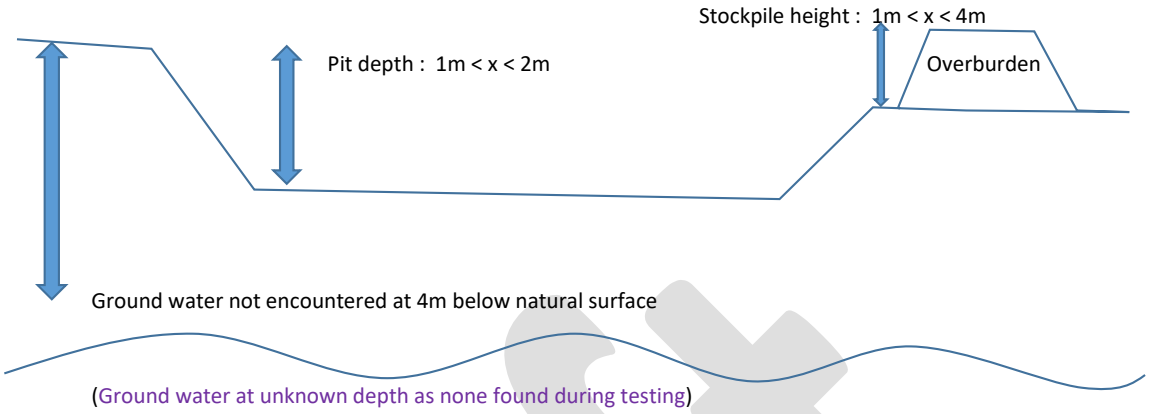
See also pit rehabilitation cross section view

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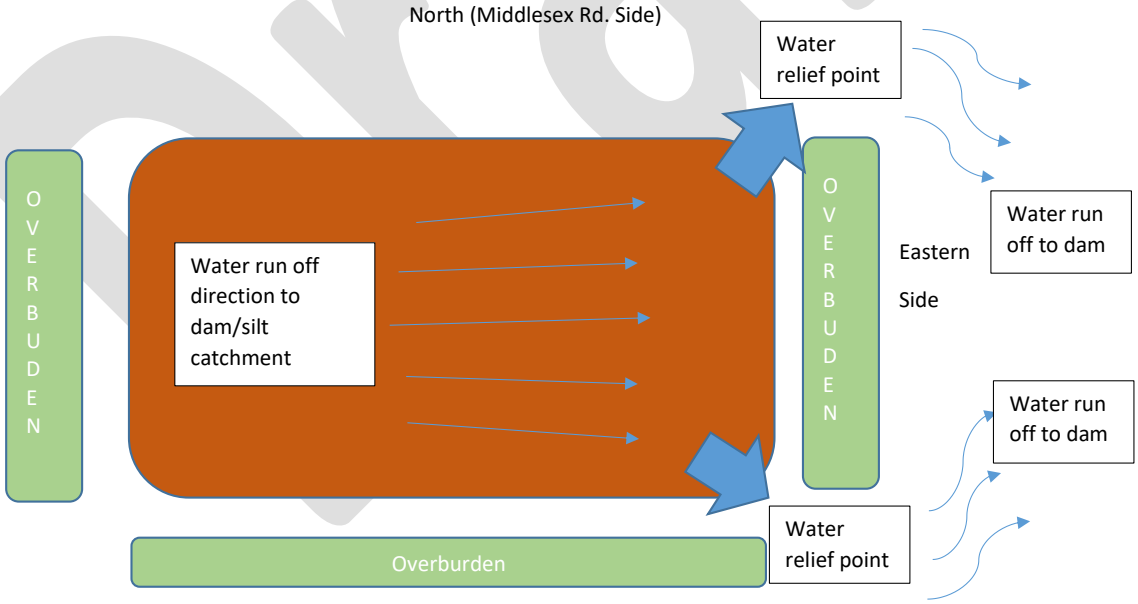

Haulage route for vehicles and trucks
Distance to northern neighbour approx.. 400m
Distance to Middlesex Mill approx.. 400m
Water runoff direction. All water running to dam catchment.
Extraction Area
(200m x 150m)
Distance to western neighbour approx.. 300m
Distance to eastern neighbour approx.. 550m
TOWIE RD
37-39 Rose St
PO Box 1
MANJIMUP WA 6258
http://www.manjimup.wa.gov.au/
P: (08) 9771 7777
E: info@manjimup.wa.gov.au
This plan is intended for internal Shire of Manjimup use only. It is not to be used as a site plan for planning, building or environmental health applications.
11/10/2023
1:2500

41 Towie Rd. Pit Diagram

Pit cross section

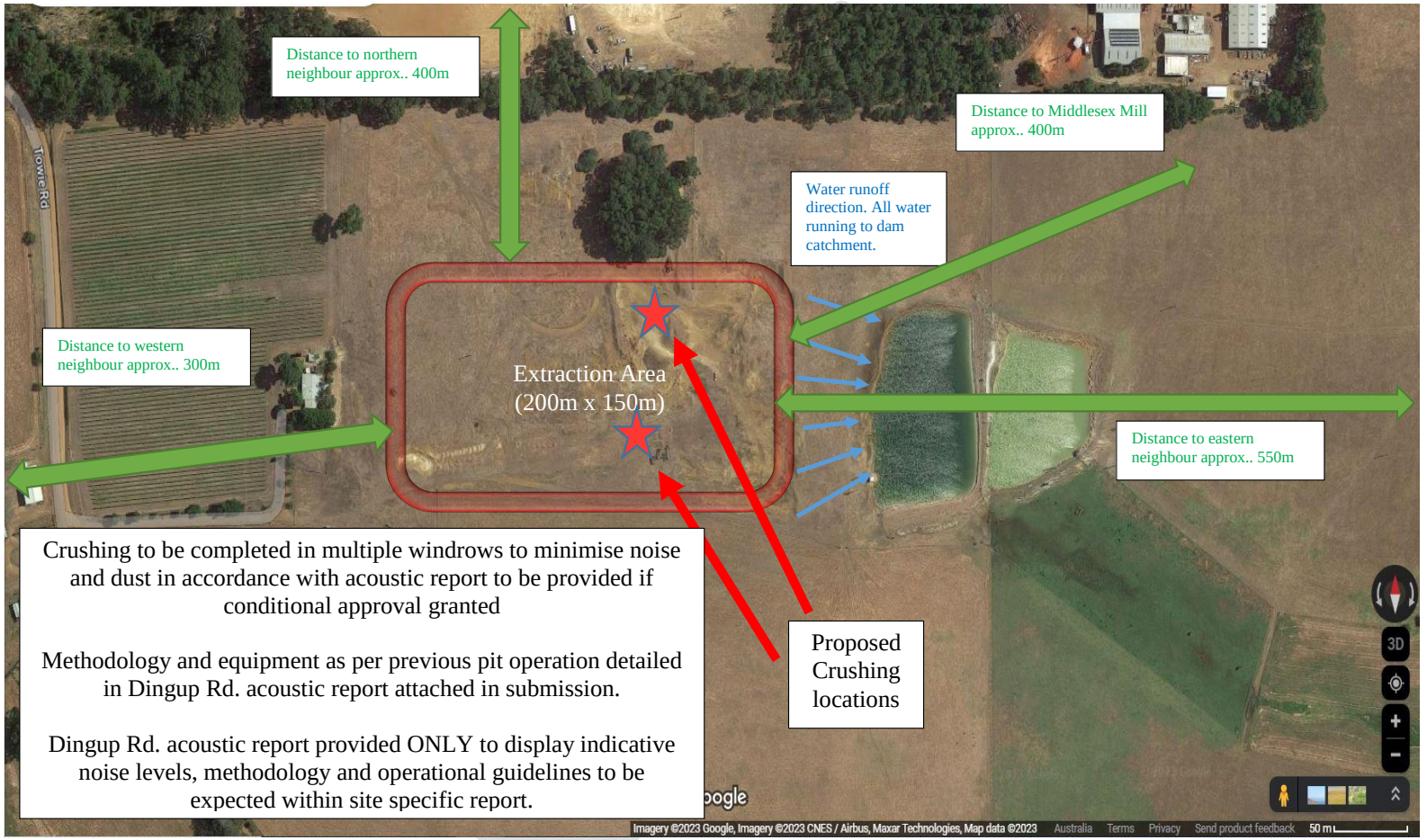


Pit overview

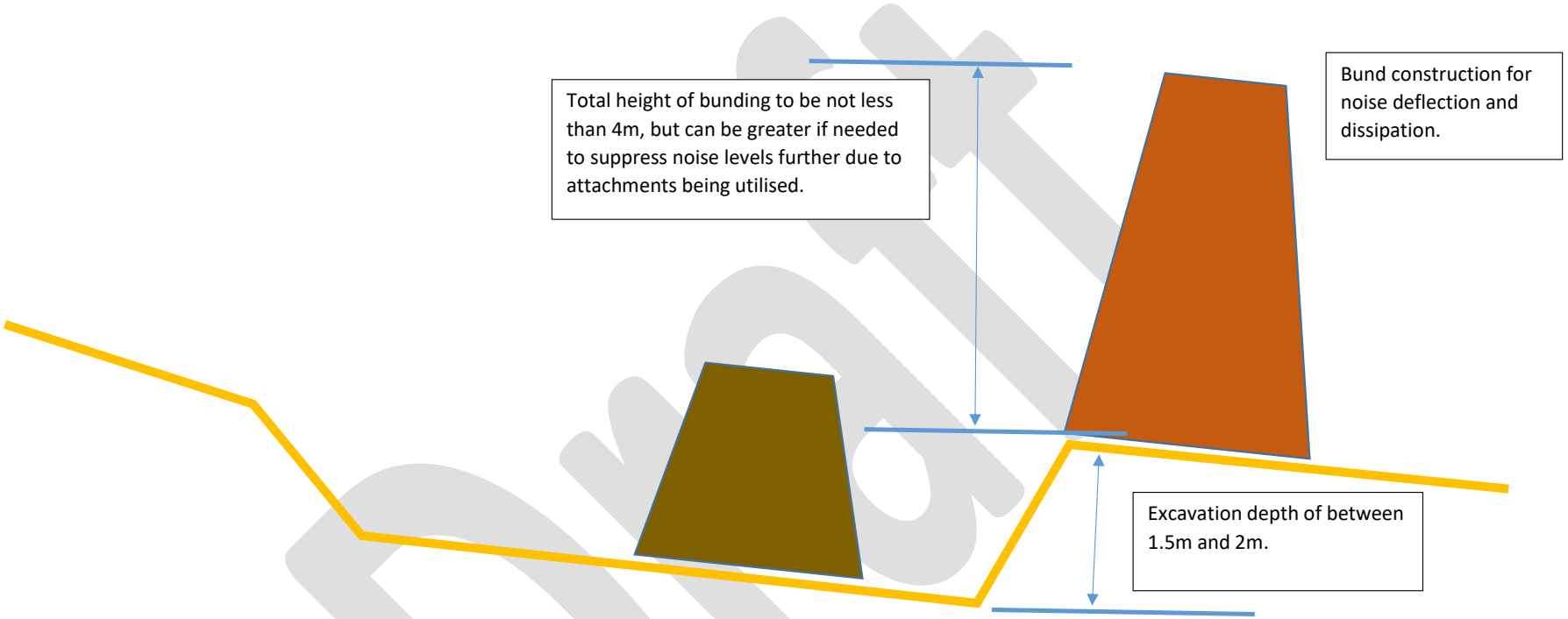


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41 Towie Rd. Crushing Pit Plan

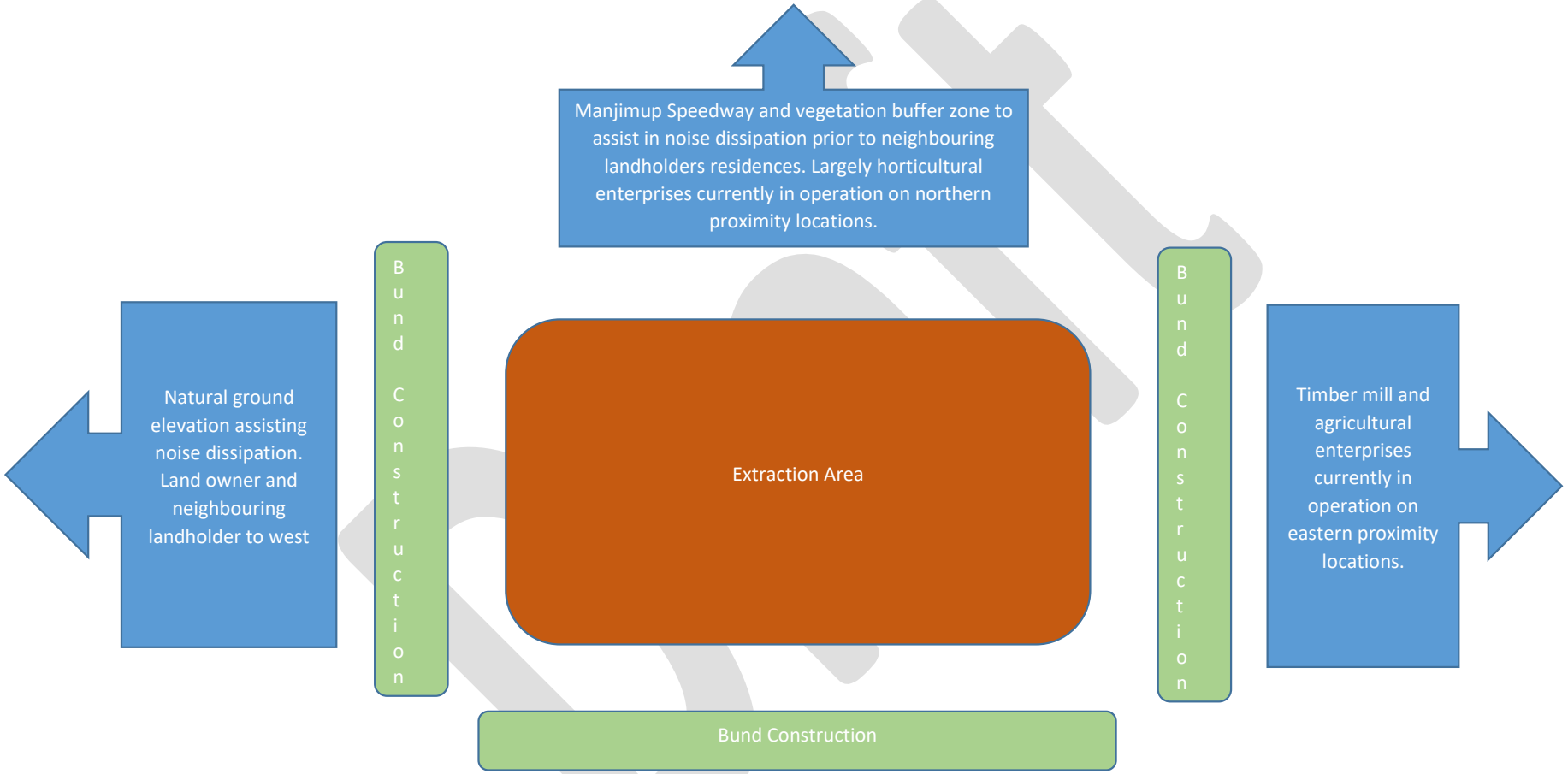


41 Towie Rd. Noise and Dust Management Plan



Draft

41 Towie Rd. Noise and Dust Management Plan



41 Towie Rd. Noise and Dust Management Plan



Note: - Contours show proposed operation to have elevated position in relation to surrounding and directly affected areas and landholders

41 Towie Rd. Noise and Dust Management Plan

Noise

Noise levels will comply with DEP 1997 noise regulations which consist of:

- Adhering to the hours of normal operation, with work conducted between 7am and 5pm on any day which is not a Saturday, Sunday or a public holiday;
- All plant equipment and vehicles being fitted with appropriate noise suppression equipment to reduce noise levels so far as is practicable, with machines being the quietest reasonably available;
- All non-conformances and noise related complaints immediately reported to the project manager; and
- Following complaints the source of any excessive noise will be identified and, work practices modified or rescheduled, to reduce or eliminate the risk of future events.

Noise levels will be monitored to ensure that noise generated as a result of extractive or remediating activities does not create a disturbance to occupiers of surrounding properties.

Management and monitoring procedures outside of the site boundary will consist of:

- A current and up to date log book of complaints and incidents to be maintained;
- An environmental incident report form and reporting process will be used for incident reporting; and
- Public complaints being documented and registered

Acceptable noise levels will be in accordance with the 1997 Noise Regulations and Worksafe WA.

In the event of public complaints being received additional noise management controls may be implemented to address excessive noise levels.

Please see also supporting acoustic assessment additionally provided

Dust

Nuisance dust will be monitored by visual observation performed by the extraction contractor on an hourly basis on the hour during periods of earthmoving activity. All monitoring is to be maintained on a logging sheet for reference and proof of compliance.

The visible monitoring of dust will be in accordance with the Department of Environmental Protection Land Development Sites and Impacts on Air Quality, A Guideline for the Prevention of Dust and Smoke Pollution from Land Development Sites in Western Australia, 1996. These guidelines specify that “visible dust crossing the site boundary indicates that the potential for adverse dust impacts exist and control measures should be implemented”. Evidence of no visible dust crossing the site boundary will be used as the monitoring criteria for compliance.

Draft

41 Towie Rd. Noise and Dust Management Plan

Dust management will comprise wind fencing in the form of bunding, and the use of dust suppressors in the form of water trucks as required. These will be made available for the entire extraction phase.
Watering will be conducted using water trucks at the following areas:
• direct areas undergoing excavation;
• on stockpiles; and
• on internal access tracks and machinery storage/parking areas.
All material which is to be removed is to be wetted down with a water truck (if not already sufficiently conditioned) prior to any ground disturbing activity. This will be performed as seasonal conditions dictate and in liaising with neighbouring landholders.
Ground conditions are to be inspected during hot windy weather reducing in frequency in response to moderating weather conditions. This includes site entry and exit points, which will be wet down should a potential for dust generation from these locations eventuate.
Watering will occur at the following times:
• prior to the commencement of extraction activities to ensure that the soil is sufficiently moist to prevent dust generation; and
• as required based on prevailing weather conditions such as during strong winds

Water carts will be available with a total storage capacity of 10,000 litres per 2 hectares of disturbed site.
• All areas of disturbed land should be stabilised to ensure that the disturbed area exposed at any time is kept to a practical minimum to prevent exceedance of the maximum acceptable dust level.

Contingency Response

In response to public complaints, advisory notices will be distributed to adjoining landowners within 48 hours of request by the Shire of Manjimup or the Department of Environmental Regulation (DER).

The advisory notes will detail the management response to addressing nuisance dust emissions and provide contact details.

Upon receipt of written complaints, nuisance dust monitoring will be undertaken upon the advice of the requirements of the DER.

Dust management practices will be immediately reviewed and corrective action taken if required following formal advice from the DEP. If weather conditions are very windy and dust is clearly visible and moving off-site, watering will commence and remedial activities will cease until improvements are made to dust management practices or adverse weather conditions clear.

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41 Towie Rd. Noise and Dust Management Plan

Commitments

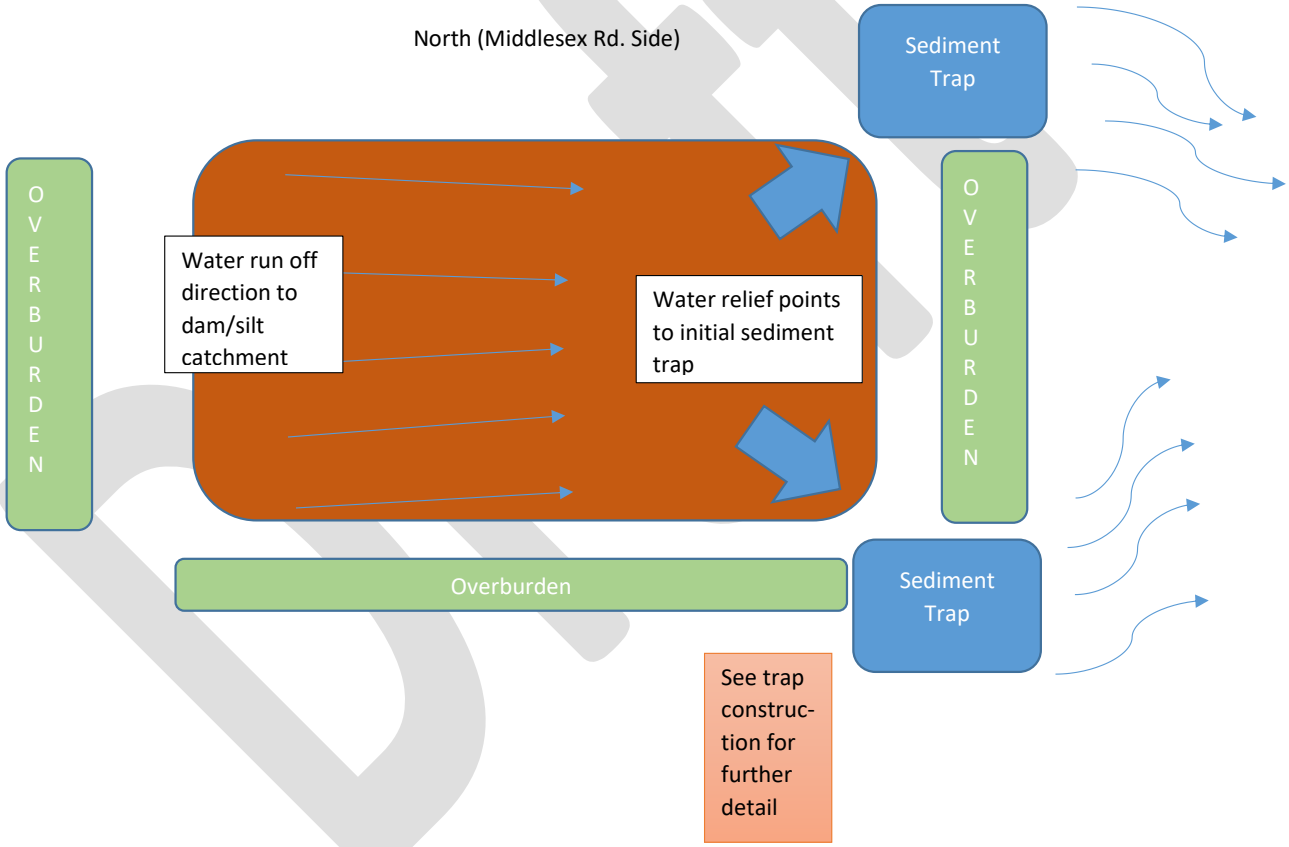
Dronow Contracting makes the following specific commitments with regard to the management of nuisance dust and noise during any extraction activity.

1. Implementation of appropriate dust mitigation measures during the extraction, and any future crushing phases in accordance with the DER Land Development Sites and Impacts on Air Quality Guidelines, 1996, procedures for Classification 3 and 4 (for summer) sites.
2. Monitoring of dust and airborne contaminant emissions in accordance with the programme outlined in this Plan and if instructed by the Department of Environmental Reguation.
3. Manage noise levels in accordance with the Department of Environmental Protection 1997 Noise Regulations. Monitor noise levels upon complaint or instruction from the DER.
4. Manage vibration in accordance with Australian Standard AS 2670.2 – Evaluation of Human Exposure to Whole Body Vibration (1990).
5. Cease earthmoving activities if dust generation is found to or considered likely to exceed the nominated criteria. Undertake corrective action prior to recommencement of activities.
6. Report on any exceedances of the acceptable dust and contaminant levels to the Department of Environmental Regulation within 48 hours of the sampling event.

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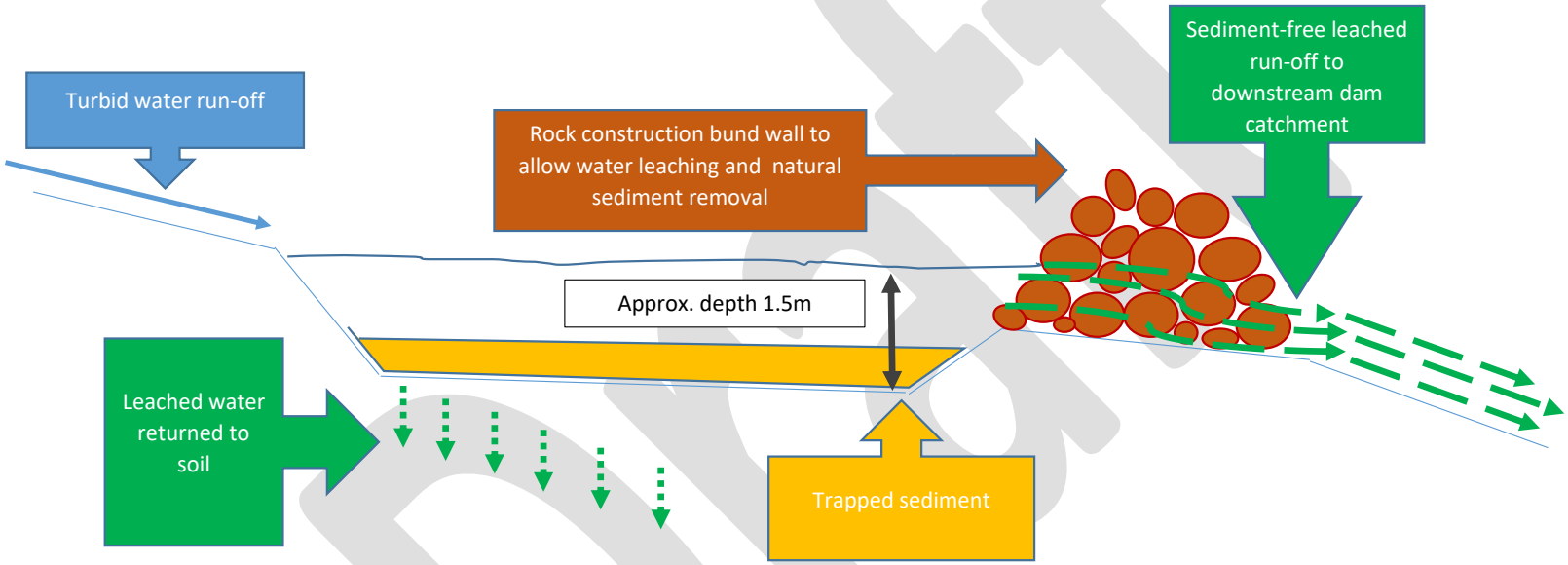
41 Towie Rd. Water Management Plan

Pit overview



41 Towie Rd. Water Management Plan

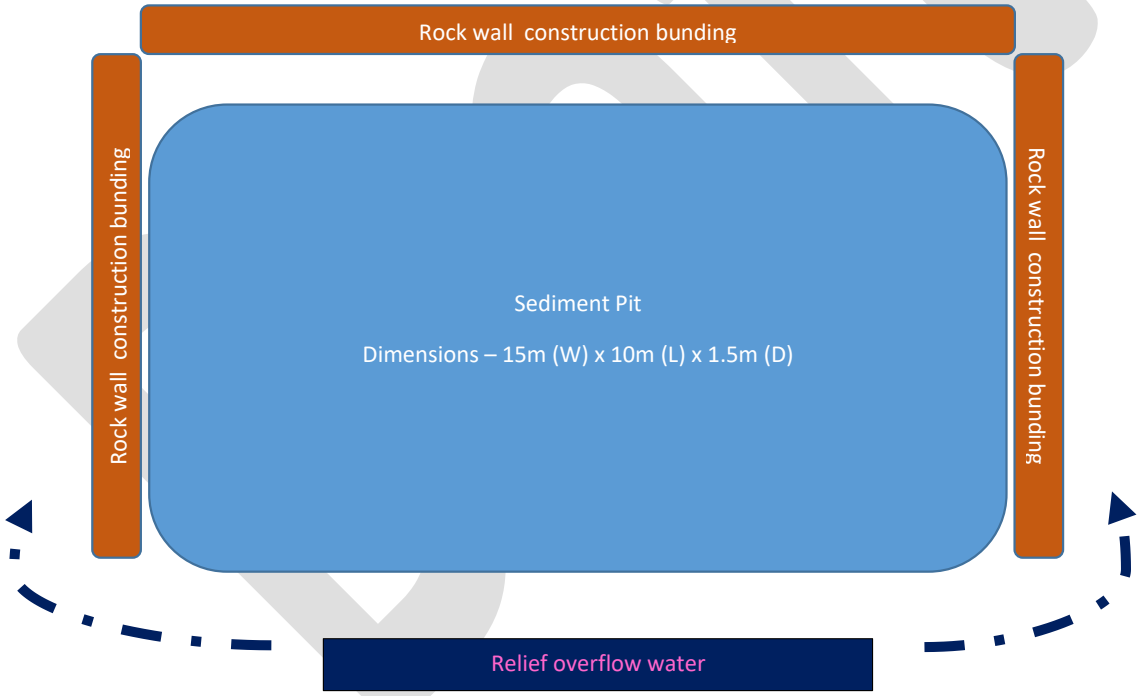
Sediment pit cross section view



Draft

41 Towie Rd. Water Management Plan

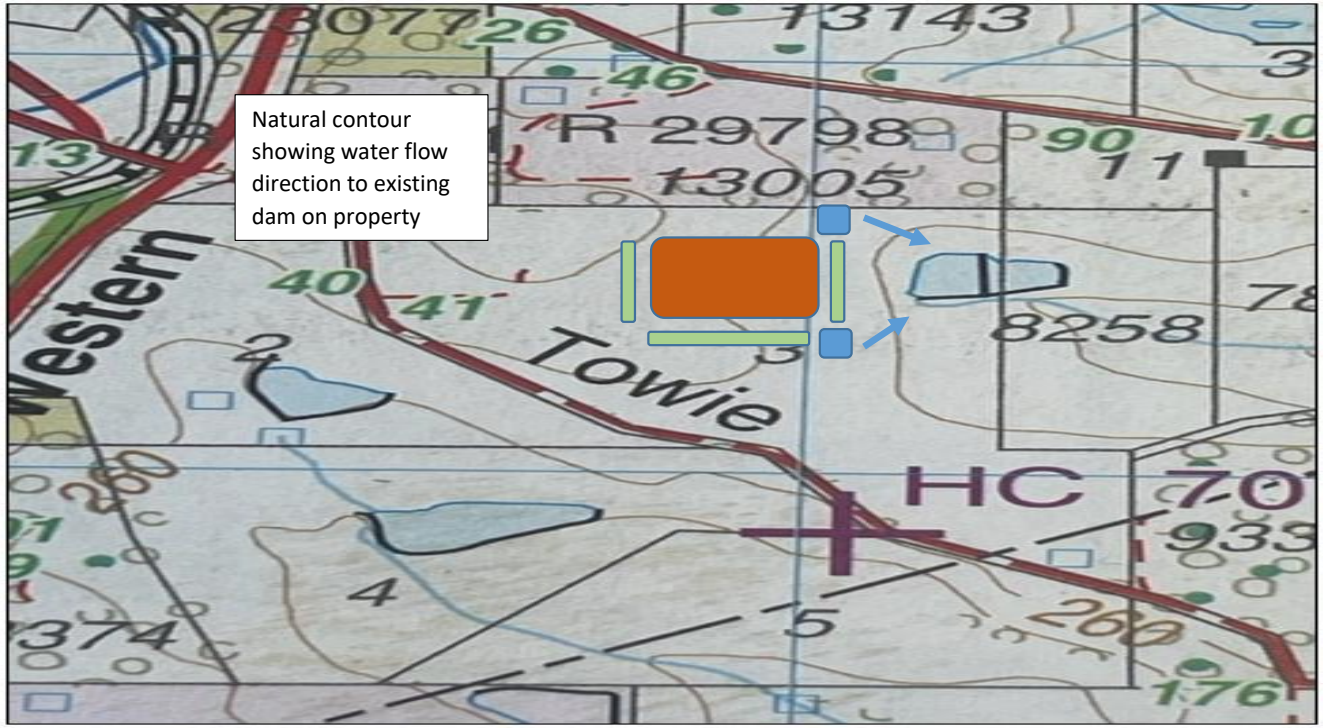
Sediment pit overview



41 Towie Rd. Water Management Plan

Contour map and pit overview

(Refer previous diagrams for closer water management design and construction)



41 Towie Rd. Water Management Plan

100 year rain event considerations and mitigation

As shown in attached 100 year rain event data available via the Bureau of Meteorology (BOM), the estimated amount of water collected/Ha is 380 000L.

As all water currently (prior to extractive activity) is permitted to shed naturally amongst current farm (within property) and local government (outside private boundary) infrastructure, the volume of water needed to be contained and controlled in such an event as estimated by BOM would be 380 000L.

As illustrated in the pit cross section diagram also attached, and the sediment pit diagram above, the total storage by constructed sediment pit and created through extractive activity are:

2x Sediment pit – 15m(w) x 10m(l) x 1.5m(d) = 450 000L

Extractive activity (Variable area) = 1000L/m2 operating

i.e. 100 year rain event conditions delivers less rainfall/m2 than created containment volume/m2
e.g. 40mm rainfall/hr on 1Ha = 400 000L
1Ha even at 1m depth = 1 000 000L containment capacity

Note: - Water run-off and waterborne silt will be caught across the water run-off area, or at end by the dam located at the bottom of the catchment area. This shall ensure to erosion created by extraction operations will not be allowed to flow and sediment in water drainage construction or water courses outside the pit property.

In the event additional risk management is desired, contour drains and banks can be constructed to direct water into dam, and divert catchment water above any extractive activity around to natural and currently acceptable dissipation and shedding areas.

Draft

Karleha Brown

From:
Sent: Thursday, 24 September 2026 11:32 AM
To: Karleha Brown
Cc: South West Region Planning Services
Subject: CM: REPLY [PLR#0226-0190] Development Application - DA26/104 - Extractive Industry (Gravel/Laterite) - Lot 3 (41) Towie Road, Middlesex

EXTERNAL EMAIL - This email was sent by a person from outside your organization. Exercise caution when clicking links, opening attachments or taking further action, before validating its authenticity.

OFFICIAL

Hi Karleha,

I refer to your email below of 1 September 2026 and advise that Main Roads has no objections to the development, subject to the extension of the seal on Towie Road to prevent material tracking onto South Western Highway.

Currently, the seal extends on Towie Road for approximately 13m from the hold line, and there is significant material tracking extending onto South Western Highway (below). This tracking may compromise road safety conditions of Main Roads' assets with the proposed increase in heavy vehicle volumes. To mitigate this material transfer, Main Roads requests the imposition of a condition to extend the current seal to 30m from the existing stop/hold line, as per advice issued on the previous application.



Detailed civil designs for the intersection upgrading will need to be prepared by the applicant and submitted to Main Roads for approval, prior to commencement of the use and any works being undertaken.

It is recommended that the following condition be imposed.

1) Prior to commencement of the use, the intersection of Towie Road and South Western Highway shall be upgraded to accommodate the traffic demands generated by the proposed use, to the specifications of Main Roads, and at the full cost of the applicant. The upgrading shall include an extension of the pavement seal on the Towie Road approach to 30 metres, measured from the existing stop/hold.

Draft

OFFICIAL

Date: 24 September 2026
To: Shire of Manjimup
From: Department of Water and Environmental Regulation

Att: Karleha Brown

DA26/104, TP2026/110, P53089 – Development Application – Extractive Industry (Gravel/Laterite) – Lot 3 (No. 41) Towie Rd, Middlesex, Manjimup – DWER Response REQ-0004560

Dear Karleha,

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

Please note that the advice below has been drafted for the Shire of Manjimup in response to the referral documentation provided. A site visit has not been undertaken.

The Department understands the proposal relates to the development of an extractive industry (gravel/laterite) on the subject property zoned, Priority Agriculture.

The Department does not support the project in its current form as it is not suitable for consideration. The Department also notes the application does not appear to meet the minimum requirements as outlined in the Shire's guidance document for DA's on Extractive Industries - Shire of Manjimup. or Extractive Industry Additional Information Form.pdf

Unfortunately, the uncertainty associated with this proposal does not enable the Department to adequately assess risk or propose appropriate conditions and/or advice notes to adequately manage the proposal. Further, it is not appropriate to condition studies that may result in further critical matters or potential fatal flaws (water supply, noise, etc.) being identified. These risks need to be more clearly understood in the development planning stage, such that mitigation measures proposed are proven and practical, prior to conditional approval.

This position is based on the broad Issue Scoping Summary provided below and has been provided ahead of due date so that issues can be considered and addressed to inform a refined and/or revised proposal. Given this intent, the Department is comfortable with the summary being provided to the applicant to inform this process.

Environmental / Water Management Issues Scoping Summary

Policy Setting (State / DWER / Local)

- It would appear neither State Planning Policy 2.9 Water, State Planning Policy 2.4 - Basic raw materials nor WQPN 15 - Basic raw materials extraction have been considered or referenced in the proposal documentation.

These frameworks provide a consistent and approach with regards to responding to, and being aligned with, the key policy settings and management objectives expected in a development application of this type.

EP Act and Regulations (DWER)

- The proposal aims to utilise crushing as part of the operations 'if permitted (by the Shire?)'. Crushing and screening, in context of the weekly volumes proposed – being 15,000T/week would likely trigger the need for prescribed premise (Category 12 @ 780,000T/a) and require a works approval and/or licence under the *Environmental Protection Regulations 1987*.
  It is suggested that the applicant refines the proposal to be specific on the actual operations proposed. If crushing and screening is proposed the applicant is therefore advised to refer to the information within *Industry Regulation Guide to Licensing* available at https://www.wa.gov.au/service/building-utilities-and-essential-services/integrated-essential-services/licence-and-works-approval-applications and / or if they have queries relating to works approvals and licences to submit an enquiry via Environment Online. Otherwise, contact DWER at info@dwer.wa.gov.au or 6364 7000.

Dust and Noise (LGA's EHO)

- While there is a commitment (pg. 3) to complete and provide a Dust and Noise Management Plan, it appears that this has not yet been completed or submitted. It has been proposed to use a 3m – 4m (?) noise bund as the primary management action however; this has not been tested or modelled in terms of potential protection levels from noise. No geotechnical investigations or understanding has been provided to inform volumes of overburden available or needed to construct these noise bunds.
- The Pit Plan suggests that the 'Dingup Rd.' acoustic report has been provided 'ONLY to display indicative noise levels' however this report was not provided with the supporting documentation. Further, it is not clear when the 'methodology and operational guidelines to be expected within site specific report.' is to be provided.
- It is not clear if additional dust or noise investigations have been, or will be, conducted. Given the identified proximity to surrounding neighbours and the potential for crushing and screening DWER is guided by the buffer distances identified in GS3-Separation-distances-270605.pdf for crushing and screening, being 1km. In this instance there are identified dwellings located at:
  - 1 x dwelling ~300m to the WSW
  - 1 x dwelling ~500m to the east
  - 1 x dwelling ~ 400m to the north and
  - numerous dwellings in the townsite of Jardee <1km WNW

  It is therefore highly likely, if crushing / screening is included, that the proposal will be required to undertake bespoke noise modelling as part of the works approval and licensing process identified above. This work, if undertaken, should also include haulage routes and local roads to inform the Shire's understanding of potential noise and dust risk.

It is not appropriate to position the proposal around whether or not 'crushing and screening' will be approved. The proposal needs to clearly identify the approach and undertake the required due diligence in terms of regulatory requirements to ensure approvals can be granted.

Pit Floor and Groundwater (DWER /LGA)

- While the proposal documentation suggests 'water not encountered at 4m bgl', there is no evidence in the documentation to support this claim. Ideally, this understanding would be informed by the installation of bespoke groundwater monitoring bores to establish pit floor and monitor levels during and post operation as per WQPN 15.

Stormwater (LGA)

- The Stormwater Management approach is not clear. It is not appropriate to direct sediment laden run-off from within, or external to the pit, to the dam located on the property as per pg. 4. Stormwater should be managed in accordance with WQPN 15. For example, In pit stormwater should be managed and retained in pit not directed externally, as identified on pg. 5, 8 and 13.
- There is no understanding of how stormwater ex-pit will be managed or conveyed around the pit.

Water Supply (DWER / LGA)

- Water demands (e.g. dust suppression) or source have not been identified or quantified. There appears to be existing demand from the dam to irrigate the viticulture / horticulture on site.
- The applicant is to determine the need for regulatory requirements in relation to the proposal. The site is located in the Smith Brook catchment of the proclaimed Warren River and Tributaries Surface Water Area under the *Rights in Water and Irrigation Act of 1914*.

Rehabilitation (LGA)

- Further refinement and development of the rehabilitation approach is required as per SPP 2.4, SPP 2.9 and WQPN 15.

Should you have any comments or require further information on any of the above, please contact me.

Draft

Department of Mines, Petroleum and Exploration
GOVERNMENT OF WESTERN AUSTRALIA

Your ref DA26/104, TP2026/110, P53089

Our ref DMS23225/2026

Enquiries Deepika Venkataramani — 9222 3824
deepika.venkataramani@dmpe.wa.gov.au

Kelli Summerfield
Planning Administration Officer
Shire of Manjimup
Sent by Email:kelli.summerfield@manjimup.wa.gov.au;info@manjimup.wa.gov.au
Manjimup WA 6258

Dear Sir/Madam

SHIRE OF MANJIMUP - DEVELOPMENT APPLICATION DA26/104 - PROPOSED EXTRACTIVE INDUSTRY - GRAVEL/LATERITE - LOT 3(41) TOWIE ROAD, MIDDLESEX

Thank you for your letter dated 08/10/2026 inviting comment on the proposed Extractive Industry Licence (EIL) application for Gravel/Laterite at Lot 3(41) Towie Road, Middlesex.

The Department of Mines, Petroleum and Exploration (DMPE) has determined that this proposal raises no significant issues with respect to mineral and petroleum resources, geothermal energy, and basic raw materials.

DMPE lodges no objections to the above development application for an EIL.

Yours sincerely

Mineral House 100 Plain Street East Perth Western Australia 6004
Postal address: Locked Bag 100 East Perth WA 6892
Telephone +61 8 9222 3333 Facsimile +61 8 9222 3862
www.demirs.wa.gov.au
ABN 69 410 335 356

Draft

OFFICIAL

Department of
Primary Industries and Regional Development
GOVERNMENT OF WESTERN AUSTRALIA

Your reference: DA26/104
Our reference: LUP 2519
Enquiries:

Karleha Brown
Planning
Shire of Manjimup
PO Box 1
MANJIMUP WA 6258
info@manjimup.wa.gov.au

29 September 2026

Dear Karleha

COMMENT: INVITATION TO PROVIDE COMMENT ON DEVELOPMENT PROPOSAL - Lot 3 (41) Towie Road, Middlesex

Thank you for the opportunity to comment on the proposed extractive industry (gravel) at Lot 3 Towie Road, Middlesex.

The Department of Primary Industries and Regional Development (DPIRD) does not object to the proposed extraction of gravel at the abovementioned lot, and would like to offer the following comments:

- DPIRD supports the Rehabilitation Plan. It is important that all rehabilitation activities are undertaken in accordance with the plan to ensure that each stage is rehabilitated as outlined. Adhering to the plan will help reduce the risk of wind erosion and associated dust issues.
- DPIRD supports the applicant's commitment to maintain a separation of greater than 2m from the maximum seasonal groundwater level to the base of the extraction pit during the extraction phase (DPIRD recommends at least 0.5m separation from the maximum seasonal groundwater level to maintain pasture productivity).
- DPIRD recommends that the applicant prepare a Weed Management Plan. The plan should include a minimum of two targeted weed inspections per year, with the first undertaken two to three weeks after the initial autumn rainfall and the second during spring when weed growth is most active.

1 Nash St, East Perth WA 6000
Telephone 08 9368 3383 landuse.planning@dpird.wa.gov.au
dpird.wa.gov.au
ABN: 18 951 343 745

Draft

- The EPA Guidance on Separation Distances between Industrial and Sensitive Land Uses recommends a separation distance of 300–500m between extractive industries and sensitive land uses. However, this separation distance may be insufficient where gravel crushing activities are proposed. As DPIRD has not assessed the Noise and Dust Management Plans, we are unable to determine whether the proposed operation may negatively impact the neighbouring properties located within 500 m of the extraction area.

Yours sincerely



Anya Lam
Director Agriculture Resource Management and Assessment
Fisheries and Sustainability

Draft

ATTACHMENT
APPENDIX

9.5.2 Conservation Management Plan for the Pemberton Timber Mill Workers Cottages Precinct

PROPONENT	Shire of Manjimup
OWNER	Various
LOCATION / ADDRESS	Pemberton Timber Mill Workers' Cottages Precinct
WARD	Rural
ZONE	Residential and Town Centre
DIRECTORATE	Development Services
FILE REFERENCE	F161045
LEGISLATION	*Heritage Act 2018, Planning and Development Act 2005*
AUTHOR	Jocelyn Baister (Manager Planning Services)
DATE OF REPORT	9 October 2026
DECLARATION OF INTEREST	Nil

BACKGROUND

This item was considered at the Ordinary Council Meetings held on 23 September and 28 October 2026 and deferred to enable further time to develop and evaluate options for further consideration.

The item is presented to Council as previously considered, with a change to the location plan, which only reflects the current Heritage Precinct and to introduce a revised recommendation to ensure there is clarity around the limited statutory implications of the document and to require preparation of a local planning policy for the precinct.

The Pemberton Timber Mill Workers' Cottages Precinct is included on the State Register of Heritage Places. As shown on the location plan below, the precinct, which contains 58 houses and 3 other non-residential buildings, is bound by Brockman Street, Dean Street, Lefroy Street and Broadway Street. A draft revised precinct boundary has been proposed by the Heritage Council of Western Australia (HCWA) through the Department of Planning Lands and Heritage (DPLH). A location plan is shown below.

Draft



Due to the state heritage listing, all properties within the Precinct are subject to Shire planning approval for any development, including internal works. As part of the planning approval process, the comments of the Heritage Council are required.

In order to facilitate the planning approval process for heritage-listed buildings, a Conservation Plan is normally prepared. A Conservation Plan documents the history and nature of a historic heritage place, assesses and records its cultural heritage significance and provides a framework (policy and strategy) for conserving its significant fabric and values.

Council has previously considered the draft Plan at its Ordinary Meeting 9 May 2013 (Resolution 25621) and 22 March 2018 (Resolution 27375).

APPENDIX: 9.5.2 (A)
APPENDIX: 9.5.2 (B)

Council is requested to consider receiving and noting the Conservation Plan for the precinct that was originally prepared in 2013 and has been updated in 2026. Council is requested to consider this matter again as it appears that whilst the plan was adopted for the purposes of advertising the Plan was never finalised. A comprehensive review has also been undertaken and additional information included. The Executive Summary of the Conservation Plan is attached, and a full copy of the document can be provided to Council on request.

ATTACHMENT: 9.5.2 (1)

PUBLIC CONSULTATION UNDERTAKEN

During preparation of the original draft version of the Conservation Plan, all property owners were advised that the Plan was being prepared. All owners were invited to discuss the project with the consultant team during the site inspections undertaken in September 2012.

It is acknowledged that the public consultation for the Management Plan occurred over a decade ago. As the recommendation clarifies that the draft plan has no statutory consequence, no further consultation on this plan is considered necessary. Effective engagement with the impacted properties on the proposed development standards within a draft local planning policy will be more beneficial than re-engagement with land owners on the Management Plan, and this is reflected in the recommendation.

COMMENT

The provisions of the Shire's Local Planning Scheme No 4 (LPS No 4) includes the majority of the land within the Residential Zone, with an identified residential density of R10, a few of the places are within the Town Centre zone and the Pemberton Mill is zoned Industry.

LPS No 4 also includes the land within Pemberton Planning Precinct No 4 (Urban Centre) and Precinct 5 (Town Centre) under Schedule 8.

As reflected within Schedule 8, *"The mill cottages from Dean Street to the Pemberton Karri Mill are typical timber-clad, corrugated iron roofed original cottages, characteristic of the timber industry. This historic node requires detailed planning to determine its future and the most realistic way of retaining where possible all of the cottages".*

The Conservation Plan is a set of design principles for the Precinct to guide in assessing planning applications for restoration and development of each property. Individual assessment of each property was limited to outside assessment only. No detailed internal or structural assessment of individual buildings was undertaken. However, given the architectural and historical nature of the Precinct and the use of most buildings within it for residential purposes, the Precinct-level design policies are considered to be sufficient.

Adoption of a Conservation Management Plan is recommended in order to provide guidance in respect of future policy development. The Council resolution of 2013, set principles of consultation, however it should be noted that this officer recommendation removes consultation on the Plan, however recommends preparation of a planning policy which will in itself require consultation.

<u>State Heritage Registration</u>
The conservation plan covered a study area beyond the boundary of the registered area. The study area incorporated additional cottages on Lefroy

Street, commercial buildings on Brockman Street and the Pemberton Timber Mill, Chimney and Single Men's Quarters. The additional areas were included based on the area identified by HCWA for assessment for inclusion into the registered place (i.e. an expanded curtilage) as shown in attachment 2.

The conservation plan shows zones of significance within the assessment area, as shown in attachment 3.

The following options are presented to Council for consideration with reference to the attachments.

Option 1 - Expansion of the current registered area to include the Mill site (Refer attachment 2).

- Mill site is identified as 'some significance' in the Conservation Plan – not considered to meet threshold for State registration – Councils core priority for this site is to secure remediation at this stage. Conservation of significant elements can be secured during any future planning for the redevelopment of the site.
- Potential for Chimney and Single Men's Quarters to be registered independently if this is considered necessary in the future.
- Not recommended.

Option 2 - No change to current State Registered Area (Refer attachment 4)

- Need to develop clearer planning policy how conservation principles are applied to development within the area.
- Viable option if the Shire considers the need for further heritage protection measures to be unnecessary.

Option 3 - Removal / reduction in area of the current State Registered area

- This area would be afforded no additional heritage protection provisions through the statutory planning process.
- Not currently considered to be a viable option given that this falls outside of the Councils control.
- Should this be the Shire's preferred position then it would advocate to the HCWA to remove or reduce the state registered area.

Option 4 - Expansion of the current registered area to include lots north and south of Brockman St but excluding the Mill site (Refer attachment 5)

- The Shire would need to develop clear planning policy how conservation principles are applied to development within the area, which currently do not have the protection afforded by State registration.
- Landowners would have to be consulted as part of any registration and policy development process.
- Planning applications within this area would have to be referred to HCWA and the Shire would be unable to make decisions contrary to its advice.
- Recommended in principle subject to engagement with landowners and further consideration by Shire after this.

Conclusion
A review of the registered area for the Timber Mill Workers' Cottages can be informed by the Conservation Management Plan. The Management Plan has demonstrated that the Timber Mill itself is of some significance, however would not meet the threshold either independently or in addition to the existing area warrant State registration protection. The Management plan will be used by Shire staff to improve statutory process and policy development.

STATUTORY ENVIRONMENT

Planning and Development Act 2005 and Heritage Act 2018.

POLICY / STRATEGIC IMPLICATIONS

This project is consistent with C.22 of the Shire of Manjimup Strategic Community Plan 2021-2031 being:

C.22 Document and conserve local historical records, stories and artefacts and make them available for everyone to study and enjoy

ORGANISATIONAL RISK MANAGEMENT

Not significant.

FINANCIAL IMPLICATIONS

All costs associated with finalising the Conservation Plan will be wholly contained within the adopted 2026/27 annual budget.

SUSTAINABILITY

Environmental: Nil.

Economic: The Conservation Plan is designed to streamline the planning approval process and provide property owners greater certainty on heritage requirements within the Precinct. This is expected to reduce costs associated with redrafting of plans and time delays.

Social: The Precinct has been identified as being a significant contributor to Pemberton's 'sense of place' and community identify as an historic timber milling town. The Conservation Plan attempts to find the balance between community expectations that the Precinct will be preserved and the desire of residents to enjoy a modern standard of amenity.

VOTING REQUIREMENTS: SIMPLE MAJORITY

OFFICER RECOMMENDATION

That Council:

1. **Receive and note the Conservation Management Plan for the Pemberton Timber Workers' Cottages Precinct as prepared by Hocking Heritage and Architecture as shown at Attachment 9.5.2 (1).**
2. **Note that the recommendations and Conservation Polices listed in the document shown at Attachment 9.5.2 (1) do not form part of statutory planning or management framework of the Shire of Manjimup.**
3. **In relation to the proposed expansion of the Registered Heritage Precinct, advise the Heritage Council of Western Australia that:**
    - **3.1. It does not support expansion of the State Registration of the Pemberton Timber Mill Workers' Cottages Precinct to encompass the former Pemberton Mill site, as the Management Plan has identified the Mill as of only Some Significance.**
    - **3.2. It does support, in principle, the incorporation of the lots to the west of the currently registered area including land north and south of Brockman St (as shown attached 9.5.2 (5)) into the State Registration of the Pemberton Timber Mill Workers' Cottages Precinct, subject to consultation by Heritage Council WA with the owners of the properties within this area, and this matter being given further consideration following this consultation.**
4. **Directs the Chief Executive Officer to prepare a draft Local Planning Policy, having regard to the recommendations contained within the report, for the existing Pemberton Timber Mill Workers' Cottages Precinct for further consideration of Council, with the suggested scope for the policy being planning provisions being limited to:**
    - **4.1. Retention of streetscape character (such as solid fencing, and garage doors and structures within the front setback area)**
    - **4.2. Scale and setback requirements for new primary dwellings (i.e. – excluding sheds and outbuildings)**
    - **4.3. Requirements for generally compatible extensions to existing buildings in terms of scale and appearance where these are significantly visible from the street, excluding control over building materials.**
    - **4.4. Prescribing exemptions from the requirement to obtain development approval within the precinct based on the principle of requiring planning approvals only as much as is necessary to achieve the requirements of the Policy.**

5. **Note that recommendations relating to public works and places will be considered on merit as and when necessary having regard to appropriateness, costs and priorities at that time.**

ATTACHMENTS

1⇩	Attachment 1 - Executive Summary from Conservation Management Plan for the Pemberton Timber Mill Workers' Cottages Precinct	13 Pages
2⇩	Attachment 2 - Proposed Expanded Registered Area	1 Page
3⇩	Attachment 3 - CMP Study Area Zones and Significance	1 Page
4⇩	Attachment 4 - Current Registered Area	1 Page
5⇩	Attachment 5 - Expansion of Registered Area	1 Page

APPENDICES

A⇩	Appendix A - Excerpt from 9 May 2013 Council Minutes	5 Pages
B⇩	Appendix B - Excerpt from Council Minutes 22 May 2018	5 Pages

Draft

ATTACHMENT

12.1.2 Adoption for Advertising Purposes of Pemberton Timber Mill Workers' Cottages Precinct Conservation Plan

PROPONENT	Shire of Manjimup
OWNER	Various
LOCATION / ADDRESS:	Pemberton Timber Mill Workers' Cottages Precinct
WARD:	West
ZONE:	Residential R10
DIVISION:	Statutory Services
FILE REFERENCE:	TPL 18
LEGISLATION:	Heritage of Western Australia Act 1990 and Planning and Development Act 2005
AUTHOR:	Roy Winslow
DATE OF REPORT:	15 April 2013
DECLARATION OF INTEREST:	Nil
SIGNATURE:	

BACKGROUND:
The Pemberton Timber Mill Workers' Cottages Precinct (the Precinct) is included on the State Register of Heritage Places. Within the Precinct are a total of 58 houses and 3 other main buildings.

Due to the state heritage listing, all properties within the Precinct are subject to Shire Planning Approval for any development, including internal works. As part of the planning approval process, the comments of the Heritage Council are required.

In order to facilitate the planning approval process for heritage-listed buildings, a Conservation Plan is normally prepared. A Conservation Plan documents the history and nature of a historic heritage place, assesses and records it's cultural heritage significance and provides a framework (policy and strategy) for conserving its significant fabric and values.

A draft Conservation Plan for the Precinct has been recently prepared with the aid of a LotteryWest Cultural Heritage Grant. The Conservation Plan provides a detailed history of the Precinct and its relationship with the Pemberton Mill and greater township. From this history and visual inspection of each property within the Precinct, a statement of significance and conservation policy have been developed. A copy of the main Conservation Plan is attached. Due to the size of the document, individual place records for each property and other background information have not been included.

ATTACHMENT: 12.1.2(1)

The purpose of this report is to consider adoption of the draft Conservation Plan for the purposes of advertising.

PUBLIC CONSULTATION UNDERTAKEN:
During preparation of the Conservation Plan, all property owners were advised that the Plan was being prepared. All owners were invited to discuss the project with the consultant team during the site inspections undertaken in September 2012.

It is intended to undertake formal consultation on the draft Conservation Plan in the event that Council adopts it for advertising purposes.

COMMENT (Includes Options):

Rationale for a Conservation Plan
The Shire of Manjimup is responsible for granting planning approvals for all development within the Precinct. As part of this process, the advice of the Heritage Council is required due to the Precinct being included in the State Register of Heritage Places. A Conservation Plan is a vital tool used by property owners, the Shire and the Heritage Council to identify the appropriate manner in which a heritage listed property should be managed and restored.

The Conservation Plan is a set of design principles for the Precinct to guide in assessing planning applications for restoration and development of each property. Individual assessment of each property was limited to outside assessment only. No detailed internal or structural assessment of individual buildings was undertaken. However, given the architectural and historical nature of the Precinct and the use of most buildings within it for residential purposes, the Precinct-level design policies are considered to be sufficient.

It is important to note that the Conservation Plan accepts that the Precinct is a residential area. The need to ensure residents have an appropriate level of modern convenience and amenity has been taken into consideration. It is not intended for the Conservation Plan to prevent all development. However, it is designed to encourage appropriate protection and restoration of the character and important design elements of each property that contribute to the historical significance of the Precinct and its 'sense of place'.

On a more practical level for property owners, the Conservation Plan is intended to strengthen any grant application for heritage funding to restore individual buildings.

Consultation Strategy
In the event that Council adopts the Conservation Plan for the purposes of advertising, the following consultation strategy is recommended:

1. Upload of the complete document to the Shire's website with hard copies placed on display at the Manjimup Shire Office, Pemberton Library and Pemberton Community Resource Centre;
2. A Public Notice advising of the Conservation Plan and inviting comments being published in the *Manjimup-Bridgetown Times* and the *Pemberton Community News*;

3. An information leaflet outlining the key elements of the Conservation Plan and a copy of the individual place record for a property being provided to each property owner within the Precinct by post;
4. An informal 'Q and A' session being held in Pemberton during the submission period with attendance by Shire staff and the Shire's Regional Heritage Advisor to allow for group or individual discussion with property owners;
5. A 42-day submission period being provided;
6. All written submissions being considered against the draft Conservation Plan with recommendations to Council on whether modifications are required; and
7. Return of the document to Council for formal consideration of submissions.

It is noted that the Conservation Plan has previously been reviewed by the State Heritage Office on behalf of the Heritage Council. No further formal consultation with the Office will be required unless there are significant modifications made in the light of submissions.

STATUTORY ENVIRONMENT:
Heritage of Western Australia 1990, Planning and Development Act 2005 and Shire of Manjimup Local Planning Scheme No.4.

POLICY / STRATEGIC IMPLICATIONS:
In the event that the Conservation Plan is adopted after formal consultation, it is recommended that a Local Planning Policy be prepared to allow the design policies to be incorporated into Local Planning Scheme No.4.

FINANCIAL IMPLICATIONS:
Advertising costs associated with this project will be borne by the adopted Planning Advertising budget.

SUSTAINABILITY:
Environmental: The Conservation Plan is environmentally neutral.
Economic: The Conservation Plan is designed to streamline the planning approval process and provide property owners greater certainty on heritage requirements within the Precinct. This is expected to reduce costs associated with redrafting of plans and time delays.
Social: The Precinct has been identified as being a significant contributor to Pemberton's 'sense of place' and community identify as an historic timber milling town. The Conservation Plan attempts to find the balance between community expectations that the Precinct will be preserved and the desire of residents to enjoy a modern standard of amenity.

VOTING REQUIREMENTS: **SIMPLE MAJORITY**

OFFICER RECOMMENDATION:

Draft

That Council:

1. **Adopts for the purposes of advertising the *Conservation Plan for the Pemberton Mill Workers' Cottages Precinct and Associated Areas* as attached at 12.1.2(1) and**
2. **Adopts the following Consultation Strategy for the *Conservation Plan for the Pemberton Mill Workers' Cottages Precinct and Associated Areas* to be implemented by the Chief Executive Officer:**
   a) **Upload of the complete document to the Shire's website with hard copies placed on display at the Manjimup Shire Office, Pemberton Library and Pemberton Community Resource Centre;**
   b) **A Public Notice advising of the Conservation Plan and inviting comments being published in the *Manjimup-Bridgetown Times* and the *Pemberton Community News*;**
   c) **An information leaflet outlining the key elements of the Conservation Plan and a copy of the individual place record for a property being provided to each property owner within the Precinct by post;**
   d) **An informal 'Q and A' session being held in Pemberton during the submission period with attendance by Shire staff and the Shire's Regional Heritage Advisor to allow for group or individual discussion with property owners;**
   e) **A 42-day submission period being provided;**
   f) **All written submissions being considered against the draft Conservation Plan with recommendations to Council on whether modifications are required; and**
   g) **Return of the document to Council for formal consideration of submissions.**

COUNCIL RESOLUTION:

MOVED: Bavich, D SECONDED: Daubney, L

25621
That Council:

1. **Adopts for the purposes of advertising the *Conservation Plan for the Pemberton Mill Workers' Cottages Precinct and Associated Areas* as attached at 12.1.2(1) and**
2. **Adopts the following Consultation Strategy for the *Conservation Plan for the Pemberton Mill Workers' Cottages Precinct and Associated Areas* to be implemented by the Chief Executive Officer:**
   a) **Upload of the complete document to the Shire's website with hard copies placed on display at the Manjimup Shire Office, Pemberton Library and Pemberton Community Resource Centre;**
   b) **A Public Notice advising of the Conservation Plan and inviting comments being published in the *Manjimup-Bridgetown Times***

and the *Pemberton Community News*;

c) An information leaflet outlining the key elements of the Conservation Plan and a copy of the individual place record for a property being provided to each property owner within the Precinct by post;

d) An informal 'Q and A' session being held in Pemberton during the submission period with attendance by Shire staff and the Shire's Regional Heritage Advisor to allow for group or individual discussion with property owners;

e) A 42-day submission period being provided;

f) All written submissions being considered against the draft Conservation Plan with recommendations to Council on whether modifications are required; and

g) Return of the document to Council for formal consideration of submissions.

ADOPTED BY EN BLOC RESOLUTION: 10/0

Draft

ATTACHMENT

9.5.4 Finalisation of Pemberton Heritage Study

PROPONENT	Shire of Manjimup
OWNER	Various
LOCATION / ADDRESS:	Pemberton Timber Mill Workers Cottages Precinct
WARD:	West
ZONE:	Residential
DIRECTORATE:	Development & Regulation
FILE REFERENCE:	F161045
LEGISLATION:	Heritage of Western Australia Act 1990 Planning and Development Act 2005
AUTHOR:	Brian Robinson
DATE OF REPORT:	8/03/2018
DECLARATION OF INTEREST:	Nil

BACKGROUND:
The Pemberton Timber Mill Workers' Cottages Precinct is included on the State Register of Heritage Places. As shown on the location plan below, the precinct, which contains 58 houses and 3 other non-residential buildings, is bound by Brockman Street, Dean Street, Lefroy Street and Broadway Street.

Council is requested to consider endorsing the advertisement, for public comment, a Conservation Plan for the precinct that was prepared in 2013.

Location Plan



In order to guide development and management of heritage listed buildings, a Conservation Plan is normally prepared. A Conservation Plan documents the history and nature of a historic heritage place, assesses and records its cultural

heritage significance and provides a framework (policy and strategy) for conserving its significant fabric and values.

At its Ordinary meeting held on 9 May 2013, Council was requested to consider a draft Conservation Plan for the precinct. Council adopted the Plan for the purposes of advertising. Council resolved to adopt the officer's recommendation to:

1. Adopt the Conservation Management Plan for the purposes of advertising; and
2. Complete a comprehensive public consultation process.

Council is requested to consider this matter as it appears that whilst the plan was adopted for the purposes of advertising the Plan was never finalised.

PUBLIC CONSULTATION UNDERTAKEN:
During preparation of the Conservation Plan, all property owners were advised that the Plan was being prepared. All owners were invited to discuss the project with the consultant team during the site inspections undertaken in September 2012.

COMMENT (Includes Options):
The provisions of the Shire's Local Planning Scheme No 4 (LPS No 4) includes the majority of the land within the Residential Zone, with an identified residential density of R10.

LPS No 4 also includes the land within Pemberton Planning Precinct No 4 (Urban Centre) under Schedule 8. As reflected within clause 3.4 of Schedule 8, *"The mill cottages from Dean Street to the Pemberton Karri Mill are typical timber-clad, corrugated iron roofed original cottages, characteristic of the timber industry. This historic node requires detailed planning to determine its future and the most realistic way of retaining where possible all of the cottages".*

Additionally due to its heritage value, the precinct is subject to a State Heritage listing. The heritage status of the Precinct is reflected within the Shire of Manjimup's Municipal Heritage Inventory.

As a result the Shires prior planning approval is required for any development located within the precinct, including internal works. Furthermore comments on any proposed development must be sought from the Heritage Council of Western Australia prior to determination of the application.

Adoption of a Conservation Management Plan is highly recommended in order to provide guidance in respect of future development applications for both applicants and Shire Officers alike.

It should be noted that whilst the draft Conservation Management Plan for the Pemberton Mill Workers Cottages has not been finalised at this time, it appears that both Shire and Heritage Council of WA officers have been utilising the recommendations to guide development within the precinct. For example,

retention of the current appearance as viewed from the street, with new development being encouraged to the rear.

STATUTORY ENVIRONMENT:
Planning and Development Act 2005 and Heritage Act 1990.

Within planning law, there is an established principal of 'seriously entertained planning proposal'. In essence the provisions of a draft planning proposal can be considered when determining an application when it is:

- Based on sound planning principals;
- It is a public, rather than a secret policy;
- The length of time that it has been in operation; and
- It has been continuously supplied.

In this case, the contents of the draft Conservation Management Plan were prepared having regard to the Heritage significance of the site, the Shires Municipal Heritage Inventory. The plan is therefore based on sound planning principals. As the contents of the plan have been readily available to the public since May 2013 and officers from both the Shire and Heritage Council have consistently applied the plan recommendations, it is considered that the Conservation Management Plan is a seriously entertained planning proposal.

Given the above, it is Council is requested to endorse the continued use of the Conservation Management Plan to guide development within the Pemberton Mill Workers Cottages Precinct during the public consultation period.

POLICY / STRATEGIC IMPLICATIONS:
In accordance with Part 7 of LPS No 4, the Shire is obliged to establish and maintain a Heritage List to identify those places within the Scheme that are of cultural heritage significance. This list is included within Local Planning Policy No 6.1.13, being a Local Planning Policy prepared, advertised for public comment and adopted in accordance with clause 2.2 of LPS No 4.

The Heritage List attached to the above policy identifies the Pemberton Mill Workers Cottages precinct as having an A+ classification, being the highest heritage status available. As reflected within the Policy, the Shires prior planning approval is required for all development within the precinct.

In the event that the Conservation Plan is adopted after formal consultation, it is recommended that a Local Planning Policy be prepared to allow the design policies to be incorporated into Local Planning Scheme No.4.

ORGANISATIONAL RISK MANAGEMENT:
Nil

FINANCIAL IMPLICATIONS:
All costs associated with finalising the Conservation Plan will be wholly contained within the adopted 2017/18 annual budget.

SUSTAINABILITY:
Environmental: Nil
Economic: The Conservation Plan is designed to streamline the planning approval process and provide property owners greater certainty on heritage requirements within the Precinct. This is expected to reduce costs associated with redrafting of plans and time delays.
Social: The Precinct has been identified as being a significant contributor to Pemberton's 'sense of place' and community identify as an historic timber milling town. The Conservation Plan attempts to find the balance between community expectations that the Precinct will be preserved and the desire of residents to enjoy a modern standard of amenity.

VOTING REQUIREMENTS: SIMPLE MAJORITY

OFFICER RECOMMENDATION:

That Council

1. **Endorses the use of the Conservation Plan for the Pemberton Mill Workers' Cottages Precinct to guide development within the precinct on the basis that it is a seriously entertained planning proposal; and**
2. **Request that the Chief Executive Officer proceed with public consultation on the draft Conservation Plan for the Pemberton Mill Workers' Cottages Precinct in accordance with the following principals, as adopted by Council at its Ordinary Meeting held on 9 May 2013:**
   a) **Upload of the complete document to the Shire's website with hard copies placed on display at the Manjimup Shire Office, Pemberton Library and Pemberton Community Resource Centre;**
   b) **A Public Notice advising of the Conservation Plan and inviting comments being published within the two local newspapers relating to Pemberton;**
   c) **An information leaflet outlining the key elements of the Conservation Plan and a copy of the individual place record for a property being provided to each property owner within the Precinct by post;**
   d) **An informal 'Q and A' session being held in Pemberton during the submission period with attendance by Shire staff and the Shire's Regional Heritage Advisor to allow for group or individual discussion with property owners;**
   e) **A 42-day submission period being provided;**
   f) **All written submissions being considered against the draft Conservation Plan with recommendations to Council on whether modifications are required; and**
3. **Await a further report on this matter following the completion of the consultation period.**

Draft

ATTACHMENTS

1	Attachment No 1 - Main Body of Conservation Management Plan	160 Pages

Ordinary Meeting

COUNCIL RESOLUTION:

MOVED: Herbert, V SECONDED: Eiby, W

27375
That Council

1. **Endorses the use of the Conservation Plan for the Pemberton Mill Workers' Cottages Precinct to guide development within the precinct on the basis that it is a seriously entertained planning proposal; and**
2. **Request that the Chief Executive Officer proceed with public consultation on the draft Conservation Plan for the Pemberton Mill Workers' Cottages Precinct in accordance with the following principals, as adopted by Council at its Ordinary Meeting held on 9 May 2013:**
   a) **Upload of the complete document to the Shire's website with hard copies placed on display at the Manjimup Shire Office, Pemberton Library and Pemberton Community Resource Centre;**
   b) **A Public Notice advising of the Conservation Plan and inviting comments being published within the two local newspapers relating to Pemberton;**
   c) **An information leaflet outlining the key elements of the Conservation Plan and a copy of the individual place record for a property being provided to each property owner within the Precinct by post;**
   d) **An informal 'Q and A' session being held in Pemberton during the submission period with attendance by Shire staff and the Shire's Regional Heritage Advisor to allow for group or individual discussion with property owners;**
   e) **A 42-day submission period being provided;**
   f) **All written submissions being considered against the draft Conservation Plan with recommendations to Council on whether modifications are required; and**
3. **Await a further report on this matter following the completion of the consultation period.**

CARRIED: 9/0

Draft



Conservation Management Plan

PEMBERTON TIMBER MILL WORKERS' COTTAGES PRECINCT & ASSOCIATED AREAS

Prepared for the

Shire of Manjimup

With the assistance of funding under the

State Heritage Grant Program 2025-26

August 2026

SHIRE OF MANJIMUP

Draft

The Shire of Manjimup acknowledges the Bibelmen, Kaneang and Minang people of the Noongar Nation as the Traditional Custodians of the land on which we live, work and gather.

Figure 1 Cover image is one of the Timber Mill Workers' Cottage

Hocking Heritage + Architecture, December 2025

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Rev No	Author	Date	Reviewer	Date
-	Hocking Heritage + Architecture	July 2026	Shire of Manjimup	17 July 2026
FINAL	Hocking Heritage + Architecture	September 2026	Shire of Manjimup	9 September 2026

HHA Job No. 2025-63

Executive Summary

Purpose of the Conservation Plan

A Conservation Plan documents the history and nature of a historic heritage place, assesses and records its cultural heritage significance, and provides a framework (policy and strategy) for conserving its significant fabric and values.

In essence it is a property management tool that aims to provide the knowledge and framework necessary to conserve (and where appropriate, interpret) the significance of the place and to manage necessary alterations and works over time.

In this case the Conservation Plan considers the whole of the State registered *Pemberton Timber Mill Workers' Cottages Precinct* (which has been previously assessed by the Heritage Council of Western Australia as a significant, intact timber townscape), other associated groups of relatively intact mill housing, the Pemberton Mill and the associated commercial and community development along part of Brockman Street.

Within the State registered heritage precinct there are 58 houses and 3 other main buildings laid out along six streets - Dean, Kelly, Pine, and Broadway Streets, Karri Rise, and Brockman Street (Vasse Highway). This Conservation Plan also considers a further 15 houses and 10 other heritage buildings and sites (in Lefroy Street, Railway Crescent, along the north-western side of Brockman Street and the Mill complex), which reflect similar historical associations and streetscape qualities.

The conservation plan has been commissioned by the Shire of Manjimup as a means of establishing clear guidelines regarding conservation principles and recommended outcomes, for the Council, the owners and occupiers of the residential properties and for others responsible for preparing and assessing development and works proposals affecting these places and their setting.

A grant towards the preparation of the Conservation Plan under the Heritage Council of WA Heritage Grants Program recognises the importance of the timber workers cottages to the local community's identity and 'sense of place'.

Historical Overview

Timber has played in important role in Western Australia's economy from the earliest period of European settlement at the Swan River Colony. The industry was operated by private enterprise until after 1911, when Labor won a landslide victory at the State elections and progressed plans for the development of various State operated businesses. On 30 December 1912, the *Government Trading Concerns Act* was passed, which allowed the establishment of State government brickworks, saw mills, a shipping line, hotels, butchers' shops and secondary schools, including Perth Modern School.

In 1913, work commenced on the construction of the No 1 Saw Mill (at what was later named Deanmill), and twin mills (No. 2 and No. 3) at Big Brook (Pemberton), at an estimated cost of £138,000.

The State Sawmills Department developed a small private town at the Big Brook mills, to provide accommodation and services for the mill hands, fellers, bullockies, clerical staff and their families. The town was modelled on those already established by private companies, and similarly the buildings were erected by the company's workforce using the local timber, which in this instance was karri.

By June 1914, 67 acres had been cleared, grubbed off, and burnt off for the establishment of the mill and associated buildings, and the accommodation completed by this date included 26 ordinary cottages and 27 single men's huts. By 1920, there were two fourteen-room boarding houses, thirty-seven single-men's huts, two two-room houses, twelve three-room houses, thirty-three four room houses, and the manager's seven-room house.

In the period 1921 through to 1926, following economic recovery from the war and renewed activity in building stimulated the timber industry, accommodation for mill workers again increased at Pemberton. The final significant phase of expansion within the Mill town took place in 1946-1951, completing the development of the Study Area.

In 1961, State Saw Mills was sold to Hawker Siddeley Building Supplies Pty. Ltd. At that time, the Pemberton Mill was employing 297 men, many of whom were single men who were mostly accommodated in the single men's huts. However, with the change of owner, changes in technology etc. and a new mill, the number of employees was reduced to 60.

With a much-reduced work force at the timber mill, a number of the mill workers' cottages were no longer required, and provision of mill housing was consolidated within the Study Area.

During the 1980s, Pemberton began to grow as a tourist town and tourism, particularly domestic, continues to play a key role today. By the 1990s, the mill cottages had passed through a period in which they were considered 'a little down-market' and had become recognised as a 'historic precinct'. In May 1995, the mill cottages precinct was included in the draft Municipal Heritage Inventory for the Shire of Manjimup, which was adopted by the Shire on 10 July 1997.

In 2003 the *Pemberton Timber Mill Cottages Precinct* was assessed and entered on the State Register of Heritage Places.

Physical Description

The Study Area commences at the south-western edge of the timber mill and includes much of the original area laid out as the mill town in c.1913-1919, plus additional streets laid out as part of its north-easterly expansion. The core of the Study Area is the State registered *Pemberton Timber Mill Workers' Cottages Precinct,* which includes a collection of single storey residences – primarily modest timber cottages, but also including the mill manager's house, visitors' house, and a small group of staff houses dating from c.1951. Those parts of Lefroy Street and Railway Crescent that have been included in the Study Area also retain relatively intact groupings of similar mill workers' cottages.

Reflecting its nature as the main road through Pemberton, and part of the original mill town, the section of Brockman Street (Vasse Highway) between Club Road and Dean Street, features a mixture of residential, commercial and community development, including the Mill Workers' Hall, Dining Room, shops, the Methodist (now Uniting) Church, and the former school and headmaster's house. The places on the north-western side of the street (opposite the State registered *Pemberton Timber Mill Workers' Cottages Precinct*) help provide an appropriate setting for the heritage precinct, particularly for visitors passing through the town along Vasse Highway.

Within the *Pemberton Timber Mill Workers' Cottages Precinct,* the lots are arranged along the side streets with a predominantly north-east and south-west orientation. These streets have bituminised roads between concrete kerbs, with grass verges and no street trees.

Most blocks (except for those backing onto the railway corridor) also have sealed, rear laneways.

While the houses were constructed for the State Saw Mills over a period of almost forty years, the residential area is distinguished by a narrow range of building types, styles, materials, colours and detailing. The visual impact of the collection of cottages when moving through the area is one of aesthetic cohesion, derived from key features such as weatherboard walls, corrugated metal roofs, prominent roof gables, front verandahs with post and rail balustrades, post and rail fences with woven wire panels to front boundaries, flat-topped picket fences to side and rear boundaries, gable-roofed weatherboard garages and informal gardens with a predominance of open lawns, scattered trees and specimen shrubs. The slope of the land means that the south-western frontage of each place is elevated, with the houses raised on timber stumps which are generally concealed behind a skirt of spaced timber battens.

Rear views of the houses are glimpsed along the railway corridor and rear lanes, the latter featuring a diverse array of gabled weatherboard garages, small weatherboard sheds with raked roofs, flat-topped picket fences, and informal plantings of productive, ornamental and shade trees.

There are three principal house types in the Study Area, and their locations reflect the progressive growth of the Mill town:

- Mill workers' cottages with a gable roof and separate raked roof over the front verandah.

  These were built in two stages, c.1913-1919 and c.1921-1923. There are minor, but clear variations between the houses built in these two periods.

- Forestry Department 'Type 6' cottages, with a gable roof extending in a broken back alignment over the front verandah.

  This was a common house type for mill and forestry workers in the 1920s and 1930s. In Pemberton, it was initially used for an expansion of the mill town in 1924-1926. It was then used for infill development and finally for a further expansion of the town in c.1951. It is not known if the later examples were new houses or if they were relocated from elsewhere.

- Mill workers' houses, with gable-hipped roofs.

  This group of four, larger, mill workers' houses on Karri Rise was built in c.1951.

Statement of Significance

Pemberton Timber Mill Workers' Cottages Precinct and Associated Areas, a complex of timber cottages built for State Sawmills in c.1913-1919, c.1921-23, c.1924-26, and c.1950-51, together with the mill manager's house, visitor's house, teacher's cottage, former dining room, a former boarding house, church, shops, former mill workers' hall, school and headmaster's house, and the associated streets and rear lanes, open spaces, gardens and landscaping, has cultural heritage significance for the following reasons:

The mill workers' cottages and houses, and the associated community and commercial buildings along the adjacent section of Brockman Street, form a substantial collection of buildings that represent a range of aspects of mill town life. These elements collectively form a significant timber townscape;

The historic precinct is now rare as a large collection of relatively intact timber mill workers' cottages and houses, together with related community and commercial buildings – illustrating the once common development of self-contained timber mill towns in close proximity to the mill and forests;

The large collection of simple, well-proportioned timber mill workers' cottages and houses, and the associated outbuildings, community and commercial buildings, streetscapes, laneways and rail tracks have a strong sense of visual and historical coherence;

The historic precinct is directly associated with the entry of the State government into the lucrative timber industry under the Government Trading Concerns Act of 1912. It was an integral part of the establishment of the State Saw Mills in 1913;

The cottages were developed and maintained as part of the State Saw Mills' operations in the South-West from 1913 to 1961, and subsequently continued as a mill precinct under the management of private mill operators, with ongoing associations with the Pemberton timber mill through to 2012; and,

The historic precinct is valued by the community of Pemberton, the Shire of Manjimup and the wider community of Western Australia for social and cultural reasons.

Conservation Policies

Policy 1.1 The Shire of Manjimup should advise all property owners within the Study Area about the scope and purpose of the Conservation Plan. This notification should encourage reference to the conservation plan as part of the planning process for any conservation, development or other works.

Policy 1.2 The Shire of Manjimup should maintain reference copies of the Conservation Plan for ready access by all those involved in the maintenance of, and planning for, the buildings within the Study Area.

The Shire of Manjimup should also provide copies of the report to the Department of Planning, Lands and Heritage.

Policy 1.3 The Shire of Manjimup should use the Conservation Plan as an important tool in planning for, and making decisions about, any proposals that might impact on, or relate to, the cultural heritage values and/or significant fabric of the heritage places.

Policy 1.4 The Department of Planning, Lands and Heritage (and the Heritage Council of WA) should use the Conservation Plan as a reference document when providing advice about any proposed works.

Policy 1.5 The Shire of Manjimup should investigate and facilitate opportunities to support conservation of the individual properties, with particular reference to the works recommended in this Conservation Plan.

Policy 1.6 Owners should be encouraged to undertake condition assessments (Section 10.1) and establish appropriate schedules of conservation works for the significant buildings (Section 10.2).

Policy 1.7 The Conservation Plan should be assessed by the Shire of Manjimup every five to ten years to determine if it remains current with respect to any important new information and/or changes that might have impacted on the cultural heritage values and/or the conservation policies.

If any important new information and/or changes are identified these should be documented as an addendum or, in the event of major changes, the relevant sections of the report should be professionally reviewed and updated.

Copies of any addendums/updates should be provided to the Department of Planning, Lands and Heritage and made available to property owners.

Policy 2.1 The conservation of significant elements should be carried out in accordance with the principles outlined in the Australia ICOMOS charter for the conservation of places of cultural significance (the Burra Charter). These principles are fundamental to the Conservation Management Plan.

Policy 2.2 The definitions and principles of the Burra Charter should be used to guide all considerations for the future conservation, development and use of the *Pemberton Timber Mill Workers' Cottages Precinct* and any associated requirements for physical works. (Refer 10.5 Policies Arising from the Physical Condition of the Place).

Policy 3.1 The Shire of Manjimup should develop new design guidelines to guide future development of the Pemberton Timber Mill Workers' Cottages Precinct.

Policy 3.2 The residential streets should generally be maintained with grassed verges, although a narrow concrete path could be installed along one side of each street to improve pedestrian access.

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Policy 3.3 Consideration should be given to retaining these streets without street trees to emphasise the strong, repetitive built forms that currently distinguish the Timber Mill Workers' Cottages Precinct from other parts of Pemberton and illustrate the traditional nature of this area as a 'company town'.

If street trees are to be planted they should be spaced so as to retain clear views along the facades of the cottages, and align with the side property boundaries, where possible.

Policy 3.4 Maintain the use of post and rail fences with wire mesh infill along the street boundaries of the houses (to the typical detailing).

Policy 3.5 Maintain the use of the traditional flat-topped picket fences for side boundaries, where these impact on the streetscape. Ensure that all side fences have colours similar to the existing and that no new side fences are higher than the existing timber picket fences.

Policy 3.6 Encourage the continued landscaping of front yards with open grassed areas, informal plantings of shrubs and trees and informal garden beds. Encourage the retention and conservation of informal plantings of tall trees in rear and side yards.

Policy 3.7 Maintain the rear lanes as rough-edged access ways.

Policy 3.8 Maintain the general character of the built fabric by conserving traditional rear sheds and garages wherever possible and ensuring that any new development does not overtly intrude on views along the laneways from the adjacent streets.

Policy 3.9 Maintain the use of flat-topped timber picket fences along rear boundaries.

Policy 3.10 The Shire of Manjimup should develop new design guidelines to guide the future development of the section of Brockman Street between Club Road and Dean Street. The aim of this should be to support conservation of the significant buildings and spaces, and to ensure that any new development is compatible with the heritage character of the old mill town.

As a general principle, any new infill development should aim to interpret the traditional detailing of the heritage buildings using simple modern forms, materials and detailing.

Side and rear setbacks should be designed to retain views to the heritage buildings as prominent streetscape elements.

Policy 3.11 All proposed works to the buildings within the Study Area should be informed by, and compatible with, the significance of the Study Area and its component parts (as assessed and documented in Sections 6, 7 and 8).

Policy 3.12 The fabric of structures or elements of exceptional significance should be retained and preserved, restored or reconstructed as appropriate.

Policy 3.13 The fabric of structures or elements of considerable significance should be retained and conserved.

Any necessary changes that reduce cultural significance should be reversible and be reversed when circumstances permit. Non-reversible change should only be used as a last resort and should not prevent future conservation action.

Demolition is not an acceptable outcome for buildings and elements of considerable significance unless there is no feasible alternative. In the event of demolition, the site should be redeveloped in a manner that maintains the significance of the streetscape.

Policy 3.14 Unless otherwise stated in this conservation policy, when fabric of exceptional or considerable significance requires replacement, the materials and detailing should match the traditional materials and detailing for that place.

Policy 3.15 Fabric and spaces of some significance should be conserved wherever practical.

Policy 3.16 Fabric and spaces of little or no significance may be retained or modified depending on the future use requirements. However, decisions about the nature and extent of such work will need to include consideration of the potential visual and physical impact on the significance of adjacent fabric/areas and of the place as a whole.

Policy 3.17 Intrusive fabric has been identified as detracting from the significance of the houses within the Study Area and its removal, and/or replacement with more appropriate detailing, is encouraged through consultation with the Shire of Manjimup, and the Department of Planning Lands and Heritage if required.

Policy 3.18 Where significant fabric has been removed from areas that impact on the streetscape views of the cottages this fabric should be reconstructed to a known earlier state.

Policy 3.19 Consideration may be given to reconstructing the finial and cross timber gable detail seen in early photographs of the houses built in the period c.1913-early 1920s

Policy 3.20 Surviving evidence of the original internal fabric and detailing to the walls, floors, doors and fireplaces of the rooms under the main roof should generally be conserved.

Wherever possible, alterations to meet modern living and accommodation requirements should be focussed on the less significant areas within the rear skillions and extensions.

Policy 4.1 Remove any build-up of soil levels from across the face of the buildings on the upper side(s) of the slope, around the stumps and across the face of fences.

Policy 4.2 Assess the site drainage and design the soft and hard landscape to help direct stormwater away from the base of the buildings and reduce future soil deposition against timber structures and across underfloor areas.

Policy 4.3 Assess the condition of the floor stumps and restump the main buildings (house and garage) if required, re-levelling floors where slumping has occurred.

Policy 4.4 Assess the condition of the weatherboard walls to the house, garage and outbuildings. Selectively replace boards that are severely warped or split, matching the traditional profiles and details for that wall. Refix any loose boards.

Replacement boards to unpainted walls must be replaced like-for-like (generally in Karri, where possible) and the whole wall finished with a penetrating timber preservative.

Replacement boards to painted walls may be replaced using an alternative timber to the same size and profile, provided the grain provides a similar surface texture and character as the original boards when painted. Paint applied to the weatherboards should generally be flat acrylic.

For walls that have been previously painted, new paint colours should reflect the overall character of the precinct with side walls in compatible shades of grey or brown. Front walls can use matching shades of grey or brown, or other colours in muted shades (generally in the palette of red-brown, cream or muted yellow, and soft blue-greens).

Policy 4.5 Assess the condition of the battens to the face of the underfloor areas in all areas visible from the street.

Refix loose battens and replace missing battens like-for-like (generally in Karri, where possible).

Replace deteriorated finishes, as required, finishing unpainted timber with a penetrating preservative/stain or repainting in areas previously painted.

Policy 4.6 Assess the condition of the gable and capping boards, and the eaves battens, to the gable ends of the main roof to the house.

Assess the condition of the gable and capping boards to the gable ends of the garage roof.

Refix loose boards and battens.

Replace missing or deteriorated (warped or split) boards and battens to match the traditional size, profile and detailing.

Replace deteriorated finishes, as required, finishing unpainted timber with a penetrating preservative/stain or repainting in areas previously painted.

Policy 4.7 For those pre-1924 houses that have wall vents (to the upper gable end or above the verandah roof) assess the condition of these elements. Works that may require attention include:

- Treating the metal louvers to the gable ends with rust inhibitor and repainting
- Repairing the side frames to secure the louvers in position
- Replacing the fine wire mesh to the face of the over-verandah vents (where this has been torn)
- Refixing/repairing the plain timber frames

Policy 4.8 Assess the condition of the roof sheeting, ridge cappings, gutters and downpipes to both the houses and garages (see also Policy 4.6).

Ensure that the downpipes direct water away from the base of the building.

Refix any loose sheeting or ridge capping or any loose gutter or downpipe mountings.

If the roof sheeting has rusted and requires full replacement in order to maintain the building in a weatherproof condition, replace using custom orb galvanised iron.

If sections of the roof sheeting have rusted and require partial replacement, use the same material as existing (generally galvanised iron or Zincalume).

When replacement is required, use ogee or ovolo profile gutters and round downpipes, in a material to match the roof sheeting.

Policy 4.9 Assess the condition of brick chimneys.

Replace any missing or severely fretted bricks with new or recycled bricks to match the existing.

If replacement bricks are required and/or the mortar is fretting, repoint with a lime rich mortar to match the colour and strength of the existing, carefully cleaning any mortar from the face of the brickwork as part of the work.

Policy 4.10 Assess the condition of any sunhoods to the side elevation(s)

Repair or reconstruct the timber frame to match the traditional detailing as required to maintain the sun hood in a sound condition.

Replace any severely rusted cladding with custom orb galvanised iron sheeting.

Repaint as required to maintain the timber frame in a sound condition

Policy 4.11 Assess the condition of the timber posts and balustrade to the front verandah, the panels to the ends of the verandah roof, floorboards and steps.

Refix timber members where they are loose or have detached.

Replace any sections of timber that have rotted or are otherwise no longer in a safe condition for their purpose.

Replace any floorboards that have rotted or are otherwise no longer in a safe condition for use as an elevated floor.

Apply a penetrating, external quality decking oil to the floorboards and steps.

If the surface finish has deteriorated, repaint all posts, balustrades and end panels using an acrylic paint.

Policy 4.12 Assess the condition of the front doors and the double hung or casement windows and repair frames, sashes and hardware, as required.

Retain and conserve original fabric wherever possible.

Match the traditional detailing for the type of house if replacement of some of the timber fabric is necessary.

Re-putty the glazing if required.

If the surface finish has deteriorated, repaint all timber surfaces.

Policy 4.13 Assess the condition of the doors, floor and any access ramp to the garage.

If the cladding of the corrugated iron doors has severely rusted, or is otherwise damaged, replace in matching corrugated iron sheeting, repairing/replacing the timber frame, locks and hinges as required.

Conserve the walls and roof in accordance with the relevant policies, above.

If the garage has a timber floor and/or access ramp, and is still used as a garage, seek professional advice to ensure that it meets the current loading requirements. Where the garage is on a level part of the site, or cut into the hillside, the timber floor can be replaced in concrete, if required to meet loading requirements. Where the floor is elevated, restump and reinforce the floor framing as required. Conceal the use of any new structural elements, such as brick piers or steel framing, behind traditional timber battens to the face of the underfloor areas.

Timber access ramps can be replaced with compacted earth ramps if required to meet loading requirements.

Policy 4.14 Assess the condition of the front, side and rear fences.

Refix where timber members have become loose or detached.

Straighten posts where leaning. Splice in a new base to the post if rotted or otherwise damaged.

Replace any other sections of timber that are missing, have rotted or are otherwise severely deteriorated (using like-for-like detailing and retaining original fabric wherever possible).

Replace any sections of missing or damaged wire mesh to the front fences (using like-for-like detailing and retaining original fabric wherever possible).

If the painted finish of the timber framing to the front fence has deteriorated, repaint in white to match the typical colour used throughout the precinct.

Policy 5.1 Generally, any development of the place should comply with statutory constraints including building requirements administered by the local authority and the conditions applied through referral to HCWA/DPLH.

Policy 5.2 A copy of this conservation management plan should be provided to the following agencies for their information and guidance.

- Heritage Council of WA, Department of Planning, Lands and Heritage
- Battye Library of WA
- Shire of Manjimup

Policy 5.3 A heritage impact statement prepared by a heritage professional is to be submitted to the Shire of Manjimup and the Heritage Council of WA (DPLH) for development applications for major works. Refer to the 'Guide to Developing Heritage Places' DPLH, July 2024 for determination of major and minor works.

Policy 5.4 The Shire of Manjimup must submit development referrals to the DPLH/HCWA for proposed works to places within the Pemberton Timber Mill Workers' Cottages Precinct, or for works to the Pemberton Mill Workers' Hall or the Pemberton to Northcliffe Railway (as required under the Heritage Act 2018).

Policy 5.5 The Shire of Manjimup should progress inclusion of the places that have been assessed as having exceptional and considerable heritage significance on the Heritage List or as part of Heritage Area(s).

This should include all places identified as being of exceptional and considerable significance in section 9.

Policy 5.6 If the State Government is considering the sale, transfer or long-term lease of any land under its control within the Study Area, then the matter needs to be referred to the State Heritage Office to determine if any heritage action will be required prior to the proposal proceeding.

Policy 5.7 If the State Government is considering the demolition of any part of a place under their control that meets the GHPDP criteria, then the matter needs to be referred to the State Heritage Office to determine if demolition is supported, and if so, if any heritage action will be required prior to the proposal proceeding.

Policy 5.8 Any works arising from requirements to comply with statutory regulations should be evaluated against the potential impact on significant fabric (with particular reference to the policies in this Conservation Plan). Professional advice should be sought to ensure that both safety and conservation issues are fully assessed and that essential works are undertaken in a manner that minimises the necessary impacts.

Policy 5.9 Works involving hazardous materials must be undertaken in accordance with current regulations and safety guidelines

Policy 6.1 The continued use of the houses as private residences and short-term rentals is the best means of conserving their cultural heritage values.

Policy 6.2 There should be no new built structures in the area forward of the mill workers' cottages.

Policy 6.3 New development to the side of the house should only be permitted if it is the only feasible option and will have minimal impact on significant streetscapes. Any such development should be set back from the main façade, use compatible material and forms, be of a scale and nature that is secondary to the original house, and retain a clear understanding of the original building envelope (including the footprint and roof form).

Policy 6.4 New additions to the rear of the house are permissible provided they retain the original roof form (including the skillion roof over the original rear verandah of pre-1950 houses) and a clear understanding of the original footprint of the house.

New additions should take account of the significance and character of the heritage place, involve the least possible alteration to significant fabric, retain the prominence of the original building in public views, and not unnecessarily obscure significant elements/details.

Policy 6.5 New outbuildings can be erected in the rear yards, but their design needs to minimise the potential visual impact on streetscape and laneway views.

Any new development should generally be set back from a rear laneway by at least 1.5m. For corner blocks, it should be located at least 1.5m further from the side street than the original house.

All new buildings must be of a scale and nature that is not visually intrusive on public views and, in particular, is secondary to the original house.

Policy 6.6 Since the creation of freehold lots around Broadway Street and Pine Street in 2015 and 2020 further subdivision or amalgamation of lots is discouraged as it would not be consistent with the conservation outcomes recommended in this Conservation Plan.

Policy 7.1 No renewable energy systems should be located on the front roof plane(s) or on any side roof planes that are visually prominent from the street.

Renewable energy systems can be mounted on the roof of a rear extension. If necessary, solar units set on rear skillion roofs can be supported by frames to achieve the maximum solar gain.

Other than as specifically noted above, all works should be consistent with the principles set out in the HCWA publication, 'Renewable Energy Systems in State Registered Places'.

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Policy 7.2 Any new climate control fabric or systems should be installed so as to avoid damage to significant wall cladding/detailing and not be intrusive in public views to the place.

Compressor units for air conditioners should be ground mounted in areas away from public views or, if located along side walls, carefully screened from view (using lattice or battened screens or similar). They should not be wall, window or roof mounted unless they will not impact on significant fabric and will not be visible from the front or nearby streets.

Where visible from the street, any external wall mounted ducts for air conditioners should be pre-finished or painted to blend with the colour of the wall.

Flues for new heaters should be located on the rear roof plane and should not require the removal of the original brick chimney.

Policy 7.3 Water tanks can be located at the rear of the house or along the rear side walls.

Policy 7.4 New satellite dishes, microwave and radio masts and antennae (or any other communications equipment) should not be mounted on the primary street frontage of the house.

Policy 8.1 Prepare an Interpretation Plan for the Pemberton Timber Mill Workers' Cottages Precinct and the associated development (inclusive of the Mill Workers' Hall, dining room, boarding houses, single men's quarters, school, 1920s shops, and the timber mill).

Policy 8.2 The Shire of Manjimup should investigate future opportunities for the development of a comprehensive archaeological research plan to identify any areas that may be suitable for, and benefit from, a professional archaeological excavation. The aim of this would be to develop a better understanding of the standard of living and way of life of mill workers in the period 1913-c.1945.

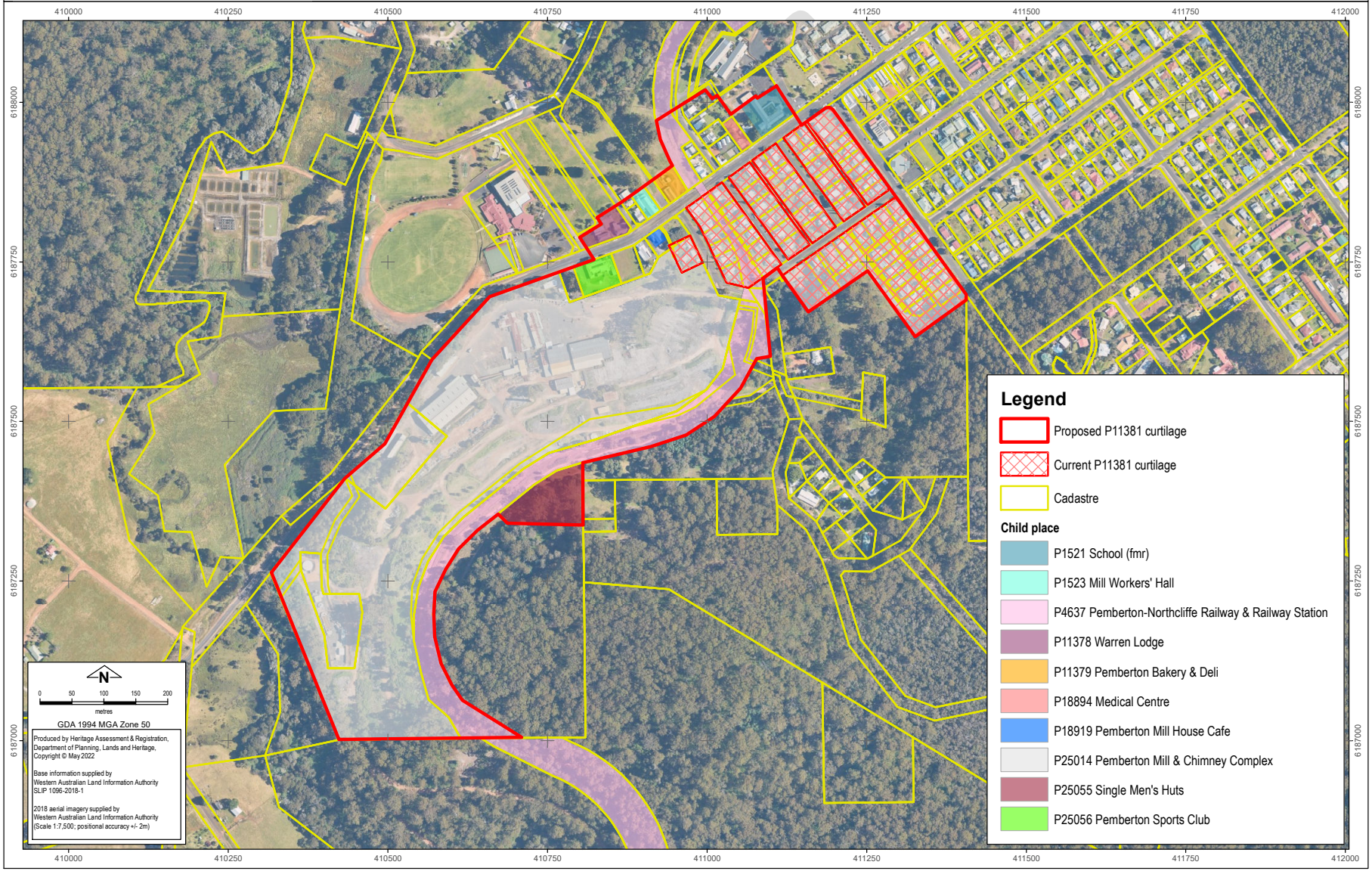
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GOVERNMENT OF WESTERN AUSTRALIA

HERITAGE COUNCIL

HC PROPOSED CURTILAGE MAP P11381-A
PEMBERTON TIMBER MILL WORKERS' COTTAGES PREINCT

MAP 2 OF 2 PREPARED BY TIMOTHY KIPPO (MAPPING GIS OFFICER) 17/05/2022



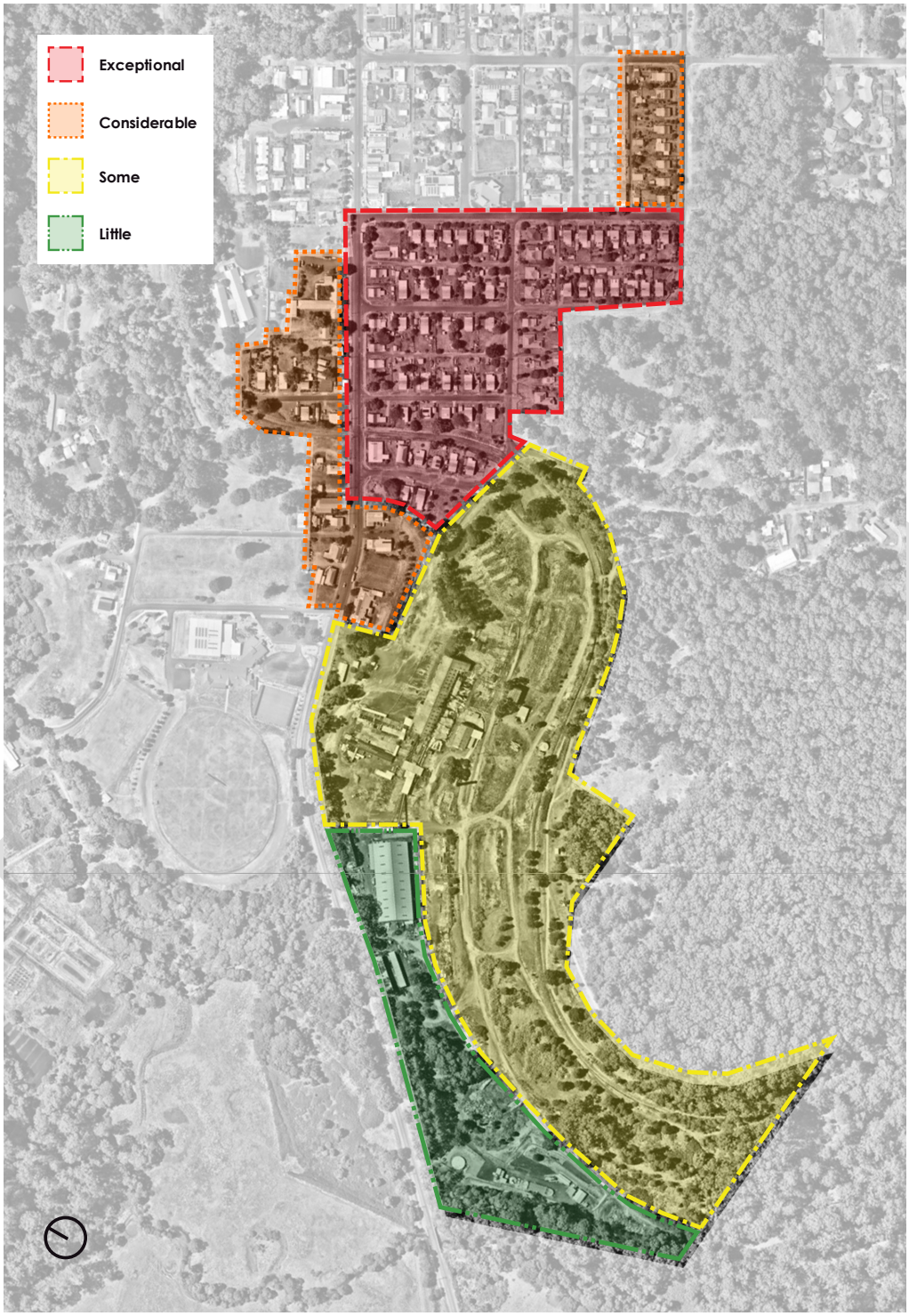


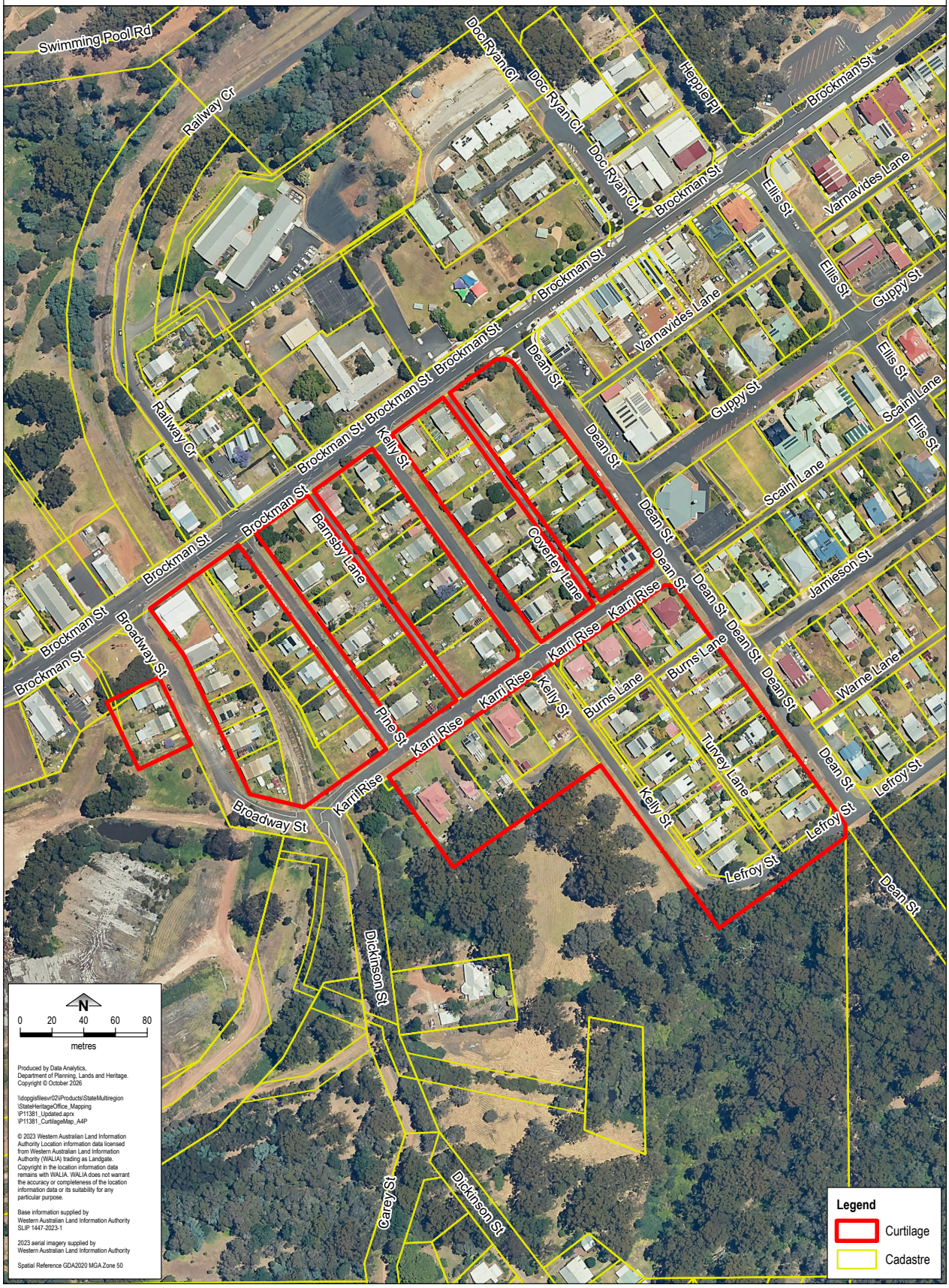
Figure 210 Zones of significance

GOVERNMENT OF WESTERN AUSTRALIA

HERITAGE COUNCIL

HC CURTILAGE MAP P11381
PEMBERTON TIMBER MILL WORKERS' COTTAGES PRECINCT

MAP 2 OF 2 PREPARED BY DATA ANALYTICS 14/10/2026



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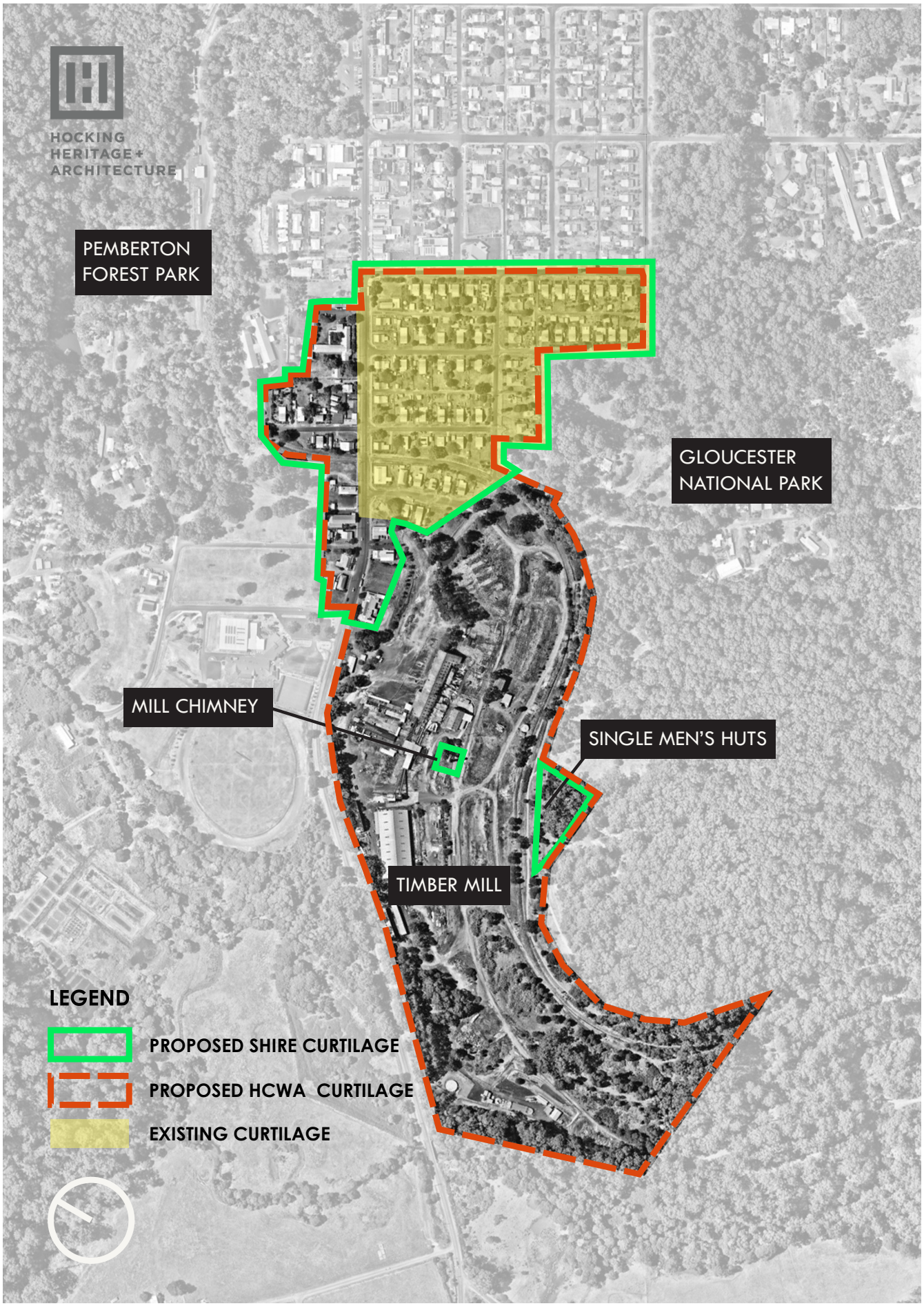
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Spatial Reference GDA2020 MGA Zone 50


HOCKING
HERITAGE +
ARCHITECTURE
PEMBERTON
FOREST PARK
GLOUCESTER
NATIONAL PARK
MILL CHIMNEY
SINGLE MEN'S HUTS
TIMBER MILL
LEGEND
PROPOSED SHIRE CURTILAGE
PROPOSED HCWA CURTILAGE
EXISTING CURTILAGE

ATTACHMENT

9.5.3 Proposed Use Not Listed (Workforce Accommodation) at Lot 3 (26538) South Western Highway Wilgarrup

PROPONENT	Tecon Pty Ltd
OWNER	Mr Carl and Mrs Maria Borrello
LOCATION / ADDRESS	Lot 3 (26538) South Western Highway Wilgarrup
WARD	Rural
ZONE	General Agriculture
DIRECTORATE	Development Services
FILE REFERENCE	TP2026/123 P54657 DA25/104
LEGISLATION	*Planning and Development Act 2005*
AUTHOR	Karleha Brown (Planning Officer)
DATE OF REPORT	27 October 2026
DECLARATION OF INTEREST	Nil

BACKGROUND

Council is requested to consider an application for a change of use from hosted accommodation (bed and breakfast), catering for 12 guests, known as Wilgarrup Lodge and a consulting room (Chiropractor's) building to a Use Not Listed (Workforce Accommodation) at the Lot 3 (26538) South Western Highway, Wilgarrup. A location plan is shown below.



The subject site is zoned General Agriculture and is 11.96ha. The property is surrounded by land zoned for agricultural practises.

Background
This property has been occupied by workers since June 2025, which through compliance measures has resulted in the landowner reducing the number of workers lodging on the site to only 12 in the main house (former bed and breakfast) and none in the other consulting building.

Approval is being sought to accommodate workers within the existing buildings. The main dwelling is to accommodate twelve (12) people, and the Chiropractors building is to accommodate eight (8) people with a total capacity of twenty (20) persons on the property. The workers are to be employed on neighbouring farmland and within the district.

The key elements of the proposal is as follows:
- A manager is located on the subject property.
- Onsite potable water is provided.
- Cleaning and catering is undertaken by the workers themselves.
- Rubbish removal is via skip bins.

A copy of the details related to the proposal are attached.

ATTACHMENT: 9.5.3 (1)

PUBLIC CONSULTATION UNDERTAKEN

The application was advertised in accordance with Clause 9.6 of the Shire of Manjimup's Local Planning Scheme No. 4 (the Scheme) for a 21-day period to the adjoining landowners with a notice placed in the local newspaper and on the Shire's Website concurrently and referrals have also been made to the Department of Fire and Emergency Services (DFES) and Main Roads Western Australia (MRWA).

Two objections have been received during the comment period and a referral response from DFES and MRWA at the close of the advertising period.

The nature of the submissions and referral response are discussed further in the comment section below and copies of the submission is provided in the attachment.

ATTACHMENT: 9.5.3 (2)

COMMENT

To assist Council in determining the application, the following comments are offered:

Zone Purposes and Objectives
The purpose of the General Agriculture zone is to provide for the sustainable use of rural land which primarily accommodates a range of rural pursuits

compatible with the capability of the land, and which retains the rural character and amenity of the locality.

The occupants of the accommodation will be workers employed in the local farming industry, on neighbouring and local farming areas. The proposed use is considered to be consistent with the purpose and objectives of the zone.

In determining an application for planning approval, the local government is required to have regard to various matters as outlined within clause 67 of the Planning and Development Regulations 2015 (P&D Regs). These matters include, but are not limited to:

(a) the aims and provisions of this and any other local planning scheme operating with the Scheme area;
(q) the suitability of the land for the development taking into account the possible risk of flooding, tidal inundation, subsidence, landslip, bush fire, soil erosion, land degradation or any other risk;
(r) the suitability of the land for the development taking into account the possible risk to human health or safety;
(x) the compatibility of a use or development with its setting including the potential impact on the use and enjoyment of adjacent and nearby land and taking into consideration any Special Control Area;
(y) any submissions received on the application;
(za) the comments or submissions received from any authority consulted under clause 66;

Land Use Classification
The occupation of the buildings does not entirely meet the definition for Rural Workers Accommodation. As the Scheme defines "Rural Workers' Accommodation" as *a building or building(s) located on a rural landholding, which are used for accommodating seasonal, temporary or migratory workers employed for agricultural/horticulture activities in the district and is to be incidental to that agricultural use of that land.* The land is not being used for agricultural activities.

As the subject property is only 11.9ha in size the proposed accommodation is not incidental to the agricultural use of that land, therefore not entirely meeting the definition of Rural Workers Accommodation. Therefore, Shire staff consider that this application should be considered as a Use Not Listed.

A Use Not Listed is advertised as per clause 9.6 of the Scheme. This advertising process is the same for 'A' land uses such as Rural Workers Accommodation. The advertising process that was undertaken, invited comment from the same surrounding landowners and Manjimup community as the advertising of a Use Not Listed would be required under the Scheme.

Similarly, Workforce Accommodation as defined by Department of Planning, Land and Heritage (DPLH) in their Planning Position Statement defines Workforce Accommodation means a premises, which may include modular or relocatable buildings, used:

a) *Primarily for the accommodation of workers engaged in construction, resource, agricultural or other industries on a temporary basis; and*
b) *For any associated catering, sporting and recreational facilities for the occupants and authorised visitors.*

This model definition does not restrict the land use to be incidental to agricultural productivity of the land.

Considering the historic use of the property as Wilgarrup Lodge and its location to the neighbouring kiwi farm, renders the site as suitable to accommodate workers.

The proposed development will need to meet the requirements of the *Health (Miscellaneous Provisions) Act 1911* and the *Building Act 2011*.

Building requirements
The change of use of the existing buildings means that buildings are required to have the relevant approvals under the Building Code of Australia and the National Construction Code.

The main dwelling which has been occupied previously as a bed and breakfast allows it to continue to accommodate 12 persons. The chiropractors building requires a certified building approval, to change the classification of the building to a class 1b and meet the identified BAL rating.

Health requirements
The proposed use will be required to operate in compliance with all relevant requirements of the *Health (Miscellaneous Provisions) Act, 1911.* Shire staff have assessed the property, as part of this assessment and consider that the property can comply with health legislation.

Consistency with Zoning
The Accommodation is considered to meet the objectives of the zone as it will provide the owner with reliable accommodation for workers and provided that the behaviour of occupants is appropriately managed, it is considered to generate a significant impact on the amenity of the surrounding area. The proposed change of land use of the buildings will not negate the ability to operate as a dwelling or tourism land use in the future.

Parking Requirements
Within the Scheme Table 2 Carparking requirements sets out the minimum number of car parking spaces for relevant land uses, whilst Workforce Accommodation is not set out in the table the parking requirement can be considered based on the need generated by the use.

The applicant has indicated that there is sufficient car parking on the subject site for both the main dwelling and the Chiropractors office. The applicant has stated that their current fleet comprises of four (4) vehicles ranging in buses with a capacity to seat 13 passengers or eight (8) passengers or 2-seater farm vehicles.

Management and Emergency Evacuation
As the site manager is located on the property, they will be available to manage and support workers on site. To ensure this occurs, the submitted management plan is to be implemented to clearly demonstrate how the site manager intends to deal with and control the workforce accommodation in the day-to-day manner and in the event of an emergency. An emergency management plan has been submitted which includes an evacuation process. Conditions reflecting this requirement have been included in the Officer Recommendation.

Bushfire
The proposed location of the buildings to be accommodated are located in the bushfire prone area. This has triggered the need for a Bushfire Management Plan to be prepared by the applicant as part of the proposal.

The chiropractor building will require a reclassification through a certified building application to which requires the building to comply to a BAL 19 standards.

DFES, in their submission, advise that the application is to comply with element A3.1 Vehicular Access – Private Driveways and A4.1 Water Supply of the Bushfire guidelines. It is considered that the access to the site is able to achieve effective and suitable evacuation from the site with the ability to provide suitable water provisions for emergency services to access to enable bushfire mitigation measures.

It is recommended that the applicant implement and maintain the recommendations of the Bushfire Management Plan prepared as part of the application by Bushfire Logic, providing a 10,000-litre water tank for firefighting purposes as per SPP 3.7.

The property currently has water supplied by two 110,000-litre tanks, two 9,000-litre tanks and a soak. This supply is considered sufficient for the potable water needs of the proposed use, but not for firefighting purposes. Clause 5.24 of the Scheme requires dwellings without a reticulated water supply to have at least 120,000 litres of potable water per dwelling, although Council may apply discretion. While the proposed use is not a ‘Dwelling’, the buildings are akin to one, so this requirement is relevant.

Therefore, to satisfy the SPP3.7 and the submitted BMP, an additional 10,000 litre water tank is required to be provided onsite in accordance with bushfire requirements.

Submissions
As addressed above there were four (4) submissions received due to advertising the application.

Main Roads Western Australia (MRWA)
MRWA has provided a referral response requesting the crossover be designed and upgraded to MRWA specifications. However, access to the property is

provided informally through an adjoining unallocated road reserve. If required the Shire could seek management of this land, and any subsequent upgrading or works could be undertaken by the Shire when budget is available.

Department of Fire and Emergency Services (DFES)
DFES comments relate to the bushfire requirements as required in accordance with State Planning Policy 3.7 Bushfire as addressed above.

Other Submissions
One submission was from a neighbouring landowner regarding the noise emanating from a generator providing a secondary power supply to the subject property. The noise from the generator contends with the dwelling located on the neighbouring property. Noise is to conform with the Environmental Protection (Noise) Regulations 1997 and is not a valid planning concern.

This matter has been raised with the landowner who has stated that a new generator has been purchased and will be connected with additional noise attenuation measures implemented.

The other submission received, raised concerns related to the proposed intensification and its suitability on the site to meet current Health, Building and car parking requirements. In addition, other concerns raised questions;

- Whether the rural workers accommodation (as advertised) supports the rural activity on the subject landholding;
- If the existing workforce accommodation on the property is compliant;
- The potential impact on the amenity of the surrounding area due to the nature of the operation of workforce accommodation;
- The suitability of the site to support the proposed intensification of land use;
- The need for the applicant to address bushfire and emergency management requirements; and
- Traffic impacts as a result of the proposed land use on South Western Highway.

Details of the submissions received was provided to the applicant who responded to the concerns raised.

It is acknowledged that the change of use does not entirely fit within the definition of Rural Workers Accommodation as addressed previously in this report. The accommodation is not incidental to an agricultural productivity on the site, and the workers, are employed offsite predominantly in the neighbouring kiwi orchard.

The occupation of the main dwelling with 12 persons is not considered to generate any greater impact that would occur if it was not accommodated by rural workers. The Chiropractors building, once legitimised will accommodate eight (8) persons with an additional two (2) vehicle movements as a result of the proposal. The buildings are also setback 50m from the western boundary and 20m from the southern boundary, within the setback requirements for this

zone. It should be noted that concerns raised as a result of the impact to the local amenity at any time are subject to consideration under the Health Local Law.

The suitability of the site has been assessed and is considered to satisfy the requirements for the proposed land use.

The applicant has stated that their fleet that will commute the occupants of the accommodation are in total four (4) vehicles to and from work and for other recreational requirements. It is considered that vehicles traversing from the site would be similar than what would be experienced if the buildings were occupied as a general residential tenancy. This is less than what would be experienced when the building was used as a consultancy room for a Chiropractors or as a bed and breakfast with the potential for six (6) rooms to be individually accommodated in the main building.

Conclusion
The application for the change of use for Workforce Accommodation is considered to meet the purpose and objectives of the Scheme provisions. Although two objections were received, an assessment has been undertaken, and the application is recommended for approval subject to standard conditions and advice.

STATUTORY ENVIRONMENT

Shire of Manjimup Local Planning Scheme No. 4 and Planning and Development Act 2005.

POLICY / STRATEGIC IMPLICATIONS

The proposal is consistent with the following Community Goals and Strategies as contained within the Shire of Manjimup Strategic Community Plan 2021-2031 as adopted by Council:

Community Goals
2.2 Existing core industries such as agriculture and timber, are resilient, innovative and sustainable;
2.4 Industry and development is not hindered by excessive or complex compliance regulations.

Strategies
B5 Collaborate with other stakeholders to develop a transient and seasonal worker strategy to balance their safety, accommodation and employment needs with the need’s aspirations of the residential community.

ORGANISATIONAL RISK MANAGEMENT

Nil.

FINANCIAL IMPLICATIONS

No substantial implications.

SUSTAINABILITY

Environmental: No vegetation is proposed to be removed as part of this application.

Economic: The application if approved, will allow the agricultural activity on the subject and surrounding property to be carried out in a more efficient and reliable manner.

Social: Nil.

VOTING REQUIREMENTS: SIMPLE MAJORITY

OFFICER RECOMMENDATION

That Council in accordance with Part 10 of the Shire of Manjimup No. 4, grants planning approval for a Use Not Listed (Workforce Accommodation) at Lot 3, 26538 South Western Highway, Wilgarrup (TP2026/123) in accordance with the submitted plan as shown at Attachment: 9.5.3 (1) and subject to compliance with the following conditions and advice:

1. **The development hereby approved must be carried out in accordance with the plans and specifications, as amended, and these shall not be altered and/or modified without the prior knowledge and written consent of the Shire of Manjimup;**

Reference	Document Title	Date Received
1.	Management Details	31 August 2026
2.	Emergency Plan	31 August 2026
3.	Evacuation Plan	31 August 2026
4.	Floor Plan(s)	31 August 2026
5.	Bushfire Management Plan	31 August 2026

2. **All workers are to be accommodated within an approved habitable building on the subject site as per the requirements of the Building Act 2011.**
3. **The Emergency Evacuation Response Plan, including the provision of the Manager's contact details, is to be displayed in the accommodation at all times.**

4. **The Bushfire Management Plan prepared by Bushfire Logic is required to be implemented to the satisfaction of the Shire of Manjimup.**

5. **The required strategic water tank for fire fighting purposes and its associated infrastructure should be installed/constructed to the standards as outlined in the Planning for Bushfire Guidelines.**

Advice to Applicant

1. **The approved development must comply with all relevant provisions of the *Health (Miscellaneous Provisions) Act 1911*, and the Building Act 2011.**

2. **Any occupancy above six (6) persons requires further approval as a "Lodging House" pursuant to the Shire of Manjimup Health Local Laws.**

3. **The use of the dwelling proposed may require the installation of additional smoke alarms, emergency lighting for a Class 1b building as detailed in the Building Code of Australia, Part 3.7.2, Smoke Alarms and lift off hinges to water closets be installed.**

4. **With regards to Condition 4, as part of the implementation of the Bushfire Management Plan, access to additional water supply will be required.**

ATTACHMENTS

1⇩	Details of proposed Rural Workers Accommodation at Lot 3 South Western Highway Wilgarrup	2 Pages
2⇩	Submissions for Workforce Accommodation at Lot 3 South Western Highway Wilgarrup	12 Pages

Draft

Overview

Project Description

The site is zoned General Agriculture. This retrospective planning application is for the approval of rural workers accommodation to:

a) Building approved as bed and breakfast (12 pax limitation)
b) Building approved as Office (8 pax limitation – min 5.5m^2 per person + 2% variation)

The Site

The following details are provided regarding the subject site:

Address	Lot No.	CT(Volume/Folio)	Site Area
26538 South Western Highway, Wilgarrup	3	1228/528	119,583m^2



Figure 1: Site Aerial/Location

Tecon WA Pty Ltd as Trustee for the Tecon WA Unit. ABN 28 470 903 862
Liability limited by a scheme approved under Professional Standards Legislation

Land Tenure

The site is freehold, the Certificate of Title and Plan Diagram are available in Appendix A.

Nature of any existing buildings and/or land use:

The site has two approved buildings, a bed and breakfast house and a chiropractor office.

Description of proposed works and/or land use:

This planning is for the retrospective planning approval of rural workers accommodation to the bed and breakfast building as well as approval of additional workers accommodation which is located in the building which was approved as a chiropractor office. The 'office' building has four bedrooms, living/dining, kitchen, bathroom and an additional separate toilet. The building is to accommodate less than 12 people. Laundry facilities are available within the primary building, B&B building on site.

Draft

Tecon WA Pty Ltd as Trustee for the Tecon WA Unit. ABN 28 470 903 862
Liability limited by a scheme approved under Professional Standards Legislation

Karleha Brown

From:
Sent: Monday, 28 September 2026 3:01 AM
To: Submissions MailBox
Subject: Objection – DA25/104 Rural Workers Accommodation, Lot 3 (26538) South Western Highway, Wilgarrup

EXTERNAL EMAIL - This email was sent by a person from outside your organization. Exercise caution when clicking links, opening attachments or taking further action, before validating its authenticity.

Chief Executive Officer
Shire of Manjimup
PO Box 1
Manjimup WA 6258

Dear Sir

OBJECTION – DA25/104 – Proposed Rural Workers Accommodation for Twenty (20) Workers at Lot 3 (26538) South Western Highway, Wilgarrup

I lodge this objection to DA25/104 under Clause 9.6 of Local Planning Scheme No. 4 and the Planning and Development Act 2005.

I am a ratepayer in the Shire of Manjimup and operate approved lodging / worker accommodation in the district. I have a direct interest in the orderly and proper planning of rural workers accommodation.

I object to the grant of planning approval for the following reasons.

1. Use must be incidental to agriculture on this landholding

Rural Workers Accommodation is only capable of approval where it is incidental to the agricultural use of the subject land and accommodates workers employed in agriculture or horticulture in the district. A 20-person facility is a substantial standalone accommodation use. Unless the application proves that all occupants work on this landholding, or that the intensity is genuinely incidental to the farm operation on Lot 3, the proposal is a lodging house or workforce camp by another name and should be refused or recategorised and re-advertised.

2. Intensity and character of the locality

Twenty workers on one rural lot is a high-intensity residential occupation. It changes the character of a Priority / General Agriculture locality through daily worker transport, early starts, noise, lighting, waste and visitor traffic. That intensity is not consistent with the objectives of the rural zones or with orderly and proper planning.

3. Servicing, health and building standards

A 20-person accommodation use requires demonstrated:

- on-site effluent disposal sized and set out to Health Act and Shire Health Local Law standards;

- potable water of reliable quantity and quality;
- waste collection that will not create vermin or amenity issues;
- Building Code classification, fire separation, sanitary facilities and emergency lighting appropriate to the number of occupants.

The public notice does not demonstrate that these matters have been resolved. Approval should not be granted on an incomplete package.

4. Bushfire

Workforce accommodation is a vulnerable land use under SPP 3.7. Unless a current BAL assessment, BMP and emergency evacuation plan accompany the application and are acceptable to DFES / the Shire, the application is premature.

5. Traffic and South Western Highway access

Lot 3 fronts South Western Highway. Twenty workers implies regular van or bus movements, shift changes and service vehicles. The application should include a traffic and access assessment addressing sight lines, turning movements and conflict with highway traffic. That material has not been put before the public.

6. Management

If any approval is contemplated contrary to this objection, it should not be granted without:

- a cap of 20 persons, all employed in agriculture on this landholding;
- a named local manager contactable 24 hours;
- a management plan covering noise, transport, waste, parking and complaints;
- lodging-house registration before occupation;
- a 12-month time limit so compliance can be reviewed before any longer approval.

I request that DA25/104 be refused. If officers recommend approval, I request the application be determined by Council and that I be notified of the meeting date.

Please confirm receipt of this submission and that it will be placed on the file.

Yours faithfully

Draft

Karleha Brown

From:
Sent: Friday, 2 October 2026 9:17 PM
To: Submissions MailBox
Cc:
Subject: Application DA25/104 TP2026/123 - Neighbours comments

EXTERNAL EMAIL - This email was sent by a person from outside your organization. Exercise caution when clicking links, opening attachments or taking further action, before validating its authenticity.

To the Chief Executive Officer,

As a I have been invited to comment on the establishment of a Proposed Rural Workers Accommodation at Lot 3 (26538) South Western Highway, Wilgarrup. Our property is Lot 2 (26540) South Western Highway, Wilgarrup.

As this is a planning decision, my comments relate to interactions to date with the current landowner of Lot 3, , and the workers currently residing on the property.

The workers that we have noted next door so far have kept to themselves and caused no issue between our properties.

There is one issue that gives us cause for concern and that we would like noted as part of this process please. My family bought Lot 2 (26540) in late 2025 and at the time we were warned of noise coming from a large generator at Lot 3 (26538). This generator was initially located near the main house of Lot 3 roughly 95m from the cottage and provided supplementary power to the two dwellings on Lot 3. It would start most nights between 5pm & 7pm then run until the following morning, disrupting the peace of the bush that had attracted us to our property initially, while also making it difficult for us to sleep. I understand that the previous owners of our property had raised the issue and he had agreed to move the generator to an acoustically insulated shed. I spoke with text message and phone call regarding the issue as well, and in July 2026, the generator was moved to a shed closer to the office building. Unfortunately, the new shed was not appropriately sound proofed AND the new generator location was closer to the cottage on our property. This meant that the noise pollution was worse and we could feel vibrations from the generator in our cottage. Understandably, this made sleeping even more difficult for us. In early September, I reached out to stating that this issue must be resolved by the middle of October or that we would have to speak directly to the Manjimup Shire. was apologetic, arranged for the noisy generator to be shut down and promised a more permanent remedy. Shortly after that conversation, a new enclosed generator arrived at the neighbouring property and we have also received the letter from the Shire inviting our comments on the proposed development.

To my knowledge, this new generator has not yet been connected so the noise levels are unknown at this stage. At this point, my family has two concerns. Firstly, we are unsure of

how noisy this new generator might be when the neighbouring property is fully occupied with the proposed 20 workers and the generator is under full load. Secondly, of greater concern, we are concerned that once this development is approved, we will no longer receive any cooperation from the neighbouring property regarding the disruptive generator noise.

As described above, has been cooperative on the matter so far and my family are content with the conduct of the workers next door. This email serves more as a record of the generator noise issue so far in case the resolution does not pan out as promised by following development approval.

Draft

OFFICIAL

Government of Western Australia
Department of Fire & Emergency Services

DFES
Department of Fire & Emergency Services

Our Ref: 2026/2053
Your Ref: TP2026/123 DA25/104

Kelli Summerfield
Shire of Manjimup
kelli.summerfield@manjimup.wa.gov.au

Dear Ms Summerfield

LOT 3 (26538) SOUTH WESTERN HIGHWAY, WILGARRUP – PROPOSED RURAL WORKERS ACCOMMODATION - DEVELOPMENT APPLICATION

I refer to your email dated 22 September 2026 regarding the submission of a revised Bushfire Management Plan (BMP) (Version 1.1), prepared by Bushfire Logic and dated 3 July 2026, for the above proposed development.

This advice relates to the *State Planning Policy 3.7 Bushfire* (SPP 3.7) and supporting *Planning for Bushfire Guidelines* (Guidelines), as well as DFES' role and responsibilities as Hazard Management Agency (HMA) for Fire in Western Australia.

General Comment

- DFES acknowledges that the site currently accommodates a building used as workers accommodation which does not have a valid development approval. The current application is seeking development approval for this use.
- DFES notes that while the broader landscape is technically not required to be assessed for vulnerable land use developments, DFES as the HMA considers that the site presents within an extreme bushfire hazard landscape and the decision maker should be satisfied that the potential risks associated with this land use on the subject site have been adequately considered should approval be contemplated.
- DFES considers that workers accommodation is consistent with residential development in relation to the Guidelines and have provided comments assessing the proposal against Bushfire Protection Criteria 6 (Residential) below. DFES notes however that the decision maker should consider the need for a Bushfire Emergency Plan (BEP) to ensure that workers are aware of the evacuation routes and other information when staying in the proposed development.
- DFES has reviewed the BMP, however cannot guarantee that the BMP is consistent with all other plans and information submitted as part of the proposal. The decision maker should be satisfied that all submitted documents have consistent details.
- Specific requirements of SPP 3.7 and the Guidelines are to be further addressed in the BMP as outlined in the below assessment Tables 1 and 2.

Emergency Services Complex I 20 Stockton Bend Cockburn Central WA 6164 I PO Box P1174 Perth WA 6844
Tel (08) 9395 9300 I Fax (08) 9395 9384 I dfes@dfes.wa.gov.au I www.dfes.wa.gov.au
ABN 39 563 851 304

Recommendation: Compliance with acceptable solutions not demonstrated – modifications required

DFES advises that the BMP has not demonstrated that the proposed development complies with the following requirements of SPP 3.7 and the Guidelines:
1. Element 2: Siting and Design; and
2. Element 4: Water Supply.

DFES recommends the BMP be modified as per the Assessment advice provided in Tables 1-3 to ensure it is accurate and the bushfire risk management/mitigation measures are effective and can be implemented in perpetuity to manage/mitigate the bushfire risk to people, property and infrastructure to an acceptable level and appropriate to the land use and location. The required modifications are listed in the table(s) below. Should the modified BMP affect the design of the proposal, the proposal should be amended to reflect these modifications.

Could you please forward notification of the application determination to DFES for our records.

If you require any clarification or further information regarding the below assessment, please do not hesitate to contact Senior Land Use Planning Officer – Michael Ball on telephone number 9395 9819.

Yours sincerely

Desmond Abel
DIRECTOR LAND USE PLANNING

27 October 2026

Draft

Table 1: Assessment – Policy Measure 7.1 ii. c. Compliant Preparation of a Bushfire Attack Level (BAL) Contour Map

Vegetation Classification or Exclusions	BMP Modification Required
Classified Plots 1 and 2 – not demonstrated Vegetation Plots 1 and 2 cannot be substantiated as Class G Grassland given the submitted aerial imagery/canopy coverage. Aerial imagery indicates that large areas of connected tree canopies are present in the area that present as continuous with vegetation in the adjoining areas of Class B Woodland. Given the adjoining plots have been classified as Class B Woodland, it is not considered appropriate to exclude the remaining trees and classify the entirety of Plots 1 and 2 as Class G Grassland, as the remaining canopy cover is greater than 10%. On this basis, a larger area surrounding the development site should be classified as Class B Woodland to ensure that the canopy coverage is considered accurately. Alternatively, a classification of Class A Forest could be applied to smaller sections of dense canopy coverage, and the areas below 10% canopy could then be considered Class G Grassland, The BMP should detail specifically how the Class G Grassland classification was derived as opposed to Class B Woodland for the areas with a canopy cover of greater than 10%. If unsubstantiated, the vegetation classification should be revised to consider the vegetation as per AS 3959, or the resultant BAL ratings may be inaccurate.	**BAL Rating cannot be validated.** Further evidence to support the vegetation classification of Plots 1 and 2 is required.
Exclusion Plot 6 – not demonstrated Evidence to support the exclusion of Plot 6 as managed to low threat in accordance with AS 3959 is required. Some areas near buildings do not present as managed (with trees not under pruned), and no mechanism/landscape management plan has been provided to validate how this exclusion can be enforced in perpetuity. Further, the excluded area contains trees with canopy coverage that are continuous with classified vegetation in surrounding areas. As such, it is unclear why these trees have been excluded where they directly abut classified vegetation.	**BAL Rating cannot be validated.** Further evidence to support the current and proposed vegetation exclusion of Plot 6 is required.

If unsubstantiated, the vegetation should be classified as per AS 3959, or the resultant BAL ratings may be inaccurate.	

Table 2: Policy Measure 7.1 ii. e. Compliance with the Bushfire Protection Criteria 6: Development – Residential

Element	Assessment	Action
Siting and Design – Asset Protection Zone (APZ)	**A2.2 – not demonstrated** The BAL ratings cannot be validated for the reason(s) outlined in Table 1. Further to the above, the BMP does not detail the size of the APZ that can be installed withing the lot boundary as Figure 4 appears to show that a full 20 metre wide APZ will not fit within the lot boundaries.	**BAL Rating cannot be validated.** Modification to the BMP is required to address the Assessment advice.
Vehicular Access – Private Driveways	**A3.1 – comment only** The turning area provided is not dimensioned. As such it is unclear if it complies with the requirements of the Guidelines. The decision maker should be satisfied that the turning area can and will comply with the A3.1 requirements of the Guidelines.	**Comment only.** Decision maker to be satisfied that compliance has been achieved.
Water Supply	**A4.1 – insufficient information / not demonstrated** The BMP states that a dual-purpose tank with 10,000 litres reserved for firefighting purposes may be provided to comply with Element 4: Water Supply of the Guidelines. DFES does not agree with this statement and is of the opinion that the acceptable solution is for a tank to be installed which is dedicated for firefighting purposes, for the following reasons: • The use of domestic water for firefighting purposes is prohibited under the *Bushfires Act 1954*.	**Compliance with Water Supply for firefighting not demonstrated.** Modification to the BMP is required to address the Assessment advice.

	• In the event of an emergency incident firefighters may drain the entire domestic tank in suppression efforts. Until the tank is refilled residents cannot return to their homes. • When a tank, used mainly for domestic purposes, is entirely emptied the sediment at the bottom of the tank may be disturbed when re-filling which can make the water unpotable. • There is no guarantee that the tank will have the reserve of 10,000 litres as this is at the discretion of the landowner. In addition, Appendix B, B.4.2 of the Guidelines state that combining drinking water and firefighting water is contrary to clause 4.2.3 of AS/NZS 3500.1:2021. As such, the BMP should be amended to ensure that a dedicated firefighting water supply will be provided to comply with A4.1 of the Guidelines.	

Table 3: Policy Measure 7.1 iv. And Section 9.4.2 of the Guidelines: DFES Role as Hazard Management Agency (HMA)
DFES wishes to provide the below additional advice in its role and responsibilities of HMA for Fire in Western Australia.

Bushfire Emergency Plan (BEP)		**Action**
Bushfire Emergency Plan (BEP)	The referral has not included a *'Bushfire Emergency Plan'* for the purposes of addressing the policy requirements. Consideration should be given to the Bushfire Emergency Plan (BEP) Manual (as published by the Western Australian Planning Commission). This contains details of information that should be included in a BEP and will ensure the appropriate content is detailed when finalising the BEP to the satisfaction of the Shire.	**Comment only.**
DFES Other Technical Advice		**Action**
DFES Land Use Planning	It is the responsibility of the proponent to ensure the proposal complies with relevant planning and building requirements. This advice does not exempt the applicant/proponent from obtaining approvals that apply to the proposal including	**Comment only.**

	planning, building, environmental health or any other approvals required by a relevant authority under written laws.	

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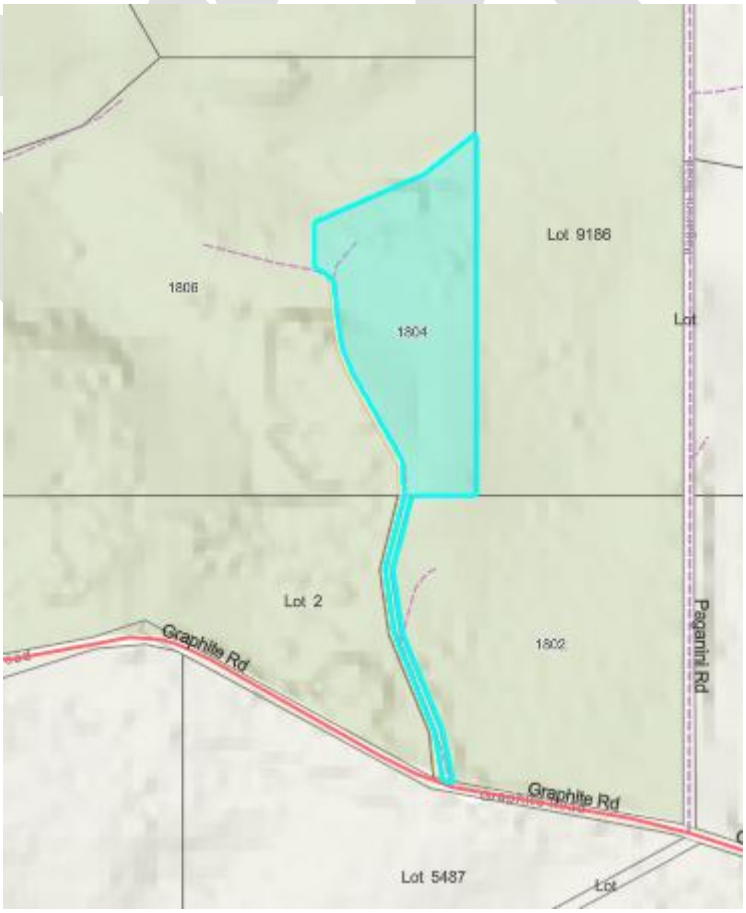
ATTACHMENT

9.5.4 Proposed Use Not Listed (Pick Your Own - Flower Farm) at Lot 100 (1804) Graphite Road, Glenoran

PROPONENT	Mr and Mrs Skoss
OWNER	Mr and Mrs Skoss
LOCATION / ADDRESS	Lot 100 (1804) Graphite Road, Glenoran
WARD	Rural
ZONE	Priority Agriculture
DIRECTORATE	Development Services
FILE REFERENCE	TP1015/130 P58213 DA26/124
LEGISLATION	Planning and Development Act 2005
AUTHOR	Karleha Brown (Planning Officer)
DATE OF REPORT	27 October 2026
DECLARATION OF INTEREST	Nil

BACKGROUND

Council is requested to consider an application for a 'Pick your own Flowers' at Lot 100 (1804) Graphite Road, Glenoran. The subject site has an area 11.99ha and is currently developed with a dwelling, several large outbuildings and water tanks. A location plan is shown below.



The application proposes a 'Pick your own flowers' to complement the existing flower farm, "Winterbrook Flowers" that was established on the property in 2022, selling cut flowers to the wholesale markets. The applicant is proposing to diversify the business, when there is an oversupply or 'seconds' in abundance. The applicant is proposing to provide a 'pick your own' experience upon appointment. The details of the application are as follows:

- Proposed sessions are by appointment only for half hour sessions selectively between, 8.00am to 7.00pm
- The applicant anticipates that there will be an approximately 4 -6 events per annum.
- Bookings will be available for a maximum of 10 persons at a time.
- The application proposes a customer experience to come to the property to pick their own seasonal flowers from a variety of garden beds and cultivated areas.
- The operation would initially run on a seasonal basis from February through to the May each year.

Details of the proposal as submitted are attached.

ATTACHMENT: 9.5.4 (1)

Council is requested to consider the proposal due to an objection being received during the public consultation period.

PUBLIC CONSULTATION UNDERTAKEN

In accordance with the requirements of the Shire of Manjimup Local Planning Scheme No.4 (the Scheme) the proposal was referred to all land landowners within a 500m radius for a 21-day period and to the Ward Councillors. A notice was advertised on the Shire's website and in the local newspaper.

At the close of advertising there was one (1) submission received. The content of the submission is detailed in the comment section below and a copy of the submission is attached.

ATTACHMENT: 9.5.4 (2)

COMMENT

The following comments are offered to assist Council in determining the application.

Zoning Purpose
The provisions of the Scheme include the subject land within the Priority Agricultural Zone. As identified by the Scheme:

The purpose of the Priority Agriculture zone is 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.

Matters to be considered:
In determining an application for planning approval, the local government is required to have regard to various matters as outlined within clause 67 of the Planning and Development Regulations 2015 (P&D Regs). These matters include, but are not limited to:

(a) the aims and provisions of this Scheme and any other local planning scheme operating within the Scheme area;
(n) the amenity of the locality including the following -environmental impacts; the character of the locality; social impacts of the development;
(y) any submissions received on the application;
(zb) any other planning consideration the local government considers appropriate.

Land Use Classification
The existing flower farm is a permitted land use within the subject zone and does not require approval or consideration by the Shire for its operation. The aspect of inviting the public onto the property to 'Pick you own' flowers provides a retail element, where members of the public are coming to the site to pick flowers.

Land Use Permissibility
The proposed element of Pick your Own flowers, which involves customers coming onto the property to pick and purchase flowers is considered as "Use not Listed", and is therefore required to be advertised to neighbours in accordance with Clause 9.6.3

Attendance and Booking Management
The expected visitor numbers are unknown at this stage. The applicant has stated that sessions will run for 30 minutes within a booked session, limited to 10 people at any one time.

The number of patrons over the picking season is unknown, however the applicant anticipates that there would be 4-6 events over the months the flowers would be available for picking.

Scale of Business and Implementation
It is considered that scale of the 'pick your own' operation is incidental to the existing farming operation on the property. With the anticipated 4-6 events per year, providing 30-minute sessions for 10 during the hours of 8.00am and 7.00pm.

Parking and Vehicle Access
Access to the property is provided from Graphite Road, taken from a shared driveway that provides access to Lot 101 and 100 with a right-of-carriageway over neighbouring Lot 101 to the subject property to a designated parking area.

The submission received, raises concern to the increased traffic movements along the 'Right of Carriageway' over lot 101 providing access to the subject property.

Access to this property was formed through a legal agreement over the titles during a subdivision process. To remove or amend the legal access arrangement, both landowners need to agree and obtain legal representation.

Submission
The submission, as addressed above, raises concern to the proposed intensified use of the shared driveway over the neighbouring property to the subject site. This legal arrangement is provided on the title and is not a matter that can be considered by Council as it is civil matter.

Conclusion
It is recommended that the proposal be approved, subject to appropriate conditions. Should the proposal increase in intensity, it is expected that a new application be submitted to assess the impacts and scale of the business at that time.

STATUTORY ENVIRONMENT

Planning and Development Act 2005 and Shire of Manjimup Local Planning Scheme No. 4.

POLICY / STRATEGIC IMPLICATIONS

By granting approval to the proposed flower farm and its visitor experience, Council will assist in the delivery of the following Strategies under the Shire of Manjimup's Strategic Community Plan 2021-31:

Community Goals:
- **2.1** New people and new businesses are attracted to the Region
- **2.3** The local economy is diversified and supports a range of industries and job opportunities
- **2.6** The region grows in reputation as a world-class culinary, agricultural, environmental and trails tourism destination.

Strategies:
- **B4** Support sustainable agricultural expansion, value adding and downstream processing, research and development, culinary and agri-tourism, land protections and contained support for the Southern Forests Food Council;

- **B10** Establish purchasing preferences for the use of local resources, services and products; and
- **B12** Provide development opportunities and support local small businesses to thrive
- **B13** Promote and support the growth of the agricultural and horticultural sectors

ORGANISATIONAL RISK MANAGEMENT

Not significant

FINANCIAL IMPLICATIONS

The required application fee has been paid in accordance with the Schedule of Fees and Charges adopted as part of the 2026/27 annual budget.

SUSTAINABILITY

Environmental: The proposed development will deliver positive environmental outcomes by enhancing local biodiversity, supporting essential pollinators, and improving soil health.

Economic: The proposed development will allow the proponent to increase business activity on the property and potentially increase the economic return of the property.

Social: The proposed development provides a unique outdoor rural experience that contributes positively to the local community and visitors.

VOTING REQUIREMENTS: SIMPLE MAJORITY

OFFICER RECOMMENDATION

That Council in accordance with Part 10 of Shire of Manjimup Local Planning Scheme No. 4 grants planning approval for a Use Not Listed 'Pick your Own Flowers' at Lot 100 (1804) Graphite Road, Glenoran (TP2026/130) in accordance with the submitted plan as shown at Attachment 9.5.4 (1) and subject to compliance with the following conditions:

1. **The development hereby approved is to be carried out in accordance with the plans and specifications submitted with the application and these shall not be altered and/or modified without the prior knowledge and written consent of the Shire of Manjimup.**

Reference	Document Title	Date Received
1.	Proposal Details	14 September 2026

2. **Any use, additions to and further intensification of any part of the development or land which is not in accordance with the original application or conditions of approval shall be subject to a further development application and consent for that use.**

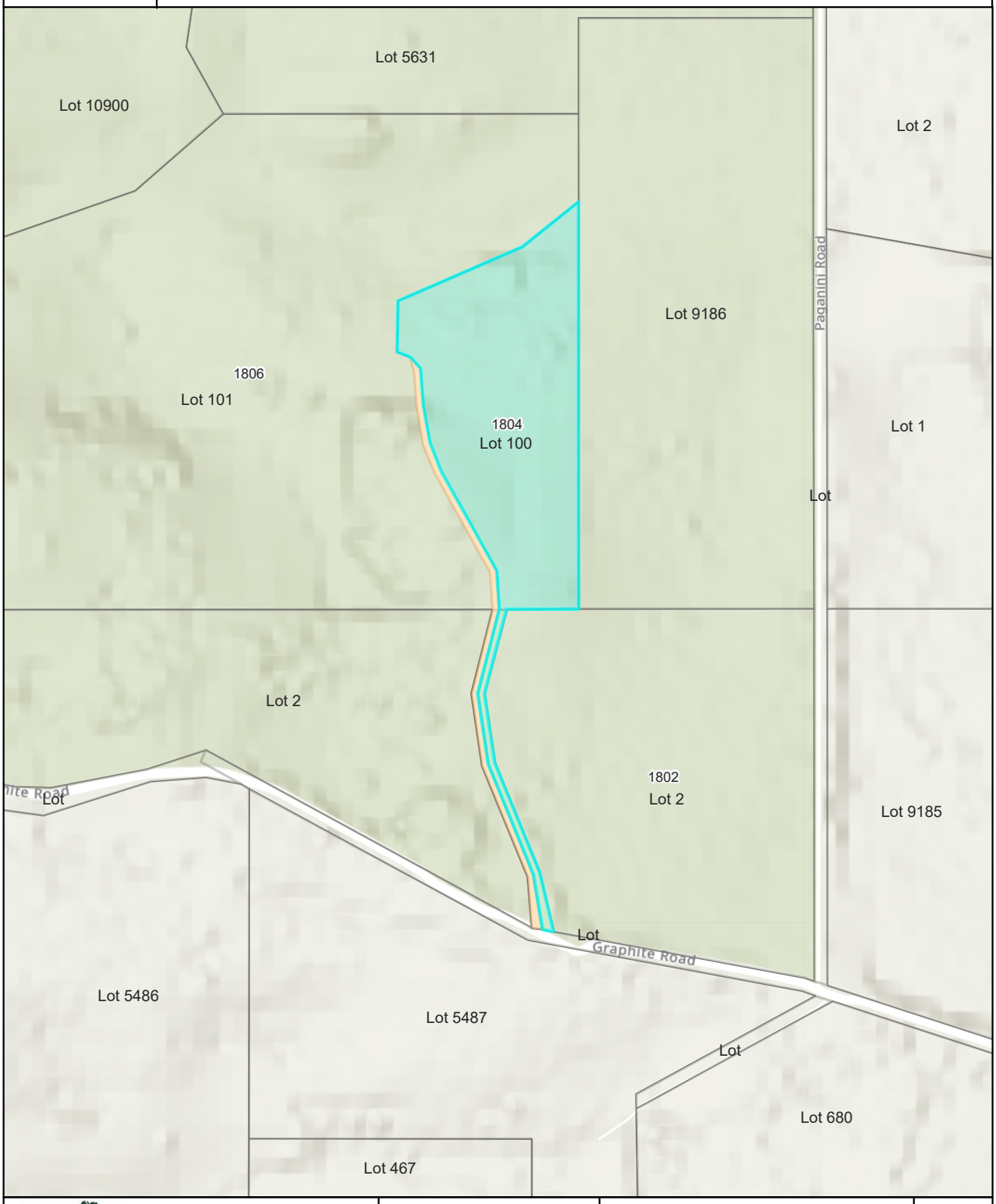
Advice Notes:

1. **Any proposed signage for the business activity subject of this approval may require further approvals from the Shire of Manjimup.**
2. **The legal access arrangement between both Lot 100 and 101 Graphite Road is recommended to be resolved between both landowners through the engagement of private legal advice.**

Draft

Date Exported:
25/09/2026
11:03:19 am AWST

Map: Lot 1804 Graphite Road Glenoran



SHIRE OF MANJIMUP
37-39 Rose St
PO Box 1
MANJIMUP WA 6258
http://www.manjimup.wa.gov.au
P: (08) 9771 7777
E: info@manjimup.wa.gov.au

Notation:

0 0.05 0.1 0.2 Kilometers

This plan is intended for internal Shire of Manjimup use only. It is not to be used as a site plan for planning, building or environmental health applications.

N

Development Application – 1804 Graphite Rd Glenoran

Proposed Usage

This development application is to permit usage of the site, indicated on the attached map, for the activity of **Pick-Your-Flowers** by members of the public on selected dates throughout the growing season extending from late January to late April 2027 and similarly in future years.

Site Plan

1. The location is at our residence - 1804 Graphite Road Glenoran.

   Two flower growing areas on the map are indicated in pink as Plot A and Plot B.

   Plot A – is an area of 40m x 30m = 1200m^2

   Plot B – is an area of 24m x 30m = 720m^2

2. Setbacks – the boundary is indicated by the dotted lines on the map.

   Plot A – is 20m from the driveway boundary and Plot B is 25 m from the boundary.

   Graphite Road is not visible on the map. Our property is located 1.5km from the road, via a driveway.

   The nearest neighbour's house is 300m to the west of our house (not visible on the map)

3. existing structures on the property include the house and shed visible on the map. This proposal does not include building a new structure.

4. no vegetation will be removed

5. Access for vehicles is via our driveway. Cars will be directed to the allocated parking area inside our boundary. As we are located 18km from town access to the site is via vehicles only. Within the site, (once out of their vehicles) pedestrians have ample room to move about.

6. Vehicle parking space is indicated on the map with green outline. This is adequate space for up to 10 vehicles and the nearby space could be used for overflow parking. However, we do not anticipate that number of vehicles to be here at any one time (see additional information below). Total area available for parking is 20 x 20m.

7. Loading and unloading of goods takes place at the farm shed which is accessed via the farm track indicated in by a dotted orange line on the map. Please note: Loading and unloading of goods will not be done during the proposed times of Pick-Your-Flowers.
8. Open Storage/Trade Display area – will we erect a portable 3m x 3m market gazebo as an entrance and welcoming space. Indicated on the map in orange.
9. Open Space – the area surrounding the flower growing areas Plot A and Plot B is open lawn. To the south and east of the flower plots are farm paddocks.

Floor Plans – not applicable as we are not proposing a new structure

Additional Information

This proposal is extension of our current business. We have been operating as Winterbrook Flowers (registered business and ABN) for the last four years, supplying flowers for the wholesale cut flower market.

1. Hours of Operation

   Our proposal is to operate strictly by appointment only. By doing so we can control and limit the number of people and vehicles on site at any one time. Bookings will be for a half hour session with a maximum of 10 people for each session.

   Sessions will be available selectively between 8:00 am – 7:00 pm

   We anticipate holding 4-6 of these events (depends on flower availability) between:

   14 February 2027 – 10 May 2027 and similarly in future years.

Attachments:

1. Map
2. Business Certificate

1804 Graphite Rd Glenoran



scale 1:300

Karleha Brown

From:
Sent: Friday, 2 October 2026 2:23 PM
To: Submissions MailBox
Cc: Kelli Summerfield
Subject: CM: Re: Invitation to comment on Development Application DA26/130

EXTERNAL EMAIL - This email was sent by a person from outside your organization. Exercise caution when clicking links, opening attachments or taking further action, before validating its authenticity.

Dear Chief Executive Officer,

We are writing in relation to the proposed “pick your own” flower farm at Lot 100 (1804) Graphite Road, Glenoran. As the adjoining owners of Lot 101 (1806) Graphite Road, Glenoran, we wish to formally raise our concerns regarding the proposed development and its likely impact on our property, our family and our agricultural operations.

Our property is both our primary place of residence and a fully operational avocado and truffle farm. Maintaining safe, unobstructed and controlled access to our property is therefore essential not only to our business, but also to our family’s daily life and use of our home.

Our most significant concern is the proposed use of the existing access arrangements by customers of the flower farm. The current title arrangement provides for a 20-metre-wide strip of driveway staring at Graphite road, through Lot 2 (1802) Graphite Road, with 10 metres allocated to Lot 100 and 10 metres to Lot 101. However, once this 20-metre strip ends, the driveway providing access to the properties continues entirely over our land, within Lot 101.

The existing right of passage over this portion of our property exists to provide the adjoining owners with access to their residence only. In our view, this is fundamentally different from providing a general-purpose access route for a commercial enterprise or allowing members of the public to use our property for casual or recreational purposes.

When we purchased our property just over a year ago, we had no reason to anticipate that the adjoining property would become a commercial tourism or retail-style operation relying on access through our land.

There are also important agricultural and biosecurity implications. Our farm requires the movement of people, machinery and vehicles in and out of the property, and we need to maintain appropriate control over access to protect our crops and agricultural operations. Introducing public traffic onto an access way that is situated on our property which directly adjoins our farming activities creates additional safety, traffic and biosecurity concerns

As our own farm has become increasingly active, the existing access arrangements have already become more burdensome. We have recently spent considerable time and money improving and separating sections of the driveway to reduce interference between the properties.

We believe the appropriate long-term solution is for the existing right of passage over our property to be abolished, with the adjoining owners providing their own independent driveway through their own

land. This would establish a clear separation between the properties and allow both landowners to operate on their respective properties, and our family to live on our property, without one being dependent upon access through the other.

For these reasons, we respectfully object to the proposed development in its current form. We believe the proposal would increase the use and impact of an access way located on our property, while also creating significant agricultural, safety, biosecurity and residential impacts for our family.

ATTACHMENT

9.5.5 Delegated Planning Decisions October 2026

PROPONENT	Shire of Manjimup
OWNER	Various
LOCATION / ADDRESS	Various
WARD	All
ZONE	Various
DIRECTORATE	Development Services
FILE REFERENCE	F170085
LEGISLATION	Planning and Development Act 2005 and Local Government Act 1995
AUTHOR	Kelli Summerfield (Planning Administration Officer)
DATE OF REPORT	11 November 2026
DECLARATION OF INTEREST	Nil

BACKGROUND

In order to ensure the efficient and timely processing of planning related applications, Council delegates authority to the Chief Executive Officer to conditionally approve applications for Development Approval that meet the requirements of both Local Planning Scheme No. 4 (the Scheme) and adopted Planning Policy.

Delegated planning decisions are reported to Council on a monthly basis to ensure that Council has an appropriate level of oversight on the use of this delegation. A register of Delegated Development Approvals, detailing those decisions made under delegated authority in October 2026 are attached

ATTACHMENT: 9.5.5 (1)

PUBLIC CONSULTATION UNDERTAKEN

Where required, applications were advertised in accordance with the Scheme and Council's adopted Local Planning Policy as detailed in the Policy/Strategic Implications section below.

COMMENT

During October 2026, eleven (11) development applications were determined under delegated authority. Table 1 shows the number and value of development applications determined under both delegated authority and by Council for October 2026 compared to October 2025.

Table 1: Planning Decisions Made October 2025 and 2026

	October 2025	October 2026
Delegated Decisions	12 ($1,969,398)	11 ($740,893)
Council Decisions	3 ($0)	4 ($250,000)
Total	**15 ($1,969,398)**	**15 ($990,893)**

Table 2 compares the Year-To-Date statistics for delegated authority and Council decisions for 2025-26 compared to the previous Financial Year:

Table 2: Planning Decisions Made Year-To-Date 2025-26 and 2026-27

	YTD 2025-26	YTD 2026-27
Delegated Decisions	53 ($8,215,364)	29 ($3,293,266)
Council Decisions	12 ($160,000)	15 ($1,610,000)
Total	**65 ($8,375,364)**	**44 ($4,903,266)**

During October 2026, advice was provided for (1) subdivision, one (1) application was approved by the Regional Development Assessment Panel (RDAP), and one (1) application was refused under Delegated Authority.

STATUTORY ENVIRONMENT

The Scheme is a Local Planning Scheme, made in accordance with the Planning and Development Act 2005 and associated regulations. Part 8 of the Scheme states that prior planning approval is required for all developments (including proposed land use), except those developments identified within Part 8.4 as being Permitted Development.

In accordance with Part 11.3 of the Scheme, Council has delegated a number of planning powers to the Chief Executive Officer. These powers have been on-delegated by the Chief Executive Officer to other Shire Officers in accordance with clause 11.3.3 of Local Planning Scheme No 4.

Clause 11.3.5 of the Scheme requires that a delegation under the Scheme is consistent with sections 5.45 and 5.46 of the Local Government Act 1995 and the regulations referred to in clause 5.46 of that Act. Regulation 19 of the Local Government (Administration) Regulations 1996 requires that a written record of each delegated decision be kept.

POLICY / STRATEGIC IMPLICATIONS

Applications for Development Approval must be assessed against requirements of the Scheme and Local Planning Policies that have been adopted in accordance with Part 2 of the Scheme. These Policies include Local Planning Policy LPS4 6.1.2 *Advertising of Planning Proposals,* which details the level and scope of advertising required for Applications for Development Approval.

Each application processed under delegated authority has been processed and advertised, where required, and has been determined to be consistent with the requirements of all adopted Local Planning Policies.

ORGANISATIONAL RISK MANAGEMENT

Nil.

FINANCIAL IMPLICATIONS

The required planning fees have been paid for all applications for Development Approval processed under delegated authority.

SUSTAINABILITY

Environmental: Nil.

Economic: Nil.

Social: Nil.

VOTING REQUIREMENTS: SIMPLE MAJORITY

OFFICER RECOMMENDATION

That Council receive the report on Delegated Development Approvals for October 2026 as per Attachment: 9.5.5 (1)

ATTACHMENTS

1⇩ Delegated Decisions October 2026 1 Page

Draft

Approvals - October 2026

TP#	Description	Opened	Status	Approved Date	Cost	# Days
TP2026/99	DA26/89: Development Application - Lot 824 and 874 Mottram Street, Manjimup - Proposed Fast Food Outlet (McDonalds)	8/07/2026	DAP APPROVED	29/10/2026	$ 3,000,000.00	113
TP2026/100	DA26/78: Development Application - Lot 2 Channybearup Rd Channybearup - Proposed Rural Workers Accommodation - Berry Sweet	4/08/2026	COUNCIL APPROVED	28/10/2026	$ -	85
TP2026/101	DA26/94: Development Application - Lot 304 (127) Rest Point Rd Walpole - proposed caretakers dwelling	10/07/2026	APPROVED	14/10/2026	$ 45,000.00	96
TP2026/108	DA26/101: Development Application - Lot 10 (110) Bamess Rd Channybearup - proposed caretaker dwelling	30/07/2026	APPROVED	27/10/2026	$ 200,000.00	89
TP2026/113	DA26/108: Development Application - Lot 2 (874) Stirling Road, Channybearup - Retrospective Rural Workers Accommodation	2/09/2026	COUNCIL APPROVED	28/10/2026	N/A	56
TP2026/114	DA26/109: Development Application - Lot 41 (2547) Pemberton-Northcliffe Road, Northcliffe - Retrospective Water Tanks with Reduce	7/08/2026	REFUSED	5/10/2026	$ 13,000.00	59
TP2026/116	DA26/111: Development Application- Lot 27 (93) Hind Road, Deanmill- Proposed outbuilding with side setback variation	18/08/2026	APPROVED	13/10/2026	$ 35,893.00	56
TP2026/119	DA26/113: Development Application- Lot 15 (490) Seven Day Road, Manjimup- Proposed Increase in Patron Capacity	26/08/2026	APPROVED	13/10/2026	N/A	48
TP2026/120	DA26/114: Development Application - Lot 100 (88) Springall Street, Manjimup- Retrospective Rural Pursuit & Carpark	26/08/2026	APPROVED	8/10/2026	N/A	43
TP2026/121	DA26/117: Proposed Amalgamation of Lots 1 & 839 Rose St, Manjimup - WAPC 203751	25/08/2026	ADVICE PROVIDED	1/10/2026	N/A	37
TP2026/124	DA26/118: Development Application: Lot 29 (14) Kamman Street, Manjimup - Proposed Residential Building	1/09/2026	APPROVED	27/10/2026	N/A	56
TP2026/125	DA26/119: Development Application: Lot 2 (47) Starkies Road, Manjimup - Proposed Rural Workers Accommodation- Transportable Bu	4/09/2026	COUNCIL APPROVED	28/10/2026	$ 250,000.00	54
TP2026/126	DA21/146: Development Application Amendment - Lot 156 Rose St Manjimup - proposed new hotel accommodation, cafe and gymnasi	3/09/2026	COUNCIL APPROVED	28/10/2026	N/A	55
TP2026/129	DA26/122: Development Application - Lot 701 (27) Bath St Manjimup - proposed change of use to residential dwelling	11/09/2026	APPROVED	8/10/2026	$ 200,000.00	27
TP2026/138	DA26/135: Development Application - Lot 66 (1376) Boorara Road, Boorara Brook- Proposed Outbuilding	1/10/2026	CANCELLED	14/10/2026	$ 46,124.00	13
TP2026/139	DA26/123: Development Application - Site 244 Island View Windy Harbour - proposed shed	9/10/2026	APPROVED	21/10/2026	$ 20,000.00	12
TP2026/141	DA26/139: Development Application - Lot 589 (8) Martin Court, Manjimup - Proposed Shed	5/10/2026	APPROVED	27/10/2026	$ 90,000.00	22
TP2026/142	DA26/136: Development Application - Lot 15 Arkley St Manjimup - proposed shed	1/10/2026	APPROVED	27/10/2026	$ 150,000.00	26
TP2026/146	DA23/105: Development Application - Lot 1 (696) Graphite Rd Ringbark - proposed Extension of Time for Rural Workers Accommodatio	16/10/2026	APPROVED	27/10/2026	N/A	11

Draft

9.9.1 Request Approval to Expend Reserve Funds - Proposed Court Floor Maintenance, Manjimup Indoor Sports Pavilion

PROPONENT	Shire of Manjimup
OWNER	Shire of Manjimup
LOCATION / ADDRESS	36 Arnott Street, Manjimup
WARD	Urban
ZONE	Parks and Recreation
DIRECTORATE	Community Services
FILE REFERENCE	F161361
LEGISLATION	*Local Government Act 1995*
AUTHOR	Evy Apeldoorn (Project Manager)
DATE OF REPORT	26 October 2026
DECLARATION OF INTEREST	Nil

BACKGROUND

The indoor stadium court floor in the Manjimup Indoor Sports Pavilion is in need of a re-seal. The purpose of this report is to formally seek Council approval to expend Recreation Centre Floor Reserve funds to undertake this re-seal.

PUBLIC CONSULTATION UNDERTAKEN

Consultation has been undertaken with the Manjimup Amateur Basketball Association, which identified the need for maintenance of the court surface. Advice has also been sought from Basketball WA regarding current court marking requirements and the suitability of the Pavilion for local and regional basketball competitions.

COMMENT

The Manjimup Indoor Sports Pavilion contains a three-court indoor sports stadium with a timber playing surface. Rather than a predetermined frequency of re-seals, the need for a court floor re-seal is determined on as-needed basis. While the court floor and line markings remain in generally good condition, the protective seal coating has worn in high-traffic areas, resulting in a slippery surface and creating safety concerns for users.

On 28 August 2026, the Shire received a request from the Manjimup Amateur Basketball Association (MABA) seeking several maintenance requests at the facility, including resurfacing of the court floor. The courts were last re-sealed in January 2022 through rotary sanding and application of a new polyurethane coating. In April 2024, Court 1 was resurfaced separately following damage caused when the Pavilion was utilised as an emergency welfare centre during a fire incident in a neighbouring shire.

A request for quotation was issued to local, regional and Perth-based flooring contractors. A quotation of up to $15,000 has been received to undertake cleaning, light sanding of the existing coating and application of a new sports floor polyurethane finish. The quoted amount also includes a contingency allowance should any court line marking modifications be required.

Advice has been sought from Basketball WA regarding current basketball court marking requirements for regional facilities. Preliminary advice indicates the Pavilion's existing markings are generally aligned with the standard dimensions required for local and regional competition. Further investigation is currently underway to determine whether any amendments to the existing line markings are required to align with current FIBA guidelines. It is proposed that any necessary line marking changes be undertaken concurrently with the floor re-seal works.

Subject to Council approval, the re-seal works are proposed to be completed in January 2027 to minimise disruption to regular facility users and existing bookings.

The proposed budget allocation of up to $15,000 represents a cost-effective asset maintenance measure and includes provision for any minor court line marking amendments that may be identified through the ongoing review of FIBA compliance requirements. The works can be funded from the Recreation Centre Floor Reserve and are considered consistent with the intended use of those funds.

STATUTORY ENVIRONMENT

Local Government Act 1995 – Reserve accounts (Financial Management, 6.11).

POLICY / STRATEGIC IMPLICATIONS

The proposal is consistent with the following goals and strategies from the Shire of Manjimup Strategic Community Plan 2021 – 2031:

- 4.2 – Community infrastructure is delivered and maintained at a level of service that is aligned with community needs now and in the future.
- D5 – Develop and maintain community infrastructure to a service-level that meets the community’s needs.

ORGANISATIONAL RISK MANAGEMENT

The proposed re-seal will maintain the safety and functionality of the Indoor Sports Pavilion by restoring the protective surface coating on the timber courts. Timely maintenance of the flooring will reduce the risk of slips, extend the life

of the asset and minimise the likelihood of more significant refurbishment costs in the future.

FINANCIAL IMPLICATIONS

The purpose of the Recreation Centre Floor Reserve is to set aside funds for the sealing and line marking of timber courts in the Shire's four indoor recreation facilities. The current balance in the Reserve is $29,429. The proposed expenditure of $15,000 will result in a remaining balance of $14,429 in the Reserve.

SUSTAINABILITY

Environmental: Nil.

Economic: Proper maintenance of Shire assets (court floors) will increase longevity and delay the need for costly floor replacement.

Social: Well-maintained and non-slippery court floors for sporting clubs to play their sports safely.

VOTING REQUIREMENTS: ABSOLUTE MAJORITY

OFFICER RECOMMENDATION

That Council approve a budget amendment to fund the re-sealing of the indoor court floors of the Manjimup Indoor Sports Pavilion as outlined in the table below.

Description	Current Budget	Amended Budget	Variation
Transfer from Recreation Floor Reserve	**($20,000)**	**($35,000)**	**($15,000)**
Court Re-seal – Manjimup Indoor Sports Pavilion	**$0**	**$15,000**	**$15,000**
Net Rate Funds			**$0**

ATTACHMENT
APPENDIX

9.9.2 Proposed Review of Council Policy 3.11.1 Child Safe Awareness Policy

PROPONENT	Shire of Manjimup
OWNER	Shire of Manjimup
LOCATION / ADDRESS	37-39 Rose St Manjimup WA 6258
WARD	Whole of Shire
ZONE	Whole of Shire
DIRECTORATE	Community Services
FILE REFERENCE	F160048
LEGISLATION	*Child Care Services Act 2007* *Children and Community Services Act 2004* *Civil Liability Act 2002* *Corruption, Crime and Misconduct Act 2003* *Equal Opportunity Act 1984* *Freedom of Information Act 1992* *Local Government Act 1995* *National Principles for Child Safety Organisations* *Parliamentary Commissioner Act 1971* *Public Interest Disclosure Act 2003* *Public Sector Management Act 1994* *United Nations Convention on the Rights of the Child (CRC)* *Work Health and Safety Act 2020* *Working with Children (Screening) Act 2004 (WA)*
AUTHOR	Rachael Tannahill (Community Development Officer)
DATE OF REPORT	2 November 2026
DECLARATION OF INTEREST	Nil

BACKGROUND

Council policies are reviewed periodically to ensure they remain consistent with Council decisions, legislative requirements and current practices. Reviews are generally undertaken every four years, or earlier where changes to legislation or operational practices necessitate amendments.

Council Policy 3.11.1 Child Safe Awareness (the Policy) is now due for review.

The Policy has been reviewed to ensure it remains current and continues to provide appropriate guidance for the Shire in meeting its child safety responsibilities.

The existing Policy is appended for reference, with a tracked-changes version identifying the proposed amendments and an updated version provided for Council's consideration.

ATTACHMENT: 9.9.2 (1)
ATTACHMENT: 9.9.2 (2)
APPENDIX: 9.9.2 (A)

PUBLIC CONSULTATION UNDERTAKEN

Nil.

COMMENT

The proposed amendments include:

- Updating and refining language used in the Policy Statement and Background.

- Including a statement regarding the roles and responsibilities of appropriate staff for reporting and information purposes. This will assist employees in understanding their responsibilities and ensure concerns are appropriately reported and managed.

- Providing Legal Legislation edits.

The proposed amended policy is presented for Council's consideration and adoption.

STATUTORY ENVIRONMENT

- *Local Government Act 1995*
- *Working with Children (Screening) Act 2004 (WA)*
- *Parliamentary Commissioner Act 1971*
- *Children and Community Services Act 2004*
- *Child Care Services Act 2007*
- *Children and Community Services Act 2004*
- *Civil Liability Act 2002*
- *Corruption, Crime and Misconduct Act 2003*
- *Equal Opportunity Act 1984*
- *Freedom of Information Act 1992*
- *National Principles for Child Safety Organisations*
- *Public Interest Disclosure Act 2003*
- *Public Sector Management Act 1994*
- *Work Health and Safety Act 2020*

Draft

POLICY / STRATEGIC IMPLICATIONS

The amended Policy supports the Shire of Manjimup's commitment to providing safe environments for children and young people and reinforces its approach to child safety and wellbeing.

The Policy provides a framework for promoting child safe awareness across the organisation and supports the Shire's responsibilities in relation to child safety, including the provision of information and education to staff and relevant stakeholders.

ORGANISATIONAL RISK MANAGEMENT

Adoption of the revised Policy will ensure the Shire maintains an appropriate framework for promoting child safety and awareness across the organisation, supporting consistent practices and helping to manage risks associated with child safety and wellbeing.

FINANCIAL IMPLICATIONS

Nil.

SUSTAINABILITY

Environmental: Nil.

Economic: Nil.

Social: Nil.

VOTING REQUIREMENTS: SIMPLE MAJORITY

OFFICER RECOMMENDATION

That Council adopt Council Policy 3.11.1 Child Safe Awareness Policy as per Attachment: 9.9.2 (1).

ATTACHMENTS

1⇩ Proposed 3.11.1 Child Safe Awareness Policy as amended 4 Pages
2⇩ Edited Track Changes - 3.11.1 Child Safe Awareness Policy 5 Pages

APPENDICES

A⇩ Current Council Policy 3.11.1 Child Safe Awareness Policy 6 Pages

Draft

SHIRE OF MANJIMUP

3. COMMUNITY SERVICES POLICIES
3.11 CHILD SAFETY
3.11.1 Child Safe Awareness Policy

POLICY STATEMENT AND BACKGROUND

The Shire of Manjimup supports and values all children and young people and is committed to promoting their safety and wellbeing, including protecting them from abuse. This Child Safe Awareness policy outlines how the Shire of Manjimup demonstrates its commitment to creating a child safe organisation and maintaining a zero-tolerance approach to child abuse.

This policy aims to reduce the risk of harm and child sexual abuse in our communities by encouraging child safe environments to be created and maintained. The Shire of Manjimup is committed to encouraging local organisations to be child safe and ensure children are safe and empowered.

This Child Safe Awareness policy has been developed in response to recommendation 6.12 of the Royal Commission into Institutional Responses to Child Sexual Abuse and recognises that the Shire of Manjimup is uniquely placed within the local community to demonstrate leadership by supporting organisations to be child safe and to protect children and young people from harm and/or abuse. The Shire of Manjimup will promote the safety and wellbeing of children across the community.

Consistent with the National Principles for Child Safe Organisations and Commonwealth Child Safe Framework, this policy provides a framework that outlines the role of the Shire of Manjimup in supporting local organisations to be child safe through access to resources, awareness raising and sharing relevant information.

POLICY MEASURES / PRINCIPLES

This Policy aims to ensure that:

- The rights of children and young people are upheld.
- Children and young people are respected, listened to, and informed about their rights.
- Children and young people have the fundamental right to be safe and cared for.
- Children and young people have the right to speak up, be heard and taken seriously without the threat of negative consequences.
- The safety and best interests of children and young people are a primary consideration when making decisions that concern them.
- Access to trusted and reliable information, including the National Principles for Child Safe Organisations, helps support organisations to understand what they must do to help reduce the risk of harm and abuse.
- Communities are informed and involved in promoting the safety and wellbeing of children and young people including protection from harm.

- Collaboration with the community and our partners promotes the safety, participation and empowerment of all children and young people.

POLICY FUNCTIONS

The Shire of Manjimup will ensure the following functions of this policy are resourced and assigned to the relevant officers for implementation.

- Developing a process to deliver child safe messages (for example at Shire of Manjimup venues, grounds and facilities or events).

- Connecting and supporting local community groups, organisations, and stakeholders to child safe resources (including culturally safe and inclusive resources).

AREA OF APPLICATION AND RESPONSIBILITY

The safety and wellbeing of children is everyone's responsibility. This Child Safe Awareness policy applies to all, employees, volunteers, trainees, work experience students, interns, and anyone else who undertakes work on behalf of the Shire of Manjimup, regardless of their work related to children or young people. It applies to occupants of Shire of Manjimup facilities and venues, including visitors, contractors and suppliers.

The Shire of Manjimup has a leadership role in our community to support relevant organisations to be child safe and promote child safe practices.

Although the Shire of Manjimup is not legally responsible for overseeing compliance with child safe practices, it will take ~~any~~ reasonable steps to encourage and support organisations and individuals who utilise Shire of Manjimup facilities to operate in alignment with the Child Safe Awareness policy.

The Shire of Manjimup has designated a Community Development Officer as the primary contact for education and information relating to the Child Safe Awareness Policy. Human Resources is the designated contact for reporting internal child safety incidents.

GLOSSARY OF TERMS & DEFINITIONS

Abuse: Abuse is an act, or a failure to act, towards or on behalf of a child that may result in harm. It can occur on one occasion or multiple occasions. Sometimes the impact of multiple events leads to harm that becomes cumulative in nature. Types of abuse include physical, emotional and sexual abuse, and neglect.

Child/Children: Means a person under 18 years of age, and in the absence of positive evidence as to age, means a person who appears to be under 18 years of age.

Child Safe Organisation: is defined in the Royal Commission Final Report as one that:

- creates an environment where children's safety and wellbeing are at the centre of thought, values, and actions places emphasis on genuine engagement with and valuing of children and young people

- creates conditions that reduce the likelihood of harm to children and young people

- creates conditions that increase the likelihood of identifying any harm, and

- responds to any concerns, disclosures, allegations, or suspicions of harm.
  Note: in the context of local governments, this would involve referring concerns to the Department of Communities or WA Police to respond as appropriate.

Implementation of the National Principles for Child Safe Organisations give effect to the above.

Child safe: For the purpose of this policy, child safe means protecting the rights of children and young people to be safe by taking actions that can help prevent harm and abuse.

Harm: Harm, in relation to a child, means any detrimental effect of a significant nature on the child's wellbeing, whether caused by a single act, omission or circumstance; or a series or combination of acts, omissions or circumstances.

Wellbeing: Wellbeing of children and young people includes the care, development, education, health and safety of children and young people.

RELATED SHIRE OF MANJIMUP POLICIES & KEY DOCUMENTS

All Shire of Manjimup Policies and Key Documents should consider this Policy and the implementation of organisational wide Child Safe Practices and at the next review date.

RELATED LEGISLATION

The following legislation and policy frameworks respond to matters pertaining to this policy and Child Safety as a whole:

- *Child Care Services Act 2007*
- *Children and Community Services Act 2004*
- *Civil Liability Act 2002*
- *Corruption, Crime and Misconduct Act 2003*
- *Equal Opportunity Act 1984*
- *Freedom of Information Act 1992*
- *Local Government Act 1995*
- *National Principles for Child Safety Organisations*
- *Parliamentary Commissioner Act 1971*
- *Public Interest Disclosure Act 2003*
- *Public Sector Management Act 1994*

- *United Nations Convention on the Rights of the Child (CRC)*
- *Work Health and Safety Act 2020*
- *Working with Children (Screening) Act 2004 (WA)*

POLICY RESOURCES

Please note there are also companion resources available to support the implementation of this Child Safe Awareness policy. These can be found at the Department of Local Government, Sport and Cultural Industries (DLGSC):

https://staging.dlgsc.wa.gov.au/department/publications/publication/resourcesfor-child-safe-organisations

The DLGSC Child Safeguarding Implementation Unit can be contacted by email childsafeguarding@dlgsc.wa.gov.au to further assist with policy implementation and support.

Document Control					
Document Responsibilities:					
Officer:	Community Development Officer	**Officer Business Unit:**	Community Services		
Reviewer:	Director Community Services	**Decision Maker:**	Council		
Document Management:					
Review Frequency:	Biennial	**Next Due:**	November 2028	**Records Ref:**	D26/12798
Version #	**Decision Reference:**	**Comment:**			
1.	12 December 2024 / 29600	Policy adoption			
2.	25 November 2026 /	Review			

SHIRE OF MANJIMUP

3. COMMUNITY SERVICES POLICIES
3.11 CHILD SAFETY
3.11.1 Child Safe Awareness Policy

POLICY STATEMENT AND BACKGROUND

The Shire of Manjimup supports and values all children and young people and is committed to promoting their safety and wellbeing, including protecting them from abuse. Shire of Manjimup makes a commitment to support the safety and wellbeing of all children and young people, including protection from abuse. This Child Safe Awareness policy outlines how is one of the ways the Shire of Manjimup demonstrates its commitment to creating a being child safe organisation and maintaining and a zero-tolerance approach to child abuse.

approach to child abuse.

This policy aims to reduce the risk of harm and child sexual abuse in our communities by encouraging child safe environments to be created and maintained. The Shire of Manjimup is committed to encouraging local organisations to be child safe and ensure children are safe and empowered.

This Child Safe Awareness policy has been developed in response to recommendation 6.12 of the Royal Commission into Institutional Responses to Child Sexual Abuse and recognises that the Shire of Manjimup is uniquely placed within the local community to demonstrate leadership by supporting organisations to be child safe and to protect children and young people from harm and/or abuse. The Shire of Manjimup will promote the safety and wellbeing of children across the community.

Consistent with the National Principles for Child Safe Organisations and Commonwealth Child Safe Framework, this policy provides a framework that outlines the role of the Shire of Manjimup in supporting local organisations to be child safe through access to resources, awareness raising and sharing relevant information.

POLICY MEASURES / PRINCIPLES

This Policy aims to ensure that:

- The rights of children and young people are upheld.
- Children and young people are respected, listened to, and informed about their rights.
- Children and young people have the fundamental right to be safe and cared for.
- Children and young people have the right to speak up, be heard and taken seriously without the threat of negative consequences.
- The safety and best interests of children and young people are a primary consideration when making decisions that concern them.
- Access to trusted and reliable information, including the National Principles for Child Safe Organisations, helps support organisations to understand what they must do to help reduce the risk of harm and abuse.

- Communities are informed and involved in promoting the safety and wellbeing of children and young people including protection from harm.
- Collaboration with the community and our partners promotes the safety, participation and empowerment of all children and young people.

POLICY FUNCTIONS

The Shire of Manjimup will ensure the following functions of this policy are resourced and assigned to the relevant officers for implementation.

- Developing a process to deliver child safe messages (for example at Shire of Manjimup venues, grounds and facilities or events).
- Connecting and supporting local community groups, organisations, and stakeholders to child safe resources (including culturally safe and inclusive resources).

AREA OF APPLICATION AND RESPONSIBILITY

The safety and wellbeing of children is everyone's responsibility. This Child Safe Awareness policy applies to all, employees, volunteers, trainees, work experience students, interns, and anyone else who undertakes work on behalf of the Shire of Manjimup, regardless of their work related to children or young people. It applies to occupants of Shire of Manjimup facilities and venues, including visitors, contractors and suppliers.

The Shire of Manjimup has a leadership role in our community to support relevant organisations to be child safe and promote child safe practices.

Although the Shire of Manjimup is not legally responsible for ~~providing oversight of~~ overseeing compliance with child safe practices, it will take ~~any~~ reasonable steps to encourage and support organisations and individuals ~~engage with persons~~ who utilise Shire of Manjimup facilities to operate in alignment with the Child Safe Awareness policy.

~~The Shire of Manjimup will determine which roles across the organisation will directly support the implementation of the Child Safe Awareness policy.~~ The Shire of Manjimup has designated a Community Development Officer as the primary contact for education and information relating to the Child Safe Awareness Policy. Human Resources is the designated contact for reporting internal child safety incidents.

GLOSSARY OF TERMS & DEFINITIONS

Abuse: Abuse is an act, or a failure to act, towards or on behalf of a child that may result in harm. It can occur on one occasion or multiple occasions. Sometimes the impact of multiple events leads to harm that becomes cumulative in nature. Types of abuse include physical, emotional and sexual abuse, and neglect.

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Child/Children: Means a person under 18 years of age, and in the absence of positive evidence as to age, means a person who appears to be under 18 years of age.

Child Safe Organisation: is defined in the Royal Commission Final Report as one that:

- creates an environment where children's safety and wellbeing are at the centre of thought, values, and actions places emphasis on genuine engagement with and valuing of children and young people
- creates conditions that reduce the likelihood of harm to children and young people
- creates conditions that increase the likelihood of identifying any harm, and
- responds to any concerns, disclosures, allegations, or suspicions of harm.
  Note: in the context of local governments, this would involve referring concerns to the Department of Communities or WA Police to respond as appropriate.

Implementation of the National Principles for Child Safe Organisations give effect to the above.

Child safe: For the purpose of this policy, child safe means protecting the rights of children and young people to be safe by taking actions that can help prevent harm and abuse.

Harm: Harm, in relation to a child, means any detrimental effect of a significant nature on the child's wellbeing, whether caused by a single act, omission or circumstance; or a series or combination of acts, omissions or circumstances.

Wellbeing: Wellbeing of children and young people includes the care, development, education, health and safety of children and young people.

RELATED SHIRE OF MANJIMUP POLICIES & KEY DOCUMENTS

All Shire of Manjimup Policies and Key Documents should consider this Policy and the implementation of organisational wide Child Safe Practices and at the next review date. ~~Existing Policies that may be impacted by this policy, are:~~

Formatted: Justified

- ~~Employee and Councillor Code of Conduct~~
- ~~Complaints System Policy and Complaints Against Councillors and the CEO~~
- ~~Information and Communication Technology Systems Acceptable Use~~
- ~~Closed Circuit Television Policy~~
- ~~Records Management Policy~~
- ~~Strategic Community Plan~~
- ~~Risk Management Policy~~
- ~~Volunteer Policy~~
- ~~Working with Children Checks Process~~
- ~~Youth Policy~~
- ~~Access and Inclusion Policy~~

Draft

- ~~Support for staff who make Public Interest Disclosures~~
- ~~Work Health and Safety Policy~~
- ~~Banner Poles~~
- ~~Naming of Shire Assets, Tree Plantings, Memorials and Plaques~~
- ~~Community Bus~~
- ~~Health and Wellbeing~~
- ~~Visual Message Signs~~
- ~~Temporary Sign Approval – Advertising of Community Events and Public Information~~

RELATED LEGISLATION

The following legislation and policy frameworks respond to matters pertaining to this policy and Child Safety as a whole:

- *Child Care Services Act 2007*
- *Children and Community Services Act 2004*
- *Civil Liability Act 2002*
- *Corruption, Crime and Misconduct Act 2003*
- *Equal Opportunity Act 1984*
- *Freedom of Information Act ~~1992~~1997*
- *Local Government Act 1995*
- *National Principles for Child Safety Organisations*
- *Parliamentary Commissioner Act 1971*
- *Public Interest Disclosure Act 2003~~r~~*
- *Public Sector Management Act 1994*
- *United Nations Convention on the Rights of the Child (CRC)*
- *Work Health and Safety Act 2020*
- *Working with Children (~~Criminal Record Checking~~Screening) Act 2004 (WA)*

POLICY RESOURCES

Please note there are also companion resources available to support the implementation of this Child Safe Awareness policy. These can be found at the Department of Local Government, Sport and Cultural Industries (DLGSC):

https://staging.dlgsc.wa.gov.au/department/publications/publication/resourcesfor-child-safe-organisations

The DLGSC Child Safeguarding Implementation Unit can be contacted by email childsafeguarding@dlgsc.wa.gov.au to further assist with policy implementation and support.

Document Control			
Document Responsibilities:			
Officer:	Community Development Officer	**Officer Business Unit:**	Community Services
Reviewer:	Director Community Services	**Decision Maker:**	Council

SHIRE OF MANJIMUP

3.
3.11
3.11.1

COMMUNITY SERVICES POLICIES
CHILD SAFETY
Child Safe Awareness Policy

Document Management:					
Review Frequency:	Biennial	**Next Due:**	~~December~~ 2026November 2028	**Records Ref:**	D26/12798
Version #	**Decision Reference:**	**Comment:**			
1.	12 December 2024 / 29600	Policy adoption			
2.	25 November 2026 /	Review			

Draft

SHIRE OF MANJIMUP CHILD SAFE AWARENESS POLICY

Policy Statement & Background

The Shire of Manjimup supports and values all children and young people. Shire of Manjimup makes a commitment to support the safety and wellbeing of all children and young people, including protection from abuse. This Child Safe Awareness policy is one of the ways the Shire of Manjimup demonstrates its commitment to being child safe and a zero-tolerance approach to child abuse.

This policy aims to reduce the risk of harm and child sexual abuse in our communities by encouraging child safe environments to be created and maintained. The Shire of Manjimup is committed to encouraging local organisations to be child safe and ensure children are safe and empowered.

This Child Safe Awareness policy has been developed in response to recommendation *6.12 of the Royal Commission into Institutional Responses to Child Sexual Abuse* and recognises that the Shire of Manjimup is uniquely placed within the local community to demonstrate leadership by supporting organisations to be child safe and to protect children and young people from harm and/or abuse. The Shire of Manjimup will promote the safety and wellbeing of children across the community.

Consistent with the *National Principles for Child Safe Organisations* and *Commonwealth Child Safe Framework*, this policy provides a framework that outlines the role of the Shire of Manjimup in supporting local organisations to be child safe through access to resources, awareness raising and sharing relevant information.

Policy Measures / Principles

This Policy aims to ensure that:

- The rights of children and young people are upheld.
- Children and young people are respected, listened to, and informed about their rights.
- Children and young people have the fundamental right to be safe and cared for.
- Children and young people have the right to speak up, be heard and taken seriously without the threat of negative consequences.
- The safety and best interests of children and young people are a primary consideration when making decisions that concern them.
- Access to trusted and reliable information, including the National Principles for Child Safe Organisations, helps support organisations to understand what they must do to help reduce the risk of harm and abuse.
- Communities are informed and involved in promoting the safety and wellbeing of children and young people including protection from harm.
- Collaboration with the community and our partners promotes the safety, participation and empowerment of all children and young people.

Policy Functions

The Shire of Manjimup will ensure the following functions of this policy are resourced and assigned to the relevant officers for implementation.

- Developing a process to deliver child safe messages (for example at Shire of Manjimup venues, grounds and facilities or events).
- Connecting and supporting local community groups, organisations, and stakeholders to child safe resources (including culturally safe and inclusive resources).

Area of Application and Responsibility

The safety and wellbeing of children is everyone's responsibility. This Child Safe Awareness policy applies to all, employees, volunteers, trainees, work experience students, interns, and anyone else who undertakes work on behalf of the Shire of Manjimup, regardless of their work related to children or young people. It applies to occupants of Shire of Manjimup facilities and venues, including visitors, contractors and suppliers.

The Shire of Manjimup has a leadership role in our community to support relevant organisations to be child safe and promote child safe practices.

Although the Shire of Manjimup is not legally responsible for providing oversight of compliance with child safe practices, it will take any reasonable steps to engage with persons who utilise Shire of Manjimup facilities to operate in alignment with the Child Safe Awareness policy.

The Shire of Manjimup will determine which roles across the organisation will directly support the implementation of the Child Safe Awareness policy.

Glossary of Terms & Definitions

Abuse: Abuse is an act, or a failure to act, towards or on behalf of a child that may result in harm. It can occur on one occasion or multiple occasions. Sometimes the impact of multiple events leads to harm that becomes cumulative in nature. Types of abuse include physical, emotional and sexual abuse, and neglect.

Child/Children: Means a person under 18 years of age, and in the absence of positive evidence as to age, means a person who appears to be under 18 years of age.

Child Safe Organisation: is defined in the Royal Commission Final Report as one that:

- creates an environment where children's safety and wellbeing are at the centre of thought, values, and actions

- places emphasis on genuine engagement with and valuing of children and young people
- creates conditions that reduce the likelihood of harm to children and young people
- creates conditions that increase the likelihood of identifying any harm, and
- responds to any concerns, disclosures, allegations, or suspicions of harm. Note: in the context of local governments, this would involve referring concerns to the Department of Communities or WA Police to respond as appropriate.

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Wellbeing: Wellbeing of children and young people includes the care, development, education, health and safety of children and young people.

Related Shire of Manjimup Policies & Key Documents

All Shire of Manjimup Policies and Key Documents should consider this Policy and the implementation of organisational wide Child Safe Practices and at the next review date. Existing Policies that may be impacted by this policy, are:

- Employee and Councillor Code of Conduct
- Complaints System Policy and Complaints Against Councillors and the CEO
- Information and Communication Technology Systems Acceptable Use
- Closed Circuit Television Policy
- Records Management Policy
- Strategic Community Plan

- Risk Management Policy
- Volunteer Policy
- Working with Children Checks Process
- Youth Policy
- Access and Inclusion Policy
- Support for staff who make Public Interest Disclosures
- Work Health and Safety Policy
- Banner Poles
- Naming of Shire Assets, Tree Plantings, Memorials and Plaques
- Community Bus
- Health and Wellbeing
- Visual Message Signs
- Temporary Sign Approval – Advertising of Community Events and Public Information

Related Legislation

The following legislation and policy frameworks respond to matters pertaining to this policy and Child Safety as a whole:

- *Child Care Services Act 2007*
- *Children and Community Services Act 2004*
- *Civil Liability Act 2002*
- *Corruption, Crime and Misconduct Act 2003*
- *Equal Opportunity Act 1984*
- *Freedom of Information Act 1997*
- *Local Government Act 1995*
- *National Principles for Child Safety Organisations*
- *Parliamentary Commissioner Act 1971*
- *Public Interest Disclosure Act 2003r*
- *Public Sector Management Act 1994*
- *United Nations Convention on the Rights of the Child (CRC)*

- *Work Health and Safety Act 2020*
- *Working with Children (Criminal Record Checking) Act 2004*

Policy Resources

Please note there are also companion resources available to support the implementation of this Child Safe Awareness policy. These can be found at the Department of Local Government, Sport and Cultural Industries (DLGSC): https://staging.dlgsc.wa.gov.au/department/publications/publication/resources-for-child-safe-organisations

The DLGSC Child Safeguarding Implementation Unit can be contacted by email childsafeguarding@dlgsc.wa.gov.au to further assist with policy implementation and support.

Administration

The Community Services Directorate is responsible for the management and administration of the Child Safe Awareness Policy.

Adoption and Date Due for Revision

ADOPTED 12 December 2024
NEXT DUE FOR REVIEW December 2026

The Administration of this Policy is by Community Services Directorate

ATTACHMENT
APPENDIX

9.9.3 Consideration of Fee Waiver Request from Manjimup Cherry Harmony Festival 2026

PROPONENT	Manjimup Cherry Harmony Festival Inc.
OWNER	Shire of Manjimup
LOCATION / ADDRESS	N/A
WARD	N/A
ZONE	N/A
DIRECTORATE	Community Services
FILE REFERENCE	F161018
LEGISLATION	*Local Government Act 1995*
AUTHOR	Lucy Parker (Community Development Officer)
DATE OF REPORT	4 November 2026
DECLARATION OF INTEREST	Nil

BACKGROUND

The 25 annual Manjimup Cherry Harmony Festival is scheduled for Saturday 12 December 2026.

A request has been received from the Manjimup Cherry Harmony Festival Committee to have all Shire fees and charges related to the hire of Shire venues waived for the 2026 Festival, including associated bond charges. The Committee have submitted a similar request each year since 2021. A copy of the request has been attached for Council reference

ATTACHMENT: 9.9.3 (1)
ATTACHMENT: 9.9.3 (2)

The event organisers have since confirmed the Long Table Dinner will now be held at a private property and so the use of the Round House is not required.

This delegation is subject to section 6.12(2) of the Local Government Act 1995, which specifies that a local government cannot grant a waiver or concession for a rate or service charge.

a. Any waiver of a debt or granting of a concession shall only be up to $2,000 and shall be considered solely on its merits [s.6.12(1)(b)].

b. A debt may only be written off where all necessary measures have been taken to locate/contact the debtor and where costs associated with continued action to recover the debt will outweigh the net value of the debt if recovered by the Shire of Manjimup.

c. Write off individual debts valued below $2,000 ex. GST. Debts greater than $2,000 ex. GST must be referred for Council decision.

d. A list of all deferments, concessions, granted discounts, waivers or write-off of debts executed under this delegation are to be presented to Council monthly.

Considering the above, the purpose of this report is to present to Council for determination a request for the waiver of fees for the 2026 Festival.

COMMENT

The festival is a volunteer run event designed to encourage visitors to the town and surrounding areas and to showcase local produce, and entertainment for families. The annual event historically draws over 5,000 people to the region.

Recognised as a Category 4A event in the Shires Community Funds Allocation Policy 3.1.3, the festival was allocated $5,000 from the 2026-2027 Community Grant Round to assist with event costs. This request for waiver of fees and charges is in addition to this grant. A copy of Policy 3.1.3 is appended for Council's reference.

APPENDIX: 9.9.3 (A)

The Shire has limited resources for the support of Traffic Management for Community Events and endeavour to equitably disburse those resources across a variety of events. At Councils discretion, and in accordance with Policy 9.1.12 Traffic Management for Events on Roads, traffic management may be provided to community events subject to a number of conditions, as Shire Infrastructure Services staff are unavailable to carry out the design or implementation works, contractors to design and/or implement the traffic management are supported up to, and not more than $3,000. A copy of Policy 9.1.12 is appended for Council's reference.

APPENDIX: 9.9.3 (B)

<u>Venues Requested and Associated Fees and Charges</u>
As indicated in the table below the estimated venue fees and charges applicable to the Cherry Harmony Festival 2026, at the time of preparing this report, and subject to the submitted waiver request are summarised as follows:

Venue	Day	Hire Fee	Bonds	Key/Fob Bond	Cleaning Charge	Utilities (est.) Per site	Music Fee (one licence)
Sound Shell	1	$112.00			$135.00		$13.00
Sound Shell AV Equipment Hire	1	$200.00	$200.00				

Town Hall	6	$522.00	$0	$50.00	$40.00		
Town Hall Kitchen	3	$720.00	$0	$50.00			
Manjin Park	1	$0	$0	$50.00			
Coronation Park	1	$0	$0	$50.00			
Brockman Street Precinct	1	$0	$0			$322.50	$13.00
Johnson Crescent	1	$0	$0	$50.00			
Giblett Street	1	$0	$0	$50.00			
TOTAL		$1,554.00	$200.00	$300.00	$175.00	$322.50	$26.00

Waste Fee Waiver

As per the adopted 2026-2027 budget, fees and charges schedule non-recyclable waste for not-for-profit community events have no fees charged and as such do not form part of this request.

Other Charges

In addition to the venue hire charges outlined above, the event will also incur and Event Application Fee of $200, however this has not been requested to be waived.

Bonds for Venues, Keys and Fobs

Bonds are charged to ensure that facilities are left in good order, keys are returned, and equipment borrowed is well cared for. As a low-risk venue hire there is no applicable venue bond. Key, fob and equipment bonds are not eligible for waiver under the adopted schedule of fees and charges. It is important to note that all bonds, subject to the hirer meeting the required terms, are reimbursed in full post-hire.

Direct Venue Charges

The direct venue charges such as cleaning, utilities and music copyright are set as a recovery of costs directly attributable to the use of a venue by a hirer. These are real and additional costs to the Shire of Manjimup. The adopted fees and charges state that discounts do not apply to cleaning fees. Music copyright fees are a legal requirement when recorded music/videos are played. Organisers can obtain, at a fee, their own music licence directly from Phonographic Performance Company of Australia Inc.

Conclusion

Council has full discretion as to whether the request to waive all associated venue hire fees and charges is endorsed in part, in full, or refused. It is recommended that Council assess the request on merit, and when deliberating this request carefully consider any justification to support the decision.

In conclusion, and in reference to the above, it is the Officer's recommendation that Council consider approval of the waiver for venue hire fees only. The

recommended waiver gives recognition to the significant economic stimulus the festival delivers to the regional economy, acknowledges the sheer logistics of the event, and the number of volunteers who contribute and lastly to the financial and resource support already committed to the event by the Shire of Manjimup.

In addition to the above it is recommended that Council refuse the request for waiver of key/equipment bonds and other charges such as powered market site fees, cleaning, music copyright and equipment hire as they are set to mitigate risk and to recover real costs.

STATUTORY ENVIRONMENT

Local Government Act 1995.

POLICY / STRATEGIC IMPLICATIONS

This request is linked to the following strategies of the Shire of Manjimup Strategic Community Plan 2021 - 2031:

- B9. Encourage and support initiatives to encourage extended service provision and activate town centre
- B14. Encourage and support quality Southern Forests visitor servicing and marketing.
- C2. Support volunteer community groups, encourage participation (particularly in the areas of emergency management) and acknowledge contributions to the community.
- C19. Support public events to ensure they are successful and safe.
- C20. Facilitate, develop and promote a broad range of cultural and art capabilities, facilities, events and achievements.

In addition to the above, the request relates to the below Council Policies:

- 9.1.12 Traffic Management for Events on Roads
- 3.1.3 Community Funds Allocation

ORGANISATIONAL RISK MANAGEMENT

Waiving fees and charges, which are already heavily subsidised, could erode the Shire’s capacity to generate revenue and maintain facilities over the long term. At the same time, the Shire acknowledges and greatly values the dedication of volunteers who make community events possible. To ensure fairness and equity, support must be allocated consistently across all groups. With limited resources and multiple events in similar circumstances, the Shire must carefully balance assistance while continuing to responsibly support community initiatives.

FINANCIAL IMPLICATIONS

Facility fees and charges are set at a modest level and whilst revenue from facility hire is small it makes an important contribution to the Shires overall budget and capacity to maintain facilities, deliver services and meet community needs. Waiving of venue fees and charges reduces revenue received.

Whilst the dollar figures pertaining to this application are relatively small, there is a likelihood of a much bigger inherent financial risk to the organisation should the decision be made to waive all venue hire fees and charges without a considered assessment of requests received.

SUSTAINABILITY

Environmental: Nil.

Economic: The festival is a significant economic stimulator for the region, increasing both direct and indirect spend.

Social: The festival is patronised by many thousands of people. The event stimulates the visitor economy, activates the Manjimup town centre creating a sense of place and enhancing community spirit.

VOTING REQUIREMENTS: ABSOLUTE MAJORITY

OFFICER RECOMMENDATION

That Council:

1. **Approve the request by the Manjimup Cherry Harmony Festival Committee to waive venue hire fees of $1,554.00, for the Sound Shell, Town Hall and Town Hall Kitchen, inclusive of the Sound Shell AV Equipment Hire.**
2. **Not support the request by the Manjimup Cherry Harmony Festival Committee to waive:**
   - **2.1 Utilities charges of $322.50 for power consumption.**
   - **2.2 Post event venue cleaning charges of $175.00 for the Town Hall and Sound Shell.**
   - **2.3 Bond charges for Sound Shell AV equipment of $200.00.**
   - **2.4 Applicable key bonds.**
   - **2.5 One Licence Music Fee for the Manjimup Heritage Park and Brockman Street precinct of $26.00.**

ATTACHMENTS

1⇩	Request to CEO to waive hire fees for 2026 Cherry Harmony Festival	1 Page
2⇩	Request for Bond Waiver - Cherry Harmony Festival	1 Page

APPENDICES

A⇩	3.1.3 Community Funds Allocation Policy	10 Pages
B⇩	9.1.12 Traffic Management for Events on Roads	2 Pages

Draft

31 May 2026

Mr Ben Rose
Chief Executive Officer
Shire of Manjimup
PO Box 1
Manjimup WA 6258

Dear Ben

Re: Manjimup Cherry Harmony Festival – Saturday 12 December 2026

We write to respectfully request that all fees normally charged for use of Shire venues be waived for the annual Manjimup Cherry Harmony Festival which is to be held on Saturday 12 December 2026.

We have booked the Manjimup Town Hall from Monday 8 December to Saturday 12 December 2026, with the hall being used for a range of displays which include a photography display, and work shop, patchwork, woodturning to name a few.

We have also requested the use of the Kitchen for the Friday and Saturday for the food preparation for our demonstration stage which we are hoping will include a "kids in the kitchen" competition.

We have booked the Heritage Park for Saturday 12 December 2026 where we are planning an outdoor concert for year 25. Times are yet to be determined. The Sound shell area will be required. All electrics in the park will be required along with the lights. This event will be a pre-paid event and walk in gate entry on the evening.

We are looking at using the gazebo area for a Long Table Dinner. This event will be pre-purchase tickets. It is also possible we will require the use of the Round House, but all of this is yet to be determined.

The Manjimup Cherry Harmony Festival has become an important event to the region. The Manjimup Cherry Harmony Festival is run by a group of dedicated volunteers who have the Manjimup community at heart.

Should fees apply to other venues such as Manjin Park, Coronation Park, we also request that these fees also be waived.

We look forward to receiving your positive response.

With kind regards [redacted]

[redacted]

Manjimup Cherry Harmony Festival P O Box 806 Manjimup WA 6258

1.12

D Facility Hire CEO Request Form

SHIRE OF MANJIMUP

Name of club / organisation: Manjimup Cherry Harmony Festival Inc

Contact person: [redacted] Phone: [redacted]

Event: Manjimup Cherry Harmony Festival.

Venue: Apple Park, Kitchen / Town Hall Hire Date: 15-5-2026

HIRE FEE DISCOUNT REQUEST

☒ I/we wish to apply for a discount of facility hire fees for the following reason.

☐ Shire of Manjimup community group (75% discount) ☐ Shire of Manjimup school (75% discount)

☒ Registered charitable organisation (75% discount) ☐ Government agency (50% discount)

☐ Other: _____

Note: This request is not applicable to hire of the Manjimup Indoor Sports Pavilion or Wellness and Respite Centre.

Hirer Signature: [redacted] Date: 15-5-2026

BOND WAIVER REQUEST

☒ I/we wish to have the facility bond for our hire waived in lieu of an agreement to make good on any damage that may be caused as a result of our event and/or facility usage.

Hirer Signature: [redacted] Date: 15-5-2026

LIQUOR CONSUMPTION REQUEST

☐ I/we wish to request Chief Executive Officer approval to consume liquor at a Shire facility. I/we accept responsibility for ensuring compliance with liquor laws and all conditions stipulated by the Shire of Manjimup.

Hirer Signature: _____ Date: _____

OFFICE USE ONLY

Officer Recommendation: _____

_____

_____

Conditions for hirer: _____

_____

Hire fee discount approval: ☐ Yes ☐ No

Bond waiver approval: ☐ Yes ☐ No

Liquor consumption approval: ☐ Yes ☐ No

Signed: _____ **Date:** _____

Chief Executive Officer

Hirer notified of outcome / conditions: ☐

Email, post or return completed form to:
PO Box 1 / 37-39 Rose Street, Manjimup WA 6258
T: (08) 9771 7777 F: (08) 9771 7771 E: info@manjimup.wa.gov.au W: www.manjimup.wa.gov.au

SHIRE OF MANJIMUP COMMUNITY FUND PROGRAM

Background

Council has established the Shire of Manjimup Community Fund Program to provide opportunity for community, event and not for profit groups to apply for small grants. Grants are available on an annual basis and are subject to budget availability.

The total funding pool allocated by Council will not exceed 2.5% of the Shire's previous financial year rates revenue (NB The 'previous year' being that financial year immediately prior to the grant round being open for applications).

The funds will be allocated across four categories being:

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

The allocation of community funds will be held by formal application in an annual round with a closing date in March of each year. Where the budget allocation is not fully committed, out-of-round grant applications may be considered.

As the funding pool is limited only those applications assessed by Council to have the highest merit and greatest benefit to the Shire of Manjimup residents and ratepayers will be approved (partially or fully) and announced as part of the annual financial year budget. Out-of-round applications, where budget allows, will be assessed against policy and determined as an operational matter.

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.
3. Staff in the administration of the Shire of Manjimup Community Fund Program.

Area of Application
Whole of Shire.

Policy Measures

See following pages.

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:

Auspicing organisation	An incorporated organisation with a current ABN which agrees to works with a non-incorporated community group to receive hold & disburse grant funds on behalf of the non-incorporated group. The auspicing 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, auspicing 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. A youth group or youth project caters to the needs of young people between the ages of 12 and 25 years inclusive.

Community Event	A gathering or activity organised by or for members of a community, typically aimed at fostering social interaction, cultural exchange, collective action, economic benefit, or regional marketing / promotion. These events may include festivals, fairs, cultural performances, large functions, key sporting/recreational events and the like. They are designed to bring people together, strengthen community bonds, and address local issues or celebrate shared interests or cultural enrichment or attract visitors and market the region. Community events of all sizes are important social and economic contributors and stimulate the local economy.
Event Organiser	An individual or entity responsible for planning, coordinating, and executing events.
Not-for-Profit Community Event Organiser	An individual or organisation that plans, coordinates, and executes events for the benefit of the community without seeking to make a profit. These organisers focus on creating events that promote social connection, cultural enrichment, community development, regional promotion or economic stimulus. Their efforts are often supported by volunteers and funded through donations, grants, or sponsorships, with any surplus funds typically reinvested into future community projects or events.
For-Profit Community Event Organiser	An individual or business entity that plans, coordinates, and executes events with the primary goal of generating profit. These organisers focus on creating engaging and successful events that attract attendees and sponsors and grants, often leveraging marketing strategies and partnerships to maximise revenue and target reach. Their efforts may be supported by volunteers and community groups.

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 the outcome of their application (successful or not) after the adoption of the budget each year (between July and September).

c. Out-of-Round fund applications will only be accepted and considered when the funding pool is not fully allocated.

d. 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.

e. Schools are generally 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.

f. Fund allocation will be guided by the principle of fairness and equity in terms of both applicants and activities.

g. Allocations will generally range from $500 to $6,000. Whilst not prescriptive, the following table may be used as a guide to assist with allocating funds in a transparent and equitable manner.

Application Category	Allocation up to (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

h. In respect of (g) above Council may, in the case of multiple applications by the one entity, elect to approve only one request. As such multiple applications should be clearly prioritised by the applicant.

i. It is beneficial and preferable that reasonable effort is made by applicants to 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.

j. Funds will be paid 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.)

k. Whereby applicants cannot demonstrate they are an incorporated association or do not have an ABN (as per the above clause 'j') this may not preclude them from applying. Approval, however, of these applications will be at the discretion of Council and a 'Statement by Supplier' will be required.

l. Grants will be paid in full on receipt of a tax invoice.

m. The proposed project or event must take place and be completed within the financial year that funding is made available.

n. Prior approval must be sought for any substantial variation to the approved application.

o. All funded groups and organisations will be required to acknowledge the support of the Shire of Manjimup in any promotional or publicity material.

p. Every endeavour will be made by grant recipients to support local business and services when expending the allocated grant monies.

q. 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.

r. Council may use the project information provided by funded groups and organisations for promotional and networking purposes.

s. Full disclosure in the application of any other Shire of Manjimup/Council contribution (cash or in-kind) towards the project including traffic management plans and civic receptions is required.

t. 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.

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 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 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 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 should preferably 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.)
- 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.
- 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 and/or community groups that occupy a building to undertake their primary activity may be allocated a higher grant amount than groups that do not.

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 increased financial 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 in those years.

CATEGORY 3. COMMUNITY YOUTH GROUPS & CHAPLAINCY

The Shire of Manjimup recognises the strategic importance of supporting youth activity and development throughout the Shire. As such, Council endeavours to:

- Support a youth (development) program (e.g. youth group or facilitated development program) in each town. Applications for such programs are to be submitted under Category 3A.
- Support youth chaplaincy (Category 3B).

In addition to the beforementioned conditions applicable to all, there are extra conditions specific to the Community Youth Groups & Chaplaincy category which are:

u. Youth groups can submit their application in partnership with an auspicing incorporated umbrella group.
v. 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.
w. All applications under Category 3A need to include a proposed budget that meets 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.
- 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, 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.
- 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 Southwest and Great Southern regions.
- Category 4C events are new, incl. events celebrating a significant anniversary, and emerging / start up events.

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 Southwest and Great Southern regions.

In addition to conditions a. to r., there are extra conditions specific to Category 4A Events which are:

x. For-profit entities applying for event grants must illustrate what social and or economic benefit to the community and Shire of Manjimup will be derived from the event.
y. Demonstrate strong ties to broad scale marketing and promotional outcomes.
z. Demonstrate that the target group is much broader than the Southwest and Great Southern regions.

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 Southwest and Great Southern regions.

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.

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
REVIEWED FEBRUARY 2025
NEXT DUE FOR REVIEW OCTOBER 2030

9 WORKS AND SERVICES POLICIES
9.1 TECHNICAL SERVICES
9.1.12 Traffic Management for Events on Roads

Background & Issues

The Shire of Manjimup provides support for community organised events that take place on roads within the Shire which, in accordance with Main Roads WA stipulations, require the provision of temporary traffic management to either close a section of road or over-rule the Road Traffic Act in order to enable the safe passage of vehicles through or around the event by speed reduction signage, traffic controllers, or road closures.

Objectives

The Shire has limited resources available for the support of community events and this policy endeavours to set guidelines for the equitable disbursement of those resources across a variety of Council approved events. Each event will be assessed on a case by case basis.

Area of Application

All Council approved community events on Shire roads throughout the entire Shire district.

Policy Measures

1. Traffic Management Requirements

Traffic Management for events on roads shall be provided in accordance with the requirements of the Traffic Management for Events Code of Practice produced by Main Roads WA.

In the absence of specific Main Roads WA requirements traffic management requirements shall be as determined by the Chief Executive Officer or CEO Delegate in accordance with current industry best practice.

2. Provision of Traffic Management by Council

At the Manager Technical Services discretion, traffic management may be provided to community events subject to;

- The event is not for profit;
- The event is for the benefit of the community;
- The event is run by a community group;
- The event is unable to reasonably provide the traffic management for itself;
- Sufficient budget funds are available;
- Sufficient Shire resources are available;
- The cost of the traffic management is not more than $3,000;

- And the cost of traffic management to any multiple event organizer does not exceed $5,000 in any financial year.

At the discretion of the Chief Executive Officer, the Shire may provide traffic management for other events at the expense of the event organisers subject to;

- Sufficient Shire resources being available;
- All costs being reimbursed at standard charge out rates.

3. Responsibility for Traffic Management

The Event organizer shall be responsible for obtaining all necessary approvals and plans for use during the event.

4. Assessment of Traffic Management Proposals

The Chief Executive Officer or their delegate shall be responsible to check and verify that event organisers have obtained all necessary approvals and provided adequate traffic management for the event.

5. Volunteer Shire Staff

The Shire supports qualified staff should they choose to provide their time and expertise to assist community events.

It is the responsibility of the volunteer staff to determine if their services will be covered by the insurance of the event, or not.

Where an event does not have insurance the Chief Executive Officer may authorise the traffic management to be provided by the volunteer staff in accordance with clause 2 at no cost, or reduced cost subject to the requirements of clause 2, agreement from the volunteer Shire staff that they will not be paid, and the Chief Executive Officer being satisfied that the liability risk to the Shire is satisfactory.

6. Volunteer Community Groups

Where a community group, possibly including the event organizer, provides suitably qualified labour to implement traffic management for an event which the Council would normally support, the Shire will ensure adequate training is provided to the community group.

7. Delegated Authorities

Under the WA Road Traffic Code Regulation 297 (2) Instrument of Authorisation, the Shire of Manjimup has delegated authority to set requirements for and approve traffic management plans for events on roads in accordance with this Council policy.

9. WORKS AND SERVICES POLICIES
9.1 TECHNICAL SERVICES
9.1.12 Traffic Management for Events on Roads

The Chief Executive Officer through an accredited Officer shall have delegated authority to provide traffic management for community events on roads in accordance with clause 2 of this policy.

Administration

Responsibility for implementing this policy is delegated to the Manager Technical Services.

Adoption and Date Due for Revision

ADOPTED 13 OCTOBER 2005
REVIEWED 18 NOVEMBER 2021

NEXT DUE FOR REVIEW NOVEMBER 2025

The Administration of this Policy is by the Works and Services Directorate.

Draft

ATTACHMENT

9.15.1 Meeting Notes of the Walpole District Community Advisory Group Meeting held 21 September 2026

PROPONENT	Walpole District Community Advisory Group
OWNER	N/A
LOCATION / ADDRESS	Walpole and surrounds
WARD	Rural
ZONE	All
DIRECTORATE	N/A
FILE REFERENCE	F250187
LEGISLATION	Local Government Act 1995
AUTHOR	Greg Lockwood (Director Business)
DATE OF REPORT	6 November 2026
DECLARATION OF INTEREST	Nil

BACKGROUND

The Walpole District Community Advisory Groups (WDCAG) are place-based community forums established to strengthen the connection between residents and Council. The groups provide a structured opportunity for local voices to be heard on matters of strategic importance to their community.

The primary purpose of the groups is to facilitate open discussion, share local perspectives and feedback, and offer advice and insights on issues, opportunities and priorities that are relevant to their community. These groups support Council's understanding of local needs and help guide future planning and decision-making.

The purpose of this agenda item is to receive the unconfirmed meeting notes of the WDCAG meeting held on 21 September 2026 and to formally endorse the appointment of 2 new members to the WDCAG. The unconfirmed meeting notes are attached.

ATTACHMENT: 9.15.1 (1)

PUBLIC CONSULTATION UNDERTAKEN

Nil.

COMMENT

The notes of the meeting are attached for Council's information.

This meeting has resulted in one recommendation that requires a decision of Council. The WDCAG currently comprises five members, who were appointed

through the initial Expression of Interest process undertaken when the group was established. The group has expressed concern regarding the limited size of its membership and has sought to engage additional community members who would contribute further value and diverse perspectives to its discussions. Jan Brooks and Narrelle O'Brien were approached and have each confirmed their willingness to accept a nomination to the WDCAG.

In accordance with Council Policy 1.1.10, these appointments require formal endorsement by Council.

Other items identified in the minutes are to be dealt with administratively.

STATUTORY ENVIRONMENT

Local Government Act 1995.

POLICY / STRATEGIC IMPLICATIONS

District Community Advisory Groups operate in accordance with Council Policy 1.1.10 Committees, Advisory Groups and Reference Groups.

ORGANISATIONAL RISK MANAGEMENT

Nil.

FINANCIAL IMPLICATIONS

Nil at this stage. Any future initiatives arising from the WDCAG will be subject to further consideration and Council approval through the normal budget process.

SUSTAINABILITY

Environmental: No direct impacts identified at this stage.

Economic: Matters discussed by the WDCAG may support local economic development outcomes over time by identifying community priorities, infrastructure needs and opportunities that contribute to the long-term sustainability of the Walpole district.

Social: The WDCAG supports community engagement and contributes to positive social outcomes by encouraging local participation, strengthening community representation and providing a forum for residents to raise matters relevant to the Walpole district.

VOTING REQUIREMENTS: SIMPLE MAJORITY

OFFICER RECOMMENDATION

That Council:

1. **Receive the notes of the Walpole District Community Advisory Group Meeting held 21 September 2026.**
2. **Endorse the appointment of Jan Brooks and Narrelle O'Brien as members of the Walpole District Community Advisory Group.**

ATTACHMENTS

1⇩	Walpole District Advisory Group Meeting Notes - 21 September 2026	2 Pages

Draft

SHIRE OF MANJIMUP

WALPOLE DISTRICT COMMUNITY ADVISORY GROUP
MEETING NOTES

Meeting Notes of the **Walpole District Community Advisory Group** held on 21 September 2026 at 5.02pm at Walpole CRC.

1. Attendance and Apologies

Attendees

David Tapley - Member
Alicia Johnson - Member
Robyn Christian - Member
Charles Biddle - Member
Greg Lockwood - Executive

Jan Brooks - Observer

Apologies

Norman Hawkins - Member

2. Acknowledgement of Country

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

3. Declarations of Financial Interest by Members

Nil

4. Business Arising from Previous Meeting

4.1. **Communication Plan** - Charles Biddle to talk with Walpole CRC about setting up an email address and creating a communication charter.

Further work to be undertaken

4.2. **Mainstreet** – Executive to bring back plans to review

Past plans had not been sourced at the time of the meeting and would be brought to the next meeting for review.

4.3. **Pioneer Park** - Executive to bring past plans to the committee for review

See 5.1 below

4.4. **Vacant Land** - Executive Officer to follow up as may be an advocacy opportunity to the State for release

Director of Business presented a map of the Walpole main town area with the tenure of the vacant blocks in town. It was noted that the majority was in State ownership and under Native Title consideration.

5. Items for Discussion

5.1. Park and Mainstreet

Director of Business supplied the group with the "Nature Playground Pioneer Park Walpole – Site Analysis and Concept Design May 2024" completed by Plan E. The Committee were supportive of the style and design but before endorsing it for Council consideration wanted to seek community feedback on the plan. Charles to put together a Questionnaire to go to the community via the Walpole Weekly.

5.2. Major Works – Swarbrick to Town Jetty

The pathway between the Swarbrick and Town Jetty is very boggy at certain times of the year. Is there any way to stabilise the track via gravel or some type of stabilised road base.

5.3. New Committee Members

Due to the Walpole Districts Community Advisory Group only having five members, current members have been seeking interest from community members. Jan Brooks and Narelle O'Brien have expressed an interest, Jan being part of the Walpole CRC team and Narelle working at the school.

Moved : Charles Biddle **Seconded : Robyn Christian**

"Request Council to endorse and appoint Jan Brooks and Narelle O'Brien as members to the Walpole Districts Community Advisory Group".

Vote : 4/0

6. Roundtable Discussion

Robyn sought clarification regarding the appropriate protocol for visitors attending meetings, particularly elected Council Members. It was explained that, under meeting procedures, the Chair may invite guests to attend meetings in an observer capacity. Guests may contribute to discussions only when invited to do so by the Chair. Invitations may also be extended to individuals with specialist knowledge or expertise on particular matters to provide relevant information, assist deliberations and support more informed decision-making.

7. Meeting closed at 5.52pm

ATTACHMENT

9.15.2 Meeting Notes of the Pemberton District Community Advisory Group meeting held on 15 October 2026

PROPONENT	Pemberton District Community Advisory Group
OWNER	N/A
LOCATION / ADDRESS	Pemberton Town Centre
WARD	Rural
ZONE	N/A
DIRECTORATE	N/A
FILE REFERENCE	F170492
LEGISLATION	Local Government Act 1995
AUTHOR	Kristie Inker (Administration Officer Infrastructure Services)
DATE OF REPORT	3 November 2026
DECLARATION OF INTEREST	Nil

BACKGROUND

The Pemberton District Community Advisory Group (PDCAG) is an advisory group of Council established to provide community input and advice on strategic matters relating to the Pemberton district.

The purpose of this agenda item is to receive the unconfirmed notes of the Pemberton District Community Advisory Group meeting held on 15 October 2026 for Council's consideration.

PUBLIC CONSULTATION UNDERTAKEN

Nil.

COMMENT

The Pemberton District Community Advisory Group met on 15 October 2026.

The meeting included discussion on matters relevant to the Pemberton district and provided an opportunity for members to raise issues and provide community input.

The unconfirmed notes of the meeting are attached for Council's consideration and acceptance.

ATTACHMENT: 9.15.2 (1)

STATUTORY ENVIRONMENT

Local Government Act 1995.

POLICY / STRATEGIC IMPLICATIONS

The Pemberton District Community Advisory Group operates in accordance with Council Policy 1.1.10 - Committees, Advisory Groups and Reference Groups.

The work of the PDCAG supports the objectives of the Shire's Strategic Community Plan through community engagement and consideration of matters affecting the Pemberton district.

ORGANISATIONAL RISK MANAGEMENT

Nil.

FINANCIAL IMPLICATIONS

Nil at this stage. Any future initiatives arising from the Pemberton District Community Advisory Group will be subject to further consideration and Council approval through the normal budget process.

SUSTAINABILITY

Environmental: No direct impacts identified at this stage.

Economic: Matters discussed by the PDCAG may support local economic development outcomes over time.

Social: The PDCAG supports community engagement and contributes to positive social outcomes through increased participation and representation.

VOTING REQUIREMENTS: SIMPLE MAJORITY

OFFICER RECOMMENDATION

That Council receive the Meeting Notes of the Pemberton District Community Advisory Group meeting held on 15 October 2026, as per Attachment: 9.15.2 (1).

ATTACHMENTS

1⇩	Pemberton District Community Advisory Group Meeting Notes 15 October 2026	6 Pages

SHIRE OF MANJIMUP

PEMBERTON DISTRICT COMMUNITY ADVISORY GROUP MEETING NOTES

Meeting notes of the **Pemberton District Community Advisory Group** held on **15 October 2026 at 5:05 pm** at the **Hub Boardroom, Pemberton Library**.

1. Attendance and Apologies

Attendees

Catherine Mills (Shire of Manjimup)	Executive Officer
Kristie Inker (Shire of Manjimup)	Minute Taker
Deanne Ventris	Chairperson
Louise Tasker	Deputy Chairperson
Peter Henley	Member
Arthur Wilson	Member
Toni Dearle	Member
Benjamin Rose (Shire of Manjimup)	Guest

Apologies

Debra Mack	Member
Clare Bailey	Member

Member Acknowledgement

The Group acknowledged Toni Dearle and Pemberton Discovery Tours on their recent success at the BSW Connect Southwest Business Excellence Awards.

2. Acknowledgement of Country

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

3. Declarations of Interest by Members

Nil

4. Business Arising from the Previous Meeting

4.1 Pemberton Playground Precinct Redevelopment

- An update was provided on the proposed Pemberton Playground project.
- Letters of support have been received and the current funding position was discussed. The Group was advised that approximately $315,000 in seed funding has been allocated, subject to securing matching or external funding.
- Lotterywest discussions indicate support of approximately 30% of eligible playground-specific components, excluding broader civil works such as drainage and pathways.
- Additional funding options, project staging and possible scope adjustments were discussed. Potential links with active transport, the Arboretum, cycling and tramway connections were also raised as opportunities to strengthen the broader project and access outcomes.

Actions / Follow-up:

A1 playground concept plan requested for use by the group to draw/make notes on.

Draft

Director Infrastructure Services to continue investigating complementary funding opportunities for access and footpath components.

4.2 Light Industrial Area Opportunities / Pemberton Mill Site

- The Group continued discussion regarding the future of the Pemberton Mill Site, including possible future land uses, heritage considerations and the retention of historically significant items within Pemberton.
- Members discussed the importance of developing a shared understanding of community aspirations for the site and identifying significant machinery, equipment and other heritage items that the community would like to see retained in Pemberton where practicable.
- Light industrial and multi-purpose future uses were also discussed.
- The Chief Executive Officer provided high-level context regarding land tenure, contamination, planning and State Government considerations affecting the site.
- Members were advised that the Shire has limited direct control over the land but continues to advocate for a positive long-term outcome for Pemberton.
- Preliminary investigations have been undertaken; however, further detailed site assessment would be required before future land uses could be fully determined. The extent and nature of contamination, together with tenure and State Government requirements, remain key considerations affecting redevelopment opportunities and timing.
- The Shire continues to engage with relevant State Government agencies and Parkside regarding future options.
- A further meeting involving the Chief Executive Officer, Director Infrastructure Services and Parkside is proposed, with an update to be provided to PDCAG when further information is available.

Actions / Follow-up:

Members of the group to discuss with Parkside identifying items of local heritage significance and relevant community or heritage groups with an interest in their retention.

Shire to update PDCAG following further engagement with Parkside and relevant agencies, where appropriate.

4.3 Pemberton Blueprint and Community Priorities

- Members discussed opportunities to strengthen connections between PDCAG and existing Pemberton community organisations and networks, including business, tourism, school, sporting and other community groups.
- Broader promotion of PDCAG meetings through community and media channels was also discussed.
- Members indicated they would like to be kept informed of local events and activities that may have an impact on the Pemberton area.

Action / Follow-up:

Director Infrastructure Services to circulate relevant event information to PDCAG members where appropriate.

5. Executive Officer Update

5.1 Shire and Council Updates Relevant to Pemberton

Vasse Highway

- The condition of Vasse Highway on the south-western approach to Pemberton, particularly during winter and wet conditions, was discussed.
- Members were advised that Main Roads WA does not currently have budget provision for resurfacing the section and that advocacy correspondence has been undertaken.
- Members suggested that additional advocacy from local organisations, including the Chamber of Commerce and Visitor Centre, may assist in demonstrating community support for improvements.

Pemberton Community Sundowner

- Members were reminded to RSVP for the upcoming Pemberton community sundowner.
- A proposed change of venue to the Pemberton Community Sports Club was discussed and was to be passed on to the Shire President for consideration**.**

Poppy Project / Cemetery

Poppy Project - note two roads in Pemberton are on the list. it was also noted the condition of Dickenson Street to the cemetery was in poor condition.

5.2 Pemberton Mill Site

Refer to Item 4.2 - Pemberton Mill Site update and discussion incorporated under Business Arising from the Previous Meeting.

5.3 Current Projects and Matters Progressing through the Shire

Bike Racks

- Members discussed proposed bike racks being provided by DBCA and requested confirmation of installation locations.
- Previous Shire information on proposed locations and community consultation is to be re-circulated.

Action / Follow-up:

Re-circulate available bike-rack location maps/information and relevant consultation material to PDCAG members.

Transwa Bus Stop

- A community concern was raised regarding inadequate lighting and uneven paving at the Transwa bus stop.
- A Shire service request has been lodged for further investigation and the Director Infrastructure Services is following up applicable Transwa requirements.

Electric Vehicle Charging Station

An update was provided regarding a proposed replacement for the existing out-of-service EV charging station.

The proposed arrangement involves an independent operator leasing land for the charging infrastructure, with relevant Crown land approvals required.

The Shire would not operate the charging station**.**

5.4 Other Matters for Information

No additional matters for information were recorded.

6. PDCAG Member Updates

Private Property near Jasper's / Pine Street

- A maintenance concern was raised regarding a park/open area near the corner of Pine Street.
- The land was identified as private property.

- Members were advised that the Shire cannot undertake routine maintenance on private land, but may contact the owner or take regulatory action where a fire or safety hazard arises.
- Community volunteer involvement was suggested as a possible option, subject to owner approval and appropriate arrangements**.**

Lefroy / Widdeson / Brockman Area
A concern was raised regarding mulch/material requiring removal in the area.
Action / Follow-up:
Shire to follow up the mulch/material concern with the relevant officer.

Public Toilet Door Handle
Concern was raised regarding an outstanding issue with the ladies' public toilet door handle.
Action / Follow-up:
Director Infrastructure Services / Administration to follow up the outstanding maintenance request.

Roadside Litter / Community Clean-up

- Members discussed litter along Vasse Highway and Browns Road and the potential for a community roadside clean-up.
- Main Roads WA traffic management and safety requirements would apply to highway works.
- Keep Australia Beautiful WA's Adopt-a-Spot program was identified as a possible pathway for an organised community clean-up.

Big Brook Dam Accessibility
Wheelchair-accessible fishing opportunities, including a possible accessible or floating jetty, were raised for further discussion with DBCA and relevant angling stakeholders.

7. Future Projects and Funding Opportunities

7.1 Pemberton Project and Priority List

South Town Entrance to Pemberton

- Members discussed the condition and presentation of the southern entrance to Pemberton, including reference to previous concept work and current vegetation and blackberry management issues.
- Land ownership, road reserve and town-boundary responsibilities were identified as factors affecting clean-up, improvement works and ongoing maintenance.
- Potential involvement or support from Main Roads WA, Water Corporation and other organisations was discussed, together with opportunities for community-based improvements such as waterwise landscaping.
- Members noted that any improvement project should clearly identify who would be responsible for ongoing maintenance following initial works**.**

Action / Follow-up:

Director Infrastructure Services to clarify land ownership/responsibility and available pathways for progressing improvements at the southern town entrance.

Pedestrian / Cycle Connections – Arboretum to Town

- Members discussed opportunities to improve pedestrian and cycling connections between the Arboretum and town, including potential routes near the railway/tramway corridor, Guppy Street and other existing informal connections.
- The interest of local cycling groups in improved Arboretum connections was noted.

Action / Follow-up:
Director Infrastructure Services to arrange a site/field tour in coming months to review possible pedestrian and cycling connections.

Playground Promotion

- Members discussed opportunities to display playground and trail-connection information at locations used by visitors and families, including the pool / Trail to Tram area.

7.2 Current and Upcoming Funding Opportunities

- The Group discussed current and potential external funding opportunities associated with Pemberton projects, including access, footpaths, playground infrastructure and related community improvements.
- The potential to strengthen funding applications by linking projects to active transport, accessibility, tourism and broader community outcomes was noted**.**

7.3 Advocacy and Partnership Opportunities

- Members discussed opportunities for advocacy and partnership with local and external organisations, including:
- Chamber of Commerce and Visitor Centre advocacy regarding Vasse Highway.
- Community and heritage groups in relation to the Pemberton Mill Site.
- Main Roads WA and Water Corporation regarding town entrance improvements.
- DBCA and relevant angling stakeholders regarding accessible fishing opportunities.
- Community participation through programs such as Adopt-a-Spot.

7.4 Priority Actions / Projects to Progress

- Priority areas discussed for further progression included:
- Pemberton Playground funding and access connections.
- South Town Entrance improvements and land/responsibility clarification.
- Pemberton Mill Site advocacy and heritage considerations.
- Pedestrian and cycling connections between the Arboretum and town.
- Community clean-up and accessibility opportunities.

8. General Business / Roundtable Discussion

8.1 Visas for Immigrant Farm Workers

Members discussed workforce arrangements affecting local agricultural businesses, including differences between the Pacific Australia Labour Mobility scheme and working holiday arrangements involving the 88-day regional work requirement.
Discussion included employer obligations associated with accommodation, meals and transport, the level of training and investment required for short-term workers, and the potential economic impact of different workforce arrangements on local businesses and the Pemberton community.

8.2 Housing Development Sites Stalled by Government Departments

Discussion focused on development constraints affecting the Greenlands Estate / Golflinks Road area, particularly water infrastructure and subdivision servicing requirements.
Members discussed the role of State approval processes, infrastructure costs and the options currently being considered by the landowner and planning consultants.

Alternative servicing and lot-size options were raised, noting that changes to development outcomes may also influence housing choice and future town demographics.
The impact of infrastructure costs on land affordability was also discussed, together with the broader challenge of facilitating residential development in regional towns.

8.3 Rainbow Ride / Community Cycling Events

- Low participation by local children in the recent Rainbow Ride was discussed.
- Members noted that accommodation providers were busy during the school holiday period and suggested broader promotion to visitors and non-local families for future events.
  Action / Follow-up: Check traffic management requirements for road crossings – Director Infrastructure Services.

8.4 UCI Gravel World Championships

- The Chief Executive Officer invited feedback on the atmosphere and local impact of the recent UCI event.
- Members noted that warm-up rides attracted visitors and activity into town and had positive flow-on effects for accommodation, hospitality and other local businesses.

8.5 Floating Sauna / Swimming Pool Pontoon

- Positive community feedback regarding the floating sauna was noted.
- The swimming pool pontoon was also discussed, with removal of the existing pontoon identified as required.

General Feedback

Members thanked the Chief Executive Officer for attending and for providing broader background and context on matters raised during the meeting.

9. Meeting Close

The meeting closed at 7:27pm.

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ATTACHMENT

9.15.3 Meeting Notes of the Manjimup District Community Advisory Group Held on 4 November 2026

PROPONENT	Manjimup District Community Advisory Group
OWNER	N/A
LOCATION / ADDRESS	Manjimup District
WARD	Rural and Urban
ZONE	N/A
DIRECTORATE	N/A
FILE REFERENCE	F250185
LEGISLATION	*Local Government Act 1995*
AUTHOR	Gail Ipsen Cutts (Director Community Services)
DATE OF REPORT	10 November 2026
DECLARATION OF INTEREST	Nil

BACKGROUND

The Manjimup District Community Advisory Group (MDCAG) is an advisory group of Council established to provide community input and advice on strategic matters relating to the Manjimup district.

In accordance with Council Policy 1.1.10 – Committees, Advisory Groups and Reference Groups, Advisory Groups are to have a Chairperson and Deputy Chairperson appointed by Council.

The purpose of this agenda item is to receive the unconfirmed meeting notes of the MDCAG meeting held on 4 November 2026.

ATTACHMENT: 9.15.3 (1)

PUBLIC CONSULTATION UNDERTAKEN

This meeting has resulted in two recommendations:

1. That Executive Officers ensure that strategic documents for review are sent to the town groups as per the Terms of Reference. In addition, it is requested that strategic documents are sent direct to any impacted interest groups.

2. That the resignation from the MDCAG Chairperson Sam Cleveland be received and that her significant contribution to the Group, community and visitor centre be acknowledged.

COMMENT

The notes of the meeting are attached for Council's information.

ATTACHMENT: 9.15.3 (1)

Recommendation 1 as outlined above has been acknowledged and will be dealt with administratively.

Recommendation 2 requires formal endorsement by Council as it refers to a matter of MDCAG membership. The resignation of Ms Cleveland provides an opportunity to:

- Open a new round of Expressions of Interest (EOI) for the MDCAG.
- Offer the vacant position to the First Alternate EOI candidate (ranked 8). There were 14 eligible candidates in the first EOI round.
- Leave the position vacant and continue with 6 members until October 2027.

It is recommended that the vacant position be offered firstly to the candidate ranked 8, if not available then continue to the next ranked candidate. The successful candidate will be formally endorsed at the respective Ordinary Meeting of Council.

STATUTORY ENVIRONMENT

Local Government Act 1995.

POLICY / STRATEGIC IMPLICATIONS

The MDCAG operates in accordance with Council Policy 1.1.10 – Committees, Advisory Groups and Reference Groups, which outlines the purpose, function and operation of Advisory Groups, including the requirement for Council to appoint a Chairperson and Deputy Chairperson. The work of the MDCAG also supports the objectives of the Shire's Strategic Community Plan, including community engagement, economic development, and sustainable community outcomes.

ORGANISATIONAL RISK MANAGEMENT

Nil.

FINANCIAL IMPLICATIONS

Nil.

SUSTAINABILITY

The MDCAG supports economic and community engagement and contributes to positive social and economic outcomes through increased participation and representation.

VOTING REQUIREMENTS: SIMPLE MAJORITY

OFFICER RECOMMENDATION

That Council:

1. **Receive and note the meeting notes of the Manjimup District Community Advisory Group meeting held on 4 November 2026, as per Attachment: 9.15.3 (1).**
2. **Accept the resignation of Samantha Cleveland, Chairperson of the Manjimup District Community Advisory Group.**
3. **Offer the vacant position, on the Manjimup District Community Advisory Group, to the first alternative ranked candidate from the Expression of Interest; and subject to acceptance by the candidate make offers to the second and then third alternate candidates.**

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MANJIMUP DISTRICT COMMUNITY ADVISORY GROUP
MEETING NOTES

Meeting Notes of the **Manjimup District Community Advisory Group (MDCAG)** held on 4 November 2026 at 4.00pm at Heritage Park, Control Room.

1. Attendance and Apologies

Attendees

Sam Cleveland	(SC)	Chairperson
Meisha Kristoffersson	(MK)	Deputy Chairperson
Jill Woollams	(JW)	
Jodi Johnston	(JJ)	
Mary Nixon	(MN)	
Kathy Dawson	(KD)	

Apologies

Isaac Rinaudo (IR)

Executive Officer

Gail Ipsen Cutts

2. Acknowledgement of Country

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

3. Declarations of Financial Interest by Members

Nil.

4. Items for Discussion

4.1 Shire of Manjimup - Understanding your local government.

GIC presented a brief overview of the shire Budget, Council Plan, and other key documents.

4.2 District Community Advisory Group (DCAG) Terms of Reference (ToR)

The ToR clearly identifies that a key function of DCAG is to *Provide advice directly to the Shire on strategic issues, key plans and major local matters including projects, development proposals, Council policies etc…*

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KD noted that this function can only be achieved if the DCAG are given the opportunity to do so; and to date this does not seem to be occurring. The *Environmental Sustainability Plan* is currently out for public comment but was not referred to the DCAG's.

Moved: K Dawson **Seconded: M Nixon**

That Executive Officers ensure that strategic documents for review are sent to the town groups as per the Terms of Reference. In addition, it is requested that strategic documents are sent direct to any impacted interest groups.

CARRIED

4.3 KD – noted that the Heritage Park Committee has still not met. [NB meeting is scheduled Tuesday 1 December 5.30pm.]

4.4 KD - Requested that Council Agendas and drafts be provided to members. General group discussion noted that these are already available on the shire web and members could access on line. Further, it was acknowledged that members could attend both the Agenda Review and Council meeting in person or view live online.

4.5 JW - requested that town group representatives have opportunity to attend the meeting. [An invitation for a representative to attend will be provided in early 2027)

5. Project Updates

5.1 MK Updated that the grant outcome for the Lions Gazebo should be known soon. [NB Reconciliation Action Plan Group are also looking at doing some work in updating the interpretive content at the gazebo so could be a good joint project].

5.2 JW – Splash-park in Heritage Park. JW to investigate logistics and possible funding avenues.

6. General Business

6.1 KD – Raised the matter of erosion in horticulture, history of potatoes and land care in general, general discussion around land health etc. KD floated the idea of an agriculture expo or potato expo or the like. An event that could celebrate all things agriculture, targeting multiple audiences and could include drones, chip factory tours etc. KD to think about some possible collaborators who might be keen to get such an event off the ground.

6.2 MK – discussion around the new Farmers markets and if there is anything that could be done to support them. Members were encouraged to promote and encourage the engagement of more patrons and stall holders.

6.3 General discussion around the development of a path to the Gateway Hotel, Caravan Park and Motorcross along the Highway. GIC provided background in respect of challenges relating to Main Roads WA and ARC Engineering in respect of the Railway Reserve. Public Transport were moving to take back control of the Railway Reserve, if this was to occur the matter of a pathway could be further investigated.

6.4 SC - formally resigned from the MDCAG and her role as Chairperson. SK indicated that she was relocating away from Manjimup.

Moved: M Nixon B **Seconded: J Woollams**

That the resignation from the MDCAG Chairperson Sam Cleveland be received and that her significant contribution to the Group, community and visitor centre be acknowledged.

CARRIED

6.5 Opera in the Manjimup Heritage Park – 28 November 2026. General update on the Opera and encouragement to share the word and enjoy the opportunity.

6.6 MN advised that she will be an apology for the December meeting.

7. Meeting closed at 5.48pm and the next meeting is 2 December 2026 at 4.00pm in the Control Room.

Remember always check your Agendas - in case there is a change in venue or time.

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10. LATE REPORTS

11. QUESTIONS FROM MEMBERS

11.1 Response to questions from members taken on notice.

Nil.

11.2 Questions from members.

12. MOTIONS FOR CONSIDERATION AT THE FOLLOWING MEETING

13. NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF THE MEETING

14. APPLICATIONS FOR LEAVE OF ABSENCE

15. CLOSURE

There being no further business to discuss the Shire President to thank those in attendance and close the meeting at……pm.

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