SHIRE OF MANJIMUP

DRAFT AGENDA

ORDINARY MEETING OF COUNCIL

28 OCTOBER 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

28 OCTOBER 2026

NOTICE TO ALL COUNCILLORS

An Ordinary Meeting of Council is called for Wednesday 28 October 2026 commencing at 5:30 PM in the Council Chamber.

Benjamin Rose
CHIEF EXECUTIVE OFFICER

15 October 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 28 OCTOBER 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

The Shire President extends congratulations to Manjimup resident Ms Michelle Aiken on her selection as flag bearer for the Western Australian team at the Special Olympics National Games.

Further announcements to be advised at the meeting.

3. ATTENDANCE

3.1 Apologies

Nil.

3.2 Approved Leave of Absence

Nil.

4. DECLARATIONS OF INTEREST

5. PUBLIC QUESTION TIME

5.1 Response to public questions taken on notice

Nil.

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5.2 Public Question Time

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 23 September 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	
	9.1	**OFFICE OF CEO**	
	9.1.1	Minutes of the Warren Blackwood Alliance of Councils Extraordinary Meeting held on 24 September 2026	8
		BUSINESS DIRECTORATE	
	9.2	**CORPORATE AND GOVERNANCE**	
	9.3	**FINANCE AND ADMINISTRATION**	
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	9.4	**INFORMATION COMMUNICATIONS TECHNOLOGY**	
		DEVELOPMENT SERVICES	
	9.5	**STATUTORY PLANNING**	
	9.5.1	Delegated Planning Decisions September 2026	74
	9.5.2	Retrospective Increase in Numbers of Rural Workers in Accommodation at Lot 2 (874) Stirling Road Channybearup	78
	9.5.3	Proposed Rural Workers Accommodation (90) at Lot 2 Channybearup Road, Channybearup	93
	9.5.4	Amendment to Approval at the Gallery Hotel - Lot 156 (80) Rose Street, Manjimup	206
	9.5.5	Proposed Adoption of the Conservation Management Plan for the Pemberton Timber Mill Workers Cottage Precinct	233
	9.6	**BUILDING SERVICES**	
	9.7	**RANGER AND EMERGENCY SERVICES**	
	9.7.1	Proposed Appointment of Fire Control Officers and Fire Weather Officers	235
	9.8	**ENVIRONMENTAL HEALTH SERVICES**	
		COMMUNITY SERVICES DIRECTORATE	
	9.9	**COMMUNITY AND RECREATION SERVICES**	
Absolute	9.9.1	Manjimup Christmas Tree - Assessment of Repair and Replacement Options	239
	9.10	**HACC SERVICES**	
	9.10.1	Proposed Review of Council Policy 12.1.1 Manjimup Home and Community Care Aims and Objectives	251
	9.11	**LIBRARIES AND CULTURAL SERVICES**	
		INFRASTRUCTURE SERVICES DIRECTORATE	

	9.12	**TECHNICAL SERVICES**	
	9.13	**WORKS**	
	9.13.1	Proposed Award of Tender RFT 01-27 Provision of Street Sweeping and Pit Eduction Services	258
	9.14	**PARKS AND GARDENS**	
	9.14.1	Proposed Award of Tender RFT 02-27 Concrete Footpath Construction	263
	9.15	**OCCASIONAL AND MANAGEMENT COMMITTEES**	
	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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ATTACHMENT

9.1.1 Minutes of the Warren Blackwood Alliance of Councils Extraordinary Meeting held on 24 September 2026

PROPONENT	Shire of Manjimup
OWNER	N/A
LOCATION / ADDRESS	N/A
WARD	Whole of Shire
ZONE	N/A
DIRECTORATE	Executive Services
FILE REFERENCE	F160572
LEGISLATION	*Local Government Act 1995*
AUTHOR	Kevin Walker (Corporate Executive Assistant)
DATE OF REPORT	12 October 2026
DECLARATION OF INTEREST	Nil

BACKGROUND

The Warren Blackwood Alliance of Councils (WBAC) is a voluntary regional organisation of Councils comprising the Shires of Boyup Brook, Bridgetown-Greenbushes, Donnybrook Balingup, Manjimup, and Nannup. Established in 2001 in response to significant economic and social changes in the region, WBAC provides a forum for these neighbouring local governments to collaborate on issues affecting the Warren Blackwood area.

The primary role of WBAC is to advocate for the collective interests of the region and support economic, social, and environmental planning across the five member Shires. By working together, the member Councils can strengthen their regional voice and coordinate efforts on matters of shared concern.

The Alliance is funded through contributions from its member Councils, with each Council providing annual financial support based on agreed arrangements. Additional funding is also sourced from state and federal grants or programs to support regional initiatives and operational costs.

WBAC is governed by a Board, with two representatives from each member Council, and supported by an executive team that manages the day-to-day operations and coordination of the Alliance's activities. The Board meets every two months.

This report presents the minutes of the WBAC Extraordinary meeting held on 24 September 2026 for Council's information.

PUBLIC CONSULTATION UNDERTAKEN

Nil.

COMMENT

The minutes of the WBAC Extraordinary meeting held 24 September 2026 are attached.

ATTACHMENT: 9.1.1 (1)

The minutes are provided to Council to ensure transparency of WBAC's discussions and decisions, including any matters with potential time or financial implications for the Shire.

STATUTORY ENVIRONMENT

Local Government Act 1995.

POLICY / STRATEGIC IMPLICATIONS

Participation in the Warren Blackwood Alliance of Councils is closely aligned with the Shire of Manjimup Strategic Community Plan 2021 – 2031, supporting the following strategies:

- Strategy E3 - Actively participate in regional, state and national alliances to return benefit to the community.
- Strategy A18 - Pursue regional climate related opportunities through Warren Blackwood Alliance of Councils.

ORGANISATIONAL RISK MANAGEMENT

Involvement in WBAC supports the Shire in managing organisational risk by enabling collaboration, shared knowledge, and coordinated approaches to regional challenges.

FINANCIAL IMPLICATIONS

The Shire of Manjimup's budget for financial contributions to WBAC in 2026/27 is outlined below:

Warren Blackwood Alliance of Councils Contribution	$ 46,532
Warren Blackwood Stock Route	$ 8,500
Local Tourism Organisation Contribution	$ 75,520
Total	$ 130,552

SUSTAINABILITY

Environmental: Nil.

Economic: Nil.

Social: Nil.

VOTING REQUIREMENTS: SIMPLE MAJORITY

OFFICER RECOMMENDATION

That Council note the minutes of the Warren Blackwood Alliance of Councils meeting held on 24 September 2026 as shown in Attachment: 9.1.1 (1).

ATTACHMENTS

1 ⇩ WBAC Extraordinary Meeting Minutes - 24 September 2026 2 Pages

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MINUTES

WARREN BLACKWOOD ALLIANCE OF COUNCILS
EXTRAORDINARY BOARD MEETING

MONDAY 21 SEPTEMBER 2026, 9.00 AM | HOST: SHIRE OF DONNYBROOK BALINGUP

1. Welcome

Cr MacCarthy opened the meeting at 9:02am and welcomed everyone attending.

- Attendance:

Voting	Non-Voting
Cr Steve Miolin SOM	Leonard Long SOBB
Cr Helen O'Connell SOBB	Garry Adam SODB
Cr Stephen Carstairs SOBG	David Taylor SON
Cr Vivienne MacCarthy SODB	Nick O'Connor SODB
Cr Tyler Hall SODB	Christopher McGimpsey SWDC
Cr Vicki Hansen SON	Kat McKinnon SWDC
Cr Andrew McRae SOBG	
Ben Rose SOM	

- Apologies for absence: Cr Donelle Buegge SOM; Cr David Ingliss SOBB
- Acknowledgement of Country was provided by Cr Mac Carthy.

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2. WBAC CEO Forum Recommendations

Confidential Agenda Item - WBAC Extraordinary Meeting - CEO Strategic Forum

CEO Recommendation:

1. The WBAC continues as an Incorporated Association for the next 12 months and the WBAC CEOs develop a plan to transition from an IA to a Voluntary Regional Organisation of Councils.
2. The WBAC Board meeting frequency be amended to once every three months for a trial period of 12 months, starting from the first scheduled 2027 WBAC Board Meeting. At the conclusion of the trial period, the WBAC Board is to confirm the preferred meeting frequency and amend the constitution accordingly.
3. The WBAC Board membership comprises member Shire Presidents, with Deputy Shire Presidents endorsed as proxies, effective from the first scheduled 2027 WBAC Board Meeting.
4. The WBAC Board endorses the program of work and proposed governance oversight arrangements detailed in section 3 of this report.
5. The WBAC Board endorses the WBAC staffing model detailed in section 4 of this report.

WBAC Board Resolution:

1. The WBAC continues as an Incorporated Association for at least the next 12 months and that the WBAC CEOs develop a plan to transition from an Incorporated Association to a Voluntary Regional Organisation of Councils; and
2. The WBAC Board endorses the program of work and proposed governance oversight arrangements as detailed in section 3 of the confidential report and prepare a high-level implementation plan and costing by December 2026
3. The WBAC Board endorses the WBAC staffing model as detailed in section 4 of the confidential report.
4. The WBAC 2026 AGM planned for October 2026 be deferred to a suitable date and time to December 2026

Moved: Cr Vicky Hansen; Seconded: Cr Andrew McRae

Passed unanimously

3. Meeting Close

10.30am

ATTACHMENT

9.3.1 Monthly Statement of Financial Activity - August 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	22 September 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 31 August 2026 is attached. The report is summarised by “Type” with operating comments identifying departments with a reportable variance.

ATTACHMENT: 9.3.1 (1)

PUBLIC CONSULTATION UNDERTAKEN

Nil.

COMMENT

The Statement of Financial Activity for the period ended 31 August 2026 indicates that the Shire of Manjimup is generally operating in accordance with the adopted budget. Aside from the bridge maintenance matters outlined below,

no significant financial issues have been identified at this early stage of the financial year.

Following the completion of the first two months of the 2026/27 financial year, income and expenditure trends remain broadly consistent with budget expectations. Activity across the majority of programs is progressing within normal limits and will continue to be monitored through the monthly reporting process.

On the 31 August 2026 Shire staff received advice from the Department of Local Government, Sport and Cultural Industries on the 2026/27 final Financial Assistance Grant (FAG) allocations. The Shire of Manjimup's allocation has increased moderately on the original estimates that made up the 2026/27 adopted budget.

The allocation compared to budget is:

	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 only area requiring specific comment at this point in the year. Expenditure to 31 August 2026 totals $90,596 compared with a whole year budget allocation of $196,548, representing a significant early use of the annual provision.

This expenditure reflects one request received by the Shire for emergency bridge maintenance works with another two requests yet to be actioned. Main Roads WA is expected to fund two-thirds of the eligible repair cost, with the remaining one-third and any ineligible or additional costs to be met by the Shire.

The bridge maintenance account will be monitored closely over coming months given the early level of expenditure and the potential for further emergency works. At this stage, no budget amendment is proposed, however the position may need to be reassessed if additional works are required.

All other operating and capital accounts reviewed as part of the monthly financial reporting process are considered to be within normal limits for the period ended 31 August 2026.

In summary, the Shire's overall financial position remains satisfactory as at 31 August 2026. Bridge maintenance will continue to be watched due to the level of expenditure incurred early in the year, while all other areas remain 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 August 2026, as per Attachment: 9.3.1 (1).

ATTACHMENTS

1⇩ Monthly Financial Activity Statement - August 2026 27 Pages

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Shire of Manjimup

MONTHLY FINANCIAL ACTIVITY STATEMENT

(Period Ending 31 August 2026)

General Comment

The Statement of Financial Activity for the period ended 31 August 2026 indicates that the Shire of Manjimup is generally operating in accordance with the adopted budget. Aside from the bridge maintenance matters outlined below, no significant financial issues have been identified at this early stage of the financial year.

Following the completion of the first two months of the 2026/27 financial year, income and expenditure trends remain broadly consistent with budget expectations. Activity across the majority of programs is progressing within normal limits and will continue to be monitored through the monthly reporting process.

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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 31 August 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 31 AUGUST 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	13,279,386	**13,285,696**	6,310	0.05%	
Grants, subsidies and contributions		3,856,850	1,116,535	**1,112,592**	(3,943)	(0.35%)	
Fees and charges		6,547,060	2,846,285	**2,761,586**	(84,699)	(2.98%)	
Interest revenue		477,653	79,609	**106,478**	26,869	33.75%	▲
Other revenue		708,942	118,157	**36,321**	(81,836)	(69.26%)	▼
Profit on asset disposals		374,029	62,338	**0**	(62,338)	(100.00%)	▼
		25,293,920	**17,502,310**	**17,302,673**	**(199,637)**	(1.14%)	
Expenditure from operating activities							
Employee costs		(14,930,415)	(2,296,987)	**(2,241,351)**	55,636	2.42%	
Materials and contracts		(9,029,672)	(1,504,945)	**(1,733,651)**	(228,706)	(15.20%)	▼
Utility charges		(867,929)	(144,655)	**(155,621)**	(10,966)	(7.58%)	
Depreciation		(10,285,477)	(1,714,246)	**(1,742,540)**	(28,294)	(1.65%)	
Finance costs		(303,529)	(50,588)	**(15,589)**	34,999	69.18%	▲
Insurance		(975,029)	(487,515)	**(474,820)**	12,695	2.60%	
Other expenditure		(504,126)	(84,021)	**(112,717)**	(28,696)	(34.15%)	▼
Loss on asset disposals		(7,297)	(1,216)	**0**	1,216	100.00%	
		(36,903,474)	**(6,284,173)**	**(6,476,289)**	**(192,116)**	(3.06%)	
Amounts excluded from operating activities	2(c)	10,210,648	1,521,466	**1,743,096**	221,630	14.57%	▲
Amount attributable to operating activities		**(1,398,906)**	**12,739,603**	**12,569,480**	**(170,123)**	(1.34%)	
INVESTING ACTIVITIES							
Inflows from investing activities							
Proceeds from capital grants, subsidies and contributions		16,393,235	2,732,206	**2,192,171**	(540,035)	(19.77%)	▼
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	**2,736,117**	**2,196,082**	**(540,035)**	(19.74%)	
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)	(582,773)	**(58,999)**	523,774	89.88%	▲
Acquisition of infrastructure		(20,162,835)	(3,360,473)	**(110,610)**	3,249,863	96.71%	▲
		(23,774,470)	**(3,943,245)**	**(169,609)**	**3,773,636**	95.70%	
Amounts excluded from investing activities	2(d)	115,000	0	**0**	0		
Amount attributable to investing activities		**(6,613,755)**	**(1,207,128)**	**2,026,473**	**3,233,601**	267.88%	
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	**0**	0		
		5,942,583	**0**	**0**	**0**		
Outflows from financing activities							
Repayment of borrowings		(475,766)	(17,037)	**(17,037)**	0	0.00%	
Payments for principal portion of lease liabilities		(152,000)	(28,200)	**(28,200)**	0	0.00%	
Transfer to reserves		(4,167,899)	0	**0**	0		
		(4,795,665)	**(45,237)**	**(45,237)**	**0**	0.00%	
Amounts excluded from financing activities	2(e)	(115,000)	0	**0**	0		
Amount attributable to financing activities		**1,031,918**	**(45,237)**	**(45,237)**	**0**	0.00%	
MOVEMENT IN SURPLUS OR DEFICIT							
Surplus or deficit at the start of the financial year	2(a)	6,980,743	6,980,743	**6,977,962**	(2,781)	(0.04%)	
Amount attributable to operating activities		(1,398,906)	12,739,603	**12,569,480**	(170,123)	(1.34%)	
Amount attributable to investing activities		(6,613,755)	(1,207,128)	**2,026,473**	3,233,601	267.88%	▲
Amount attributable to financing activities		1,031,918	(45,237)	**(45,237)**	0	0.00%	
Surplus or deficit after imposition of general rates		**0**	**18,467,981**	**21,528,678**	**3,060,697**	16.57%	▲

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 31 AUGUST 2026

	Actual 30 June 2026	Actual as at 31 August 2026
	$	$
CURRENT ASSETS		
Cash and cash equivalents	18,037,199	19,071,182
Trade and other receivables	1,536,232	16,058,891
Other financial assets	674,804	670,893
Inventories	170,076	166,133
Other assets	831,269	458,971
TOTAL CURRENT ASSETS	21,249,580	36,426,070
NON-CURRENT ASSETS		
Trade and other receivables	316,317	315,761
Other financial assets	528,671	528,671
Property, plant and equipment	64,770,818	64,351,293
Infrastructure	300,122,750	298,999,068
Right-of-use assets	432,848	403,123
TOTAL NON-CURRENT ASSETS	366,171,404	364,597,916
TOTAL ASSETS	387,420,984	401,023,986
CURRENT LIABILITIES		
Trade and other payables	1,543,899	2,173,487
Other liabilities	1,326,050	1,326,050
Lease liabilities	158,213	130,013
Borrowings	475,764	458,727
Employee related provisions	2,007,825	2,007,920
TOTAL CURRENT LIABILITIES	5,511,751	6,096,197
NON-CURRENT LIABILITIES		
Lease liabilities	280,291	280,291
Borrowings	6,924,977	6,924,977
Employee related provisions	228,173	228,173
Other provisions	1,300,702	1,300,702
TOTAL NON-CURRENT LIABILITIES	8,734,143	8,734,143
TOTAL LIABILITIES	14,245,894	14,830,340
NET ASSETS	**373,175,090**	**386,193,646**
EQUITY		
Retained surplus	(22,186,285)	(9,167,729)
Reserve accounts	9,896,095	9,896,095
Revaluation surplus	385,465,280	385,465,280
TOTAL EQUITY	**373,175,090**	**386,193,646**

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 31 AUGUST 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 31 AUGUST 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 31 August 2026
Current assets		$	$	$
Cash and cash equivalents		18,037,201	18,037,199	19,071,182
Trade and other receivables		1,903,248	1,536,232	16,058,891
Other financial assets		17,480	674,804	670,893
Inventories		170,076	170,076	166,133
Other assets		894,395	831,269	458,971
		21,022,400	21,249,580	36,426,070
Less: current liabilities				
Trade and other payables		(1,504,102)	(1,543,899)	(2,173,487)
Other liabilities		(1,326,049)	(1,326,050)	(1,326,050)
Lease liabilities		(152,000)	(158,213)	(130,013)
Borrowings		(475,764)	(475,764)	(458,727)
Employee related provisions		(2,007,827)	(2,007,825)	(2,007,920)
		(5,465,742)	(5,511,751)	(6,096,197)
Net current assets		15,556,658	15,737,829	30,329,873
Less: Total adjustments to net current assets	2(b)	(8,493,901)	(8,759,867)	(8,801,193)
Closing funding surplus / (deficit)		**7,062,757**	**6,977,962**	**21,528,680**

(b) Current assets and liabilities excluded from budgeted deficiency

Adjustments to net current assets				
Less: Reserve accounts		(9,896,095)	(9,896,095)	(9,896,095)
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	130,013
- Current portion of borrowings		475,764	475,764	458,727
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)**	**(8,759,867)**	**(8,801,193)**

(c) Amounts excluded from operating activities

Less: Profit on asset disposals	(374,029)	(62,338)	0
Add: Loss on disposal of assets	7,297	1,216	0
Add: Depreciation	10,285,477	1,714,246	1,742,540
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			556
- Employee provisions	55,798	0	0
Total amounts excluded from operating activities	**10,210,648**	**1,521,466**	**1,743,096**

(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 31 AUGUST 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 and 10.00% whichever is the greater.

Description	Var. $	Var. %	
	$	%	
Revenue from operating activities			
Interest revenue Better than budgeted interest revenue received to date. This should improve further as rates and grant funding come in well before expenditure occurs.	**26,869**	**33.75%** Permanent	▲
Other revenue Early journal done to transfer previous years Design in Advance work for the 2026/27 road program.	**(81,836)**	**(69.26%)** Timing	▼
Profit on asset disposals There have been no trades of light vehicle or plant in July/August 2026	**(62,338)**	**(100.00%)** Timing	▼
Expenditure from operating activities			
Materials and contracts Some significant items are required to be paid in July/August rather than over a 12 month period. IT subscriptions to software programs were paid in July and August causing the temporary overspend.	**(228,706)**	**(15.20%)** Timing	▼
Finance costs Budget is 1/12 of total budget per month. Actuals matching to budget a dependent upon timing of loan payments and the size of the payment being made.	**34,999**	**69.18%** Timing	▲
Other expenditure The Shire has had many early request for Community Grant funding for 2026/27.	**(28,696)**	**(34.15%)**	▼
Amounts excluded from operating activities Due to a quiet July and August 2026 expenditure considered under this category has no occurred.	**221,630**	**14.57%** Timing	▲
Inflows from investing activities			
Proceeds from capital grants, subsidies and contributions Typically capital income relates to milestones or progressions of projects. Given the July budget adoption and lack of expenditure, capital grants could not be claimed.	**(540,035)**	**(19.77%)** Timing	▼
Outflows from investing activities			
Acquisition of property, plant and equipment Under the Local Government Act 1995 staff can not expend funds without a budget. The budget was adopted 29 July 2026 so expenditure was delayed in July 2026 and slow in August 2026.	**523,774**	**89.88%** Timing	▲
Acquisition of infrastructure Under the Local Government Act 1995 staff can not expend funds without a budget. The budget was adopted 29 July 2026 so expenditure was delayed in July 2026.	**3,249,863**	**96.71%** Timing	▲
Surplus or deficit after imposition of general rates This surplus will not be realised as there are 10 months of the year remaining.	**3,060,697**	**16.57%** 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 31 AUGUST 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	$6.98 M	($0.00 M)
Closing	$0.00 M	$18.47 M	$21.53 M	$3.06 M

Refer to Statement of Financial Activity

Cash and cash equivalents

	$19.73 M	% of total
Unrestricted Cash	$9.83 M	49.8%
Restricted Cash	$9.90 M	50.2%

Refer to 3 - Cash and Financial Assets

Payables

	$2.17 M	% Outstanding
Trade Payables	$1.15 M	
0 to 30 Days		100.0%
Over 30 Days		0.0%
Over 90 Days		0.0%

Refer to 9 - Payables

Receivables

	$2.96 M	% Collected
Rates Receivable	$13.10 M	5.0%
Trade Receivable	$2.96 M	% Outstanding
Over 30 Days		8.2%
Over 90 Days		0.4%

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)	$12.74 M	$12.57 M	($0.17 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	$1.11 M	% Variance
YTD Budget	$1.12 M	(0.4%)

Refer to 13 - Grants and Contributions

Fees and Charges

YTD Actual	$2.76 M	% Variance
YTD Budget	$2.85 M	(3.0%)

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)	($1.21 M)	$2.03 M	$3.23 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	$0.11 M	% Spent
Adopted Budget	$20.16 M	(99.5%)

Refer to 5 - Capital Acquisitions

Capital Grants

YTD Actual	$2.19 M	% Received
Adopted Budget	$16.39 M	(86.6%)

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	($0.05 M)	($0.05 M)	$0.00 M

Refer to Statement of Financial Activity

Borrowings

Principal repayments	($0.02 M)
Interest expense	($0.01 M)
Principal due	$7.38 M

Refer to 10 - Borrowings

Reserves

Reserves balance	$9.90 M
Net Movement	$0.00 M

Refer to 4 - Cash Reserves

Lease Liability

Principal repayments	($0.03 M)
Interest expense	($0.00 M)
Principal due	$0.41 M

Refer to Note 11 - Lease Liabilites

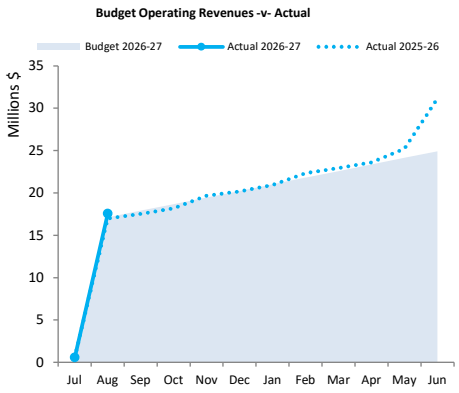
This information is to be read in conjunction with the accompanying Financial Statements and notes.

SHIRE OF MANJIMUP
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 AUGUST 2026

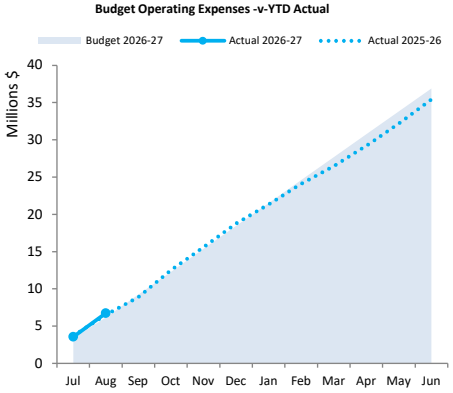
2 KEY INFORMATION - GRAPHICAL

OPERATING ACTIVITIES

OPERATING REVENUE

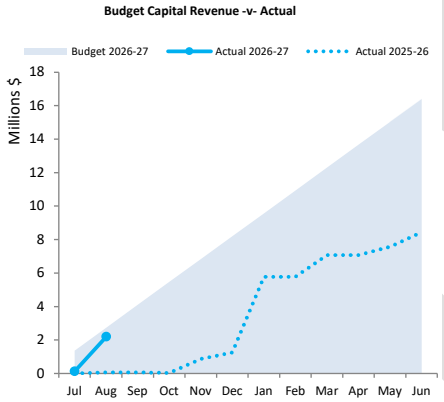


OPERATING EXPENSES

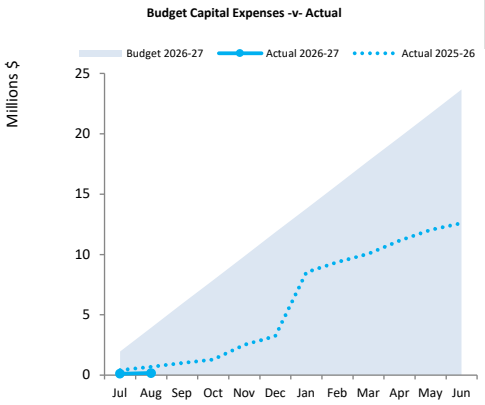


INVESTING ACTIVITIES

CAPITAL REVENUE

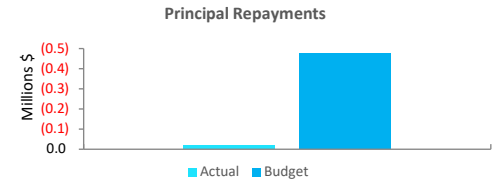


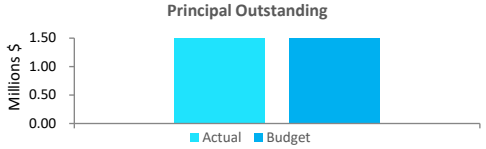
CAPITAL EXPENSES



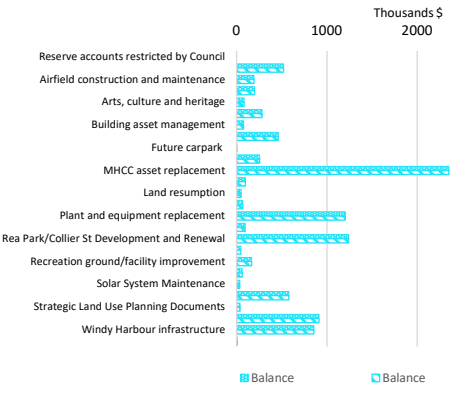
FINANCING ACTIVITIES

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 31 AUGUST 2026

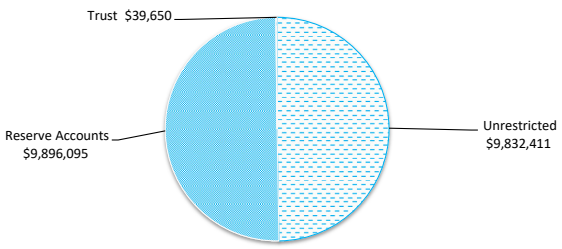
3 CASH AND FINANCIAL ASSETS AT AMORTISED COST

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	9,048,163	0	9,048,163	0	WBC	Variable	N/A
Reserve Fund Account	Cash and cash equivalents	0	9,896,095	9,896,095	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		**9,832,411**	**9,896,095**	**19,728,506**	**39,650**			
Comprising								
Cash and cash equivalents		9,175,087	9,896,095	19,071,182	39,650			
Financial assets at amortised cost - Term Deposits		657,324	0	657,324	0			
		9,832,411	**9,896,095**	**19,728,506**	**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 31 AUGUST 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	0	0	193,109
AquaCentre renewal	200,347	100,000	(206,471)	93,876	200,347	0	0	200,347
Arts, culture and heritage	84,943	0	(22,875)	62,068	84,943	0	0	84,943
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	0	0	78,885
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	0	254,699
MHCC asset replacement	2,348,296	124,602	0	2,472,898	2,348,296	0	0	2,348,296
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	0	0	68,578
Plant and equipment replacement	1,202,031	840,876	(1,687,500)	355,407	1,202,031	0	0	1,202,031
Playground major repair	96,544	70,000	(30,000)	136,544	96,544	0	0	96,544
Rea Park/Collier St Development and Renewal	1,240,284	2,453,757	(35,000)	3,659,041	1,240,284	0	0	1,240,284
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	0	0	63,242
Solar System Maintenance	35,236	5,000	0	40,236	35,236	0	0	35,236
Strategic asset and development	580,941	103,000	(508,010)	175,931	580,941	0	0	580,941
Strategic Land Use Planning Documents	40,000	40,000	0	80,000	40,000	0	0	40,000
Waste management and site development	911,520	100,600	0	1,012,120	911,520	0	0	911,520
Windy Harbour infrastructure	855,098	94,115	(350,944)	598,269	855,098	0	0	855,098
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**	**9,896,095**	**0**	**0**	**9,896,095**

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SHIRE OF MANJIMUP
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 AUGUST 2026

5 CAPITAL ACQUISITIONS

Capital acquisitions	Adopted Budget	YTD Budget	YTD Actual	YTD Variance
	$	$	$	$
Buildings - non-specialised	1,171,031	195,172	31,356	(163,816)
Furniture and equipment	76,295	12,716	27,643	14,927
Plant and equipment	2,249,309	374,885	0	(374,885)
Acquisition of property, plant and equipment	**3,496,635**	**582,773**	**58,999**	**(523,774)**
Infrastructure - roads	12,409,871	2,068,312	42,503	(2,025,809)
Other infrastructure - footpaths	579,073	96,512	797	(95,715)
Other infrastructure - drainage	344,018	57,336	0	(57,336)
Other infrastructure - bridges	1,931,580	321,930	0	(321,930)
Other infrastructure - carparks	66,481	11,080	0	(11,080)
Other infrastructure - cemeteries	57,868	9,645	24,606	14,961
Other infrastructure - parks and ovals	4,773,944	795,657	42,704	(752,953)
Acquisition of infrastructure	**20,162,835**	**3,360,473**	**110,610**	**(3,249,863)**
Total of PPE and Infrastructure.	**23,659,470**	**3,943,245**	**169,609**	**(3,773,636)**
Right of use asset - Plant and equipment	115,000	19,167	0	(19,167)
Acquisition of right of use assets	**115,000**	**19,167**	**0**	**(19,167)**
Total capital acquisitions	**23,774,470**	**3,962,412**	**169,609**	**(3,792,803)**
Capital Acquisitions Funded By:				
Capital grants and contributions	16,393,235	2,732,206	2,192,171	(540,035)
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	0	0	0
Arts, culture and heritage	22,875	0	0	0
Bridge	30,000	0	0	0
Construction and resource research	8,853	0	0	0
Land resumption	20,000	0	0	0
Medical Professionals Housing Building Renewal	40,000	0	0	0
Plant and equipment replacement	1,687,500	0	0	0
Playground major repair	30,000	0	0	0
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	0	0	0
Windy Harbour infrastructure	350,944	0	0	0
Contribution - operations	803,652	1,230,206	(2,022,562)	(3,252,768)
Capital funding total	**23,774,470**	**3,962,412**	**169,609**	**(3,792,803)**

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 31 AUGUST 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	417	0	417
	1496	2728 Upgrade 5D Brockman St	16,325	1,360	250	1,110
	2573	3098 Changeroom Refurbishment	64,116	5,343	2,818	2,525
	2771	3144 Northcliffe Town Hall Renewal Works	57,000	4,750	0	4,750
	2904	Pemb Community Hub Balang Miya - Completion of Building Wor	170,959	14,247	11,466	2,781
	3058	26/3 3 x Hoeker Roof Pillow	78,900	6,575	0	6,575
	3059	26/7 Shelter - Whim Display, Shelter - Timber Trolley	71,182	5,932	0	5,932
	3061	26/12 Pemberton Toilet Ablutions Upgrade	85,000	7,083	0	7,083
	3062	26/14 Building Maintenance Office Upgrade	15,000	1,250	0	1,250
	3064	26/22 Connection of Generator Plug for Pound	3,000	250	0	250
	3065	26/34 Upgrade Depot Kitchen	30,000	2,500	1,340	1,160
	3100	Manjimup Art Gallery Upgrades	18,005	1,500	14,140	(12,640)
	3160	Railway Building Refurbishment	284,185	23,682	1,342	22,340
	27/1	Mjp CRC - Replace failed Cladding	25,000	2,083	0	2,083
	27/2	Mjp Indoor Sports Pavillion - Re Roof Entry area	5,000	417	0	417
	27/3	JC Rose - Replace rafter under verandah	2,000	167	0	167
	27/4	WP Rec Centre - Structural Beams and Sheets	70,000	5,833	0	5,833
	27/5	WH Campground Ablutions - Refurbish (inc Campers Kitchen)	90,000	7,500	0	7,500
	27/6	Air Conditioner - Fitness Room	20,355	1,696	0	1,696
	27/7	MPH - Repaint external	40,000	3,333	0	3,333
	27/8	WP Town Hall - Stage 2 replace stumps	20,000	1,667	0	1,667
	Furniture					0
	3146	Replace Building Management and Control System	30,000	2,500	27,643	(25,143)
	27/9	Replacement Phone Systems (Headsets Etc)	16,900	1,408	0	1,408
	27/10	Public Wi-Fi - Firewall Replacement (3yr Lease)	5,875	490	0	490
	27/11	Wave 3 End Point Replacement (4yr Lease)	20,070	1,673	0	1,673
	27/13	Fitness Strength and Cardio Equipment	3,450	288	0	288
	27/102	CCTV Cameras - Manjimup/Walpole (WAPOL)	40,686	3,391	0	3,391
	Infrastructure					0
	2174	Misc - Field Lighting Project - Rea Park & Collier St	124,274	10,356	35,022	(24,666)
	2519	Misc - 3081 Pontoon - Quinninup	40,788	3,399	0	3,399
	2552	Misc - 3096 Depot decontamination	93,205	7,767	0	7,767
	2553	Misc - 3050 Expansion of Manjimup Lawn Cemetery	57,868	4,822	24,606	(19,784)
	2778	Misc - 3151 Drought Proofing Northcliffe Rec Ground	118,653	9,888	0	9,888
	2780	Misc - 3153 Replace Standpipe at Northcliffe Depot	6,000	500	0	500
	2805	Misc - 3178 Mainstreet Upgrade - Unallocated	100,000	8,333	0	8,333
	3102	Misc - Bin Replacement - Manjimup Town Centre	20,979	1,748	6,886	(5,138)
	3128	Misc - Stage 2a Rea Park/Collier Street Redevelopment	2,246,207	187,184	8,157	179,027
	3147	Misc - Stage 2b Rea Park/Collier Street Redevelopment	35,000	2,917	1,255	1,662
	3139	Misc - Establish Off Road Vehicle (ORV) Site	992,838	82,737	0	82,737
	27/14	Misc - Bollards, Signage etc - Manjimup RV Overnight Stop	22,000	1,833	1,800	33
	27/15	Misc - Hydrant Booster and Attack Hydrant - Brockman Street	45,000	3,750	0	3,750
	27/16	Playgrounds - Replace Windy Harbour Playground	55,000	4,583	0	4,583
	27/18	Playgrounds - Replace/Upgrade Pemberton Playground	950,000	79,167	0	79,167
	27/19	Playgrounds - Replace missing Heritage Park items	30,000	2,500	0	2,500
	2779	Bridges - 3152 Paint Northern Timber Arch	56,580	4,715	0	4,715
	27/20	Bridges - Bridge No. 4670A Glauders Road	501,000	41,750	0	41,750
	27/21	Bridges - Bridge No. 0895 Middleton Road	957,000	79,750	0	79,750
	27/22	Bridges - Bridge No. 3912A Muirillup Road	417,000	34,750	0	34,750
	2163	Carpark - Upgrade of Walpole Pioneer Park Carpark	30,417	2,535	0	2,535
	2165	Carpark - Upgrade Works at 38 Rose Street Manjimup	11,733	978	0	978
	27/23	Drains - Repair rural road culverts	25,000	2,083	0	2,083
	1966	Drains - 2853 Pine St (L89 to L90)	46,838	3,903	0	3,903
	2521	Drains - 3065 Pemberton Heritage Precinct	100,000	8,333	0	8,333
	3025	Drains - 26/75 (L1 to L5) Catchment G Manjimup	28,135	2,345	0	2,345
	3026	Drains - 26/77 Balbarrup Rd Cosy Creek drainage	51,029	4,252	0	4,252
	3027	Drains - 26/76 Culvert replacement Keegans Rd	68,016	5,668	0	5,668
	27/24	Drains - Various lid replacement and minor repairs	25,000	2,083	0	2,083
	27/25	Footpaths - Windy Harbour Rd (Meerup St to Mill Houses stage 1	20,000	1,667	0	1,667
	27/26	Footpaths - Young Street - (Mottram St to O'Connor St)	58,500	4,875	0	4,875
	27/27	Footpaths - Callcup Street, Northcliffe	40,000	3,333	0	3,333

SHIRE OF MANJIMUP
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 AUGUST 2026

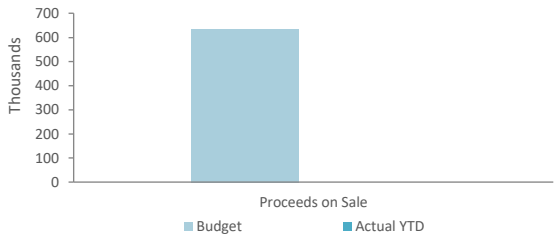
5 CAPITAL ACQUISITIONS (CONTINUED) - DETAILED

	Infrastructure cont…					
	27/28	Footpaths - Mount Street, (Bath St to Collier St)	138,000	11,500	0	11,500
	27/29	Footpaths - Somerville Street, Manjimup (Caldwell to Pritchard)	252,573	21,048	797	20,251
	27/30	Kerbing - Kerb & Kerb Ramp Replacement Various	70,000	5,833	0	5,833
	27/31	Roads - 2684 Relocation RV Dump Point Walpole C/F	7,397	616	0	616
	3010	Roads - 26/88 Minor Works Various	45,000	3,750	0	3,750
	3011	Roads - 26/82 Nth Walpole Rd Various SLK TBC	288,448	24,037	1,233	22,804
	27/32	Roads - Nth Walpole Rd Various SLK TBC	750,000	62,500	16,408	46,092
	3013	Roads - 26/83 Wheatley Coast Rd SLK TBC	128,570	10,714	1,223	9,491
	27/33	Roads - Wheatley Coast Rd SLK TBC (SW Hwy to Northcliffe)	750,000	62,500	4,029	58,471
	27/34	Roads - Graphite Rd SLK1.12-1.72	750,000	62,500	1,225	61,275
	27/35	Roads - Channybearup Rd SLK1.09-2.19	750,000	62,500	322	62,178
	2789	Roads - 3162 Roads - Old Vasse Rd SLK1.35-2.35	271,595	22,633	0	22,633
	3012	Roads - 26/86 Old Vasse Rd SLK2.35-3.34	750,000	62,500	0	62,500
	27/36	Roads - Old Vasse Rd SLK2.35-3.34	750,000	62,500	4,054	58,446
	27/37	Roads - Andrews Road (2.74km)	210,000	17,500	1,531	15,969
	27/38	Roads - Franklin Road (4.15km)	270,000	22,500	161	22,339
	27/39	Roads - Palgarrup Road West (1.14km)	600,000	50,000	161	49,839
	27/40	Roads - Channybearup Rd (SLK 1.5 - 27.88)	1,568,039	130,670	0	130,670
	27/41	Roads - Stirling Rd (SLK 1.6 to 9.6)	529,388	44,116	0	44,116
	3008	Roads - 26/84 Graphite Rd SLK1.12-1.72	474,965	39,580	1,740	37,840
	27/42	Roads - Graphite Rd (SLK 1.5 - 25.88)	1,568,039	130,670	0	130,670
	27/43	Roads - Minor Works Various	45,000	3,750	0	3,750
	27/44	Roads - Roadside Vegetation	150,000	12,500	0	12,500
	27/45	Roads - Line marking	20,000	1,667	0	1,667
	3043	Resheet - 26/93 Gardiner Road	30,000	2,500	0	2,500
	3048	Resheet - To Be Determined	100,000	8,333	0	8,333
	27/46	Resheet - Appadene Road	65,000	5,417	0	5,417
	27/47	Resheet - Ladycroft Road	60,000	5,000	0	5,000
	27/48	Resheet - Wildwood Rd	55,421	4,618	0	4,618
	27/49	Resheet - Irish Point Road	35,000	2,917	0	2,917
	27/50	Resheet - Franklin Road	35,000	2,917	0	2,917
	27/51	Resheet - Burunganup Road	75,000	6,250	0	6,250
	27/52	Resheet - Morgans Rd	40,000	3,333	0	3,333
	27/53	Resheet - Golf Links Rd (Pemberton)	35,000	2,917	0	2,917
	27/54	Resheet - Windy Harbour various, Northcliffe	15,000	1,250	0	1,250
	2537	Reseal - 3088 Unsealed Roads in Townsites	90,000	7,500	0	7,500
	2821	Reseal - 3194 Walpole CRC back carpark	24,331	2,028	0	2,028
	3035	Reseal - 26/110 Line marking	32,299	2,692	0	2,692
	3036	Reseal - 26/102 Middlesex Rd	29,709	2,476	0	2,476
	27/54	Reseal - Chopping Street	150,000	12,500	0	12,500
	27/55	Reseal - Jarrah Rd (Int Ironbark)	90,000	7,500	0	7,500
	27/56	Reseal - Ralston/Yanmah/Donnelly Rd (Ralston SLK TBC)	120,000	10,000	0	10,000
	27/57	Reseal - Karri Lane, Quinninup	80,000	6,667	0	6,667
	27/58	Reseal - Middlesex Rd	100,000	8,333	0	8,333
	27/59	Reseal - Perup Rd	50,000	4,167	0	4,167
	27/60	Reseal - Pemberton North Road (SLK 3.6 - 4.3)	110,000	9,167	0	9,167
	27/61	Reseal - Diamond Tree/Eastbourne Rd	100,000	8,333	0	8,333
	27/62	Reseal - Channybearup Rd	40,000	3,333	0	3,333
	27/63	Reseal - Boorara Rd	65,000	5,417	0	5,417
	27/64	Reseal - Golflinks Rd, Manjimup	25,000	2,083	0	2,083
	Light Vehicles					0
	27/65	1002WA - 4x4 dual cab dual range utility or equivalent sized wag	56,200	4,683	0	4,683
	27/66	1004WA - Small or medium sedan or SUV	37,700	3,142	0	3,142
	27/67	1006WA - Large sedan or large 4wd diesel	74,700	6,225	0	6,225
	27/68	1007WA - Dual cab dual range utility 4x4	44,500	3,708	0	3,708
	27/69	1009WA - Extra cab dual range utility 4x4	54,500	4,542	0	4,542
	27/70	1010WA - Large or medium sedan, SUV or 4x4 dual range wagor	58,200	4,850	0	4,850
	27/71	1014WA - 4x4 dual cab dual range utility or equivalent sized wag	56,200	4,683	0	4,683
	27/72	1017WA - Single cab dual range utility 4x4	49,500	4,125	0	4,125
	27/73	1018WA - Single* cab dual range utility 4x4	50,000	4,167	0	4,167
	27/74	1021WA - Single cab utility 4x2	58,500	4,875	0	4,875
	Plant & Equipment					0
	1073	2269 Water System Upgrade (Windy Harb) C/F	14,409	1,201	0	1,201
	2842	3215 Prime Mover	260,000	21,667	0	21,667
	3081	26/61 Replace Backhoe - Ex BH09	220,000	18,333	0	18,333
	3082	26/62 John Deere 670GP Grader - Ex GR03	470,000	39,167	0	39,167
	27/75	Backup Generator 55 KVA - Mjp Depot	29,300	2,442	0	2,442
	27/77	Pool Cleaner - Dolphin Comm Expert Pro	13,100	1,092	0	1,092
	27/80	TK5 - 8t two way tipper/spray truck	260,000	21,667	0	21,667
	27/81	New - Ride on mower	55,000	4,583	0	4,583
	27/82	MW16 - Ride on mower	55,000	4,583	0	4,583
	27/83	TK02 - Side tipping semi trailer	170,000	14,167	0	14,167
	27/84	New - Signs trailer (parks)	15,000	1,250	0	1,250
	27/85	TR01 - Signs trailer (works)	15,000	1,250	0	1,250
	27/86	RL10 - Towed roller	95,000	7,917	0	7,917
	27/87	VMS1 - Visual Message Display Board	37,500	3,125	0	3,125

SHIRE OF MANJIMUP
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 AUGUST 2026

6 DISPOSAL OF ASSETS

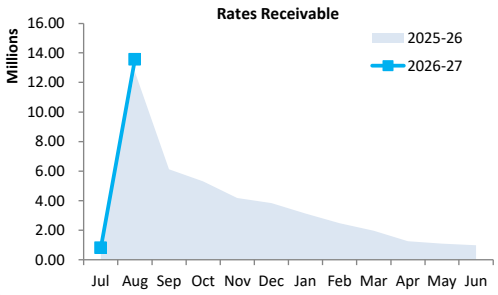
Asset Ref.	Asset description	Budget Net Book Value	Budget Proceeds	Budget Profit	Budget (Loss)	YTD Actual Net Book Value	YTD Actual Proceeds	YTD Actual Profit	YTD Actual (Loss)
		$	$	$	$	$	$	$	$
	Plant and equipment								
	3218 Trade - TK192 Prime Mover	0	70,000	70,000	0	0	0	0	0
	26/56 Disposal - Mitsubishi 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 31 AUGUST 2026

7 RECEIVABLES

Rates receivable	30 Jun 2026	31 Aug 2026
	$	$
Opening arrears previous year	981,342	748,162
Levied this year	0	13,285,696
Less - collections to date	0	(703,451)
Gross rates collectable	**981,342**	**13,330,407**
Allowance for impairment of rates receivable	(233,180)	(233,180)
Net rates collectable	**748,162**	**13,097,227**
% Collected	0.0%	5.0%



Receivables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	$	$	$	$	$	$
Receivables - general	(8,773)	2,123,184	154,705	25,855	8,506	2,303,478
Percentage	(0.4%)	92.2%	6.7%	1.1%	0.4%	
Balance per trial balance						
Trade receivables	(8,773)	2,123,184	154,705	25,855	8,506	2,303,478
Other receivables		0	0	0	1,280	1,280
GST receivable		(877,077)	0	0	0	(87,077)
Allowance for credit losses of trade receivables		0	0	0	(27,578)	(27,578)
Other receivables - Infringement debtors		33,143	0	0	0	33,143
Other receivables - Office State Revenue		738,418				738,418
Total receivables general outstanding						**2,961,664**

Amounts shown above include GST (where applicable)

KEY INFORMATION

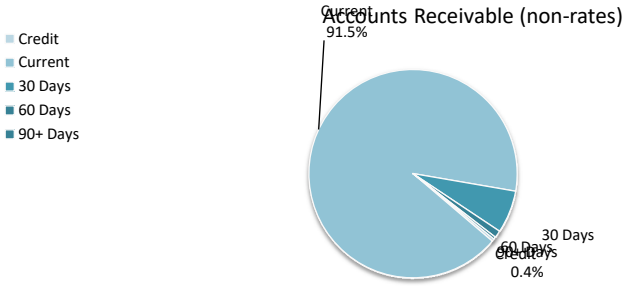
Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.

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 31 AUGUST 2026

8 OTHER CURRENT ASSETS

Other current assets	Opening Balance 1 July 2026	Asset Increase	Asset Reduction	Closing Balance 31 August 2026
	$	$	$	$
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	75,167	(50,346)	44,999
Bitumen products	15,475	9,778	(11,719)	13,534
Other inventories	134,423	6,026	(32,849)	107,600
Other assets				
Prepayments	155,667	0	(155,667)	0
Accrued income	216,631	0	(216,631)	0
Contract assets	453,408	0	0	453,408
Accrued interest - self supporting loans	5,563	0	0	5,563
Total other current assets	**1,676,149**	**90,971**	**(471,123)**	**1,295,997**

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.

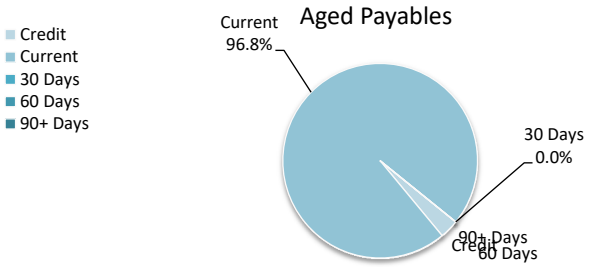
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SHIRE OF MANJIMUP
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 AUGUST 2026

9 PAYABLES

Payables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	$	$	$	$	$	$
Payables - general	(38,663)	1,184,393	0	0	0	1,145,730
Percentage	(3.4%)	103.4%	0.0%	0.0%	0.0%	
Balance per trial balance						
Sundry creditors	(38,663)	1,184,393	0	0	0	1,145,730
ESL Levy		483,029	0	0	0	483,029
Prepaid rates		84,394	0	0	0	84,394
Bonds and deposits held		219,252	0	0	0	219,252
Accrued expenses		64,644	0	0	0	64,644
Accrued interest on loans		53,366	0	0	0	53,366
Accrued employee deductions/hours bank		123,072	0	0	0	123,072
Total payables general outstanding						**2,173,487**
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 31 AUGUST 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	0	(21,486)	290,680	269,194	0	(11,238)
Freehold Land Acquisition (RGC)	224	543,897		0	0	(40,203)	543,897	503,694	0	(21,027)
Air Source Heat Pumps	227	72,628		0	0	(17,819)	72,628	54,809	0	(782)
CBD Solar Efficiency Proj	228	207,505		0	0	(50,911)	207,505	156,594	0	(2,236)
Archive Storage Shed	229	103,075		0	0	(6,545)	103,075	96,530	0	(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 Redevelopr	238	0		315,000	0	0	0	315,000	0	0
		7,087,357	0	2,738,757	(13,126)	(458,285)	7,074,231	9,367,829	(6,211)	(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**	**(17,037)**	**(475,766)**	**7,383,705**	**9,663,733**	**(12,443)**	**(306,150)**
Current borrowings		475,766					458,727			
Non-current borrowings		6,924,976					6,924,978			
		7,400,742					**7,383,705**			

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 Redevelopr		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 31 AUGUST 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	124,655		0	(5,364)	(32,874)	119,291	91,781	(906)	(4,746)
Toyota Hilux - 1005WA		30,906		0	(3,150)	(19,273)	27,756	11,633	(221)	(959)
Ford Ranger - 1028WA		16,988		0	(1,943)	(11,883)	15,045	5,105	(121)	(502)
Shire Firewall Hardware	5546295	144,219		0	(5,768)	(35,357)	138,451	108,862	(1,049)	(5,543)
HP DesignJet XL3600	52295/050	9,208		0	(1,203)	(7,334)	8,005	1,874	(55)	(214)
Nissan xTrail - 1026WA	1068377	6,245		0	(1,022)	(6,245)	5,224	0	(44)	(150)
New Leases		0		115,000	0	(12,594)	0	102,406	0	0
CCTV Server	5546295	22,994		0	(1,839)	(11,250)	21,155	11,744	(165)	(774)
Mistsubishi Triton - 1001WA	30975	4,690		0	(3,120)	(4,690)	1,570	0	(29)	(34)
Photocopiers x 3		35,846		0	(1,714)	(10,500)	34,132	25,346	(260)	(1,344)
Toyota RAV4 - 1036WA		15,082		0	(1,326)	0	13,756	15,082	(96)	0
Toyota RAV4 - 1033WA		27,671		0	(1,751)	0	25,920	27,671	(199)	0
Total		**438,504**	**0**	**115,000**	**(28,200)**	**(152,000)**	**410,304**	**401,504**	**(3,145)**	**(14,266)**
Current lease liabilities		158,213					130,013			
Non-current lease liabilities		280,291					280,291			
		438,504					**410,304**			

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 31 AUGUST 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 31 August 2026
		$	$	$	$	$
Other liabilities						
Contract liabilities		387,808	0	0	0	387,808
Capital grant/contributions liabilities		938,242	0	0	0	938,242
Total other liabilities		1,326,050	0	0	0	1,326,050
Employee Related Provisions						
Provision for annual leave		935,672	0	14,037	(13,942)	935,767
Provision for long service leave		1,028,314	0	0	0	1,028,314
Other leave provisions - workers compensation		43,839	0	0	0	43,839
Total Provisions		2,007,825	0	14,037	(13,942)	2,007,920
Total other current liabilities		**3,333,875**	**0**	**14,037**	**(13,942)**	**3,333,970**

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 31 AUGUST 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 31 Aug 2026	Current Liability 31 Aug 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	15,158	21,857
Grant - DFES (BFB)	54,495	0	0	54,495	54,495	268,690	44,782	50,685
Grant - DFES (SES)	0	0	0	0	0	34,590	5,765	8,648
Grant - DFES (MAF)	0	0	0	0	0	192,100	32,017	0
Grant - NRM (Man Threatened Species)	0	0	0	0	0	37,514	6,252	58,096
Grant - Heritage Council WA (Pemb Mill Houses)	0	0	0	0	0	(14,500)	(2,417)	0
Grant - Heritage Council WA (Manj Infant Health)	0	0	0	0	0	(9,750)	(1,625)	0
Grant - Commonwealth Home Support Program	0	0	0	0	0	1,253,455	208,909	104,584
Grant - Viability Supplement (Care Packages)	0	0	0	0	0	82,000	13,667	0
Grant - Department of Health (RN Reward)	4,300	0	0	4,300	4,300	4,300	717	0
Grant - DLGIRS (ORV Feasibility)	0	0	0	0	0	24,154	4,026	0
Grants - Regional Recovery Partnerships (TB Hub)	239,616	0	0	239,616	239,616	239,615	39,936	0
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	458	2,750
Grant - Office of the Arts, Dept of Inf, Trans and Reg [	11,918	0	0	11,918	11,918	11,918	1,986	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
	354,251	**0**	**0**	**354,251**	**310,329**	**3,390,942**	**1,038,996**	**1,021,438**
Contributions								
Vehicle Use Contributions	0	0	0	0	0	23,150	3,858	4,340
Insurance - General Recoup	0	0	0	0	0	30,000	5,000	36,614
Insurance - Premium Recoups	0	0	0	0	0	29,468	4,911	0
Legal Cost Reimbursement	0	0	0	0	0	21,000	3,500	0
Pensioner Interest Subsidy	0	0	0	0	0	4,000	667	0
Recoverable Expenses Income (A&F)	0	0	0	0	0	3,000	500	0
Recoverable Lease Costs	0	0	0	0	0	4,000	667	0
Sundry Income	0	0	0	0	0	5,000	833	0
Telephone Reimbursement	0	0	0	0	0	2,200	367	0
Recoverable Utilities	0	0	0	0	0	90,000	15,000	18,575
ESL Administration Levy	0	0	0	0	0	4,500	750	0
Recoverable Expenses Income (Fire)	0	0	0	0	0	3,000	500	0
Recoverable Expenses Income (Health)	0	0	0	0	0	3,000	500	0
Recoverable Expenses Income (Building)	0	0	0	0	0	1,000	167	0
Recoverable Expenses Income (Mjp Gallery)	0	0	0	0	0	0	0	698
Sundry Income (Building)	0	0	0	0	0	500	83	0
Contribution - Family Services Mjp Comm Centre	0	0	0	0	0	18,600	3,100	0
Recoverable Utilities (MCC)	0	0	0	0	0	4,285	714	627
Meals on Wheels Income	0	0	0	0	0	25,000	4,167	0
Recoverable Utilities (PowerUp)	0	0	0	0	0	20,000	3,333	2,427
Cleaning Costs Recouped (PowerUp)	0	0	0	0	0	2,000	333	120
Recoverable Utilities (Pemb Comm Hub)	0	0	0	0	0	2,500	417	0
Container Deposit Scheme - Local Government Share	0	0	0	0	0	12,000	2,000	0
50:50 Private Works Income	0	0	0	0	0	15,000	2,500	0
Dangerous Tree Removal Royalties	0	0	0	0	0	5,000	833	0
Diesel Fuel Rebate	0	0	0	0	0	38,000	6,333	6,853
NDIS Assistance Payment	0	0	0	0	0	99,705	16,618	0
BSL/BCITF Levy Collection	0	0	0	0	0	0	0	14,933
Workers Compensation Recoups	0	0	0	0	0	0	0	5,900
EV Charging Station Recoup	0	0	0	0	0	0	0	67
	0	**0**	**0**	**0**	**0**	**465,908**	**77,651**	**91,154**
TOTALS	**354,251**	**0**	**0**	**354,251**	**310,329**	**3,856,850**	**1,116,648**	**1,112,592**

SHIRE OF MANJIMUP
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 AUGUST 2026

14 CAPITAL GRANTS, SUBSIDIES AND CONTRIBUTIONS

	Capital grant/contribution liabilities					Capital grants, subsidies and contributions revenue		
Provider	Liability 1 July 2026	Increase in Liability	Decrease in Liability (As revenue)	Liability 31 Aug 2026	Current Liability 31 Aug 2026	Adopted Budget Revenue	YTD Budget	YTD Revenue Actual
	$	$	$	$	$	$	$	$
Capital grants and subsidies								
Grant - Heritage Conservation (Exhibit Covers)	0	0	0	0	0	28,091	4,682	0
Grant - State Government (Collier St Redev)	250,000	0	0	250,000	0	1,250,000	208,333	0
Grant - Talison Lithium (Collier St Redev)	246,207	0	0	246,207	0	996,207	166,035	0
Grant - DLGIRS (ORV)	0	0	0	0	0	992,838	165,473	0
Financial Assistance Grant - Special Projects (Capital)	0	0	0	0	0	1,250,000	208,333	243,000
Grant - Mainroads WA	0	0	0	0	0	625,000	104,167	0
Grant - Regional Road Group	430,005	0	0	430,005	430,005	3,775,718	629,286	864,000
Grant - Roads to Recovery	0	0	0	0	0	2,191,926	365,321	437,776
Grant - Commodity Route Funding	0	0	0	0	0	720,000	120,000	288,000
Grant - Regional Road Safety Program	0	0	0	0	0	3,665,466	610,911	0
Grant - Lotterywest (Pemb Colocation)	0	0	0	0	0	70,959	11,827	129,395
Grant - Dept of Creative Industries, Tourism and Sport	12,030	0	0	12,030	12,030	12,030	2,005	0
Grant - Lotterywest (Pemb Playground)	0	0	0	0	0	635,000	105,833	0
Grant - Dept of Water and Environmental Reg - Recycling Modenisatic	0	0	0	0	0	0	0	50,000
	938,242	**0**	**0**	**938,242**	**442,035**	**16,213,235**	**2,702,206**	**2,012,171**
Capital contributions								
Contribution - Private (CRF)	0	0	0	0	0	180,000	30,000	180,000
	0	**0**	**0**	**0**	**0**	**180,000**	**30,000**	**180,000**
TOTALS	**938,242**	**0**	**0**	**938,242**	**442,035**	**16,393,235**	**2,732,206**	**2,192,171**

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SHIRE OF MANJIMUP
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 AUGUST 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 31 August 2026
	$	$	$	$
Public open space bond	39,650	0	0	**39,650**
	39,650	**0**	**0**	**39,650**

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ATTACHMENT

9.3.2 Shire Financial Payments for August 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	8 October 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 $1,727,918.30 for the month of August 2026 including Corporate Card transactions, Ampol and BP fuel cards and Coles Supermarkets store cards transactions for July 2026, are attached.

ATTACHMENT: 0.09.3.2 (1)

Payment by Fund	Amount
Municipal – August 2026	**$1,727,918.30**
Trust Fund	$0.00
Total	**$1,727,918.30**

Electronic Funds Transfer (EFT), direct debits, and cheque payment reports are available for inspection at the Ordinary Meeting of Council of 28 October 2026.

Method	Batch or cheque no.	Amount
Municipal Payments for Month August 2026		
Cheque payments	95944 – 95954	$8,539.39
EFT	474 - 476	$734,735.24
Direct Debits		$52,872.78
Payroll – August 2026		$931,770.89
Total Payments – August 2026		**$1,727,918.30**

Direct Debit for Card Payments	Amount
Corporate Credit Cards – July 2026	$9,302.11
Coles Supermarkets Australia – July 2026	$808.80
Total	$10,110.91
Direct Debit payments included on Warrant Listing Report – August 2026	

Fuel Card Payments	Amount
BP Cards – July 2026	$8,739.01
Ampol Cards – July 2026	$2,942.85
Total	$11,681.86
Fuel Card Payments included on Electronic Funds Transfer (EFT) payments on Warrant Listing Report – August 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 August 2026 accounts for payment totalling $1,727,918.30 as detailed within Attachment 0.0(1).

ATTACHMENTS

1 ⇩ Shire Financial Payments for August 2026 28 Pages

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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 August 2026 to 31 August 2026

Cheque Payments							
Payment Number	Date	Cheque Number	Creditor Number	Invoice No	Creditor Name	Invoice Description	Inclusive Amount
CP.474	05-08-2026	95944	4550	August 3	Blue Jungle Food Pty Ltd	Catering for Brushes With Nature exhibition opening	674.00
CP.474	05-08-2026	95945	1138	Registration WA27508 - July 2026	Department of Transport and Major Infrastructure	Vehicle Registration - Northcliffe BFB 2003 Holden - WA27508	96.90
CP.474	05-08-2026	95946	2618	Plate 413WA	Department of Transport and Major Infrastructure	Purchase Plate 413WA	225.00
CP.474	05-08-2026	95946	2618	Plate 267WA	Department of Transport and Major Infrastructure	Purchase Plate 267WA	225.00
CP.474	05-08-2026	95947	205	Payment Request 3/8/2026	Landgate	Site 32 Windy Harbour Lease Transfer	225.10
CP.474	05-08-2026	95948	314	PC300726	Shire of Manjimup	petty cash recoup - Depot	208.90
CP.474	05-08-2026	95949	329	Petty Cash 27/07/2026	Shire of Manjimup	Petty cash reimbursement Manjimup Library 247/07/2026	49.40
CP.474	05-08-2026	95950	151	9024364432.0006	Water Corporation	Water Trade Waste Permit Pemberton Co-Location 01/07/2026 - 30/06/2027	265.74
CP.475	11-08-2026	95951	1138	1TZB415 - July 2026	Department of Transport and Major Infrastructure	Licence renewal - Smith Brook BFB trailer 1TZB415	26.40
CP.476	18-08-2026	95952	186	Petty Cash payment request 07/08/2026	Shire of Manjimup	Petty Cash payment request 07/08/26 - Admin Office	263.45
CP.476	18-08-2026	95953	1116	ADG6794942	Subway Manjimup	2 x lunch platters - BWTM & TC reaccreditation training - 6 August 2026	128.00

Cheque Payments							
Payment Number	Date	Cheque Number	Creditor Number	Invoice No	Creditor Name	Invoice Description	Inclusive Amount
CP.476	18-08-2026	95954	151	9016611915.0080	Water Corporation	Water Pemberton Mill Hall Toilets 09/06/2026 - 10/08/2026	116.11
CP.476	18-08-2026	95954	151	9006917996.0175	Water Corporation	Water Pemberton Public Toilets 09/06/2026 - 10/08/2026	340.34
CP.476	18-08-2026	95954	151	9006918067.0156	Water Corporation	Water Little Taddies Child Care Centre 09/06/2026 - 10/08/2026	138.55
CP.476	18-08-2026	95954	151	9006918163.0184	Water Corporation	Water Pemberton Community Sports Club 9/06/2026 - 10/08/2026	1,338.38
CP.476	18-08-2026	95954	151	9006917988.0164	Water Corporation	Water Pemberton Community Hub 09/06/2026 - 10/08/2026	79.63
CP.476	18-08-2026	95954	151	9006887379.0184	Water Corporation	Water Southern Forests Food Council 10/06/2026 - 11/08/2026	104.40
CP.476	18-08-2026	95954	151	9006887395.0181	Water Corporation	Water Coronation Park Toilets 10/06/2026 - 11/08/2026	473.53
CP.476	18-08-2026	95954	151	9006888179.0059	Water Corporation	Water Wellness Centre - 1A Edwards St 10/06/2026 - 11/08/2026	439.26
CP.476	18-08-2026	95954	151	9006888275.0181	Water Corporation	Water Town Hall & Admin Offices 37-39 Rose St 10/06/2026 - 11/08/2026	466.36
CP.476	18-08-2026	95954	151	9006888646.0057	Water Corporation	Water Public Toilets Brockman Street 10/06/2026 - 11/08/2026	79.97
CP.476	18-08-2026	95954	151	9006889868.0182	Water Corporation	Water Staff Housing - Mark Kestel 53 Moore St 11/06/2026 - 11/08/2026	95.03
CP.476	18-08-2026	95954	151	9006889892.0179	Water Corporation	Water Service Charges Recreation Ground Imperials 01/07/2026 - 31/08/2026	568.59
CP.476	18-08-2026	95954	151	9006889905.0180	Water Corporation	Water 20 Arnott Street - Staff Housing 10/06/2026 - 11/08/2026	290.91
CP.476	18-08-2026	95954	151	9006889913.0178	Water Corporation	Water Unit A 33 Leman Street 11/06/2026 - 11/08/2026	286.81
CP.476	18-08-2026	95954	151	9006889921.0190	Water Corporation	Water Unit B 33 Leman Street 11/06/2026 - 11/08/2026	323.75
CP.476	18-08-2026	95954	151	9006911199.0148	Water Corporation	Water Roundabout Brockman & Bath 10/06/2026-11/08/2026	51.20
CP.476	18-08-2026	95954	151	9006917240.0157	Water Corporation	Water Public Toilets Zamia St Northcliffe 08/06/2026 - 11/08/2026	84.34
CP.476	18-08-2026	95954	151	9009918759.0127	Water Corporation	Water Northcliffe Cemetery 08/06/2026 - 11/08/2026	15.06

Cheque Payments							
Payment Number	Date	Cheque Number	Creditor Number	Invoice No	Creditor Name	Invoice Description	Inclusive Amount
CP.476	18-08-2026	95954	151	9011096686.0119	Water Corporation	Water Lions Gazebo & Public Toilets Giblett St 10/06/2026 - 11/08/2026	355.42
CP.476	18-08-2026	95954	151	9006919705.0152	Water Corporation	Water Pemberton Depot 11/06/2026 - 11/08/2026	12.05
CP.476	18-08-2026	95954	151	9006917232.0151	Water Corporation	Water Pioneer Museum Northcliffe 08/06/2026 - 11/08/2026	12.05
CP.476	18-08-2026	95954	151	9013876838.0122	Water Corporation	Water Northcliffe Visitor Centre 08/06/2026 - 31/08/2026	211.69
CP.476	18-08-2026	95954	151	9006928863.171	Water Corporation	Water Quinninup Toilets & Oval 09/06/2026 - 11/08/2026	72.29
CP.476	18-08-2026	95954	151	9006916985.0153	Water Corporation	Water Northcliffe Sports Ground 08/06/2026 - 31/08/2026	195.78
						Cheque Total	**8,539.39**

Electronic Funds Transfer Payments							
Payment Number	Date	Cheque Number	Creditor Number	Invoice No	Creditor Name	Invoice Description	Inclusive Amount
CP.474	05-08-2026	EFT	551	8373	Access Engineering Enterprises Pty Ltd	hydraulic fittings - hydraulic tank repair - TK6	82.28
CP.474	05-08-2026	EFT	4576	238-1	All The Kings Horses Pty Ltd	Accommodation in Pemberton for Children's Book Week Author, Steve Heron	180.00
CP.474	05-08-2026	EFT	4576	314-2	All The Kings Horses Pty Ltd	Booking for Cr J Willcox - Council meeting on July 29.	180.00
CP.474	05-08-2026	EFT	84	INV-26151	AMD Audit & Assurance Pty Ltd	Auditors Report for the Regional Airports Development Scheme (RADS) 2025-27 Grant Funding	1,320.00
CP.474	05-08-2026	EFT	4581	Payment Request 14/7/2026	Anna McCurdy	Onboarding Costs	135.00
CP.474	05-08-2026	EFT	3824	52202	Ausroad Manufacturing Pty Ltd	K15085 IFM capacitive sensor programmed - belt sensor - APT2	841.82
CP.474	05-08-2026	EFT	3558	INV-4495	Before You Dig Australia Ltd	BYDA - 2026/2027 membership fees & 2026/2027 referral fees	330.00
CP.474	05-08-2026	EFT	4572	INV-20974	Bold and Symons Family Trust	Bushfire Brigade Training Course Catering (14 personnel) - Pemberton Golf Club	605.00

Electronic Funds Transfer Payments							
Payment Number	Date	Cheque Number	Creditor Number	Invoice No	Creditor Name	Invoice Description	Inclusive Amount
CP.474	05-08-2026	EFT	3285	3444968329-2026	Breaking New Ground Pty Ltd	BNG Annual Subscription	2,244.00
CP.474	05-08-2026	EFT	1405	INV3330938	Bunbury Bearings	tapers & seals - free roller bearings - RL12	258.50
CP.474	05-08-2026	EFT	4414	Councillor Payments July 2026	Cr Andrew Burns	Councillor Payments July 2026	2,022.84
CP.474	05-08-2026	EFT	3360	Councillor Payments July 2026	Cr Donelle Buegge	Councillor Payments July 2026	6,587.96
CP.474	05-08-2026	EFT	4413	Councillor Payments July 2026	Cr Heidi Tempra	Councillor Payments July 2026	2,022.84
CP.474	05-08-2026	EFT	2246	Councillor Payments July 2026	Cr Jayde Darin	Councillor Payments July 2026	2,022.84
CP.474	05-08-2026	EFT	3361	Councillor Payments July 2026	Cr Jennifer Willcox	Councillor Payments July 2026	2,022.84
CP.474	05-08-2026	EFT	4412	Councillor Payments July 2026	Cr Juliet Bettink	Councillor Payments July 2026	2,022.84
CP.474	05-08-2026	EFT	3917	Councillor Payments July 2026	Cr Steve Miolin	Councillor Payments July 2026	3,053.24
CP.474	05-08-2026	EFT	3357	Councillor Payments July 2026	Cr Wade De Campo	Councillor Payments July 2026	2,022.84
CP.474	05-08-2026	EFT	1937	INV1806486	Datacom Solutions (AU) Pty Ltd	Card payment per txn fee	55.00
CP.474	05-08-2026	EFT	1937	INV1813231	Datacom Solutions (AU) Pty Ltd	MyDatascape review and update and implementation of payment gateway	2,783.00
CP.474	05-08-2026	EFT	4573	IN802437	Emprise Pty Ltd	Lift chair-HCP-PJo- chair	5,877.00
CP.474	05-08-2026	EFT	2176	345567	Environex International Pty Ltd	32 x 20 litre chlorine containers	1,084.16
CP.474	05-08-2026	EFT	1846	AU14-1083928	Eurofins ARL Pty Ltd	Asbestos analysis	104.50

Electronic Funds Transfer Payments							
Payment Number	Date	Cheque Number	Creditor Number	Invoice No	Creditor Name	Invoice Description	Inclusive Amount
CP.474	05-08-2026	EFT	222	40536	Harley Dykstra	Windy Habour Site Survey - Progress invoice for survey services	35,750.00
CP.474	05-08-2026	EFT	2481	83673256.01	Independence Australia	Consumables-HCP-SBr	81.47
CP.474	05-08-2026	EFT	2481	83690627.01	Independence Australia	continence aids-SAH-SEd	92.40
CP.474	05-08-2026	EFT	2481	72929643.01	Independence Australia	continence aids -HCP-WCu	349.00
CP.474	05-08-2026	EFT	2481	83694361.01	Independence Australia	skin care product-SAH-DTr	65.73
CP.474	05-08-2026	EFT	2736	17167	Independent Windscreens	remove & refit door glass plus tinting - QU-0199 - BH14	660.00
CP.474	05-08-2026	EFT	1151	INV-2322	Jim Sarinis Plumbing	Inspection of Sub Surface Drainage - Pemberton Oval	165.00
CP.474	05-08-2026	EFT	100	INV-43297	Johnson's Food Services	Cleaning Products	1,745.70
CP.474	05-08-2026	EFT	100	INV-43913	Johnson's Food Services	AquaCentre - Cafe order	471.94
CP.474	05-08-2026	EFT	100	INV-44338	Johnson's Food Services	Cleaning Supplies MHCC	183.82
CP.474	05-08-2026	EFT	100	INV-44457	Johnson's Food Services	MHCC consumables - gloves medium - 3 cartons	212.52
CP.474	05-08-2026	EFT	277	00039668	Jtagz Pty Ltd	Animal Registration Tags - GREEN 200 x75mm & 500 x 95mm wrapstrap - Dog & Cat Tags	388.58
CP.474	05-08-2026	EFT	3087	8665682	Lite n' Easy	Meals-SAH-JDa	114.62
CP.474	05-08-2026	EFT	3087	8655875	Lite n' Easy	Meals-SAH-JDa	114.62
CP.474	05-08-2026	EFT	3087	8656475	Lite n' Easy	Meals-SAH-MHo	90.47
CP.474	05-08-2026	EFT	3087	8684617	Lite n' Easy	Meals-SAH-JDe	114.62
CP.474	05-08-2026	EFT	3087	8680794	Lite n' Easy	meals-HCP-FGo	192.63
CP.474	05-08-2026	EFT	2953	R-00839842	Live Life Alarms	falls alarm-SAH-DFi	90.00
CP.474	05-08-2026	EFT	90	35718	Local Government Professionals Australia WA	2026/2027 Full Membership dues - Greg Lockwood	560.00
CP.474	05-08-2026	EFT	4571	INV-0022	Mad Edge Pty Ltd	Bushfire Brigade Training Course Catering (15 personnel) - Pemberton Golf Club	299.00
CP.474	05-08-2026	EFT	4565	6083476	Main Roads Western Australia	Class 1 RAV Oversize Period Permit - WA920	50.00
CP.474	05-08-2026	EFT	2695	830	Manjimup Education Support Centre	2025/2026 Out of Round Grant - All Abilities Netball	1,351.90

Electronic Funds Transfer Payments							
Payment Number	Date	Cheque Number	Creditor Number	Invoice No	Creditor Name	Invoice Description	Inclusive Amount
CP.474	05-08-2026	EFT	24	154177	Manjimup Freight Distributors & BMI Logistics	pickup and deliver chlorine containers	330.00
CP.474	05-08-2026	EFT	24	154500	Manjimup Freight Distributors & BMI Logistics	Transfer of Library items between Manjimup and Bridgetown Libraries	70.00
CP.474	05-08-2026	EFT	24	154490	Manjimup Freight Distributors & BMI Logistics	freight to Northcliffe Library - 23 July 2026, freight ex Bunbury Bearings & Truckline - 28 July 2026	80.28
CP.474	05-08-2026	EFT	1729	10226888	Manjimup Mitre 10 & Retravision	Manjimup SES - Hardrive & Assorted replacement batteries	241.85
CP.474	05-08-2026	EFT	458	MMBK-18447	Manjimup Monograms	1 x box LC100AF lens wipes	33.10
CP.474	05-08-2026	EFT	55	I0000027652	Manjimup Stockfeeds	Animal Supplies for Rangers	189.95
CP.474	05-08-2026	EFT	537	M21117	Manjimup Tyre Mart & Auto Electrical Service	wheel alignment - 1022WA	100.00
CP.474	05-08-2026	EFT	537	T50225	Manjimup Tyre Mart & Auto Electrical Service	2 x 255/70R16 Laufenn X fit AT tyres, disposal - 1022WA	586.00
CP.474	05-08-2026	EFT	537	T50227	Manjimup Tyre Mart & Auto Electrical Service	puncture repair - 1ITT129 (1012WA5)	40.00
CP.474	05-08-2026	EFT	348	152814	Mc Leods Lawyers Pty Ltd	Professional Services - Legal Services	5,919.32
CP.474	05-08-2026	EFT	4145	INV-639	MGP Enterprises and Maintenance	Walpole mowing contract - month of July 2026	5,775.00
CP.474	05-08-2026	EFT	4061	A9	Middlesex Mechanical	mechanical assistance - 3 & 6 July 2026	1,683.00
CP.474	05-08-2026	EFT	3572	51	Mr Brian McGregor	street & public bins service - Northcliffe townsite - month of July 2026	2,418.98
CP.474	05-08-2026	EFT	3804	Payment Request 16/7/2026	Mr Douglas Benson	Reimbursement lunches GROW outing x 2	40.00
CP.474	05-08-2026	EFT	3744	4- 26/27	Mr Grayson Hindmarsh	Environmental Health Services 20 July to 26 July 2026	3,564.00
CP.474	05-08-2026	EFT	3263	2.310726	Mr Robert Biggs	Walpole Transfer Station & fish bin servicing - month of July 2026	7,440.11
CP.474	05-08-2026	EFT	1081	July26	Mr Robert Hammer	Pemberton WTS attendant month of July 2026	2,158.47
CP.474	05-08-2026	EFT	4242	#000017	Mr Shane Salmon	Bushfire Brigade Training Course Catering (14 personnel) - Pemberton Golf Club	350.00

Electronic Funds Transfer Payments							
Payment Number	Date	Cheque Number	Creditor Number	Invoice No	Creditor Name	Invoice Description	Inclusive Amount
CP.474	05-08-2026	EFT	2470	Payment Request 23/7/2026	Mr Stephen Burch	Reimbursement of National Police Clearance	66.00
CP.474	05-08-2026	EFT	1584	57 - July 2026	Mr Stuart McKinlay	July 2026 - cleaning of Walpole public toilets & surrounds	3,978.00
CP.474	05-08-2026	EFT	1584	58.010826	Mr Stuart McKinlay	service Walpole street & public bins month of July 2026	2,171.15
CP.474	05-08-2026	EFT	4531	Payment Request 14/7/2026	Mrs Naomi Backhouse	Reimbursement of Working with Children Check	87.00
CP.474	05-08-2026	EFT	1982	INV-2344	Mrs Nicole Campbell	Home maintenance 27/07/26 - 30/07/26	612.50
CP.474	05-08-2026	EFT	3552	Payment Request 30/7/26	Ms Cheryl Elphick	Reimbursement for private gardener for SAH consumer	100.00
CP.474	05-08-2026	EFT	3376	Payment Request 16/7/2026	Ms Erin Henderson	Reimbursement lunches GROW outings x 2	40.00
CP.474	05-08-2026	EFT	3403	Payment Request 27/7/2026	Ms Julie Harty	Reimbursement Clicksend	200.00
CP.474	05-08-2026	EFT	3403	Payment Request 15/7/2026	Ms Julie Harty	Reimbursement Clicksend	120.00
CP.474	05-08-2026	EFT	4579	Refund - Payment request 30/07/26	Ms Lauren Cheffers	Refund for animal sterilisation - Life time 3rd year - "Maple'	50.00
CP.474	05-08-2026	EFT	3374	Payment Request 16/7/2026	Ms Lisa Peos	Reimbursement GROW outing lunches x 2	40.00
CP.474	05-08-2026	EFT	4273	Payment Request 16/7/2026	Ms Sarah-Jayne Wells	Reimbursement lunch GROW outings & SAH Transport	40.00
CP.474	05-08-2026	EFT	1761	606231	Muirs Manjimup	170 000km service inc worn diff filter plug replacement - 1029WA	440.21
CP.474	05-08-2026	EFT	1761	606407	Muirs Manjimup	135 000km service - 1024WA	717.26
CP.474	05-08-2026	EFT	80	00103608	Nev's Steel	8 wall mount flanges and 1.3m of 32mm gal pipe	174.40

Electronic Funds Transfer Payments							
Payment Number	Date	Cheque Number	Creditor Number	Invoice No	Creditor Name	Invoice Description	Inclusive Amount
CP.474	05-08-2026	EFT	2557	108590	NRP Electrical Services	AquaCentre - Replacement of Building Management and Control System (BMCS)	28,798.00
CP.474	05-08-2026	EFT	3931	2026009	Pemberton Golf Club Inc	Hire of the Pemberton Golf Course Clubroom for Volunteer Bush Fire Brigade Training - 4 days - 20 to 23 July 2026 inclusive	800.00
CP.474	05-08-2026	EFT	444	I0038505	South Regional TAFE	Auschem Reaccreditation training - course fees 27 July 2026 - B Beard, M Blieschke, B Reeve & K De Campo	1,744.00
CP.474	05-08-2026	EFT	794	00003654	South West Counselling Inc	Case 0128/249	170.50
CP.474	05-08-2026	EFT	794	00003678	South West Counselling Inc	Counselling for SWC Case # 0360/527	170.50
CP.474	05-08-2026	EFT	4108	INV--12453	Southwest Physio at Home	Physiotherapy-SAH-DCa	265.00
CP.474	05-08-2026	EFT	1532	FAINV01432713	St John Ambulance - Manjimup	First Aid Training Course SW	180.00
CP.474	05-08-2026	EFT	1532	FAINV01432714	St John Ambulance - Manjimup	First Aid Course - Michael Hayes	180.00
CP.474	05-08-2026	EFT	1532	FAINV01432659	St John Ambulance - Manjimup	First Aid Training Courses GH	180.00
CP.474	05-08-2026	EFT	4356	520236	Stellalpina Investments Pty Ltd ATF the P & S Moltoni Family Trust	meals-SAH-DGi	147.73
CP.474	05-08-2026	EFT	12	SIN-4327835	Stewart & Heaton Clothing Co	PPC - Gold Trousers & Jackets for Brigade Members	2,042.70
CP.474	05-08-2026	EFT	145	199538950 - 2388014468	Synergy	Payment 5096257414 Electricity MRAC 16/06/2026 - 20/07/2026	32,278.50
CP.474	05-08-2026	EFT	145	199540360 - 2388014469	Synergy	Payment 5096260419 Electricity Shire Offices & Town Hall 16/06/2026 - 20/07/2026	2,555.93
CP.474	05-08-2026	EFT	145	381973950 - 2136533576	Synergy	Payment 3819739525 - Electricity Pemberton Depot 30/05/2026 - 29/07/2026	141.97
CP.474	05-08-2026	EFT	160	K 787 593 071-2	Telstra Corporation Limited	Usage Charges to July 2026	5,039.27
CP.474	05-08-2026	EFT	4348	20756	The Trustee for Jaesi Unit Trust	Pre-employment Medical - D.S	220.00
CP.474	05-08-2026	EFT	4283	26-00012484	The Trustee for the Love Family Trust	AquaCentre - x2 Gas bottles - changerooms	463.00
CP.474	05-08-2026	EFT	3900	10012191	Tools N Trade	Ox marking pencil and refill	38.50
CP.474	05-08-2026	EFT	2730	10989147	Truckline	AE - replacement PTO assembly - TK3	2,857.12
CP.474	05-08-2026	EFT	384	IV00000000108	Warren Blackwood Alliance of Councils Inc	2026/2027 Warren Blackwood Alliance of Councils Contribution - June to December 2026	77,068.76

Electronic Funds Transfer Payments							
Payment Number	Date	Cheque Number	Creditor Number	Invoice No	Creditor Name	Invoice Description	Inclusive Amount
CP.475	11-08-2026	EFT	4504	314238	Air Force Association WA Limited	personal care-SAH-JVa	107.80
CP.475	11-08-2026	EFT	4576	INV-0003	All The Kings Horses Pty Ltd	July - Council meeting Dinner in Pemberton Hotel x 16	622.40
CP.475	11-08-2026	EFT	3426	03173	Benjamin Smith	WordPress Maintenance Plan Agreement - HP & HACC - August 2026	440.00
CP.475	11-08-2026	EFT	639	344009	Better Life Centre Pty Ltd	Gopher with carry reach -SAH-PJo-Gopher	4,120.00
CP.475	11-08-2026	EFT	639	344280	Better Life Centre Pty Ltd	equipment-SAH-JVa-grab rail	555.00
CP.475	11-08-2026	EFT	3702	DALDIA2607	Blackwood Therapy	OT assessment-HCP-DWD	488.00
CP.475	11-08-2026	EFT	3199	31992444.5	Booktopia Pty Ltd	English Language Books for New Readers	7.59
CP.475	11-08-2026	EFT	4484	INV-0334	Cape Therapy Services Pty Ltd	Physiotherapy-SAH-BWa	190.00
CP.475	11-08-2026	EFT	4484	INV-0330	Cape Therapy Services Pty Ltd	physio-SAH-FJo	270.00
CP.475	11-08-2026	EFT	4484	INV-0331	Cape Therapy Services Pty Ltd	physio-SAH-WCu	190.00
CP.475	11-08-2026	EFT	4484	INV-0332	Cape Therapy Services Pty Ltd	physio-SAH-SBu	190.00
CP.475	11-08-2026	EFT	4484	INV-0333	Cape Therapy Services Pty Ltd	physio-SAH WWh	190.00
CP.475	11-08-2026	EFT	4484	INV-0335	Cape Therapy Services Pty Ltd	physio-SAH-DWD	190.00
CP.475	11-08-2026	EFT	4484	INV-0341	Cape Therapy Services Pty Ltd	Physiotherapy-SAH-CEl	270.00
CP.475	11-08-2026	EFT	4365	5492553	Chargefox Pty Ltd	July 2026 - Vehicle Charging Station - Connector Management Fees x 1 station	41.26
CP.475	11-08-2026	EFT	2069	21925690	Cleanaway Pty Ltd	domestic kerbside refuse collection month of July 2026	26,153.64
CP.475	11-08-2026	EFT	2069	21925691	Cleanaway Pty Ltd	Manjimup street & park bins collection month of July 2026	4,785.35
CP.475	11-08-2026	EFT	2069	21925683	Cleanaway Pty Ltd	kerbside recycling collection & customer bins month of July 2026	26,746.63
CP.475	11-08-2026	EFT	2069	21925684	Cleanaway Pty Ltd	MRF monthly recycling gate fee month of July 2026	6,091.40
CP.475	11-08-2026	EFT	3361	Travel Claim - July 2026	Cr Jennifer Willcox	Travel Claim for July 2026	809.82
CP.475	11-08-2026	EFT	4412	Travel Claim - March to July 2026	Cr Juliet Bettink	Travel Claim for March to July 2026	1,936.83

Electronic Funds Transfer Payments							
Payment Number	Date	Cheque Number	Creditor Number	Invoice No	Creditor Name	Invoice Description	Inclusive Amount
CP.475	11-08-2026	EFT	3901	4403030768	Crayon Australia Pty Ltd	Azure Plan, Microsoft Defender, Microsoft 365 1/7/26 - 31/7/26	249.46
CP.475	11-08-2026	EFT	1177	INV-0549	Dinis Contractors	AE - hire of excavator for earthworks - Heritage Park, hire of telehandler - removal & clean up of fallen tree - Heritage Park	462.00
CP.475	11-08-2026	EFT	2151	01445859	Dun Direct Pty Ltd	2 x 8.5kg kwik gas	71.90
CP.475	11-08-2026	EFT	3330	68234	Enviroclean Victoria Pty Ltd	monthly hire of Warthog parts washer - Mechanical Workshop - month of August 2026	140.00
CP.475	11-08-2026	EFT	2312	406234-287	FairTel	Manjimup SES phone services - 28 July 2026 to 27 Aug 2026	58.98
CP.475	11-08-2026	EFT	1050	INV-11680	GA Auto Electrics	check with scan tool & repairs to throttle harness - TK6	222.00
CP.475	11-08-2026	EFT	1050	INV-11749	GA Auto Electrics	check sprayer solenoids on water tanker - WT03	148.00
CP.475	11-08-2026	EFT	1050	INV-11617	GA Auto Electrics	remove grill assy, check for behind mount light bar install, re-install grill assy - 1000WA	592.00
CP.475	11-08-2026	EFT	2481	83702367.01	Independence Australia	continence aids-SAH-ABe	199.80
CP.475	11-08-2026	EFT	2481	83705991.01	Independence Australia	continence aids-SAH SBu	336.60
CP.475	11-08-2026	EFT	2481	83710146.01	Independence Australia	Continence aids-SAH-JVa	68.70
CP.475	11-08-2026	EFT	413	INV-14305	J & I Milentis & Sons	Look into the Northcliiffe 2.4 BFB appliance deluge system not engaging	247.50
CP.475	11-08-2026	EFT	100	INV-44512	Johnson's Food Services	AquaCentre - Cafe restock	738.08
CP.475	11-08-2026	EFT	4344	734002569	K & L Gates	K&L Gates legal fees re Lot 874	7,150.00
CP.475	11-08-2026	EFT	309	78452332	Landgate	UV Interim - Rural Areas - R2026/14 - 18/07/2026 to 31/07/2026	199.20
CP.475	11-08-2026	EFT	3087	8638921	Lite n' Easy	meals-SAH-ABe	76.47
CP.475	11-08-2026	EFT	3087	8683973	Lite n' Easy	Meals-SAH-PJo	179.37
CP.475	11-08-2026	EFT	3087	8683209	Lite n' Easy	meals-SAH-GWe	169.88
CP.475	11-08-2026	EFT	3087	8666847	Lite n' Easy	meals-SAH-DWD	144.72
CP.475	11-08-2026	EFT	3087	8697941	Lite n' Easy	Meals-SAH-JDe	114.62
CP.475	11-08-2026	EFT	3087	8687201	Lite n' Easy	Meals-SAH-MHo	90.47

Electronic Funds Transfer Payments							
Payment Number	Date	Cheque Number	Creditor Number	Invoice No	Creditor Name	Invoice Description	Inclusive Amount
CP.475	11-08-2026	EFT	3087	8683218	Lite n' Easy	meals-SAH-GWe	169.88
CP.475	11-08-2026	EFT	3087	8680800	Lite n' Easy	meals-HCP-FGo	192.63
CP.475	11-08-2026	EFT	3087	8677440	Lite n' Easy	meals-SAH-DWD	144.72
CP.475	11-08-2026	EFT	24	154849	Manjimup Freight Distributors & BMI Logistics	Transfer of Library items between Manjimup and Bridgetown Libraries - 04/08/2026	70.00
CP.475	11-08-2026	EFT	117	11339502	Manjimup Motors Pty Ltd	1 x 2pk hooks (keys for truck), 1 x tube sealant for puncture repair	31.98
CP.475	11-08-2026	EFT	212	INV-6122	Manjimup Pump & Electrical Pty Ltd	Repairs to the Rotary Scrubber	77.00
CP.475	11-08-2026	EFT	1779	INV-8544	McGinty Electrics	AquaCentre - Disconnection and reconnection of UV Filter during plant room works	220.00
CP.475	11-08-2026	EFT	1779	INV-8536	McGinty Electrics	Troubleshoot lift install issue	275.00
CP.475	11-08-2026	EFT	1779	INV-8537	McGinty Electrics	AquaCentre - Hot Water System repairs July 2026	579.15
CP.475	11-08-2026	EFT	4339	T15 July 2026	Mr Gavin Constance	Cleaning Quinninup Ablution Block July 2026	385.00
CP.475	11-08-2026	EFT	4582	Payment Request 21/7/2026	Mr Ry LeFevre	Reimbursement Onboarding Cost	66.00
CP.475	11-08-2026	EFT	265	914796170	Nutrien Ag Solutions	2 x 20kg bag Blood & Bone - rose pruning	98.87
CP.475	11-08-2026	EFT	1257	PLA67033	Parks & Leisure Australia	Corporate Subscription 2026/2027	869.00
CP.475	11-08-2026	EFT	3395	INV270008218	Perfect Gym Solutions Pty Ltd	August 2026 - Perfect Gym Subscription, Member Portal & Course Module	693.01
CP.475	11-08-2026	EFT	933	5214457655	PPG Industries Australia Pty Ltd	Undercoat and primer	184.65
CP.475	11-08-2026	EFT	2641	110029623	ROLLER Digital	3rd Party Processing Fee - Billing Period— July 01 to Aug 01, 2026	15.06
CP.475	11-08-2026	EFT	2038	INV-0579	S&J Ditri Pty Ltd	August - Invoice for 12 x Council Dinner on 26/08/26	504.00
CP.475	11-08-2026	EFT	4056	113570	Sanity Music Stores Pty Ltd	Replacement DVDs for Shire of Manjimup Libraries	121.72
CP.475	11-08-2026	EFT	3479	769980	Scope Business Imaging	Printer Charges to July 2026 - Manjimup SES	82.50
CP.475	11-08-2026	EFT	1431	702021236	Seek Limited	July invoice Seek 702021236 - Advertising	567.05
CP.475	11-08-2026	EFT	2170	PSI000784	Shire of Dardanup	SW DAMA - 2026 Application 1	290.00

Electronic Funds Transfer Payments							
Payment Number	Date	Cheque Number	Creditor Number	Invoice No	Creditor Name	Invoice Description	Inclusive Amount
CP.475	11-08-2026	EFT	283	CFI000554013	Silver Chain Nursing Association	respite-SAH-TBa	312.84
CP.475	11-08-2026	EFT	924	SOS712109	SOS Office Equipment	Apeos C6580 Printer Staples Large - CWAA0855	280.48
CP.475	11-08-2026	EFT	28	682650	Southern Forests Veterinary Services Pty Ltd	Euthanasia fees Cat - July 2026	95.00
CP.475	11-08-2026	EFT	4108	INV-12448	Southwest Physio at Home	Physio-SAH-ASe	180.00
CP.475	11-08-2026	EFT	4108	INV-12449	Southwest Physio at Home	Physio-SAH-ASe	180.00
CP.475	11-08-2026	EFT	4356	520237	Stellalpina Investments Pty Ltd ATF the P & S Moltoni Family Trust	meals-HCP-RSp	243.76
CP.475	11-08-2026	EFT	4356	520235	Stellalpina Investments Pty Ltd ATF the P & S Moltoni Family Trust	Meals-HCP-SBur	73.15
CP.475	11-08-2026	EFT	4356	520234	Stellalpina Investments Pty Ltd ATF the P & S Moltoni Family Trust	Meals-SAH-YBr	340.78
CP.475	11-08-2026	EFT	4567	#000060	Stephen Heron	New books for Shire of Manjimup Library branches	105.89
CP.475	11-08-2026	EFT	12	SIN-4333638	Stewart & Heaton Clothing Co	PPC - F569-UK-BLK Boot Vulcan Lite CT CP WP ZIP	3,987.50
CP.475	11-08-2026	EFT	145	756395870 - 2360019627	Synergy	Payment 5092609515 Electricity Quinninup BFB 04/06/2026 - 30/07/2026	73.37
CP.475	11-08-2026	EFT	145	735060950 - 2248013742	Synergy	Payment 7350609524 Electricity Manjin Park 03/07/2026 - 31/07/2026	1,254.89
CP.475	11-08-2026	EFT	145	884857630 - 2124518731	Synergy	Payment 8848576320 Electricity Northcliffe Town Hall 06/06/2026 - 03/08/2026	167.74
CP.475	11-08-2026	EFT	145	313961450 - 2128521399	Synergy	Payment 5200340313 - Electricity Street Lighting x 10 28/06/2026 - 27/07/2026	219.76
CP.475	11-08-2026	EFT	145	079622520 - 2288015789	Synergy	Payment 0796225226 Electricity Walpole Radio Transmission 05/06/2026 - 03/08/2026	417.31
CP.475	11-08-2026	EFT	145	592197210 - 2548019495	Synergy	Payment 5921972122 Electricity Northcliffe BFB 04/06/2026 - 03/08/2026	252.81
CP.475	11-08-2026	EFT	145	361768750 - 2216534355	Synergy	Payment 3617687525 - Electricity x 942 Street Lights 25/06/2026 - 24/07/2026	15,242.87
CP.475	11-08-2026	EFT	145	063207240 - 2288015910	Synergy	Payment 0632072423 Electricity Television Tower Quinninup 05/06/2026 - 03/08/2026	126.58

Electronic Funds Transfer Payments							
Payment Number	Date	Cheque Number	Creditor Number	Invoice No	Creditor Name	Invoice Description	Inclusive Amount
CP.475	11-08-2026	EFT	145	543406940 - 2224534979	Synergy	Payment 5434069424 Electricity Fire Shed Pump Walpole 05/06/2026 - 03/08/2026	126.25
CP.475	11-08-2026	EFT	145	412379380 - 2472015650	Synergy	Payment 5291691816 Electricity Southern Forest Community Landcare 03/07/2026 - 31/07/2026	131.86
CP.475	11-08-2026	EFT	145	658366810 - 2248014159	Synergy	Payment 6583668128 Electricity Telstra Mobile Base Station 05/06/2026 - 04/08/2026	306.59
CP.475	11-08-2026	EFT	59	0725-S256166	Team Global Express Pty Ltd	Freight - Pathwest, Westrac, Stewart & Heaton	110.37
CP.475	11-08-2026	EFT	3779	26-00005428	Toyworld Manjimup	New Puzzles for Walpole Library	84.96
CP.475	11-08-2026	EFT	684	135988	Tree Top Walk Motel Walpole	Accommodation in Walpole for Children's Book Week Author, Steve Heron	170.00
CP.475	11-08-2026	EFT	76	SI-019506	WA Local Government Association	WALGA Subscriptions 2026-2027 - Customer 000220	42,010.60
CP.475	11-08-2026	EFT	76	LGC26-214	WA Local Government Association	Registration for Steve Miolin - Walga Conference	1,849.10
CP.475	11-08-2026	EFT	1053	1002334320260731	West Australian Newspapers Limited	July 2026 Advertising	3,622.60
CP.475	11-08-2026	EFT	66	9901816609	Winc Australia Pty Ltd	Mouse pad x2, Mouse	90.42
CP.475	11-08-2026	EFT	229	00006750	Wyadup Electrics	replacement of 5 exit lights - Walpole Sport & Rec Centre	2,384.80
CP.475	11-08-2026	EFT	229	00006751	Wyadup Electrics	replace old lights with new LED batten lights - Walpole Town Hall	1,916.20
CP.476	18-08-2026	EFT	551	8392	Access Engineering Enterprises Pty Ltd	supply fittings - Wacker plate compactor - ME99	24.68
CP.476	18-08-2026	EFT	1861	0001795486	Ampol Australia Petroleum Pty Ltd	Ampol Retail Fuel Cards - July 2026	2,942.85
CP.476	18-08-2026	EFT	4502	SO242221	Apollo Healthcare Technologies	Recliner Chair-SAH-WSt	5,812.33
CP.476	18-08-2026	EFT	522	00002968	Argos Fire Safety Pty Ltd	Fire Safety Service - May 2026	526.24
CP.476	18-08-2026	EFT	522	00002893	Argos Fire Safety Pty Ltd	AquaCentre - repair and replacement to fire hose reel stop valves, hoses and cover	1,455.85
CP.476	18-08-2026	EFT	3968	INV-7543	Ash & Rain Pty Ltd ATF Jahaya Reign Family Trust	Plastic name plates for Council x 2	103.40
CP.476	18-08-2026	EFT	3824	52301	Ausroad Manufacturing Pty Ltd	1 x 420-26733 cable assembly, 1 x 420-26680 plug set - joystick harness - APT2	351.67
CP.476	18-08-2026	EFT	11	1014884163	Australia Post	July 2026 - Postage - Account No. 620820	2,757.43

Electronic Funds Transfer Payments							
Payment Number	Date	Cheque Number	Creditor Number	Invoice No	Creditor Name	Invoice Description	Inclusive Amount
CP.476	18-08-2026	EFT	3333	INV-19319	Axion SD Pty Ltd	Axion subscription to Altora - 10 August 2026 to 10 September 2026	723.80
CP.476	18-08-2026	EFT	125	INV-13115	B & B Street Sweeping	RFT01/22 - sweeping of Manjimup CBD, NW and N - month of July 2026	11,837.53
CP.476	18-08-2026	EFT	3702	CRERON2607	Blackwood Therapy	Physiotherapy-SAH-RCr	488.00
CP.476	18-08-2026	EFT	3702	TAVGIN2608	Blackwood Therapy	OT assessment-HCP-GTa	488.00
CP.476	18-08-2026	EFT	4445	INV00000066	Bread and Butter	Lunch for Management forum on 2/9/26	93.60
CP.476	18-08-2026	EFT	646	INV-381672-Y2N5D9	Building and Construction Industry Training Fund	BCITF Levy - July 2026	245.45
CP.476	18-08-2026	EFT	4484	INV-0340	Cape Therapy Services Pty Ltd	physio-SAH-FWe	270.00
CP.476	18-08-2026	EFT	4484	INV-0357	Cape Therapy Services Pty Ltd	physio-SAH-FJo	190.00
CP.476	18-08-2026	EFT	4484	INV-0359	Cape Therapy Services Pty Ltd	Physiotherapy-SAH-BWa	190.00
CP.476	18-08-2026	EFT	4484	INV-0360	Cape Therapy Services Pty Ltd	physio-SAH-SBu	190.00
CP.476	18-08-2026	EFT	4484	INV-0361	Cape Therapy Services Pty Ltd	physio-SAH-WCu	190.00
CP.476	18-08-2026	EFT	4484	INV-0358	Cape Therapy Services Pty Ltd	physio-SAH-DWD	190.00
CP.476	18-08-2026	EFT	385	2004	Cemeteries and Crematoria Association Western Australia	Ordinary Membership for 2026-2027 to CCAWA	130.00
CP.476	18-08-2026	EFT	19	Retail 07/2026 - Customer # 744009	City & Regional Fuels	BP Fuel Card Purchases for July 2026	8,739.01
CP.476	18-08-2026	EFT	19	01261474	City & Regional Fuels	4000lt diesel Walpole Depot	10,349.11
CP.476	18-08-2026	EFT	19	01262339	City & Regional Fuels	3000lt diesel Manjimup Depot	7,349.73
CP.476	18-08-2026	EFT	19	01262338	City & Regional Fuels	450lt diesel Pemberton Depot	1,102.46
CP.476	18-08-2026	EFT	19	01263663	City & Regional Fuels	1 x 20lt chainsaw oil, 72 x 450g Spherl EPLX grease, 1 x 20lt Biotrans QB cleaner	1,360.24
CP.476	18-08-2026	EFT	215	00122523	Connect Call Centre Services	Call Centre services - July 2026 - Customer # 1316	221.32
CP.476	18-08-2026	EFT	2836	00105858	Corsign WA Pty Ltd	300 x CC-R red corner cube delineator, 300 x CC-W white corner cube delineator	825.00
CP.476	18-08-2026	EFT	2836	00106539	Corsign WA Pty Ltd	4 x W8-2B 70km/h warning signs	176.00

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Payment Number	Date	Cheque Number	Creditor Number	Invoice No	Creditor Name	Invoice Description	Inclusive Amount
CP.476	18-08-2026	EFT	2836	00106345	Corsign WA Pty Ltd	1 x W2-4B(L) warning side road intersection, 1 x W2-4B (R) warning side road intersection	173.80
CP.476	18-08-2026	EFT	2836	00105783	Corsign WA Pty Ltd	18 x safety signage for playgrounds - Welcome, Take Care etc.	1,069.20
CP.476	18-08-2026	EFT	3749	CW-260802639	CreditorWatch Pty Ltd	August 2026 Subscription	550.00
CP.476	18-08-2026	EFT	3306	1778631	Crown Promenade Perth	accommodation - training 3 to 5 August 2026 (deal 3 nights for price of 2) - Nicole Chapman	779.00
CP.476	18-08-2026	EFT	3306	1778623	Crown Promenade Perth	accommodation - training 3 to 5 August 2026 (deal 3 nights for price of 2) - Connie Dook	779.00
CP.476	18-08-2026	EFT	2468	CISF731417	CTI Freight Management Pty Ltd	CTI Logistics freight - July 2026 - Customer Number SF_104544	399.36
CP.476	18-08-2026	EFT	822	SIN000387268	Data #3 Limited	Coreview - software renewal 8/9/2026 - 7/9/2027	15,361.82
CP.476	18-08-2026	EFT	822	SIN000387836	Data #3 Limited	Site 24x7 - Software Renewal - 22/10/2026 to 22/10/2027	6,055.50
CP.476	18-08-2026	EFT	822	SIN000391497	Data #3 Limited	Coreview - Control for share point addon - 8/9/2026 to 7/9/2027	917.40
CP.476	18-08-2026	EFT	1937	INV1819658	Datacom Solutions (AU) Pty Ltd	Fortnightly Datapay - July 2026 payroll services - Customer No C16267	3,735.58
CP.476	18-08-2026	EFT	1937	INV1821123	Datacom Solutions (AU) Pty Ltd	Card payment per txn fee July 2026	55.00
CP.476	18-08-2026	EFT	485	BSL - July 2026	Department of Local Government, Industry Regulation and Safety - Building and Energy	Building Services Levy Remittance - July 2026 - Shire of Manjimup	4,167.73
CP.476	18-08-2026	EFT	1177	INV-0550	Dinis Contractors	wet hire of excavator - dig grave 6 July 2026 - Manjimup Lawn Cemetery (traditional) - Young	462.00
CP.476	18-08-2026	EFT	1177	INV-0551	Dinis Contractors	RFQ-01/25 - mowing contract for Manjimup Sports Grounds - month of July 2026	2,982.00
CP.476	18-08-2026	EFT	2151	01455238	Dun Direct Pty Ltd	1 x 8.5kg kwik gas	35.95
CP.476	18-08-2026	EFT	1443	1648418583	Elgas Limited	1 x 15.0kg LPG cylinder - FL1	110.43
CP.476	18-08-2026	EFT	2952	67226-20267	Fleet Dynamics Pty Ltd	annual subscription - GPS units in light vehicles - month of July 2026	88.00
CP.476	18-08-2026	EFT	1050	INV-11645	GA Auto Electrics	supply & fit Stedi light mount bar, wiring harness, relay & switch - 1012WA	1,629.00
CP.476	18-08-2026	EFT	3789	INV-05797	Granite Networks Pty Ltd	Shire of Manjimup - Cloud Services - 1/7/26 to 31/7/26	2,764.52

Electronic Funds Transfer Payments							
Payment Number	Date	Cheque Number	Creditor Number	Invoice No	Creditor Name	Invoice Description	Inclusive Amount
CP.476	18-08-2026	EFT	3789	INV-05823	Granite Networks Pty Ltd	Shire of Manjimup - Cloud Services - 1/8/26 to 31/8/26	2,764.52
CP.476	18-08-2026	EFT	4583	00007215	Greenplate Pty Ltd	1 x GP red & green LED push button switch with 1.2m of cable - bbq # 3078/IB	156.64
CP.476	18-08-2026	EFT	222	40616	Harley Dykstra	Windy Habour Site Survey	35,750.00
CP.476	18-08-2026	EFT	2481	83711244.01	Independence Australia	continence aids-SAH-FGo	234.10
CP.476	18-08-2026	EFT	2481	83709191.01	Independence Australia	incontinence aids-SAH-RPa	188.35
CP.476	18-08-2026	EFT	2650	108056	Ingot Hotel	accommodation & meals - Intro to Local Government training 6 to 7 August 2026 - Kristie Inker	203.50
CP.476	18-08-2026	EFT	2226	910883	ITR Western Australia	10 x 5D9554B grader cutting blades - GR03	1,375.00
CP.476	18-08-2026	EFT	580	INV-3200	JC Plumbing & Gas WA	investigate suspected water leak - Manjimup Lawn Cemetery	121.00
CP.476	18-08-2026	EFT	580	3201	JC Plumbing & Gas WA	Unblock toilet on the 2/6/26	440.00
CP.476	18-08-2026	EFT	100	INV-44371	Johnson's Food Services	4 x boxs jumbo toilet rolls 1 bag h2 paper towels & 1 bag h4 paper towels & 1 packet of scratch proof scourers	291.65
CP.476	18-08-2026	EFT	100	INV-44819	Johnson's Food Services	Aqua Centre Cafe order	540.79
CP.476	18-08-2026	EFT	4036	CI_191632	Kaseya Australia Pty Ltd	Datto backup - S5-12 Infinite cloud August 2026	1,743.78
CP.476	18-08-2026	EFT	309	78474204 - 10000964	Landgate	GRV Interim Valuations - Schedule No. G2026/13 20/06/2026 TO 17/07/2026	68.05
CP.476	18-08-2026	EFT	877	1608062	Landgate	SLIP Subscription & Online Search	2,822.81
CP.476	18-08-2026	EFT	3202	134326	Larrikin House Pty Ltd	Purchase of New JK Picture Books Shire of Manjimup Libraries	360.00
CP.476	18-08-2026	EFT	732	ME8604	Leisure Institute of WA Aquatic (Inc)	Event registration: 2026 WA Aquatic & Recreation Conference	1,683.00
CP.476	18-08-2026	EFT	1442	100-165769	LGISWA	#000522 - Workers Compensation - Wages Adjustment Period 30/06/2025 to 30/06/2026	52,767.70
CP.476	18-08-2026	EFT	3087	8666923	Lite n' Easy	meals-SAH-ABe	76.47
CP.476	18-08-2026	EFT	3087	8688124	Lite n' Easy	meals-SAH-DWD	144.72
CP.476	18-08-2026	EFT	3087	8704846	Lite n' Easy	meals-SAH-GWe	125.12
CP.476	18-08-2026	EFT	24	154771	Manjimup Freight Distributors & BMI Logistics	freight ex Westrac - 30 July 2026, freight ex Westrac - 1 August 2026	157.45

Electronic Funds Transfer Payments							
Payment Number	Date	Cheque Number	Creditor Number	Invoice No	Creditor Name	Invoice Description	Inclusive Amount
CP.476	18-08-2026	EFT	24	154633	Manjimup Freight Distributors & BMI Logistics	freight ex Westrac - 29 July 2026	23.33
CP.476	18-08-2026	EFT	2482	3316	Manjimup Liquid Waste	Grease Trap emptied - MHCC	370.00
CP.476	18-08-2026	EFT	791	HD972973410	Manjimup Meat Mart	1 x beef slow cooker - Depot sundowner	120.00
CP.476	18-08-2026	EFT	1729	10228491	Manjimup Mitre 10 & Retravision	4 x 5lt Willow jugs - no tap	127.96
CP.476	18-08-2026	EFT	1729	10229931	Manjimup Mitre 10 & Retravision	Collier Street Pavillion - toilet/changerooms gate padlock	54.90
CP.476	18-08-2026	EFT	1729	10230389	Manjimup Mitre 10 & Retravision	Master Lock Wall Mounted Storage Lock	39.90
CP.476	18-08-2026	EFT	1729	10230417	Manjimup Mitre 10 & Retravision	Cleaning supplies for cleaning van	192.10
CP.476	18-08-2026	EFT	458	MMBK-18443	Manjimup Monograms	M Gibney uniform 2026	196.25
CP.476	18-08-2026	EFT	458	MMBK-18513	Manjimup Monograms	Uniform Staff EP x 3	240.90
CP.476	18-08-2026	EFT	117	11338557	Manjimup Motors Pty Ltd	4 x gasket head covers, 6 x Honda filters - ME99	102.21
CP.476	18-08-2026	EFT	117	11338688	Manjimup Motors Pty Ltd	1 x GX390 fuel tank - ME99	134.99
CP.476	18-08-2026	EFT	117	11339309	Manjimup Motors Pty Ltd	1 x 13A1125 v belt, 1 x 13A1120 v belt - RL17	53.71
CP.476	18-08-2026	EFT	117	11339710	Manjimup Motors Pty Ltd	2 x Nutsetter 5/16 impact, 2 x 15kg block rags	96.96
CP.476	18-08-2026	EFT	117	11339667	Manjimup Motors Pty Ltd	10 x Husqvarna spark plugs - ME99	95.90
CP.476	18-08-2026	EFT	1842	PI13065807	Manjimup Stihl	replace starter pawl- HI94 pole hedger - PCT	86.00
CP.476	18-08-2026	EFT	201	JC14072199	Manjimup Toyota & Mitsubishi	65 000km service - 1004WA	558.34
CP.476	18-08-2026	EFT	537	M21147	Manjimup Tyre Mart & Auto Electrical Service	wheel alignment - 1001WA	100.00
CP.476	18-08-2026	EFT	537	T50269	Manjimup Tyre Mart & Auto Electrical Service	4 x 265/65R17 Laufenn X Fit AT tyres, disposal - 1001WA	1,172.00
CP.476	18-08-2026	EFT	537	T50328	Manjimup Tyre Mart & Auto Electrical Service	August - Puncture repair for Ben's vehicle- Prado.	40.00
CP.476	18-08-2026	EFT	4061	A11	Middlesex Mechanical	mechanical assistance - 7 & 8 July 2026	1,782.00
CP.476	18-08-2026	EFT	4429	Reimb070826	Miss Constance Dook	reimbursement of expenses - training (meals & parking) - 3 to 6 August 2026	128.45
CP.476	18-08-2026	EFT	85	4.060826	Mr Alan Smedley	street sweeping Manjimup CBD - 26 July & 2 August 2026	328.00

Electronic Funds Transfer Payments							
Payment Number	Date	Cheque Number	Creditor Number	Invoice No	Creditor Name	Invoice Description	Inclusive Amount
CP.476	18-08-2026	EFT	3961	Payment Request - 17/8/2026 - Internet	Mr Benjamin Rose	13 Aug 2026 to 12 Sept 2026 - Reimbursement for Out of Office Communication Expenses	95.00
CP.476	18-08-2026	EFT	3744	5- 26/27	Mr Grayson Hindmarsh	Environmental Health Services 27 -31 July 2026	3,168.00
CP.476	18-08-2026	EFT	3744	6- 26/27	Mr Grayson Hindmarsh	Environmental Health Services 3 - 7 August 2026	924.00
CP.476	18-08-2026	EFT	3744	7- 26/27 A	Mr Grayson Hindmarsh	Environmental Health Services 10 - 14 August 2026	3,102.00
CP.476	18-08-2026	EFT	1922	761	Mr Kim Fardella	mechanical assistance - 31 July, 4 & 5 August 2026	1,881.00
CP.476	18-08-2026	EFT	1922	760	Mr Kim Fardella	mechanical assistance - 29 & 30 July 2026	1,732.50
CP.476	18-08-2026	EFT	4386	Payment Request 11/8/2026	Mr Lachlan Hughes	Reimburse Pool Lifeguard Licence Renewal	179.00
CP.476	18-08-2026	EFT	4551	INV-0181	Mr Mitchell Daube	railway building - roof repairs	505.84
CP.476	18-08-2026	EFT	4587	Payment Request 5/8/2026	Mrs Alison Brewer	Reimburse Meals and Parking for WALGA PRIS Training	87.42
CP.476	18-08-2026	EFT	2994	Payment Request 3/8/2026	Mrs Kelsie Brown	Reimbursement Glasses	128.00
CP.476	18-08-2026	EFT	1982	INV-2350	Mrs Nicole Campbell	Home Maintenance 03/08/26 - 06/08/26	350.00
CP.476	18-08-2026	EFT	1982	INV-2358	Mrs Nicole Campbell	Home Maintenance 10/08/26 - 13/085/26	630.00
CP.476	18-08-2026	EFT	3376	Payment Request 6/8/2026	Ms Erin Henderson	Reimbursement NDIS Screening Check	145.00
CP.476	18-08-2026	EFT	3403	Payment Request 5/8/2026	Ms Julie Harty	Reimbursement Clicksend	100.00
CP.476	18-08-2026	EFT	3839	Reimb070826	Ms Nicole Chapman	reimbursement of expenses - training (meals) - 3 to 6 August 2026	131.30
CP.476	18-08-2026	EFT	3949	Payment Request 11/8/25	Ms Sara-Rose Thomas	Reimbursement for Postage paid to send equipment for repair	40.85
CP.476	18-08-2026	EFT	1761	606606	Muirs Manjimup	30 000km service & 1lt Ad Blue - 1008WA	523.68

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Payment Number	Date	Cheque Number	Creditor Number	Invoice No	Creditor Name	Invoice Description	Inclusive Amount
CP.476	18-08-2026	EFT	4585	Payment Request 7/8/2026	Namgay Tshering	Reimburse Onboarding Costs	210.00
CP.476	18-08-2026	EFT	474	NC01442	Northcliffe Community Resource Centre Inc	Meeting Room booking for Ann Bentley on Friday 30 October 2026	30.00
CP.476	18-08-2026	EFT	2770	July 2026 1	Northcliffe Newsagent & General Store	Fuel and Gas for Windy Harbour	1,278.31
CP.476	18-08-2026	EFT	265	914865372	Nutrien Ag Solutions	2 x 5L AGRC ENVIRODYE RED	405.90
CP.476	18-08-2026	EFT	265	914842199	Nutrien Ag Solutions	1 x 100mm pvc foot valve, 1 x 100mm combination nipple	270.71
CP.476	18-08-2026	EFT	265	914855000	Nutrien Ag Solutions	respirator, filters & gloves	185.26
CP.476	18-08-2026	EFT	265	914779677	Nutrien Ag Solutions	12 x Denver smoke safety glasses, 12 x Maxisafe rigger gloves (L)	209.09
CP.476	18-08-2026	EFT	1131	631377798	Officeworks	assorted arts and craft items for Library , stationery	718.45
CP.476	18-08-2026	EFT	1281	INV08661206	Origin Energy	LPG Equipment Fee 12 months CNR Collier & Johnson St	99.00
CP.476	18-08-2026	EFT	496	#000980	Pemberton Community Resource Centre Inc	Pemberton Community News for August Shire Bulletin	220.00
CP.476	18-08-2026	EFT	290	INV-6389	Pemberton Community Sports Club Inc	Room booking for Council Meeting on Wed 29/7/26	310.00
CP.476	18-08-2026	EFT	4586	182	Penguin Productions Pty Ltd	2026 PLA Conference - Earlybird Registration, accommodation Hotel Indigo Melbourne on Flinders - 28 November to 2 December 2026 (4 nights) - Andrew Conway	2,794.00
CP.476	18-08-2026	EFT	3553	335912	Sapio Pty Ltd	Fix camera issue after power outage - Herritage Park	340.21
CP.476	18-08-2026	EFT	1431	702045448	Seek Limited	Flexible Ad Budget - Upfront	2,860.00
CP.476	18-08-2026	EFT	4483	July 2026	Silvercrest Partners Pty Ltd	Commercial advice divestment Aged Care Services and Assets	495.00
CP.476	18-08-2026	EFT	924	SOS712646	SOS Office Equipment	Photocopier Meter Readings - July 2026	3,491.70
CP.476	18-08-2026	EFT	30	5541	South West Electrics	Replacement of the Air Con at Depot Server room	6,834.36
CP.476	18-08-2026	EFT	1743	15926	South West Haulage Co	Clearing at Manjimup Lawn Cemetery - Including Stump removal & windrowing waste into burn piles.	26,941.90

Electronic Funds Transfer Payments							
Payment Number	Date	Cheque Number	Creditor Number	Invoice No	Creditor Name	Invoice Description	Inclusive Amount
CP.476	18-08-2026	EFT	1774	226389	Southern Forests Medical Centre	Pre-Employment Medical - M.M	165.00
CP.476	18-08-2026	EFT	1774	226672	Southern Forests Medical Centre	Pre-Employment Medical - A.S	165.00
CP.476	18-08-2026	EFT	4108	INV-12630	Southwest Physio at Home	Physio-SAH-ASe	180.00
CP.476	18-08-2026	EFT	4232	INV-2026-0806-001A	Spirit Seed WA Pty Ltd atf Elysium Trust	Catering for Bushfire Brigade Volunteer Training at Northcliffe Fire Station	1,460.80
CP.476	18-08-2026	EFT	4232	INV-2026-0806-001B	Spirit Seed WA Pty Ltd atf Elysium Trust	Catering for Bushfire Brigade Volunteer Training at Northcliffe Fire Station	1,538.35
CP.476	18-08-2026	EFT	3964	Building Material for July 2026	SRB MBS Holdings Pty Ltd ATF SRB MBS Unit Trust	Building Material for July 2026	2,091.08
CP.476	18-08-2026	EFT	4356	522697	Stellalpina Investments Pty Ltd ATF the P & S Moltoni Family Trust	meals-SAH-DGi	116.05
CP.476	18-08-2026	EFT	4356	522698	Stellalpina Investments Pty Ltd ATF the P & S Moltoni Family Trust	meals-HCP-FWe	116.05
CP.476	18-08-2026	EFT	145	377224860 - 2548018489	Synergy	Payment 5259528411 Electricity Pemberton Community Hub 03/06/2026 - 30/07/2026	972.99
CP.476	18-08-2026	EFT	145	373468270 - 2356016720	Synergy	Payment 3734682729 Public Toilets Zamia St Northcliffe 06/06/2026 - 04/08/2026	190.82
CP.476	18-08-2026	EFT	145	372642040 - 2488017138	Synergy	Payment 3726420429 Electricity Walpole Transfer Station 06/06/2026 - 04/08/2026	150.14
CP.476	18-08-2026	EFT	145	439945460 - 2468017103	Synergy	Payment 1814267421 - Electricity Common Supply Connection 36 Arnott St 10/06/2026 - 06/08/2026	122.28
CP.476	18-08-2026	EFT	145	709854800 - 2664013802	Synergy	Payment 7098548024 - Electricity Manjimup Community Centre 26/06/2026 - 24/07/2026	1,571.02
CP.476	18-08-2026	EFT	145	309107950 - 2428015278	Synergy	Payment 3091079529 Electricity Northcliffe Depot & Men's Shed 05/06/2026 - 4/08/2026	213.68
CP.476	18-08-2026	EFT	145	337026850 - 2112521509	Synergy	Payment 5222248515 - Electricity Walpole BFB 06/06/2026 - 04/08/2026	138.36
CP.476	18-08-2026	EFT	145	366190940 - 2564014488	Synergy	Payment 5249140517 - Electricity RAC Car Charger Pemberton 13/06/2026 - 11/08/2026	295.91
CP.476	18-08-2026	EFT	145	946690380 - 2058664240	Synergy	Payment 9466903823 - Electricity Manjimup Lawn Cemetery 16/06/2026 - 11/08/2026	120.48
CP.476	18-08-2026	EFT	145	656635070 - 2344018520	Synergy	Payment 6566350723 - Electricity Pemberton Public Toilet 13/06/2026 - 11/08/2026	374.26

Electronic Funds Transfer Payments							
Payment Number	Date	Cheque Number	Creditor Number	Invoice No	Creditor Name	Invoice Description	Inclusive Amount
CP.476	18-08-2026	EFT	750	151894#21	T-Quip	1 x TOP140-7130 dipstick - MW16	36.20
CP.476	18-08-2026	EFT	59	0726-S256166	Team Global Express Pty Ltd	Freight - Pathwest, Westrac, MPL Laboratory	73.77
CP.476	18-08-2026	EFT	59	0727-S256166	Team Global Express Pty Ltd	Freight - Pathwest, Eurofins, Ausroad	143.84
CP.476	18-08-2026	EFT	4261	ANS-785-934	The Careside	respite-SAH- BEv	1,608.00
CP.476	18-08-2026	EFT	4481	INV-0268	The Electrical & Refrigeration Company Pty Ltd	certify as de-gassed 65 x refrigeration units at MRRC - July 2026	1,430.00
CP.476	18-08-2026	EFT	3900	10012307	Tools N Trade	G70 8mm 3.8T chain & hooks	117.00
CP.476	18-08-2026	EFT	3522	INV1401648	Tunstall Australasia Pty Ltd	Falls Alarm-SAH-MHo	31.30
CP.476	18-08-2026	EFT	2180	296789	Tyrecycle	pick up & process/recycle 233 x assorted tyres ex MRRC	2,771.45
CP.476	18-08-2026	EFT	1773	PI2559479	WesTrac Pty Ltd	1 x 439-1590 coupling, 1 x 439-1591 coupling - quick disconnect fittings - BH10	979.64
CP.476	18-08-2026	EFT	1773	PI2559478	WesTrac Pty Ltd	1 x 8T-0861 gauge, 1 x 6V-4144 coupler - GR05	277.97
CP.476	18-08-2026	EFT	1773	PI2561504	WesTrac Pty Ltd	1 x 208lt Cat hydo advanced 10 oil	1,402.08
CP.476	18-08-2026	EFT	1773	PI2562263	WesTrac Pty Ltd	1 x 595-3007 switch, 2 x 607-7211 key - battery disconnect switch - BH10	222.01
CP.476	18-08-2026	EFT	2110	1900165080	Wirtgen Australia Pty Ltd	oil & fuel filters - RL17	492.94
						EFT Total	**734,735.24**

Other Payments (including Direct Debits)							
Payment Number	Date	Cheque Number	Creditor Number	Invoice No	Creditor Name	Invoice Description	Inclusive Amount
CPT.1398	03-08-2026	N/A	3617	AUS-252407 - Contract 009-0156062-007	Dell Financial Services Pty Ltd	Pymt 2 of 16 - Lease Rental Contract 007 - Dell Laptops/Monitors/Keyboards 01/05/26 to 31/07/26	6,180.78
CPT.1399	03-08-2026	N/A	3617	AUS 254840 - August 26 / Contract 009-0156062-003 - Pmt 21 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

Other Payments (including Direct Debits)							
Payment Number	Date	Cheque Number	Creditor Number	Invoice No	Creditor Name	Invoice Description	Inclusive Amount
CPT.1400	03-08-2026	N/A	3617	AUS-254843 / Contract 009-0156062-006 Pymt 13 of 48	Dell Financial Services Pty Ltd	Dell Endpoints - Wave One - 01/07/26 to 31/07/26	1,983.89
CPT.1401	03-08-2026	N/A	3617	Pymt 5/16 AUS - 254841/ Contract 009-0156062-004	Dell Financial Services Pty Ltd	Poweredge R760 Server - 01/05/26 to 31/07/26 Finance Contract 009-0156062-004	1,972.51
CPT.1402	03-08-2026	N/A	3617	AUS- 254842 / Contract 009-0156062-005 Pymt 13 of 24	Dell Financial Services Pty Ltd	Dell Endpoint for Contractor - Project Officer - 01/07/26 to 31/07/26	111.05
CPT.1403	03-08-2026	N/A	98000	BAS July 2026 - 364533496916660	Australian Taxation Office	BAS July 2026 - Payment Reference 364533496916660	7,248.00
CPT.1404	04-08-2026	N/A	4437	Councillors Superannuation Payment July 2026	The Trustee for Aware Super	Councillors Superannuation Payment July 2026	2,453.38
CPT.1406	03-08-2026	N/A	2532	LMB1310425	Garnama Pty Ltd	Contract Fee - Body Pump - 01 Aug 2026 - 31 Aug 2026	478.33
CPT.1410	06-08-2026	N/A	2955	INV-11257	Aviary Corp Pty Ltd	Nightingale Subscription July 2026	2,019.04
CPT.1411	07-08-2026	N/A	2845	July 2026 870681	Fleetcare Pty Ltd	Monthly Lease Rental, GPS Access Fee & OBD GPS Dongle - July 2026	7,355.16
CPT.1412	07-08-2026	N/A	3640	8448/61755/2549128 Payment 22 of 60	Finrent Pty Ltd	Lease - 3 Fuji Film AC4570/1 AC6570 & 1 AC6580 Photocopiers August 2026	1,085.70
CPT.1413	07-08-2026	N/A	3245	100001920989	HPE Financial Services (Australia) Pty Ltd	Pymt 1/20 - Lease 5546295549AUS15 - 01/07/26 to 30/09/26 - 2 x UPS (Admin Building/Depot) PO31540	2,607.00
CPT.1414	17-08-2026	N/A	3383	TA12341-085	Telair Pty Ltd	Internet Access - 1/8/2026 - 31/8/2026	3,453.09
CPT.1415	17-08-2026	N/A	1015	AUSG01502508	SG Fleet Australia Pty Ltd	Lease rental payment - 28/07/26 to 27/09/26 - Acc No AUSH0032	1,720.55
CPT.1416	20-08-2026	N/A	686	4195103	Pivotel Satellite Pty Ltd	August 2026 - SPOT Tracking Service - Mitigation Officer, Ranger1, Ranger2, Ranger3 - Charges to 1/8/26 to 31/8/2026	161.80
CPT.1417	17-08-2026	N/A	4476	R & ES- July 2026	Coles Supermarkets Australia Pty Ltd	R & ES July 2026 - Coles card	145.25

Other Payments (including Direct Debits)							
Payment Number	Date	Cheque Number	Creditor Number	Invoice No	Creditor Name	Invoice Description	Inclusive Amount
CPT.1417	17-08-2026	N/A	4476	Admin - July 2026	Coles Supermarkets Australia Pty Ltd	July 2026 - Coles card ADMIN	248.90
CPT.1417	17-08-2026	N/A	4476	MHCC - July 2026	Coles Supermarkets Australia Pty Ltd	July 2026 - Coles card MHCC	384.65
CPT.1417	17-08-2026	N/A	4476	MRAC - July 2026	Coles Supermarkets Australia Pty Ltd	MRAC July 2026 - Coles card	30.00
CPT.1418	21-08-2026	N/A	3640	Lease Payment 46 of 60 - 8519/52295/2556233	Finrent Pty Ltd	Lease Fee - HP DesignJet XL 3600 Multifunction Printer	691.90
CPT.1419	19-08-2026	N/A	3266	36692781	Department of Justice	Lodgment Fee - CATS.2200429 Brooke Carpanoni (FER 26/265810)	90.50
CPT.1420	19-08-2026	N/A	3266	36692814	Department of Justice	Lodgment Fee - DOGS.8211050 Ioannis Karahoutis (FER 26/265812)	90.50
CPT.1421	19-08-2026	N/A	3266	36692791	Department of Justice	Lodgment Fee - DOGS.8211045 Tiarn Banfield (FER 26/265811)	90.50
CPT.1422	19-08-2026	N/A	3266	36692833	Department of Justice	Lodgment Fee - DOGS.8211052 Carleen Kickett (FER 26/265813)	90.50
CPT.1423	04-08-2026	N/A	2610	Corporate Card Statement 30 July 2026	Westpac Banking Corporation	Corporate Card Statement 22 June to 20 July 2026	9,302.11
						Other Total	**52,872.78**
						Grand Total	**796,147.41**

Itemised transactions - Ampol Cards - 1 July 2026 – 31 July 2026 - as per Warrant Listing report August 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 - June 2026	$ 507.09
				Fuel purchases - 1004WA - June 2026	$ 76.37
				Fuel purchases - 1002WA - June 2026	$ 93.14
				Fuel purchases - 1010WA - June 2026	$ 549.14
				Fuel purchases - 1013WA - June 2026	$ 772.22
				Fuel purchases - 1008WA - June 2026	$ 304.74
				Fuel purchases - 1033WA - June 2027	$ 225.30
				Fuel purchases - 1030WA - June 2026	$ 414.85
					$ 2,942.85

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

BP FUEL CARDS - JULY 2026

Payment Number	Payment Date	Creditor	Invoice No	Invoice Description	Inclusive Amount
CI.53860	18/08/2026	City & Regional Fuel	Retail 07/2026 - Customer # 744009		
				Fuel purchases - 1025WA - July	$ 405.90
				Fuel purchases - WA23595 - July	$ 730.91
				Fuel purchases - 1010WA - July	$ 132.88
				Fuel purchases - 1005WA - July	$ 260.85
				Fuel purchases - 1012WA - July	$ 258.97
				Fuel purchases - 1034WA - July	$ 357.67
				Fuel purchases - 1029WA - July	$ 371.93
				Fuel purchases - 1032WA - July	$ 315.01
				Fuel purchases - 1035WA - July	$ 743.06
				Fuel purchases - 1002WA - July	$ 399.07
				Fuel purchases - 1008WA - July	$ 202.46
				Fuel purchases - Stores Fuel Card - July	$ 106.14
				Fuel purchases - 1020WA - July	$ 48.14
				Fuel purchases - Property Care Team - July	$ 236.29
				Fuel purchases - Parks 1 - July	$ 86.91
				Fuel purchases - Heritage Park Equipment - July	$ 33.91
				Fuel purchases - MHCC Lawnmower - July	$ 191.15
				Fuel purchases - 1004WA - July	$ 111.25
				Fuel purchases - 1000WA - July	$ 88.00
				Fuel purchases - 1021WA - July	$ 389.19
				Fuel purchases - 1006WA - July	$ 619.99
				Fuel purchases - 1015WA - July	$ 330.14
				Fuel purchases - 1027WA - July	$ 205.70
				Fuel purchases - WA28118 - July	$ 38.21
				Fuel purchases - 1030WA - July	$ 303.01
				Fuel purchases - 1014WA - July	$ 389.06
				Fuel purchases - WA28649 - July	$ 149.15
				Fuel purchases - 1036WA - July	$ 106.07
				Fuel purchases - 1023WA - July	$ 197.83
				Fuel purchases - 1026WA - July	$ 223.31
				Fuel purchases - 1001WA - July	$ 129.54
				Fuel purchases - WA28536 - July	$ 211.47
				Fuel purchases - 81SES - July	$ 137.81
				Fuel purchases - 1EZY788 - July	$ 98.46
				Fuel purchases - 1031WA - July	$ 129.57
					$ 8,739.01

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

COLES SUPERMARKETS AUSTRALIA - COLES CARD - JULY 2026

Payment Number	Payment Date	Card	Invoice Description		Inclusive Amount
CI.54171	17/08/2026	**MHCC**	consumable items - MHCC	$	51.25
			consumable items - MHCC	$	37.80
			consumable items - MHCC	$	12.00
			consumable items - MHCC	$	66.73
			consumable items - MHCC	$	53.22
			consumable items - MHCC	$	123.25
			consumable items - MHCC	$	27.80
			consumable items - MHCC	$	12.60
				$	**384.65**
CI.54169	17/08/2026	**ADMIN**	consumable items - Admin	$	10.60
			consumable items - Admin	$	10.30
			consumable items - Admin	$	41.30
			consumable items - Admin	$	10.00
			consumable items - Admin	$	59.50
			consumable items - Admin	$	10.20
			consumable items - Admin	$	87.00
			consumable items - Admin	$	20.00
				$	**248.90**
CI.54168	17/08/2026	**R & EC**	consumable items - R & EC	$	145.25
				$	**145.25**
CI.54173	17/08/2026	**MRAC**	consumable items - MRAC	$	30.00
				$	**30.00**
			Total Card Purchases	**$**	**808.80**

Itemised transactions from Corporate Credit Cards - 22 June 2026 to 20 July 2026 (Direct Debit from from Municipal Account August 2026)

CORPORATE CREDIT CARD - JULY 2026

Payment Number	Payment Date	Card	Invoice Description	Inclusive Amount
CI.54305	4/08/2026	**CEO**	ACT Cabs - Taxi from Airport to Hotel - Awards Ceremony	$ 34.28
			WA News - Esubscription News	$ 96.00
			Miro.Com - Subscription	$ 21.24
			Booking.Com - Accommodation AB to attend WALGA PRIS Training	$ 209.79
			Facebook Boost Advertising - School Holidays	$ 12.03
				$373.34
CI.54305	4/08/2026	**DB**	Starlink Australia - Pivot Mount for New Starlink - Windy Harbour	$ 110.00
			Starlink Australia - 02/06/2026 to 02/07/2026 - IT Department	$ 15.00
			Starlink Australia - 02/06/26 to 02/7/26 - Fire Prevention	$ 85.00
			Starlink Australia - 02/06/26 to 2/07/26 - Windy harbour	$ 150.00
			Ventraip Australia - Forestdeathswa.com - Domain Hosting Annual Subscription	$ 198.00
			Adobe Systems - 12 July to 11 Aug 2026	$ 113.49
			Moore Australia - 2026 Budget Template	$ 1,265.00
				$1,936.49
CI.54305	4/08/2026	**DWS**	SP The Emporium Hut - Solar Cameras for Quinninup BFB Shed	$ 838.95
			SP The Emporium Hut - Solar Cameras for Northcliffe BFB Shed	$ 838.95
			SQ Systemised by Desi - LED Lights & shroud - light board TK011	$ 830.60
			Natural Fivast - Dispute with Westpac - Card cancelled - Under investigation	$ 60.75
			Breatheeze - Dispute with Westpac - Card Cancelled - Under investigation	$ 37.30
			HAMA Hydraulics - Placement faulty hose valves BH12	$ 2,236.30
				$4,842.85
CI.54305	4/08/2026	**DCS**	The Grants Hub - Annual Subscription 2026/2027	$ 918.00
			Blue Tiger - Catering for TMP Training	$ 96.00
			Tall Timbers - Staff Farewell Function N.C	$ 141.43
			Deputy Digital Goods - Aqua Centre Subscription	$ 165.00
			Ageing Australia - Registration for Jan Foreman - The Goverance Shift Virtual Forum	$ 495.00
				$1,815.43
CI.54305	4/08/2026	**DDR**	Hilton Hotels - 1 x night accommodation Jason	$ 246.50
			Planning Institute of Aust - Ministerial Breakfast PIA	$ 87.50
				$ 334.00
			Total paid to Westpac	**$9,302.11**

PAYROLL PAYMENTS - AUGUST 2026

Payment Date	Invoice Description		Inclusive Amount
11/08/2026	Payroll	$	466,236.02
25/08/2026	Payroll	$	465,534.87
		$	**931,770.89**

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ATTACHMENT

9.5.1 Delegated Planning Decisions September 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	7 October 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 September 2026 are attached.

ATTACHMENT: 9.5.1 (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 September 2026, six (6) 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 September 2026 compared to September 2025.

Table 1: Planning Decisions Made September 2025 and 2026

	September 2025	September 2026
Delegated Decisions	17 ($3,304,528)	6 ($753,588)
Council Decisions	2 ($0)	4 ($0)
Total	**19 (3,304,528)**	**10 ($753,588)**

Table 2 compares the Year-To-Date statistics for delegated authority and Council decisions for 2026-27 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	41 ($6,245,966)	18 ($2,552,373)
Council Decisions	9 ($160,000)	11 ($1,360,000)
Total	**50 ($6,405,966)**	**29 ($3,912,373)**

During September 2026, one (1) clearance of conditions of subdivision approval was issued.

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 September 2026 as per Attachment: 9.5.1 (1).

ATTACHMENTS

1⇩ Decisions September 2026 1 Page

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Approvals - September 2026

TP#	Description	Opened	Status	Approved Date	Cost	# Days
TP2026/85	DA26/81: Development Application - Lot 70 (1221) Junction Rd Perup - proposed extension of self contained nature based c	11/06/2026	COUNCIL APPROVED	23/09/2026	N/A	104
TP2026/91	DA26/87: Development Application - Lot 10160 (105) Pimelea Road, Channybearup - Retrospective Rural Workers Accommo	23/06/2026	COUNCIL APPROVED	23/09/2026	N/A	92
TP2026/93	DA26/93: Development Application - Lot 7 (43) Woodgate Retreat Deanmill - proposed wayside stall	13/08/2026	APPROVED	16/09/2026	N/A	34
TP2026/97	DA26/95: Development Application - Lot 11343 (132) Packer Rd, Yeagarup - Retrospective Rural Workers Accommodation	2/07/2026	COUNCIL APPROVED	23/09/2026	N/A	83
TP2026/102	DA26/98: Development Application - Lot 66 (30) Horne Road, Quinninup - Proposed Nature Based Caravan Park (6 sites)	22/07/2026	COUNCIL APPROVED	23/09/2026	N/A	63
TP2026/104	DA26/99: Development Application - Lot 43 (92) Perup Rd Manjimup - proposed shed prior to dwelling	21/07/2026	APPROVED	3/09/2026	$ 36,000.00	44
TP2026/105	DA26/100: Development Application - Lot 106 (216) Golf Links Road, Pemberton - Proposed Dwelling with Variation to polic	22/07/2026	APPROVED	1/09/2026	$ 700,000.00	41
TP2026/111	DA26/107: Development Application - Lot 9211 (472) Yanmah Rd Yanmah - proposed rural workers accommodation	6/08/2026	APPROVED	24/09/2026	N/A	49
TP2026/115	DA25/187: Strata Subdivision Application - Lot 1 Kennedy St Pemberton - 1419-25 - Clearance of conditions	10/08/2026	CONDITIONS CLEARED	25/09/2026	N/A	46
TP2026/117	DA26/112: Development Application- Lot 122 (18) Sherrington Crest, Manjimup- Proposed Lean-to	25/08/2026	APPROVED	30/09/2026	$ 13,588.00	36
TP2026/127	DA26/121: Development Application: Lot 3 (27467) South Western Highway, Manjimup - Proposed Remote Sign	4/09/2026	APPROVED	16/09/2026	$ 4,000.00	12

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ATTACHMENT

9.5.2 Retrospective Increase in Numbers of Rural Workers in Accommodation at Lot 2 (874) Stirling Road Channybearup

PROPONENT	Suzie Delroy
OWNER	Delroy Superannuation Pty Ltd
LOCATION / ADDRESS	Lot 2 (874) Stirling Road, Channybearup
WARD	Rural
ZONE	Priority Agriculture
DIRECTORATE	Development Services
FILE REFERENCE	TP2026/113 P57291 DA26/108
LEGISLATION	Planning and Development Act 2005
AUTHOR	Karleha Brown (Planning Officer)
DATE OF REPORT	1 October 2026
DECLARATION OF INTEREST	Nil

BACKGROUND

Council is requested to consider an application for retrospective approval for 'Rural Workers Accommodation' to increase the number of workers at Lot 3 (874) Stirling Road, Channybearup. The subject site is zoned Priority Agriculture and is 26.18ha in area. The property forms part of Delroy Farms that grow Avocados and Kiwis on the subject property and in the surrounding area. The site includes a four (4) bed transportable each room with ensuite and a four (4) bedroom house. A location plan is shown below.



Retrospective approval is being sought for the occupation of the dwelling for rural workers. The original application proposed to accommodate eight (8) workers within the four (4) bedroom dwelling. However, following a site inspection by Shire Staff and an assessment against the Shire's Health Local Law, the application has been revised as the dwelling can only accommodate five (5) people.

Workers staying in the transportable accommodation approved in March 2019 use the kitchen and laundry facilities in the dwelling. Using the dwelling to accommodate additional workers increases the total number of workers on the property beyond the number originally approved.

The key elements of the proposal is as follows:

- A manager is located at the neighbouring property;
- Parking for up to 12 cars will be provided;
- 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 is provided attached.

ATTACHMENT: 9.5.2 (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 landowner, and a notice in the local newspaper. One objection was received during the comment period.

The submission raised issues with regards to the suitability of the dwelling and its location to cater for additional workers. The nature of the submission is discussed further in the comment section below and a copy of the submission is provided in the attachment.

ATTACHMENT: 9.5.2 (2)

COMMENT

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

Zone Purposes and Objectives

The provisions of the Scheme include the subject site and surrounding properties within the Priority Agriculture Zone. As detailed in Clause 4.4 of 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, including market gardens, orchards and vineyard enterprises.

Consistent with this purpose, the objectives of the zone include a requirement to *"avoid the introduction of land uses and subdivision not related to agriculture including rural residential proposals".*

As the occupants of the accommodation will be workers employed in the local farming industry, 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 within 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 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 application as submitted aligns with the definition above.

Land Use Permissibility
'Rural Workers' Accommodation is an 'A' land use within the zone. An 'A' land use being a use, which is not permitted unless the local government has exercised its discretion by granting approval after giving special notice in accordance with Clause 9.6. As detailed in the public consultation section above, advertising of the application has been completed.

Internal Department Assessment
The proposed development will need to meet the requirements of the Health (Miscellaneous Provisions) Act 1911 and the Building Act 2011 to be considered compliant.

As mentioned above a site inspection was undertaken by Building and Planning Services. The dwelling is recommended to meet the requirements of building services by installing hard wired smoke alarms, emergency lighting and lift off hinges to the water closets to the satisfaction of Building Services.

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.

An assessment against the Shire of Manjimup's Health Local Law has been undertaken, which as a result reduced the proposed occupancy from eight (8) to five (5) persons.

Consistency with Zoning

The Rural Workers 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, the Rural Workers are not expected to have any impact on the amenity of the surrounding area. The change of land use will not prejudice the ability of the development to operate as a dwelling in the future.

Parking Requirements

Table 2 Carparking requirements sets out the minimum number of car parking spaces for relevant land uses, whilst Rural Workers 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 space for 12 car parking spaces. Given there are only nine (9) total workers being accommodated on the property, there is a surplus of parking spaces on the property.

Management and Emergency Evacuation

As the site manager is located nearby, 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 resident workers 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.

Submission

The submission received raises concern to the retrospective nature of the development, compliance with other relevant legislation such as the Health Local Law and Building Code of Australia and the potential impact the development may create to the local road network.

In response to the concerns raised, Shire staff consider the location of the Rural Accommodation suitable to facilitate the work required on the subject property and surrounding area. The dwelling with the associated transportable have

been assessed and meet the requirements of the Building Act 2011, the National Construction Code and the Health Local Law.

The application is expected to result in only a minimal increase in traffic on Stirling Road then what would normally be experienced if the workers were commuting to and from the property to undertake the work required on the surrounding farms.

Therefore, the dwelling is suitable to accommodate the additional five (5) Rural Workers.

It should be noted that the objector also requested additional information which is considered not to be able to be shared with members of the public, such as historic approvals, the floor plan of the dwelling and the lodging house permit application.

Retrospective Approval
In accordance with Clause 8.6, planning approval may be granted to a development already commenced or completed, regardless of the date, if the development conforms to the provisions of the Scheme.

Development which is unlawfully commenced is not rendered lawful by the occurrence of any subsequent event except the granting of planning approval. The ongoing use of the land for the proposed purposes will be considered lawful upon the grant of planning approval.

Conclusion
The application for retrospective approval for 'Rural Workers Accommodation' is considered to meet the purpose and objectives of the Scheme provisions. Although one objection was 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 clause 8.6 and Part 10 of Shire of Manjimup Local Planning Scheme No. 4 grants retrospective planning approval for a Rural Workers Accommodation for additional workers at Lot 2 (874) Stirling Road, Channybearup (TP2026/113) in accordance with the submitted plan as shown at Attachment: 9.5.2 (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	6 August 2026
2.	Emergency Plan	6 August 2026

3.	**Evacuation Plan**	**6 August 2026**
4.	**Floor Plan(s)**	**6 August 2026**

2. **The Emergency Evacuation Response Plan, including the provision of the Manager's contact details, is to be displayed in the accommodation at all times.**

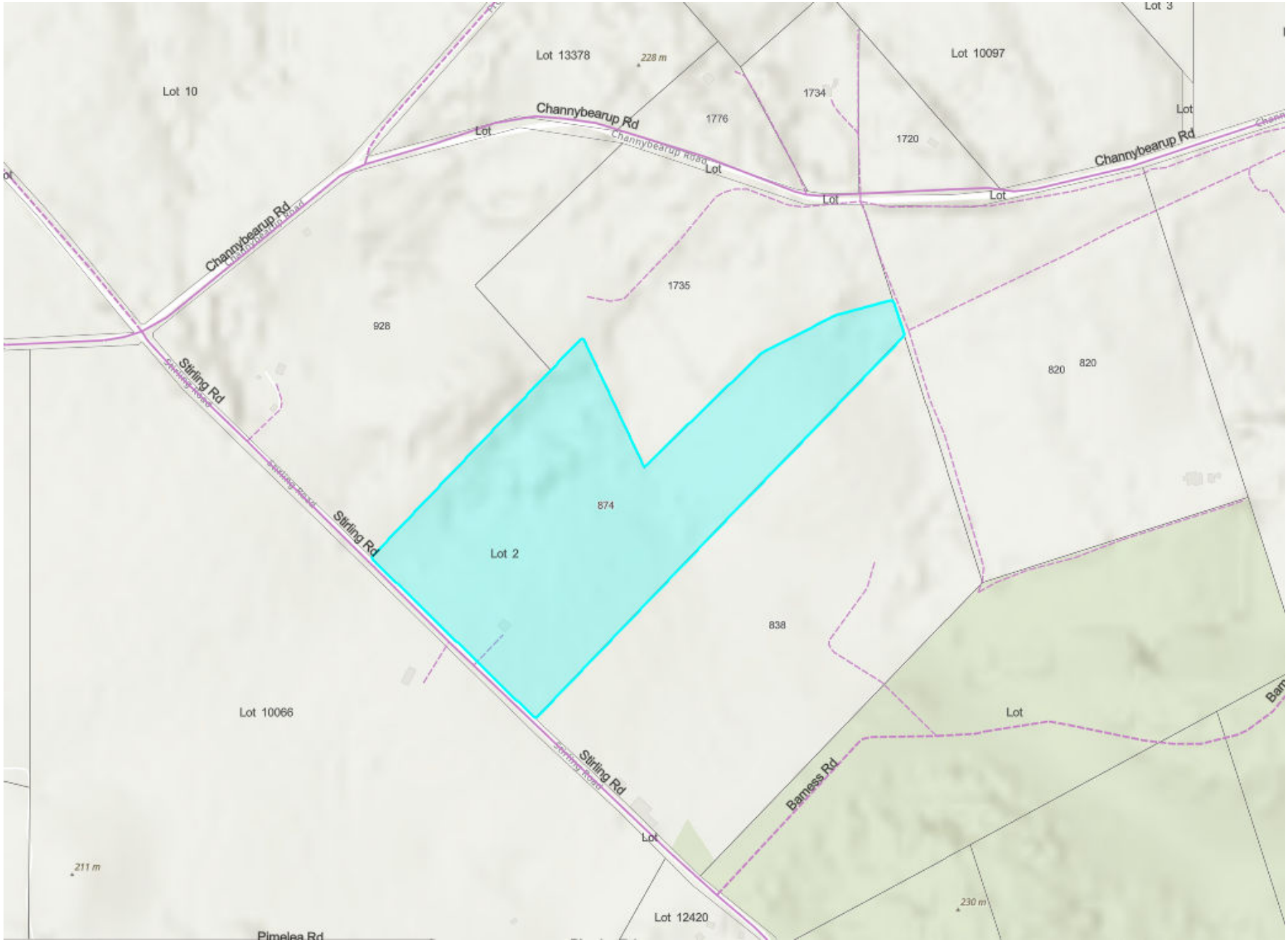
Advice to Applicant

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.**

ATTACHMENTS

1⇩	Management and Emergency Details for the retrospective Rural Workers at Lot 2, 874 Stirling Road Channybearup	6 Pages
2⇩	Submission raising concern	1 Page

Draft


Lot 13378
228 m
Lot 10097
Lot 3
Lot 10
1734
Channybearup Rd
1776
Lot
1720
Lot
Channybearup Rd
Channybearup Road
Lot
Lot
Lot
Channybearup Rd
1735
928
820
820
Stirling Rd
Stirling Road
874
Lot 2
Stirling Rd
838
Lot 10066
Lot
Barness Rd
Stirling Rd
Lot
211 m
230 m
Lot 12420
Pimelea Rd

WORKERS ACCOMMODATION (RURAL)

MANAGEMENT PLAN

Property and Approval Holder Details	
Residential Building Address	874 Stirling Road, Channybearup WA 6260
Approval Holder (i.e. Property Owner)	
Landowners Residential Address (i.e. Not a PO Box)	
Landowners Postal Address (If not same as residential address)	
Landowners Daytime Contact Number(s)	
Landowners Email	
Preferred Day/Time for Inspections	

Manager's Details Ideally Local	
Name of Manager	
Residential Address (i.e. Not a PO Box)	
Postal Address (If not same as residential address)	
Day Time Contact Number	
All-Hours Contact Number (To be made available to guests)	

Management Details	
Number of Bedrooms (Attach scaled floor plan showing areas)	House: 4 bedrooms Donga: 4 bedrooms
Maximum number of residents able to be accommodated at the premises. (Attach scaled floor plan showing number of people per room and bed layout)	House: 5 people Donga: 4 people (1 per bedroom) Total: 9 people
Location and number of car parking spaces (provide parking management plan or statement)	Parking for up to 12 cars.
How is water supplied to the premises? If an on-site water supply is provided, provide details of type and capacity.	On-site water supply consists of UV treated rainwater and dam water.

Cooking or Catering management	Tenant (Castro Orchards) is responsible for cooking.
Detail the cleaning and servicing arrangements.	Tenant (Castro Orchards) is responsible for cleaning.
Detail rubbish disposal arrangements.	Tenant (Castro Orchards) has free use of Delroy Orchards' skip bin directly across the road at 10066 Stirling Road.

Other Comments on Management

Management Plan should be submitted that outlines how the development will be managed, used and operated to ensure that the site will not adversely impact surrounding properties.

Where private kitchen facilities are provided, there should be adequate room for a microwave, stove top cooker, fridge, clear bench space, sink with both hot and cold running water, as well as storage and a space for waste/ recycling.

Where private bathroom facilities are provided, there should be adequate room for a shower, toilet, washbasin and storage space.

Draft

EMERGENCY PLAN

A copy of this information is to be displayed in a prominent location in the workers accommodation for residents to refer to in the event of an emergency.

Property Details	
Legal property address *This is the formal property street address and locality as shown on the Certificate of Title.*	874 Stirling Road, Channybearup WA 6260
Nearest road intersection	Stirling Road & Channybearup Road
Local Government Area	Shire of Manjimup
Land line telephone number *If a land/fixed telephone is connected to the premises.*	N/A
Is there mobile phone / data coverage available. If so, which telcos?	Yes, Telstra
Bushfire Prone Area Status *Include Bushfire Attack Level if known*	

Emergency Contacts and Information	
National Emergency Service Number *Police, Ambulance, Fire*	000
State Emergency Service Assistance *Non-emergency*	132 500
Emergency Information *Phone and Website*	1300 657 209 www.dfes.wa.gov.au
Radio frequency of the official local emergency radio broadcaster *i.e. ABC Local Radio*	738 AM
Nearest Emergency Muster Point *Include route map if required.*	Front gate of 874 Stirling Road, Channybearup
Nearest Evacuation Centres	Pemberton Sports Club

Nearest Hospital Information (24hr Emergencies)	
Name	Pemberton Northcliffe Health Service
Address	12 Railway Crescent, Pemberton WA 6260
Distance from Workers Accommodation	10.3 KM
Telephone Number	9776 4000

Bush Fire Brigade Information (if outside of a Townsite or settlement)	
Name of local brigade	Pemberton
Name of local fire control officer	Rangers
Phone number for local fire control officer	9771 7777

Draft

Site Specific Emergency Matters	
Any Site Specific Emergency Situations that may occur that guests should be made aware of?	
☐	Flooding
☐	House Fire
☐	Bush Fire
☐	Snakes
☐	Mosquitos
☐	Other

Other Matters

Draft

874 Stirling Road – Emergency Muster Point



Karleha Brown

From: [redacted]
Sent: Monday, 28 September 2026 3:00 AM
To: Submissions MailBox
Subject: CM: Objection – DA26/108 Retrospective Rural Workers Accommodation, Lot 3 (874) Stirling Road, Channybearup

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 – DA26/108 – Retrospective Rural Workers Accommodation for Five (5) Additional Lodgers at Lot 3 (874) Stirling Road, Channybearup

I lodge this objection to DA26/108 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 object to retrospective approval for the following reasons.

1. Retrospective approval should not be the default

The application is for additional lodgers already in place, or already created, without prior approval. Retrospective applications put neighbours and the public in the position of commenting on a use that is already operating. That undermines the Scheme. The starting point should be that the unauthorised intensification cease until a complete prospective application is assessed. Regularising a breach encourages others to occupy first and apply later.

2. Cumulative occupancy, not just "five extra"

Five additional lodgers cannot be assessed in isolation. The Shire must state:

- the current lawful occupancy;
- the unauthorised extra occupancy;
- the total number now sought;
- whether the buildings, bathrooms, kitchens and effluent system were designed for that total.

If the total takes the premises to lodging-house scale (more than six persons excluding the keeper's family), Health Act registration, Building Code Class 1b / 3 requirements and fire safety upgrades apply. Those should be resolved before any planning approval, not after.

3. Incidental rural workers use

Rural Workers Accommodation must be incidental to agriculture on the landholding. Additional lodgers suggest the site is being used as a workers hostel serving the wider district rather than as incidental farm accommodation. Unless the applicant proves each occupant is employed in agriculture associated with this land, the use is incorrectly classified.

4. Amenity at Channybearup

Stirling Road / Channybearup is a rural locality already under pressure from multiple workers-accommodation proposals, including the large cabin camp advertised at Lot 2 Channybearup Road. Further intensification on Lot 3 adds traffic on local roads, early-morning vehicle movements, noise and wastewater load. Cumulative impact on the locality should be assessed, not each application as if it stood alone.

5. Information and compliance package

I oppose approval unless and until the following are on the file and available for inspection:

- existing approval and current lawful occupancy;
- floor plans showing sleeping rooms and sanitary facilities for the total number sought;
- wastewater / septic design for the total occupancy;
- parking plan;
- management plan and 24-hour local manager;
- BAL / BMP and emergency evacuation plan;
- lodging-house application if the total exceeds six persons.

6. If approval is contemplated

Any approval contrary to this objection should be:

- time-limited to 12 months;
- capped at a stated maximum occupancy;
- conditioned on lodging-house registration and building compliance before continued occupation;
- subject to a requirement that unauthorised occupancy cease immediately if conditions are not met.

I request that DA26/108 be refused. If officers recommend approval I request determination by Council and notice of the meeting date.

Please confirm receipt of this submission and that it will be placed on the file.

Yours faithfully

[redacted]

Draft

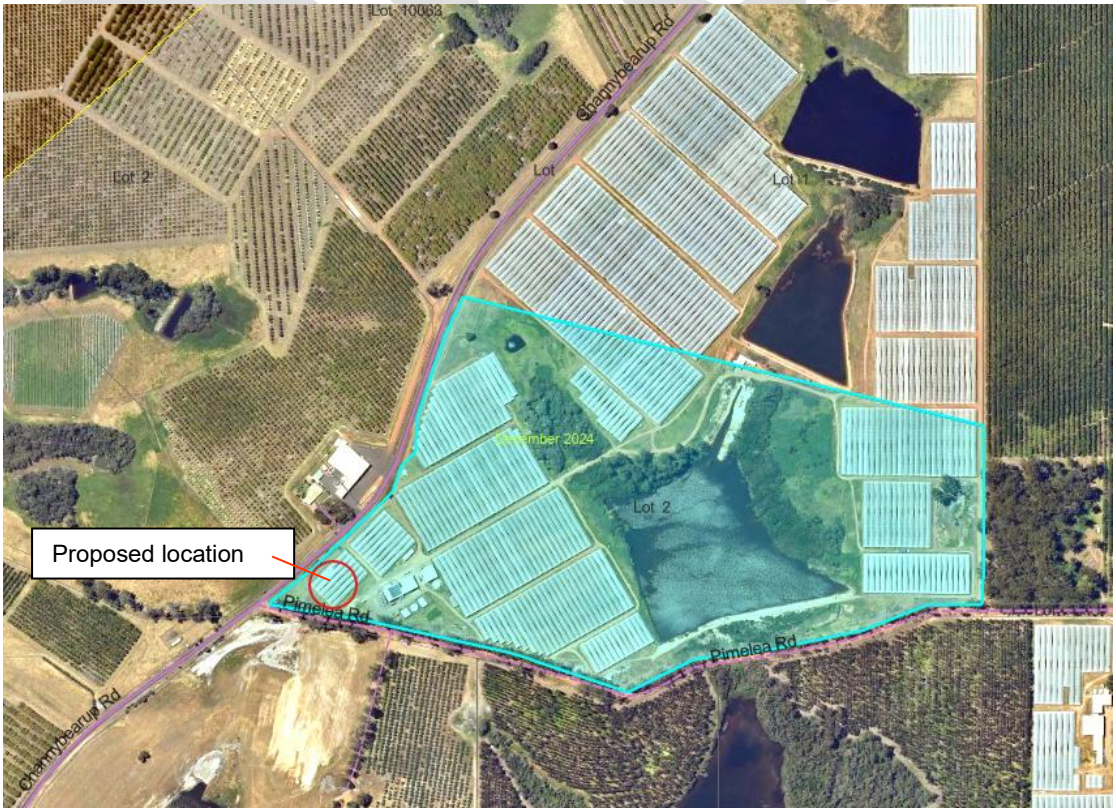
ATTACHMENT

9.5.3 Proposed Rural Workers Accommodation (90) at Lot 2 Channybearup Road, Channybearup

PROPONENT	Foslyn Consulting
OWNER	Berry Sweet Strawberry Farm Pty Ltd
LOCATION / ADDRESS	Lot 2 Channybearup Road, Channybearup
WARD	Rural
ZONE	Priority Agriculture
DIRECTORATE	Development Services
FILE REFERENCE	DA26/78 P54123
LEGISLATION	Planning and Development Act 2005
AUTHOR	Jocelyn Baister (Manager Planning Services)
DATE OF REPORT	5 October 2026
DECLARATION OF INTEREST	Nil

BACKGROUND

Lot 2 is 39.4ha in area and forms part of a multi-lot property along with Lot 1 Channybearup Road, Channybearup being Berrysweet berry farm. The subject land is located at the intersection of Pimelea Road and Channybearup and comprises of a large dam, remnant vegetation, grow tunnels, a packing shed, a number of water tanks and dwellings. A location plan is provided below.



At its 3 October 2013 Ordinary Council Meeting, Council considered and approved an application for two transportable dwellings for Rural Workers Accommodation, a toilet block and lunchroom at the property. The accommodation for no more than six (6) workers was to house the farm manager, the shed manager and their respective partners. These transportables appear to still be located on the property with additions constructed over time.

The current application seeks approval for Rural Workers Accommodation that consists of:

- 15 (3x1) accommodation units – 45 bedrooms – 90 people
- One (1) common room for shared recreation and dining facilitates
- One (1) laundry facility
- Setback 25m from Channybearup Road, 10m from Pimelea Road
- Parking for 12 cars
- Manager located on the property

Accommodation will be for seasonal agricultural workers with occupancy periods varying from several weeks to nine (9) months during peak harvesting and production seasons. A copy of the proposal is provided 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, and a notice in the local newspaper. Referrals were sent to Department of Health (DoH), Department of Primary Industries and Regional Development (DPIRD) and the Department of Fire and Emergency Services (DFES).

At the close of consultation, one objection was received from a member of the public and comments were received from DPIRD, DoH and DFES.

Copies of the correspondence is attached.

ATTACHMENT: 9.5.3 (2)

COMMENT

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

Zone Purposes and Objectives

The provisions of the Scheme include the subject site and surrounding properties within the Priority Agriculture Zone. As detailed in Clause 4.4 of 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, including market gardens, orchards and vineyard enterprises.

Consistent with this purpose, the objectives of the zone include a requirement to *"avoid the introduction of land uses and subdivision not related to agriculture including rural residential proposals".*

As the occupants of the accommodation will be workers employed in the local farming industry, 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 within 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 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 application as submitted aligns with the definition above.

Land Use Permissibility

'Rural Workers' Accommodation is an 'A' land use within the zone. An 'A' land use being a use, which is not permitted unless the local government has exercised its discretion by granting approval after giving special notice in accordance with Clause 9.6. As detailed in the public consultation section above, advertising of the application has been completed and the proposal can now be determined.

Parking Requirements

Table 2 Carparking requirements sets out the minimum number of car parking spaces for relevant land uses, whilst Rural Workers 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 parking for 12 cars on the site plan, however was encouraged to provide one per cabin. Given the workers will be working on the property or at a nearby farm and using buses for transport, the provision of 12 car parking spaces in supported and will be monitored for any issues if a shortfall is occurring.

Policy Position Workforce Accommodation

Over the past 12 months Shire staff have been developing policy positions for workforce accommodation on both rural and residential land. At its September 2026 Ordinary Council Meeting, Council considered the assessment method for workers accommodation on residential land, however have not yet considered the position on rural land.

The proposed aim of a local planning policy addressing rural workers accommodation is to outline:

a) The suitability of the site to be developed for the proposed use.
b) The siting of the land use in the context of surrounding existing and proposed land uses.
c) Access and egress to the site by vehicles and pedestrians.
d) Facility design and use including provision and/or access to recreation, entertainment and community services.
e) That the provision of workforce accommodation should be demonstrated through a demand assessment.

The draft policy introduces interpretations to define between agricultural workers verses project-based workers, operational (permanent) verses itinerant workers and the difference between small scale and a village accommodation.

Channybearup Road is a designated tourist route between Manjimup and Pemberton consisting of a number of tourist accommodation properties and local wineries. As such the visual aspect of the proposed accommodation is a valid consideration, to ensure that the visual amenity of the tourist route is protected. The subject property currently consists of grow tunnels.

The proposed development presents as four (4) 70sqm cabins with a 1.8m separation between the cabins and a proposed setback of 25m. The applicant was requested to confirm the setback measurements as it appears that the proposed measurement of the setback would be 18m from the road boundary. Confirmation has been received that the setback will be 26m. The proposed 26m setback is 4m less than the Scheme requirement. Given the site's prominent visual location from the road, it is recommended that compliance with

the 30m setback be imposed as a condition, as on balance this appears achievable.

Should Council consider that the street could use a landscaping improvement, a condition could be imposed requiring buffer landscaping to provide both a visual buffer to the cabins and assist with road traffic noise mitigation for the workers.

Bushfire Risk

The subject property is located within an area designated as Bushfire Prone by the Commissioner of Fire and Emergency Services. The applicant has prepared a Bushfire Attack Level (BAL) assessment and a Bushfire Management Plan (BMP). The Shire and DFES has assessed the information and as a result recommend that the applicant provide adequate rain water tanks to deliver approximately 10,000l per cabin.

Internal Department Assessment

The proposed development will need to meet the requirements of the *Health (Miscellaneous Provisions) Act 2016* and the *Building Act 2011* to be considered compliant. The room sizes have been assessed against the Health Local Law and the number of lodgers proposed to accommodate is consistent with these requirements.

Following planning approval, a certified building approval will be required to classify the building to a class 3 building for accommodation purposes. Then prior to occupation, a lodging house permit will also be required to be obtained for the lodging of the 90 persons.

An advice note in regard to these aspects should be included on any approval granted by Council.

Submissions Received

As mentioned above, one objection was received by a member of the public who raised a number of concerns about:

- the demonstrated demand for the accommodation,
- whether the cabins constitute dwellings under clause 5.34.2.7, of the Scheme, the assumed building classification,
- the acoustic privacy and the suitability of the sleeping environment of each cabin,
- parking requirements,
- access, amenity and integration with the wider community,
- whether adequate wastewater system can be provided,
- limited information relating to water supply, food cooking facilities, food storage, dining areas, laundry equipment, toilets, showers, indoor common areas and outdoor recreation,
- bushfire and emergency evacuation planning,
- assessment of agricultural interface with residential use,
- the strategic implications on settlement and growth of Pemberton.

The submission raises a number of valid matters for consideration and all have formed part of the assessment. Other matters have received preliminary assessment by internal departments and will receive a full assessment during the application processes for Building Permit, Septic Permit and Lodging House Permit applications.

There are limited development standards within the Scheme to require additional documentation from the application that covers the demand, parking standards and strategic implications for the town settlement. The Scheme infers that a 100m buffer would be appropriate between dwellings and agricultural land uses to protect the health and amenity of occupiers.

With regards to the strategic implications of the settlement of Pemberton, it is acknowledged that the Shire does not have a strategic policy around the location of rural workers accommodation. This being a discretionary land use within the zone, the application has been assessed on its merits.

DPIRD
DPIRD did not object to the proposed rural workers accommodation at the abovementioned lot as it is solely intended for seasonal workers performing various farm duties on the property.

DoH
The DoH did not support the proposal as there was insufficient information provided on wastewater management and also provided advice with regards to mosquito management.

Advice on these elements is recommended on any approval of Council.

DFES
DFES has advised that the BMP has not demonstrated compliance with the acceptable solutions of State Planning Policy 3.7 Bushfire and associated Guidelines. Shire staff have reviewed the comments and as a result will be recommending additional water supplies to be provided with an allocated supply for firefighting purposes.

Conclusion
Subject to compliance with the applicable planning provisions and the imposition of conditions to address relevant planning considerations, the proposal is considered to provide accommodation for rural workers in a manner that can be appropriately managed without causing unacceptable impacts on the surrounding area. Accordingly, approval of the development is recommended.

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.

Strategies

B5 Collaborate with other stakeholders to develop a transient and seasonal worker strategy to balance their safety, accommodation and employment needs with the needs and 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 the application.

Economic: Accommodating rural workers on the property supports the agricultural productivity on the property.

Social: Nil.

VOTING REQUIREMENTS: SIMPLE MAJORITY

OFFICER RECOMMENDATION

That Council in accordance with Part 10 of Local Planning Scheme No. 4 grants planning approval for 'Rural Workers Accommodation' at Lot 2 Channybearup Road, Channybearup (Application TP2026/100) as shown at Attachment 9.5.3 (1) and subject to the following conditions and advice:

1. The development hereby approved is to be carried out in accordance with the approved plans and specifications 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
A-00 A	Site Location	26 June 2026
A-01 A	Site Plan	26 June 2026
A-02	Floor Plan Cabin	4 June 2026
A-03	Elevation Cabin	4 June 2026
A-05	Floor Plan Laundry	4 June 2026
A-06	Elevation Laundry	4 June 2026
A-07	Common Room Plan	4 June 2026
1.	Worker Management Plan and Code of Conduct	6 July 2026
2.	Bushfire Management Plan and Emergency Management Plan	4 June 2026

2. **Notwithstanding Condition 1, the development hereby approved is to achieve a 30m setback to Channybearup Road, unless otherwise approved by the Chief Executive Officer.**

3. **The car parking spaces, access ways and vehicle manoeuvring areas shown on the approved plan shall be laid out and constructed at the time of the development and prior to the occupation of the land and/or buildings for their approved purpose and those areas shall thereafter be permanently maintained by the owner/occupier as vehicle parking and manoeuvring areas to the satisfaction of the Shire of Manjimup.**

4. **An adequate potable water supply shall be supplied for the consumption by the Rural Workers Accommodation and connected to the development prior to occupation of the building, additional water supply shall be provided for fire-fighting purposes and to the satisfaction of the Shire of Manjimup.**

<u>Advice to applicant</u>

1. **The proponent is advised that this development approval is NOT a building permit A certified building permit must be formally applied for and obtained from Building Services BEFORE the commencement of any site and/or development works;**

2. **The approved development must comply with all relevant provisions of the Health (Miscellaneous Provisions) Act 1911 (as Amended) and the National Construction Code.**

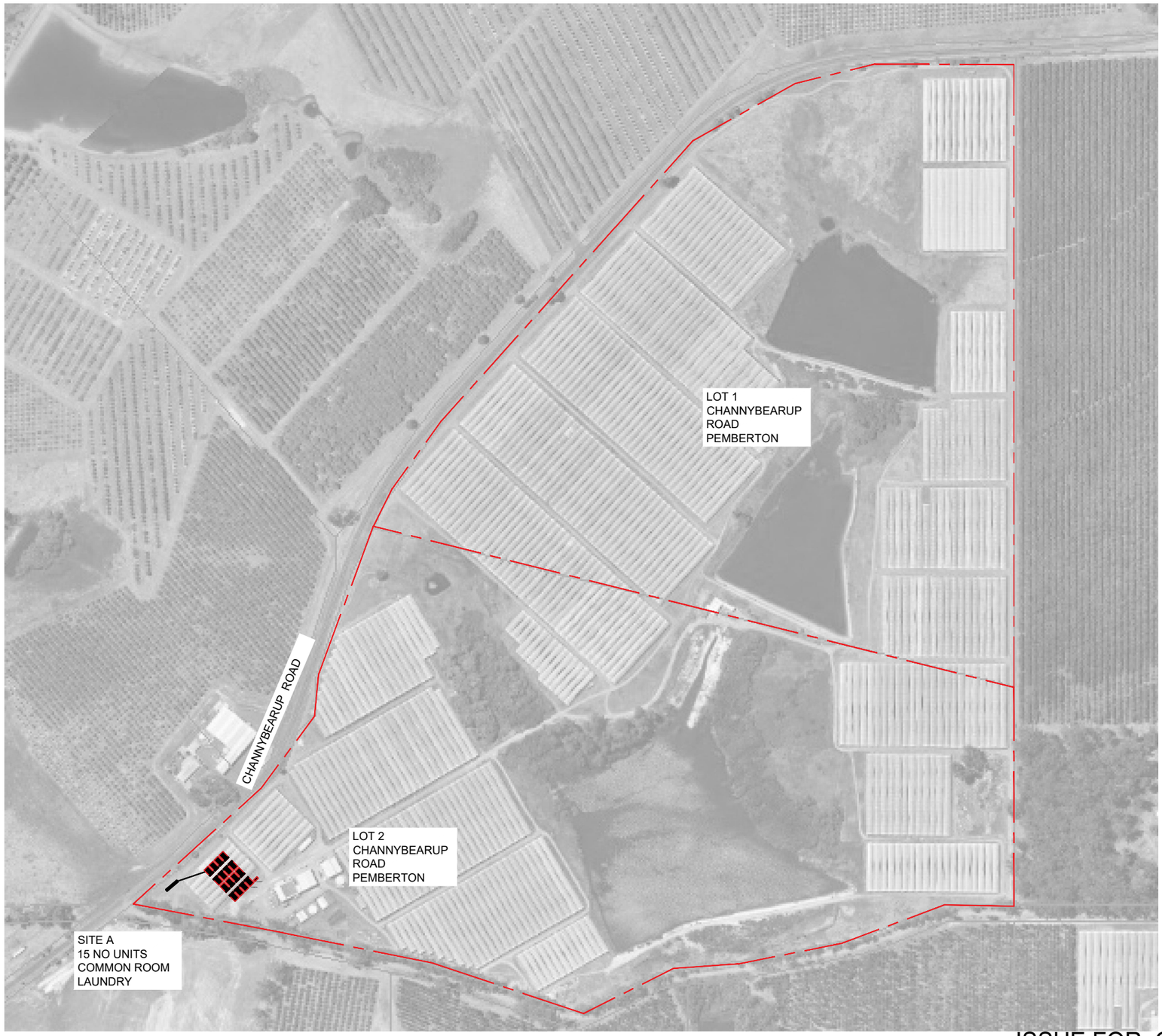
3. **The domestic storage referred to in point (3) above shall be fitted with a gate valve to enable fire brigade appliances to access the water for firefighting purposes.**

4. **A wastewater disposal system acceptable to the Shire of Manjimup and/or the Department of Health shall be installed to the satisfaction of the Shire of Manjimup.**
5. **The development the subject of this development approval is required to comply with Shire of Manjimup's Health Local Laws 2020; and**
6. **An application for a Lodging House shall be made to the Shire of Manjimup's Principal Environmental Officer for assessment and approval prior to commencing the use.**

ATTACHMENTS

1⇩	Attachment 1 - Development Application Information	87 Pages
2⇩	Attachment 2 - Submissions Combined	17 Pages

Draft



REV A 24/6/26 REVISED TO SUIT BAL REPORT

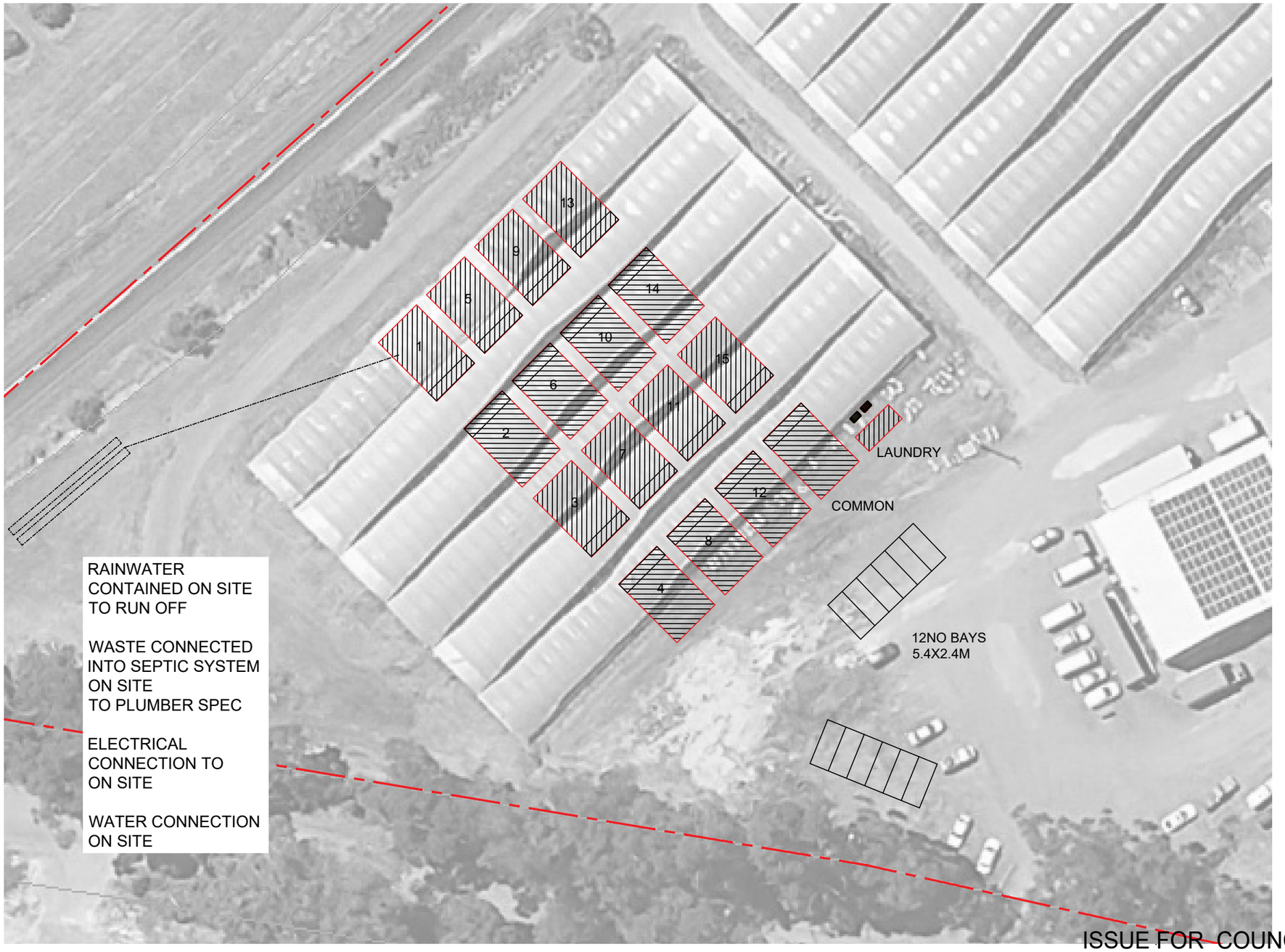
ISSUE FOR COUNCIL APPROVAL

01 – SITE PLAN
1:5000

GROUND LEVELS SHOWN ARE APPROXIMATE, BUILDER IS TO CHECK ALL LEVELS AND POSITION ONSITE WITH OWNER BEFORE COMMENCING WORK.

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ADDRESS: LOT 1 & 2 #1 CHANNYBEARUP ROAD PEMBERTON WA 6260	DRAWN: SJL	DATE: FEB 2026	SCALE: AS NOTED @ A3
PROPOSAL: PROPOSED WORKERS ACCOMMODATION SITE LOCATION	CHECKED	DATE	ISSUE: -
	AUTH.: MANJIMUP	DRAWING No.: A-00	REV.: A



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01 – SITE PLAN
1:500

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PARKING INDICATED

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GUTTER & DOWNPIPE CONNECTED TO SOAKWELLS

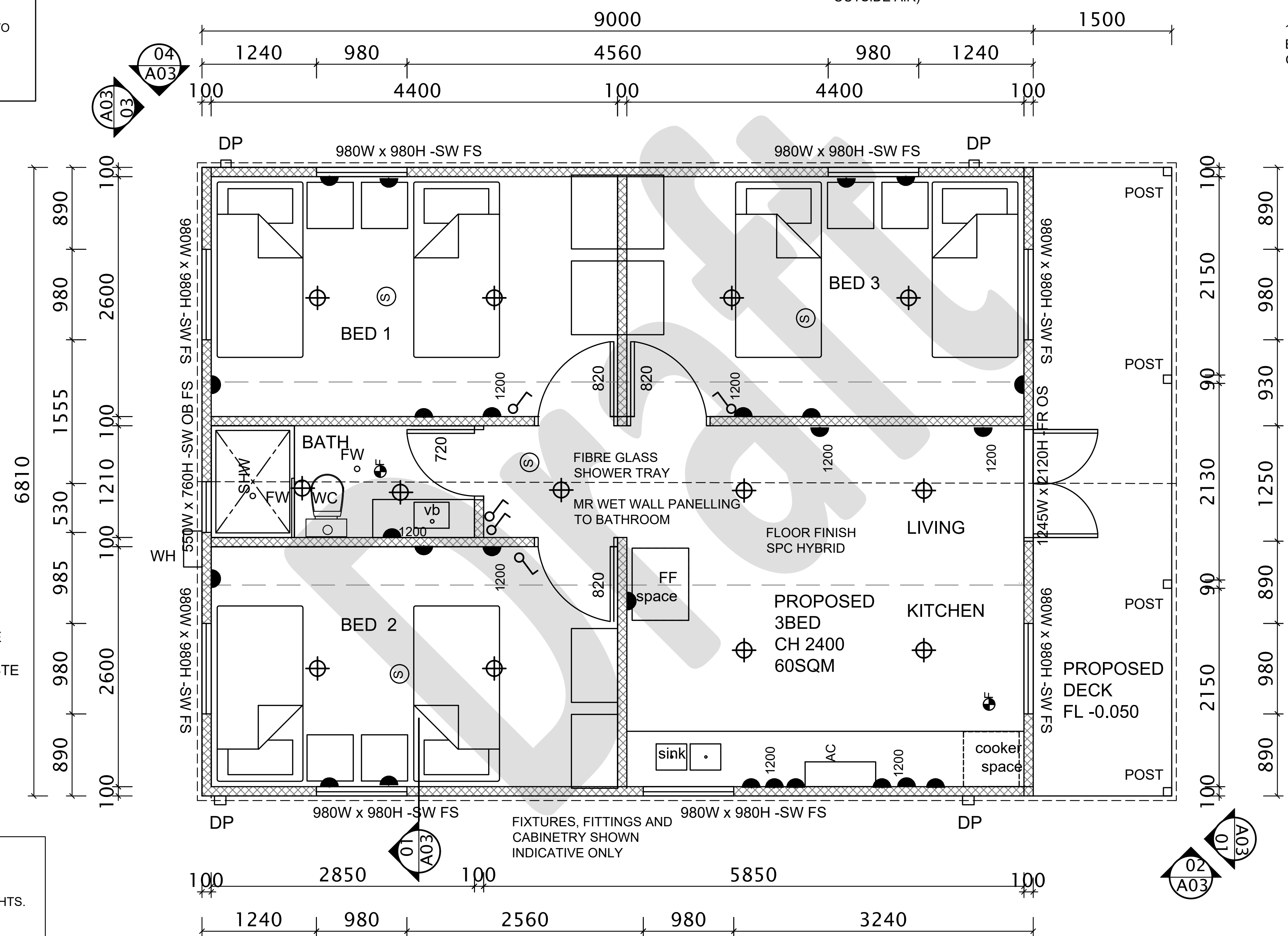
PROVIDE WATERPROOFING TO BCA 3.8.1 MIN HEIGHTS TO SHOWER AREA 1.8M BASIN 150MM

FLOOR FINISH TO SHOWER ROOM/ SET DOWN IN FLOOR TO FALLS TO FLOOR WASTE

1:60 FALL TO SHOWER WASTE

1:80 MIN FALL TO FLOOR WASTE

ALL SHOWER ROOM VERTICAL CORNERS AND WALL & FLOOR JUNCTIONS SHALL BE WATER PROOFED IN ACCORDANCE WITH AUSTRALIAN STANDARDS AS 3740



FLOOR PLAN
1:50

WALL TYPES LEGEND

STRUCTURAL TO ENGINEERS DESIGNS & SPECIFICATIONS

GALV FRAMED CONSTRUCTION WITH 100MM PIR INSULATED PANELS WITH 20MM WEATHERBOARD FINISH EXTERNALLY & COATED FINISH INTERNALLY

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LEGEND

- DP - DOWNPIPE
- (S) - SMOKE ALARM
- SW - SLIDING WINDOW
- FR - FRENCH DOORS
- FS - FIXED SCREEN
- OS - OPENABLE SCREENING
- F - FIXED GLAZING
- EF - EXTRACT FAN
- FW - FLOOR WASTE
- SHW - SHOWER
- VB - VANITY

HARD WIRED AUTOMATIC SMOKE ALARM SYSTEM INTERCONNECTED AND USING SCATTERED LIGHT, TRANSMITTED LIGHT OR IONIZATION TO AS 3786 -2014

MATERIALS

ROOF
INSULATED PIR PANELS
TRIM DEK FINISH
14 DEGREE PITCH
IN COLOUR MONUMENT

WALLS
INSULATED PIR PANELS
20MM WEATHERBOARD
EXTERNALLY
IN GREY COLOUR

CEILING 2.4M HIGH MIN

LIGHTING LEGEND
- RECESSED DOWNLIGHTS.
- LIGHT SWITCH
- GPO 300MM AFFL UNLESS STATED OTHERWISE
- SMOKE ALARM
- EXTRACT FAN

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		PROPOSAL PROPOSED WORKERS ACCOMMODATION FLOOR PLAN	AUTH. MANJIMUP DRAWING No. A-02	REV. -

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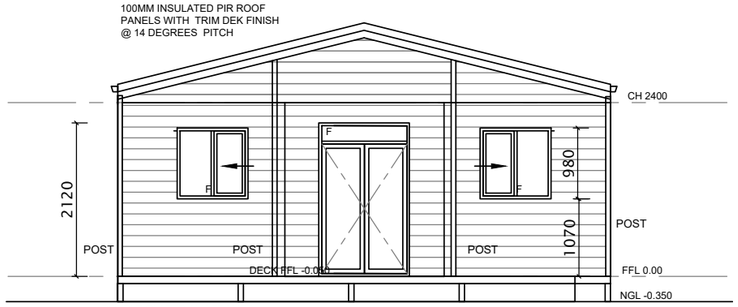
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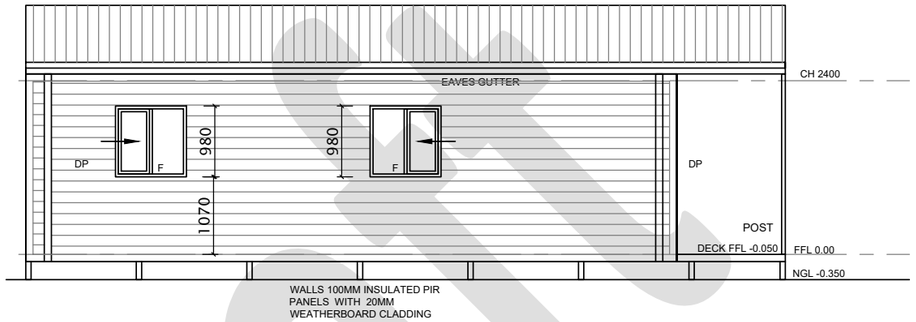
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PLUMBING NOTES

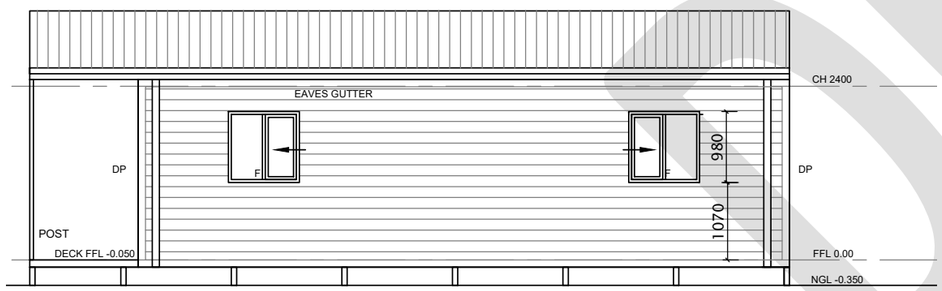
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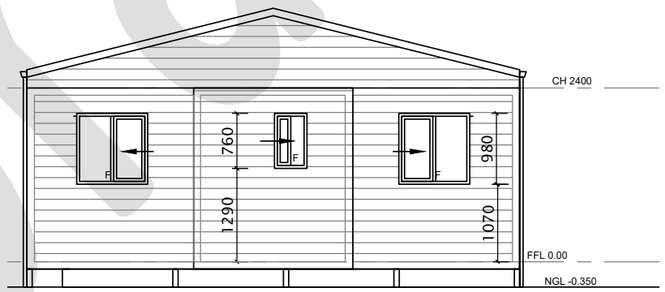
01 – FRONT ELEVATION 1:75



02 – SIDE ELEVATION 1:75



03 – SIDE ELEVATION 1:75



04 – REAR ELEVATION 1:75

LEGEND

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(S) - SMOKE ALARM
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14 DEGREE PITCH
IN COLOUR MONUMENT

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CEILING 2.4M HIGH MIN

PROVIDE WATERPROOFING TO BCA 3.8.1 MIN HEIGHTS TO SHOWER AREA 1.8M BASIN 150MM

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TRUSS ROOF WITH INSULATED PIR PANELS

GUTTER & DOWNPIPE CONNECTED TO SOAKWELLS

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	CHECKED	DATE	ISSUE: -
PROPOSAL: PROPOSED WORKERS ACCOMMODATION ELEVATIONS	AUTH.: MANJIMUP	DRAWING No.: A03	REV.: -

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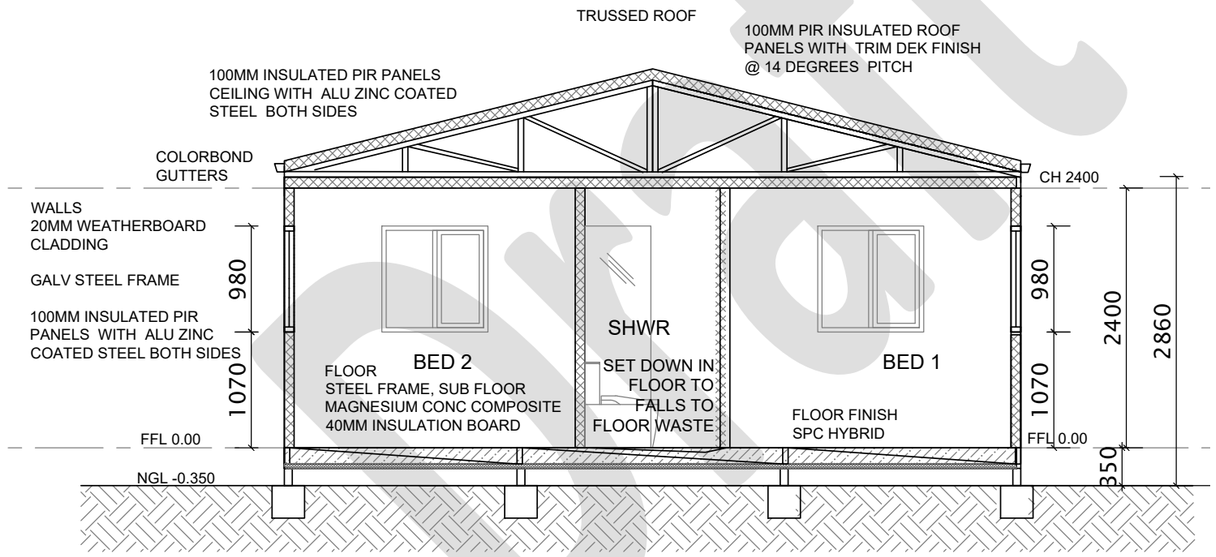
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S1 / – SECTION 1:50

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	AUTH.: MANJIMUP	DRAWING No.: A04	REV.: -

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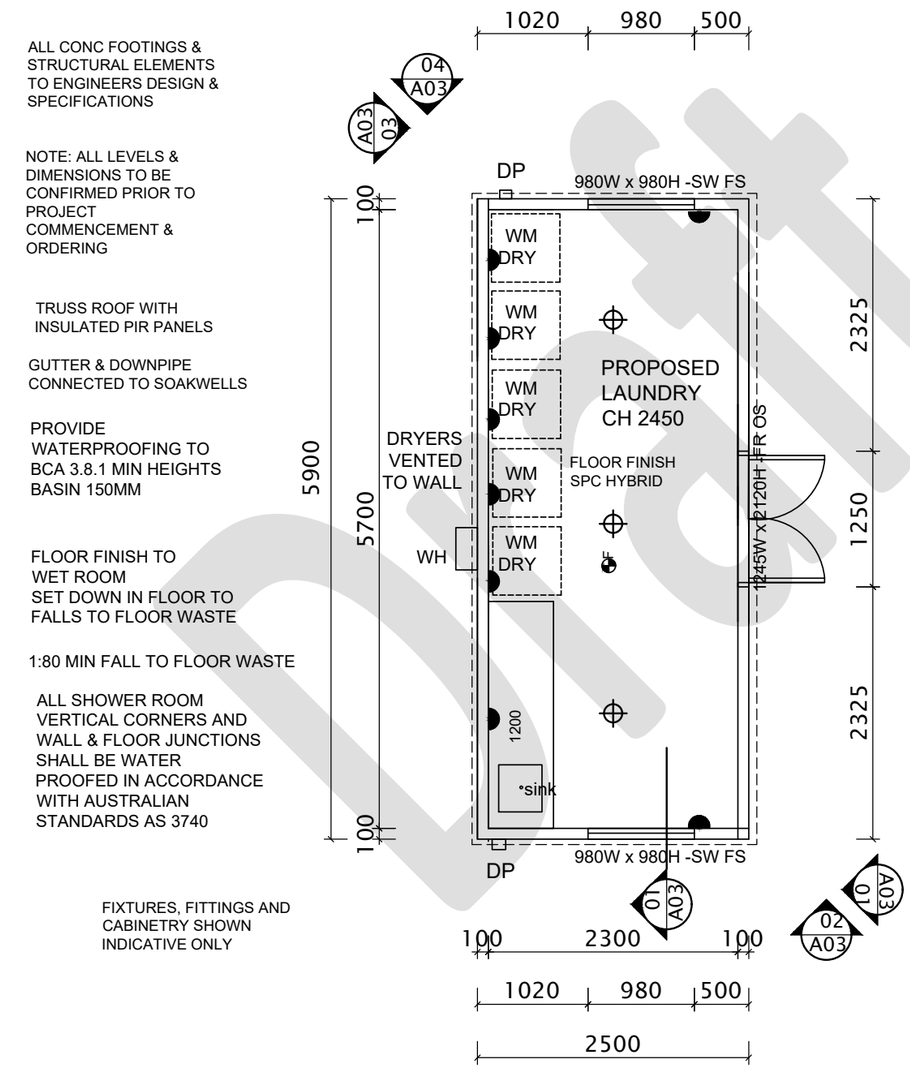
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ALL SHOWER ROOM VERTICAL CORNERS AND WALL & FLOOR JUNCTIONS SHALL BE WATER PROOFED IN ACCORDANCE WITH AUSTRALIAN STANDARDS AS 3740



FIXTURES, FITTINGS AND CABINETRY SHOWN INDICATIVE ONLY

WALL TYPES LEGEND

STRUCTURAL TO ENGINEERS DESIGNS & SPECIFICATIONS

GALV FRAMED CONSTRUCTION WITH 100MM PIR INSULATED PANELS WITH 20MM WEATHERBOARD FINISH EXTERNALLY & COATED FINISH INTERNALLY

INTERNAL WALLS GALV FRAMED WITH 100MM PIR INSULATED PANELS WITH COATED ALU/STEEL FINISH BOTH SIDES

FOR EXTERNAL FINISHES REFER TO ELEVATIONS

LEGEND

DP - DOWNPIPE
(S) - SMOKE ALARM
SW - SLIDING WINDOW
FR - FRENCH DOORS
FS - FIXED SCREEN
OS - OPENABLE SCREENING
F - FIXED GLAZING
EF - EXTRACT FAN
FW - FLOOR WASTE
SHW - SHOWER
VB - VANITY

HARD WIRED AUTOMATIC SMOKE ALARM SYSTEM INTERCONNECTED AND USING SCATTERED LIGHT, TRANSMITTED LIGHT OR IONIZATION TO AS 3786 -2014

MATERIALS

ROOF
INSULATED PIR PANELS
TRIM DEK FINISH
14 DEGREE PITCH
IN COLOUR MONUMENT

WALLS
INSULATED PIR PANELS
20MM WEATHERBOARD
EXTERNALLY
IN GREY COLOUR

CEILING 2.4M HIGH MIN

LIGHTING LEGEND

RECESSED DOWNLIGHTS.
LIGHT SWITCH
GPO 300MM AFFL UNLESS STATED OTHERWISE
SMOKE ALARM
EXTRACT FAN

01 – FLOOR PLAN 1:50

GROUND LEVELS SHOWN ARE APPROXIMATE, BUILDER IS TO CHECK ALL LEVELS AND POSITION ONSITE WITH OWNER BEFORE COMMENCING WORK.

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E: SAMANTHA@FOSLYN.COM.AU

ADDRESS: LOT 1 & 2 #1 CHANNYBEARUP ROAD PEMBERTON WA 6260	DRAWN: SJL	DATE: FEB 2026	SCALE: AS NOTED @ A3
	CHECKED	DATE	ISSUE: -
PROPOSAL: PROPOSED WORKERS ACCOMMODATION LAUNDRY ROOM FLOOR PLAN	AUTH.: MANJIMUP	DRAWING No.: A-05	REV.: -

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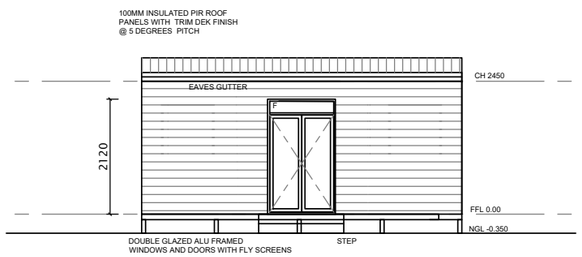
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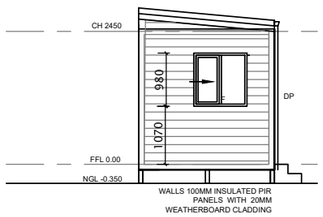
EXHAUST FAN VENTED AS PER AS1668.2 & CLAUSE 3.8.5.0 OF THE B.C.A (IF NOT ON OUTSIDE WALL TO BE DUCTED TO OUTSIDE AIR)

PLUMBING NOTES

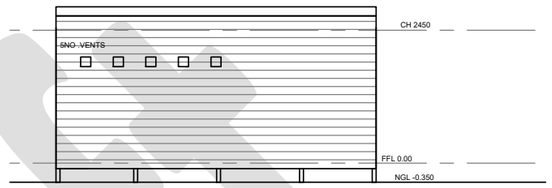
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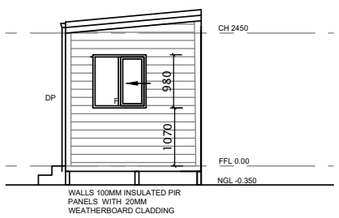
01 – FRONT ELEVATION 1:75



02 – SIDE ELEVATION 1:75



04 – REAR ELEVATION 1:75



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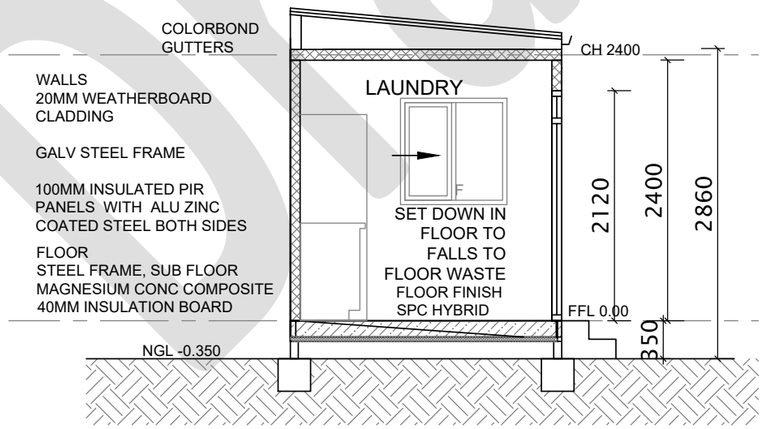
LEGEND

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NOTE
DIMENSIONS ARE MEASURED TO STRUCTURAL ONLY

REFER TO SCHEDULE & ELEVATIONS FOR FINISHES



S1 – SECTION 1:50

NOTE: ALL STRUCTURAL MEMBERS TO ENGINEERS DESIGN & DETAILS
NOTE: ALL LEVELS & DIMENSIONS TO BE CONFIRMED PRIOR TO PROJECT COMMENCEMENT & ORDERING

WALL TYPES LEGEND

STRUCTURAL TO ENGINEERS DESIGNS & SPECIFICATIONS

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EXTERNALLY
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CEILING 2.4M HIGH MIN

PROVIDE WATERPROOFING TO BCA 3.8.1 MIN HEIGHTS TO SHOWER AREA 1.8M BASIN 150MM

FLOOR FINISH TO SHOWER ROOM/ SET DOWN IN FLOOR TO FALLS TO FLOOR WASTE

NOTE: ALL LEVELS & DIMENSIONS TO BE CONFIRMED PRIOR TO PROJECT COMMENCEMENT & ORDERING

TRUSS ROOF WITH INSULATED PIR PANELS

GUTTER & DOWNPIPE CONNECTED TO SOAKWELLS

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ADDRESS: LOT 1 & 2 #1 CHANNYBEARUP ROAD PEMBERTON WA 6260
PROPOSAL: PROPOSED WORKERS ACCOMMODATION LAUNDRY ROOM ELEVATIONS SECTION

DRAWN	DATE	SCALE
SJL	FEB 2026	AS NOTED @ A3
CHECKED	DATE	ISSUE
		-
AUTH.	DRAWING No.	REV.
MANJIMUP	A06	-

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FLOOR FINISH TO SHOWER ROOM/ SET DOWN IN FLOOR TO FALLS TO FLOOR WASTE

1:60 FALL TO SHOWER WASTE

1:80 MIN FALL TO FLOOR WASTE

ALL SHOWER ROOM VERTICAL CORNERS AND WALL & FLOOR JUNCTIONS SHALL BE WATER PROOFED IN ACCORDANCE WITH AUSTRALIAN STANDARDS AS 3740

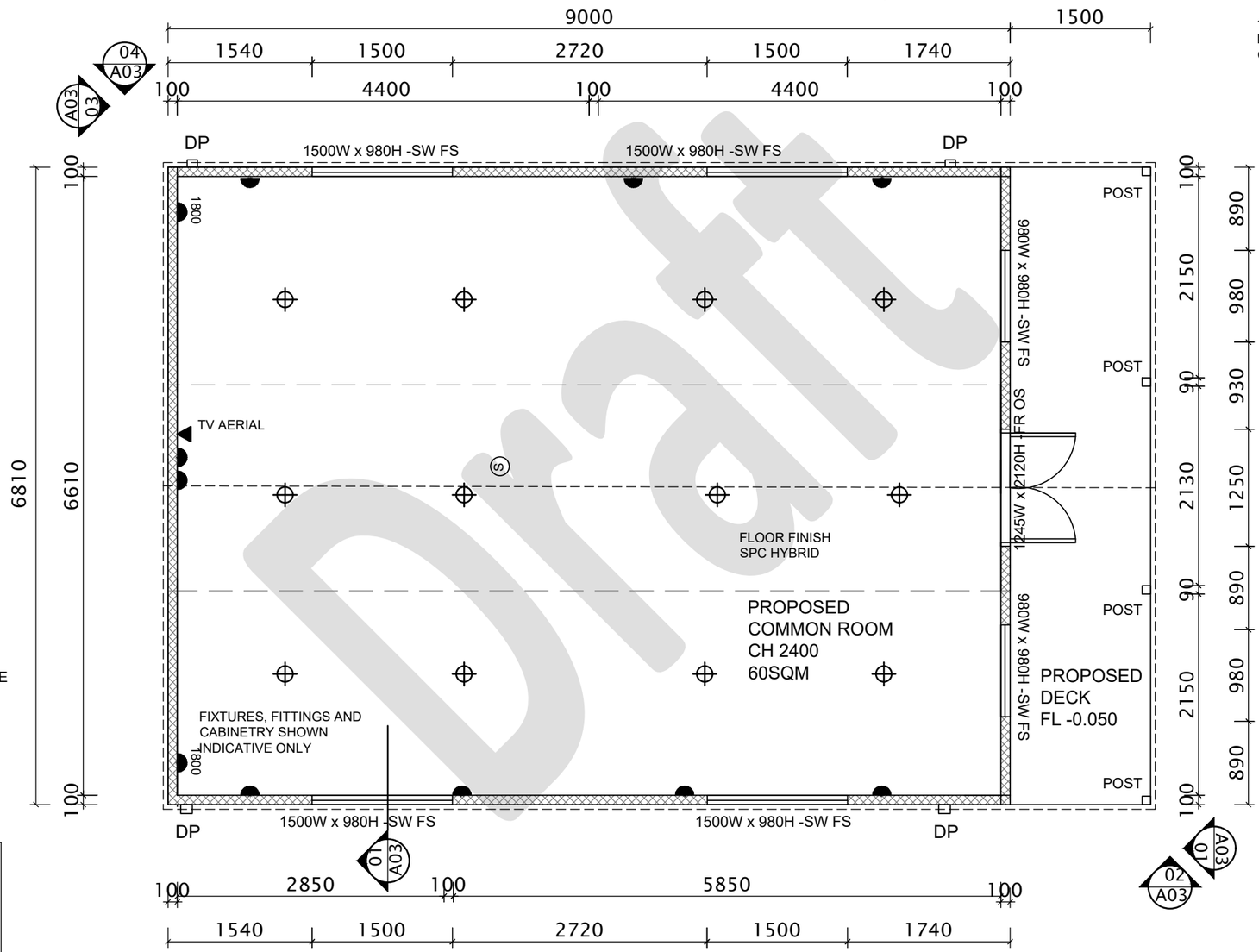
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PLUMBING NOTES

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LIGHTING LEGEND

RECESSED DOWNLIGHTS.
LIGHT SWITCH
GPO 300MM AFFL UNLESS STATED OTHERWISE
SMOKE ALARM
EXTRACT FAN

01 — FLOOR PLAN
1:50

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ADDRESS: LOT 1 & 2 #1 CHANNYBEARUP ROAD PEMBERTON WA 6260
PROPOSAL: PROPOSED WORKERS ACCOMMODATION COMMON ROOM FLOOR PLAN

DRAWN	DATE	SCALE
SJL	FEB 2026	AS NOTED @ A3
CHECKED	DATE	ISSUE
		-
AUTH.	DRAWING No.	REV.
MANJIMUP	A-07	-

Draft

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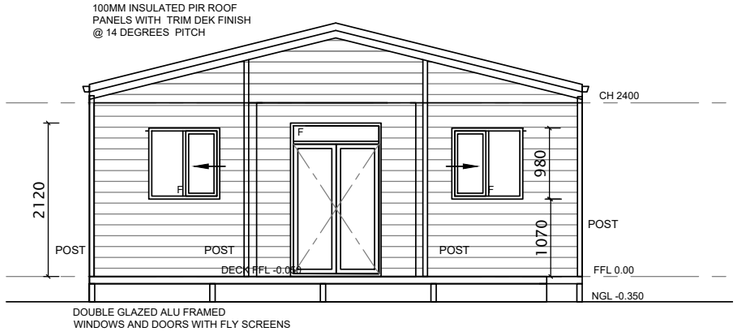
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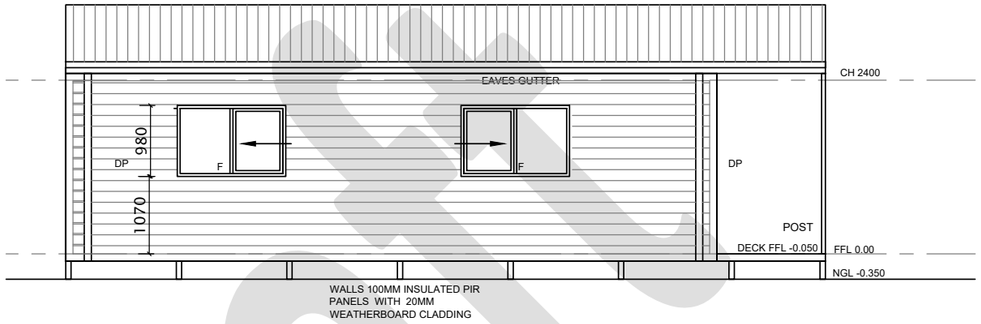
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PLUMBING NOTES

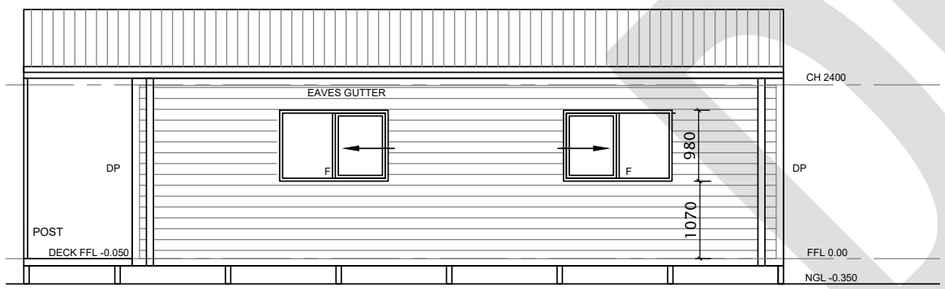
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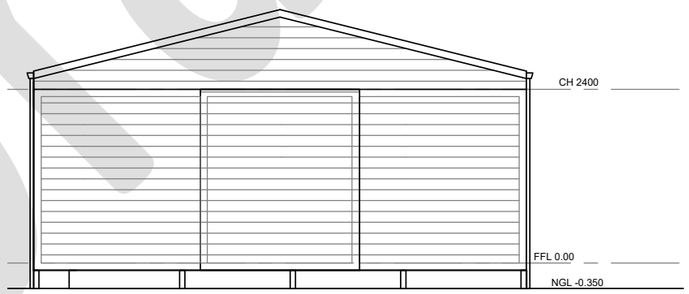
01 – FRONT ELEVATION 1:75



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ADDRESS: LOT 1 & 2 #1 CHANNYBEARUP ROAD PEMBERTON WA 6260	DRAWN: SJL	DATE: FEB 2026	SCALE: AS NOTED @ A3
	CHECKED	DATE	ISSUE: -
PROPOSAL: PROPOSED WORKERS ACCOMMODATION COMMON ROOM ELEVATIONS	AUTH.: MANJIMUP	DRAWING No.: A08	REV.: -

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14. DISCHARGE ALL WASTES TO SEWERAGE SYSTEM IN ACCORDANCE WITH THE LOCAL COUNCIL'S SPECIFICATION.
15. DISCHARGE ROOF WATER DRAINAGE TO STORMWATER CONNECTION POINT AS PER COUNCIL'S REQUIREMENT.
16. ROOFING CONTRACTOR AND PLUMBER TO ENSURE THAT THE NUMBER OF DOWNPIPES SHOWN ON PLAN IS ADEQUATE AND LOCATED IN THE OPTIMUM POSITIONS.

WALL TYPES LEGEND

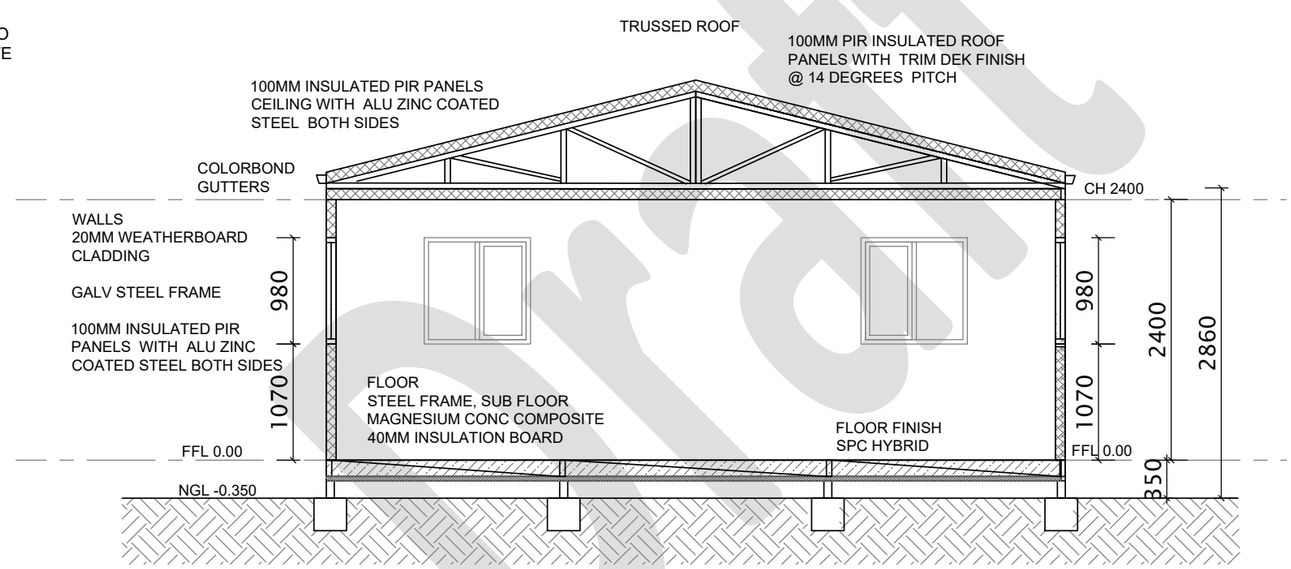
STRUCTURAL TO ENGINEERS DESIGNS & SPECIFICATIONS

GALV FRAMED CONSTRUCTION WITH 100MM PIR INSULATED PANELS WITH 20MM WEATHERBOARD FINISH EXTERNALLY & COATED FINISH INTERNALLY

INTERNAL WALLS GALV FRAMED WITH 100MM PIR INSULATED PANELS WITH COATED ALU/STEEL FINISH BOTH SIDES

FOR EXTERNAL FINISHES REFER TO ELEVATIONS

FLOOR FINISH TO SHOWER ROOM/ SET DOWN IN FLOOR TO FALLS TO FLOOR WASTE



FOUNDATION BLOCKS, AND WIND BRACING TO ENGINEERS DESIGN & SPECIFICATIONS.

NOTE: ALL STRUCTURAL MEMBERS TO ENGINEERS DESIGN & DETAILS
NOTE: ALL LEVELS & DIMENSIONS TO BE CONFIRMED PRIOR TO PROJECT COMMENCEMENT & ORDERING

S1 / – SECTION 1:50

NOTE
DIMENSIONS ARE MEASURED TO STRUCTURAL ONLY

REFER TO SCHEDULE & ELEVATIONS FOR FINISHES

MATERIALS

ROOF
INSULATED PIR PANELS
TRIM DEK FINISH
14 DEGREE PITCH
IN COLOUR MONUMENT

WALLS
INSULATED PIR PANELS
20MM WEATHERBOARD
EXTERNALLY
IN GREY COLOUR

CEILING 2.4M HIGH MIN

LEGEND

DP - DOWNPIPE
(S) - SMOKE ALARM
SW - SLIDING WINDOW
FR - FRENCH DOORS
FS - FIXED SCREEN
OS - OPENABLE SCREENING
F - FIXED GLAZING
- EXTRACT FAN
FW - FLOOR WASTE
SHW - SHOWER
VB - VANITY

HARD WIRED AUTOMATIC SMOKE ALARM SYSTEM INTERCONNECTED AND USING SCATTERED LIGHT, TRANSMITTED LIGHT OR IONIZATION TO AS 3786 -2014

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ADDRESS: LOT 1 & 2 #1 CHANNYBEARUP ROAD PEMBERTON WA 6260	DRAWN: SJL	DATE: FEB 2026	SCALE: AS NOTED @ A3
	CHECKED	DATE	ISSUE: -
PROPOSAL: PROPOSED WORKERS ACCOMMODATION COMMON ROOM SECTION	AUTH.: MANJIMUP	DRAWING No.: A09	REV.: -



	NAME	POT
	TRADESCANTIA SPATHACEA 'MOSES IN CRADLE'	14CM
	ASTELIA CHATHAMICA `SILVER SPEAR'	14CM
	PROPOSED TREE SPECIES TO COUNCIL GUIDELINES	90LTR

01 – SITE PLAN
1:500

GROUND LEVELS SHOWN ARE APPROXIMATE, BUILDER IS TO CHECK ALL LEVELS AND POSITION ONSITE WITH OWNER BEFORE COMMENCING WORK.

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ADDRESS: LOT 1 & 2 #1 CHANNYBEARUP ROAD PEMBERTON WA 6260	DRAWN: SJL	DATE: JUNE 2026	SCALE: AS NOTED @ A3
	CHECKED:	DATE:	ISSUE: -
PROPOSAL: PROPOSED WORKERS ACCOMMODATION LANDSCAPING PLAN	AUTH.: MANJIMUP	DRAWING No.: A-10	REV.: -

WORKERS ACCOMMODATION MANAGEMENT PLAN

Property Address:
105 Pimelea Road, Channybearup WA 6260

Accommodation Provider:
Berry Sweet Strawberry Farm Pty Ltd

Property Owner:
Cotswold Investments Pty Ltd

Purpose

This Management Plan outlines how Berry Sweet Strawberry Farm Pty Ltd will manage worker accommodation at 105 Pimelea Road, Channybearup to ensure the health, safety and wellbeing of residents while minimising impacts on neighbouring properties and the local community.

Accommodation Details

- Property used for seasonal worker accommodation.
- Maximum occupancy: 12 residents.
- Accommodation occupied by Berry Sweet employees only.
- Accommodation managed by Berry Sweet management and designated supervisors.
- Accommodation to be maintained in a clean, safe and habitable condition at all times.

Resident Induction

All residents will receive an induction upon arrival covering:

- Accommodation rules.
- Emergency procedures and evacuation plans.
- Waste management requirements.
- Respect for neighbours and the local community.
- Workplace and accommodation behavioural expectations.
- Alcohol and drug policies.

Residents will sign the Berry Sweet Worker Accommodation Code of Conduct prior to occupying the accommodation.

Neighbour Relations

Berry Sweet recognises the importance of maintaining positive relationships with neighbouring properties.

Measures include:

- Strict behavioural expectations for all residents.
- Quiet hours between 9:00 pm and 6:00 am.
- No parties or unauthorised gatherings.
- No excessive noise, music or disruptive behaviour.
- Immediate investigation of any neighbour complaints.
- Management contact details available for neighbours if concerns arise.

Draft

Alcohol and Drugs

Berry Sweet maintains a strict no-alcohol and no-drugs policy within the accommodation.

Residents are prohibited from:

- Possessing, storing or consuming alcohol on the property.
- Returning to the accommodation while intoxicated.
- Possessing or using illegal drugs.

Breaches may result in removal from accommodation and disciplinary action.

Accommodation Management

Berry Sweet will:

- Conduct regular inspections of the property.
- Ensure the property remains clean and well maintained.
- Address maintenance issues promptly.
- Monitor occupancy levels.
- Ensure residents comply with the Code of Conduct.

Waste Management

- Adequate rubbish and recycling facilities will be provided.
- Residents are required to dispose of waste appropriately.
- Bins will be presented for collection in accordance with local council requirements.
- The property will be maintained free of litter and waste accumulation.

Vehicle Management

- Vehicles must be parked in designated areas only.
- Access roads and neighbouring properties must not be obstructed.
- Residents must comply with all road rules.

Emergency Management

Emergency evacuation plans will be displayed within the accommodation.

Residents will be instructed on:

- Emergency assembly points.
- Emergency contact numbers.
- Fire safety procedures.
- Evacuation routes.

Complaints Procedure

Any complaints from neighbours, community members or authorities will be investigated promptly.

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Berry Sweet will:

- Record complaints.
- Investigate the matter.
- Take corrective action where required.
- Communicate outcomes with relevant parties where appropriate.

Property Manager Contact

Berry Sweet Strawberry Farm Pty Ltd

General Manager: Tom Wood
Phone: 0467 097 099

Alternative Contact:
Pemberton Farm Manager: Jakob Loew
Phone: 0448 010 206

Review

This Management Plan will be reviewed annually or whenever operational requirements change.

Signed:

Tom Wood
General Manager
Berry Sweet Strawberry Farm Pty Ltd

Date: _____

Draft

BERRY SWEET WORKER ACCOMMODATION CODE OF CONDUCT
105 Pimelea Road, Channybearup WA

Purpose

This Code of Conduct sets out the standards of behaviour expected from all workers residing in Berry Sweet accommodation. All residents are required to respect fellow occupants, neighbours, the property, and the local community.

The continued use of this accommodation is dependent on maintaining positive relationships with neighbours and the local community. Any behaviour that brings Berry Sweet, the PALM Scheme, or the accommodation into disrepute will not be tolerated.

Failure to comply with this Code may result in disciplinary action, removal from the accommodation, and/or employment consequences.

1. **Respect for Neighbours and the Community**

Residents must:

• Respect the peace and privacy of neighbouring properties.
• Be courteous and respectful to all members of the local community.
• Understand that their behaviour reflects on Berry Sweet and the PALM Scheme.
• Follow all directions given by Berry Sweet management regarding accommodation rules.

Residents must not:

• Play loud music or create excessive noise.
• Hold parties or social gatherings without approval.
• Use abusive, threatening, intimidating or offensive language.
• Engage in fighting, aggressive behaviour, harassment or bullying.
• Trespass onto neighbouring properties.
• Behave in a manner that causes concern, annoyance or disturbance to neighbours.

Quiet hours apply between 9:00 pm and 6:00 am daily.

2. **Anti-Social Behaviour**

The following behaviours will not be tolerated:

• Excessive noise.
• Fighting or threatening behaviour.
• Harassment, bullying or discrimination.
• Damage to property.
• Illegal activities.
• Behaviour that causes complaints from neighbours, the Shire, Police or community members.
• Conduct that negatively impacts the reputation of Berry Sweet or the PALM Scheme.

Any serious incident may result in immediate removal from the accommodation.

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3. **Property Care**

Residents must:

- Keep bedrooms and common areas clean and tidy at all times.
- Dispose of rubbish in designated bins.
- Participate in cleaning rosters where applicable.
- Report maintenance issues promptly.
- Respect all furniture, appliances and equipment.

Residents will be responsible for damage caused through negligence or deliberate actions.

4. **Visitors**

- Visitors are only permitted with prior approval from management.
- Visitors must leave the property by 9:00 pm unless otherwise approved.
- Residents are responsible for the behaviour of their visitors.
- Overnight visitors are not permitted.

5. **Alcohol and Drugs**

Berry Sweet maintains a strict no-alcohol and no-drugs policy within all worker accommodation.

Residents must not:

- Possess, consume, store or distribute alcohol anywhere on the property.
- Return to the accommodation while intoxicated.
- Bring visitors onto the property who are under the influence of alcohol or drugs.
- Possess, use or distribute illegal drugs.

Any breach of this policy will be considered serious misconduct and may result in:

- Immediate removal from the accommodation.
- Disciplinary action by Berry Sweet.
- Notification to PALM Scheme administrators.
- Possible termination of employment.

Berry Sweet provides accommodation in a residential community and is committed to maintaining a safe, respectful and disturbance-free environment for neighbours and fellow residents.

6. **Safety**

Residents must:

- Follow all emergency procedures and evacuation plans.
- Keep exits, hallways and access points clear at all times.
- Not tamper with smoke alarms, fire extinguishers, fire blankets or other safety equipment.
- Immediately report hazards, incidents or accidents.
- Participate in emergency evacuations when required.

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7. Vehicles

- Park only in designated areas.
- Do not block driveways, access roads or neighbouring properties.
- Drive safely and obey all road rules.
- Keep vehicle noise to a minimum, particularly during quiet hours.

8. Complaints and Breaches

Any complaint received from a neighbour, community member or local authority will be investigated immediately.

Repeated complaints or serious misconduct may result in removal from the accommodation regardless of whether the behaviour occurred during or outside normal working hours.

Breaches may result in:

- Verbal warning.
- Written warning.
- Removal from accommodation.
- Disciplinary action under Berry Sweet employment policies.
- Notification to PALM Scheme administrators.
- Termination of employment where appropriate.

Resident Declaration

I have read and understood the Berry Sweet Worker Accommodation Code of Conduct and agree to comply with all requirements during my stay.

Name: _____

Signature: _____

Date: _____

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BAL DE FIRE
BUSHFIRE PRACTITIONER
FPAA ACCREDITED - BPAD3: VIC, WA

BAL de FIRE

BPAD Bushfire Planning & Design Accredited Practitioner Level 3

BUSHFIRE MANAGEMENT PLAN

PROJECT DETAILS

DOCUMENT ID	26003W
PROJECT NAME	Bushfire Management Plan
SITE ADDRESS	Lot 1 Channybearup Rd Pemberton WA 6260
CITY	Augusta Margaret River

APPLICANT

NAME	Ben and Judy Joiner
COMPANY	Only Cabins Team
ADDRESS	Bakers Hill WA 6562
EMAIL	info@onlycabins.com.au
MOBILE	0421 960 388 0421 370 721
POSITION	Owner

This site assessment report was prepared by:

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EMAIL *david@baldefire.com.au*
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EMAIL
PHONE

Document Control

Revision	Purpose	Author / Reviewer	Date Submitted
A	Initial Submission	David Heath	14th May 2026

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FPA AUSTRALIA BRONZE MEMBER Fire Protection Association Australia

Bushfire Management Plan – BAL Contour

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Bushfire Management Plan – BAL Contour

I hereby declare that I am a BPAD accredited bushfire practitioner.
Accreditation No. 30269
Signature
Date 30/4/2026

Disclaimer

The recommendations and measures contained in this assessment report are based on the requirements of the Australian Standards 3959 – Building in Bushfire prone Areas, WAPC / DFES Guidelines for Building in Bushfire Prone Areas (State Planning Policy 3.7) and CSIRO's research into Bushfire behaviour. These are considered the minimum standards required to balance the protection of the proposed dwelling and occupants with the aesthetic and environmental conditions required by local, state and federal government authorities. They DO NOT guarantee that a building will not be destroyed or damaged by a bushfire. All surveys and forecasts, projections and recommendations made in this assessment report and associated with this proposed dwelling are made in good faith on the basis of the information available to the fire protection consultant at the time of assessment. The achievement of the level of implementation of fire precautions will depend amongst other things on actions of the landowner or occupiers of the land, over which the fire protection consultant has no control. Notwithstanding anything contained within, the fire consultant/s or local government authority will not, except as the law may require, be liable for any loss or other consequences, arising out of the services rendered by the fire consultant/s or local government authority.

Contact details for BAL de FIRE
Western Australia
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Bushfire Management Plan – BAL Contour

Bushfire management plan/Statement addressing the Bushfire Protection Criteria coversheet

Site address: Lot 2. Channybearup Road Pemberton

Site visit: Yes ☑ No ☐

Date of site visit (if applicable): Day 27th Month March Year 2026

Report author or reviewer: David Heath

WA BPAD accreditation level (please circle):

Not accredited ☐ Level 1 BAL assessor ☐ Level 2 practitioner ☐ Level 3 practitioner ☑

If accredited please provide the following.

BPAD accreditation number: 30269 Accreditation expiry: Month January Year 2027

Bushfire management plan version number: 26003W

Bushfire management plan date: Day 30th Month April Year 2026

Client/business name: Only Cabins Tean

	Yes	No
Has the BAL been calculated by a method other than method 1 as outlined in AS3959 (tick no if AS3959 method 1 has been used to calculate the BAL)?		✔
Have any of the bushfire protection criteria elements been addressed through the use of a performance principle (tick no if only acceptable solutions have been used to address all of the bushfire protection criteria elements)?		✔

Is the proposal any of the following (see SPP 3.7 for definitions)?	Yes	No
Unavoidable development (in BAL-40 or BAL-FZ)		✔
Strategic planning proposal (including rezoning applications)		✔
High risk land-use		✔
Vulnerable land-use	✔	

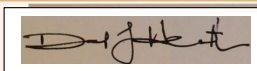
None of the above ☐

Note: Only if one (or more) of the above answers in the tables is yes should the decision maker (e.g. local government or the WAPC) refer the proposal to DFES for comment.

Why has it been given one of the above listed classifications (E.g. Considered vulnerable land-use as the development is for accommodation of the elderly, etc.)?

The proposal is for 15 Workers' Accommodation huts located in an agricultural regions. The workers are likely to be unfamiliar with the region and hazards and therefore the land use is a vulnerable use

The information provided within this bushfire management plan to the best of my knowledge is true and correct:

Signature of report author or reviewer 

Date 30th April 2026

EXECUTIVE SUMMARY

The proposed development is for the installation and operation of 15 Worker Accommodation Cabins for short term accommodation on a berry farm (Berry Sweet Farm) that has other facilities. This installation is a commercial use however the workers are likely to be unfamiliar with the region and are located in a high bushfire risk area where the site is remote and access to safety problematic during a bushfire event. For these reasons this proposal is a vulnerable land use.

The Lot has an area of 39.7Ha which is largely flat and is covered in greenhouse structures, and includes a large building, several small buildings and a significant water body in the centre of the lot. The concept drawings have some dimensions to locate the Cabins which are shown in the figures within the BMP. During the analysis of the bushfire hazards it became necessary to refine the siting layout in order to comply to the approved measures of the bushfire protection criteria, which is explained in the BMP.

The Lot is located approximately 140km SE of Margaret River. The site abuts Channybearup Road which provides immediate access to the west, north and south, and other interconnecting local roads which are all sealed and of good condition. The Township of Pemberton is 13km SE of the site by a sealed road and Manjimup 27km to the NE. both towns may provide safety during a bushfire. There are 2 entrances to the site, both off Pimelea Road near where the cabins are located that borders the southern boundary

The construction rating of the Cabins is to be BAL29. This rating is achieved by revising the siting of the Cabins and implementing an APZ, wholly contained within the boundaries of the site. No native vegetation is removed to create or maintain the APZ.

There is one 50,000L Water Tank solely for bushfire fighting which is installed on the site near the cabins. Access and egress to the cabins is via internal roads that are unsealed but are all weather and allow emergency services to get in close proximity to the cabins in the event of an emergency.

A Bushfire Emergency Evacuation Plan supports the bushfire protection measures. During days when the Fire Danger Rating is Catastrophic the site is to be closed. The primary response to a bushfire emergency should be evacuation. There are 3 main roads that lead from the site; one towards the west and ultimately Margaret River, another to the NE and Manjimup 27kms away, and the other to the SE and Pemberton which is 13kms away. All roads pass through land that is exposed to very high bushfire risk. To mitigate the risk of transiting via roads that maybe blocked during a bushfire it is essential to evacuate as early as possible when the threat of bushfire occurs. If, during a major bushfire event, the risk of evacuating has become too high then the best alternative is to shelter in the large associated building near the cabins as a last resort.

Bushfire Management Plan – BAL Contour

SECTION 1: PROPOSAL DETAILS



FIGURE 1: CONCEPTUAL DESIGN FOR 15 WORKERS CABINS – IMAGE 4TH MAY 2026

This BMP is based on the conceptual design for 15 Worker Cabins, dated 4th May 2026, that locates the Cabins in the western corner of the site with the configuration shown above. Most of the internal roads exist to the location of the cabins but are to be upgraded and built and maintained to details of Table 10, Appendix B of the Guidelines for Bushfire Planning. Refer to the Appendix and of the Shire of Manjimup Firebreak requirements. This proposal is for the 15 Workers Accommodation cabins.

As development of this BMP progressed the dimensions for the siting of the Worker Cabin Layout relative to the Site Boundaries were refined to enable an APZ to be installed that ensures the Heat flux exposure for all of the cabins is BAL29 or less. On the next page is Figure 2 that shows the final dimensions on which this BMP is based.

Bushfire Management Plan – BAL Contour



FIGURE 2: DETAILED DIMENSIONS FOR THE SITING OF THE 15 WORKER CABINS

The dimensions above must be used to site the building envelope and in turn the 15 Worker Cabins to ensure that the designed APZ will restrict the BAL to 29 or less.

Bushfire Management Plan – BAL Contour



FIGURE 3: 150M SURVEY LIMIT AROUND THE SITE.

The main access road is Channybearup Road that passes by the west boundary and enables movement to the east and then north, or to the south.

The southern boundary is bordered by Pimelea Road that leads to the SE and Pemberton 13kms away. Entrance to the site is off Pimelea Road through 2 gates adjacent to the main building and Cabins.

Bushfire Management Plan – BAL Contour

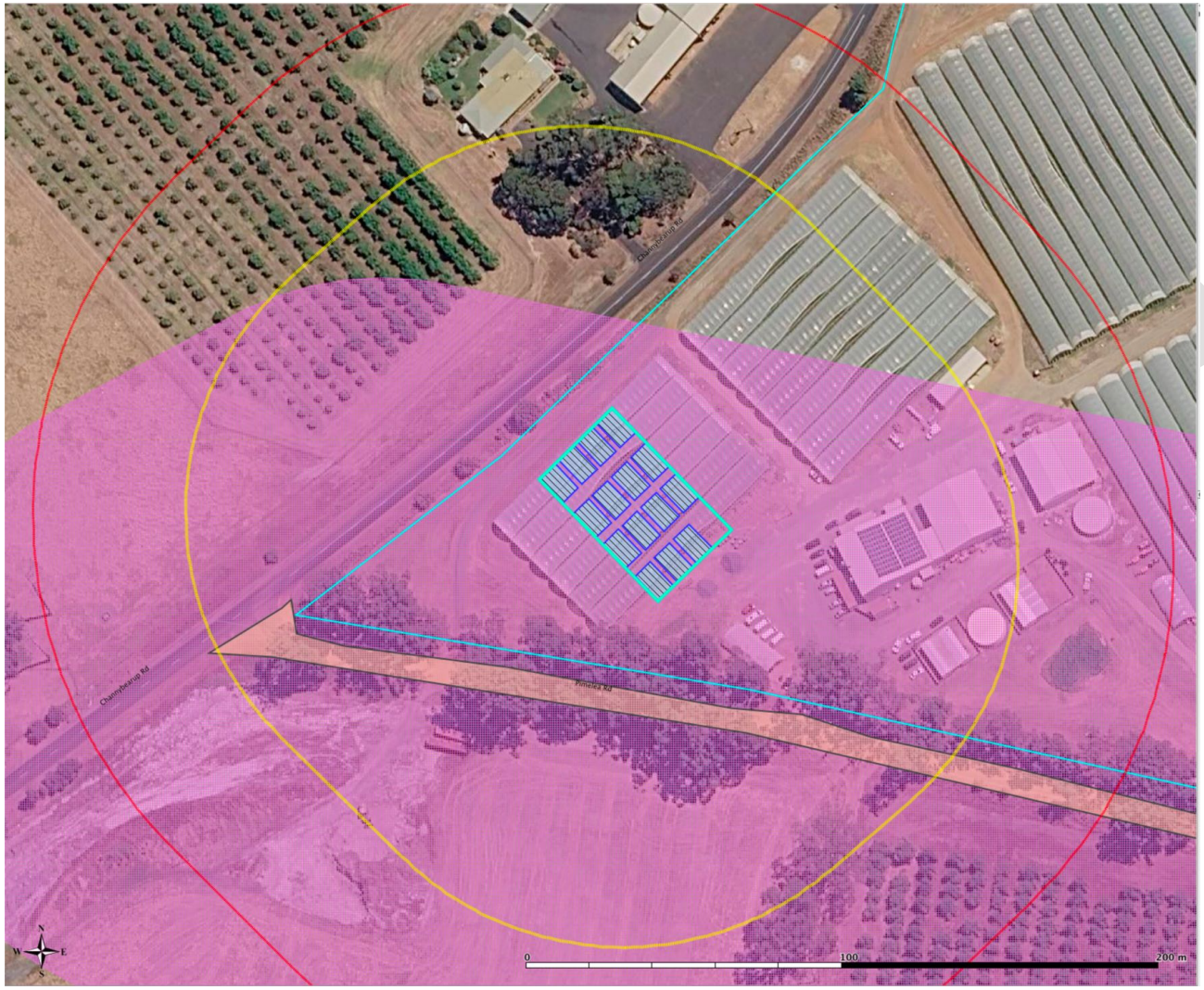


FIGURE 4: SITE WITHIN THE BPA TYPE 2

Only part of the site is within the BPA2 however all of the proposed accommodation cabins are within the BPA.

Section 2: Environmental Considerations

2.1: Native Vegetation – Modification and Clearing

There is native vegetation 1km to the NW and 1km to the south. Refer to figure 5 below. There is no clearance of native vegetation required on the site to locate and install the Cabins.



FIGURE 5: EXTENT OF NATIVE VEGETATION ON AND NEAR THE SITE.

SECTION 3: BUSHFIRE ASSESSMENT RESULTS

3.1 ASSESSMENT INPUTS

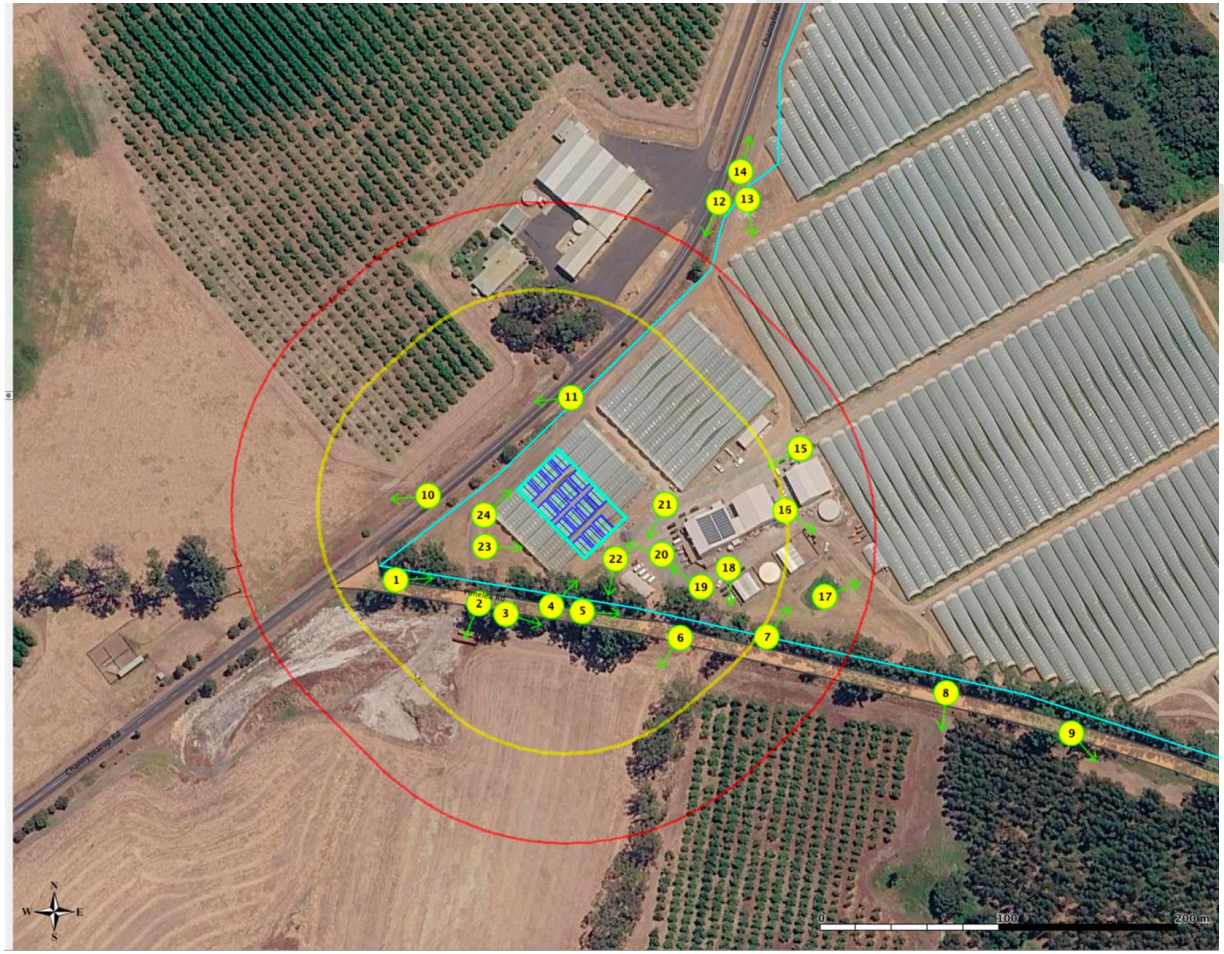


FIGURE 6: PHOTO POINT MAP

The Photo point map to the left shows the location and direction-of-view of photos taken to classify the vegetation around the site within the 150m survey area (red line). The yellow line marks the 100m survey line.

The numbered photo-points are to be cross-referenced to the photo descriptions in pages 13 to 20 that follow.

Bushfire Management Plan – BAL Contour



FIGURE 7: TOPOLOGY AND SLOPE ACROSS THE SITE

Most of the land within the 150m survey limit is flat or gently slopes up or down from the site.

Bushfire Management Plan – BAL Contour

Photo ID:	1	Plots: 6,9,10
Vegetation Classification:		
Excl 2.2.3.2 (e), Woodland		
Description / Justification for Classification		
Open Woodland of varying density lines both sides of Pimelea road. Road excluded. View is to the east and the land is flat.		



Photo ID:	2	Plots: 1,10
Vegetation Classification:		
Grassland		
Description / Justification for Classification		
Land flat with agricultural activities underway. This photo is looking south through a gap in the forest on the road verge.		



Photo ID:	3	Plots: 6, 9,10
Vegetation Classification:		
Excl 2.2.3.2 (e), Woodland		
Description / Justification for Classification		
As for 1 above: Woodland of varying density lines both sides of Pimelea road. Some sections approaching forest category. Road excluded. View is to the east and the land is flat.		



Bushfire Management Plan – BAL Contour

Photo ID:	4	Plots: 4, 11
Vegetation Classification:		
Excluded 2.2.3.2 (e), (f)		
Description / Justification for Classification		
All land under use and covered in structures. Land low threat and flat.		



Photo ID:	5	Plots: 6, 9,10
Vegetation Classification:		
Excl 2.2.3.2 (e), Woodland		
Description / Justification for Classification		
Woodland of varying density lines both sides of Pimelea road. Some sections approaching forest category. Road excluded. View is to the east and the land is flat to slightly upslope.		

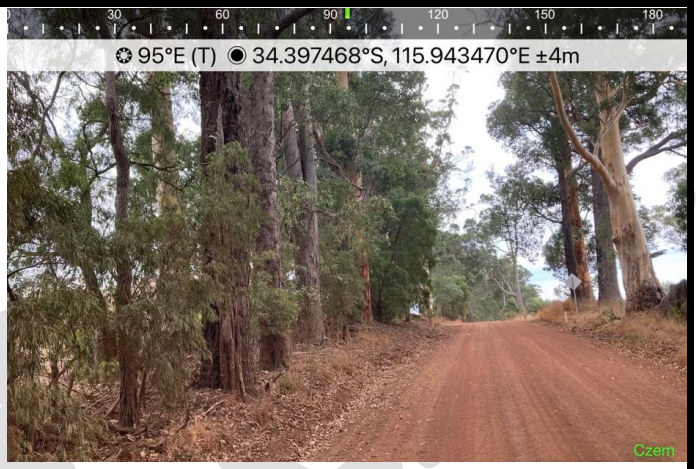


Photo ID:	6	Plots: 1
Vegetation Classification:		
Grassland		
Description / Justification for Classification		
View is to the south over expansive grasslands. Vegetation is on land that is flat to slightly downslope with an average of 2 degrees.		



Bushfire Management Plan – BAL Contour

Photo ID:	7	Plots: 3, 4,9
Vegetation Classification:		
Grassland, Exc 2.2.3.2 (e), Woodland		
Description / Justification for Classification		
View to north across grassed section to existing structures. Photo taken within the woodland on the road verge.		



Photo ID:	8	Plots: -
Vegetation Classification:		
Forest		
Description / Justification for Classification		
This view is east outside the 150m survey limit and shows the plantation forest (left of photo) and Olive Grove on the right. View is to the south.		



Photo ID:	9	Plots: -
Vegetation Classification:		
Forest		
Description / Justification for Classification		
Further east; picture confirms presence of Plantation forest to the south of the site.		



Bushfire Management Plan – BAL Contour

Photo ID:	10	Plots: 1,7
Vegetation Classification:		
Grassland; Exc 2.2.3.2 (f)		
Description / Justification for Classification		
View to west over grassland and right of picture part of plantation – low threat. Land is flat to slight downslope (about 2 degrees)		



Photo ID:	11	Plots: 2, 7
Vegetation Classification:		
Grassland; Exc 2.2.3.2 (f)		
Description / Justification for Classification		
Same view as for #10 but further to the NE. Most of plantation/orchard (Plot 7) in view.		



Photo ID:	12	Plots:1, 4, 6
Vegetation Classification:		
Grassland, Exc Cl 2.2.3.2 (e)		
Description / Justification for Classification		
View south along Road: in picture is grassed section of road verge and Structures. Land is flat.		



Bushfire Management Plan – BAL Contour

Photo ID:	13	Plots:4
Vegetation Classification:		
Exc: Cl 2.2.3.2 (e)		
Description / Justification for Classification		
View to the structures that cover the area to the NE of the proposed cabins.		



Photo ID:	14	Plots: -
Vegetation Classification:		
Exc: Cl 2.2.3.2 (e)		
Description / Justification for Classification		
View North of the site to the structures that cover the area to the NE of the proposed cabins. The structures here are beyond 150m from the cabins		



Photo ID:	15	Plots: 4
Vegetation Classification:		
Exc: Cl 2.2.3.2 (e)		
Description / Justification for Classification		
Sealed road and structures to the east of the proposed cabins but still within the site boundaries. All is excluded, land is flat. Left of picture is a large building.		



Bushfire Management Plan – BAL Contour

Photo ID:	16	Plots: 3,4, 9
Vegetation Classification:		
Exc Cl 2.2.3.2 (e), grassland, woodland		
Description / Justification for Classification		
Road and structures on flat land with a small section of grassland and in the distance on the site boundaries is woodland.		



Photo ID:	17	Plots: 3
Vegetation Classification:		
grassland		
Description / Justification for Classification		
View 130m east of the cabins towards the structures to the east. Land is flat.		



Photo ID:	18	Plots: 4, 9
Vegetation Classification:		
woodland		
Description / Justification for Classification		
Open portion of the woodland that lines the boundary on the north side of Pimelea Road		



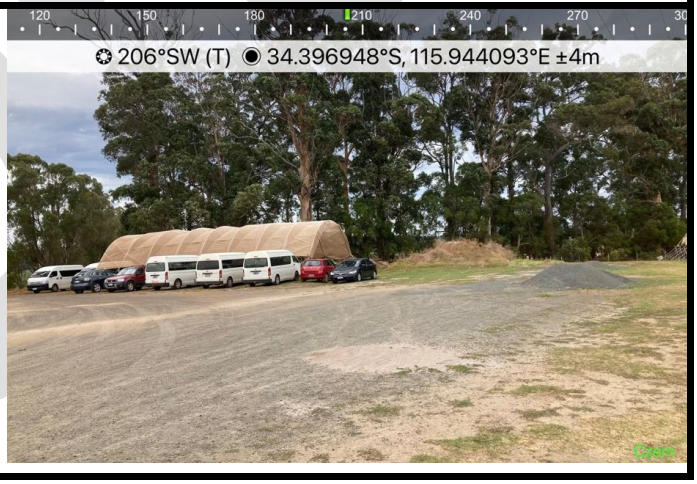
Photo ID:	19	Plots: 4, 11
Vegetation Classification:		
Exc Cl 2.2.3.2 (e)		
Description / Justification for Classification		
Parking area, Structures; land flat and all low threat. This is the area into which the cabins are to be located.		



Photo ID:	20	Plots: 11
Vegetation Classification:		
Exc Cl 2.2.3.2 (e)		
Description / Justification for Classification		
The area into which the 15 cabins are to be located. Existing structures to be removed.		



Photo ID:	21	Plots: 4, 9
Vegetation Classification:		
Exc Cl 2.2.3.2 (e), Woodland		
Description / Justification for Classification		
View across parking area to woodland located on the southern boundary. Woodland of varying density and with some trees >20m in height		



Bushfire Management Plan – BAL Contour

Photo ID:	22	Plots: 4, 9,10
Vegetation Classification:		
Exc Cl 2.2.3.2 (f), Woodland		
Description / Justification for Classification		
View to south of the woodland on the site boundary and part of the road verge. The road verge contains a variety of trees, some >20m in height and with variable spacing.		



Photo ID:	23	Plots: 1, 11
Vegetation Classification:		
Grassland, Exc.Cl 2.2.3.2 (e, f)		
Description / Justification for Classification		
The location of the planned cabins. The location is currently occupied with structures that will be removed.		



Photo ID:	24	Plots: 1, 4, 11
Vegetation Classification:		
Grassland, Exc.2.2.3.2 (e, f)		
Description / Justification for Classification		
View to NE along west boundary. In picture are the structures that will be removed to make way for the cabins.		



On the following pages are the BAL analysis table and Figure 8: Vegetation Assessment Table that are based on the Photopoint Map and preceding photos.

Bushfire Management Plan – BAL Contour

3.2: ASSESSMENT OUTPUTS

Assessment of BAL

In accordance to AS3959-2018, using Method 1 BAL Assessment: The BAL Rating for the classified vegetation relative to the proposed CABINS, is as tabulated below. The Classified vegetation Map is shown on pages 22 and 23 (separation of Cabins from vegetation)

Fire Danger Index			
FDI 40 ☐	FDI 50 ☐	FDI 80 ■	FDI 100 ☐

Plot	*Vegetation Classification*	*Effective Slope*	*Distance*	*BAL*
1	Grassland	-2	0m	FZ
2	Grassland	0	28m	12.5
3	Grassland	-3	95m	Low
4	Excluded Cl 2.2.3.2 (e)	0	0m	Low
5	Excluded Cl 2.2.3.2 (e)	+	55m	Low
6	Excluded Cl 2.2.3.2 (e)	+	20m	Low
7	Excluded Cl 2.2.3.2 (f)	0	55m	Low
8	Woodland	-2	95m	12.5
9	Woodland	-2	18m	FZ
10	Woodland	+	36m	12.5
11	Excluded Cl 2.2.3.2 (e)	0	0m	Low

Table 1: BAL Analysis

Determined Bushfire Attack Level (BAL)

Determined Bushfire Attack Level -existing vegetation	**BAL – FZ**

The hazards that are most relevant is the grassland on the site and the woodland on the southern boundary and along Pimelea Road. The distances from the Cabins to the plots are shown in metres. On the following pages are figures 7 and 8 that show the Vegetation Classification Map, separation distances and figure 9 the BAL Contour Map for **the existing vegetation and the original cabin layout.**

Bushfire Management Plan – BAL Contour



FIGURE 8: CLASSIFIED VEGETATION MAP

From the vegetation map, and Fig 9, separation distances from the vegetation, the BAL Contour Map, Figure 10 for the existing vegetation is determined.

Bushfire Management Plan – BAL Contour

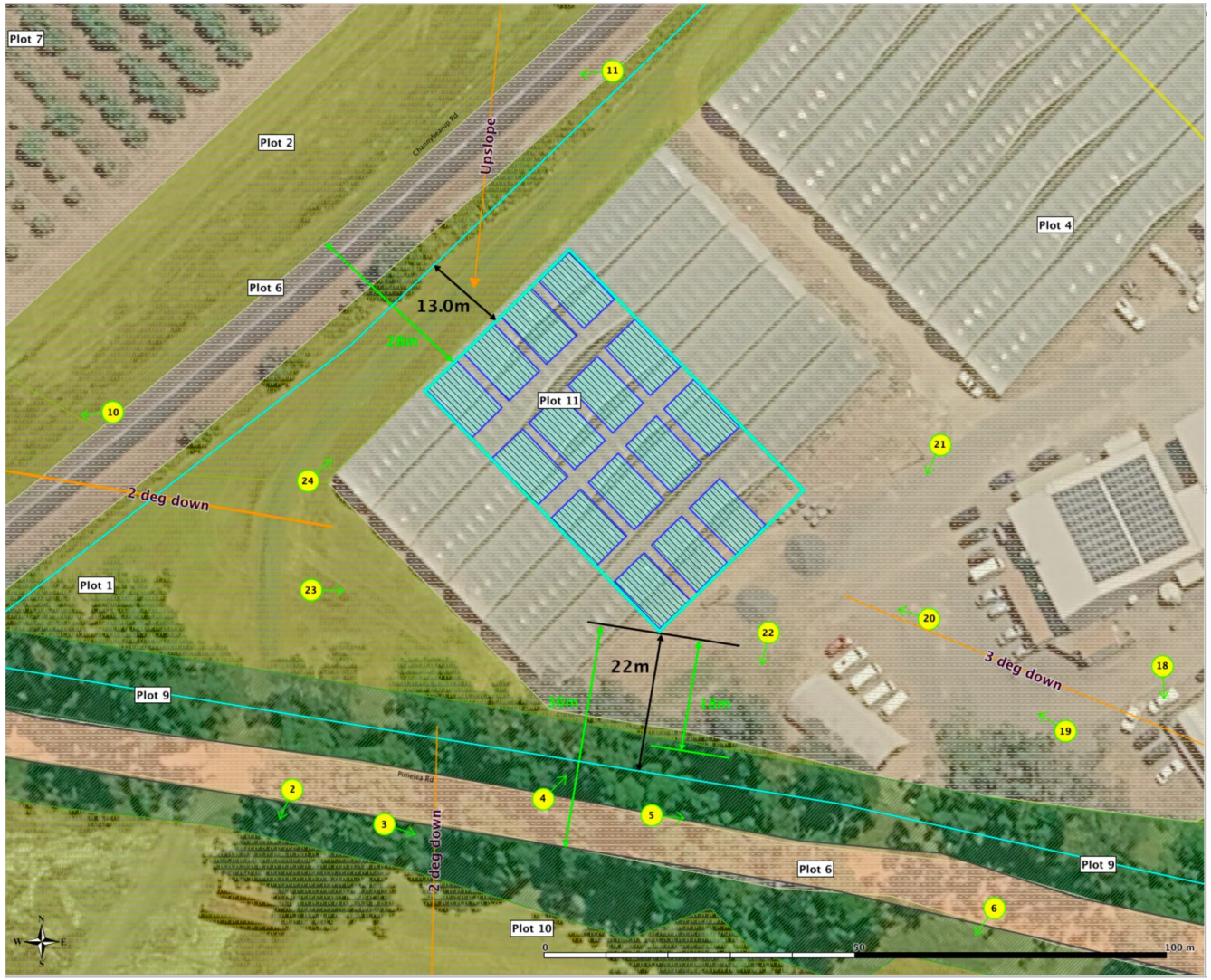


Figure 9: Separation distances of Cabins from Certified Vegetation

Bushfire Management Plan – BAL Contour

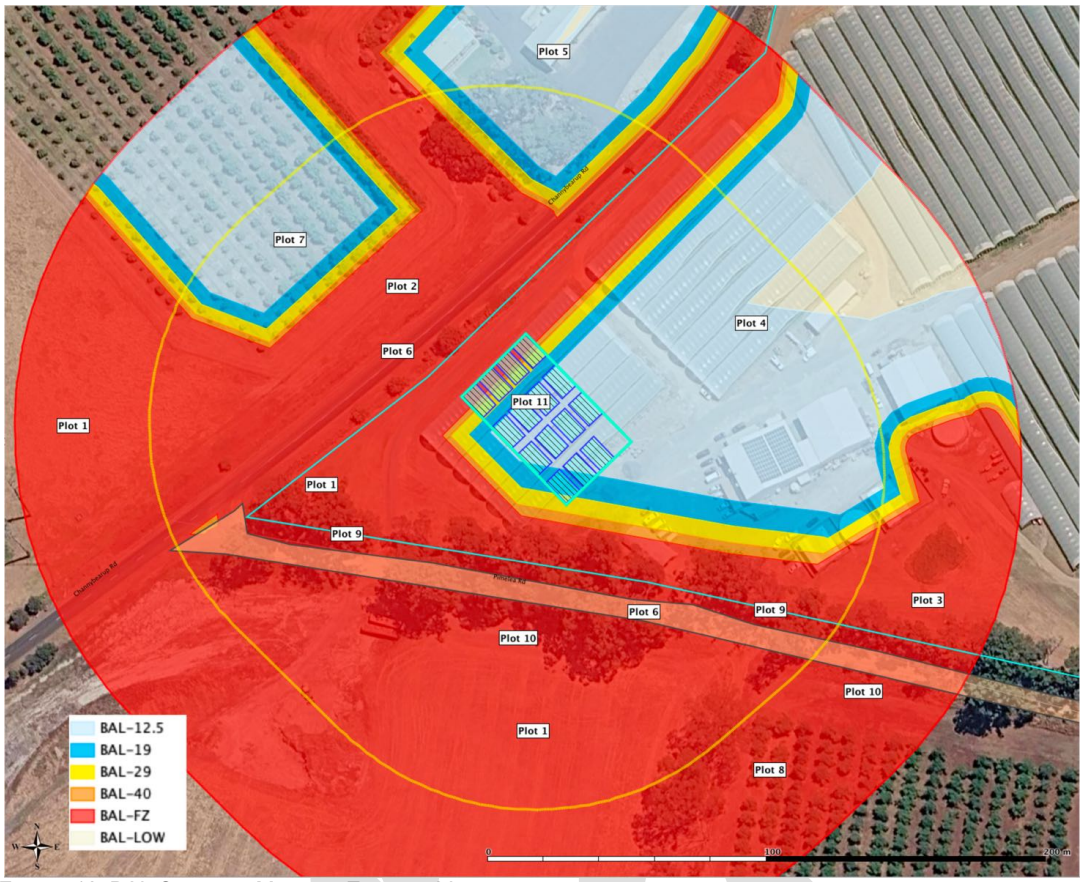


FIGURE 10: BAL CONTOUR MAP FOR EXISTING VEGETATION

The BAL Contour Map above illustrates that some of the Cabins are exposed to BAL40/FZ. The implementation of a correctly sized APZ will reduce the BAL to all cabins to BAL29 or less.

To achieve BAL29 refer to Figure 11 next page that shows the APZ required to achieve a BAL rating of 29 or less.

Bushfire Management Plan – BAL Contour

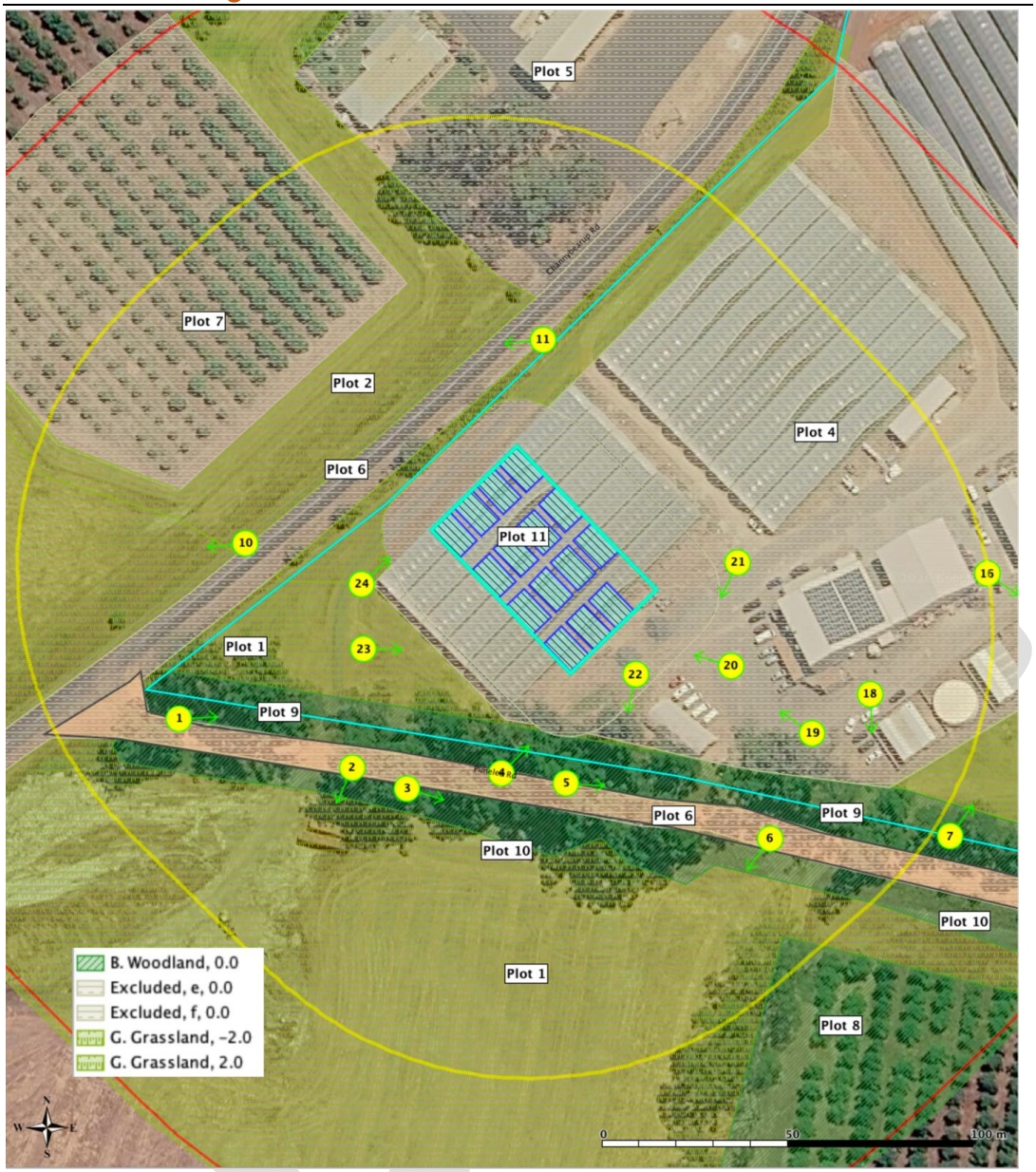


FIGURE 11: VEGETATION CLASSIFICATION MAP WITH APZ INSTALLED

The APZ is wholly within the boundaries of the site. It goes to the site boundary to the NW but maintains a constant distance around the building envelope on all other sides. Refer to Figure 13, page 27 of the details of the dimensions of the APZ.

On page 26, is the Figure 12: BAL Contour Map with the APZ installed. It shows that all the cabins are now BAL29 or less.

Bushfire Management Plan – BAL Contour

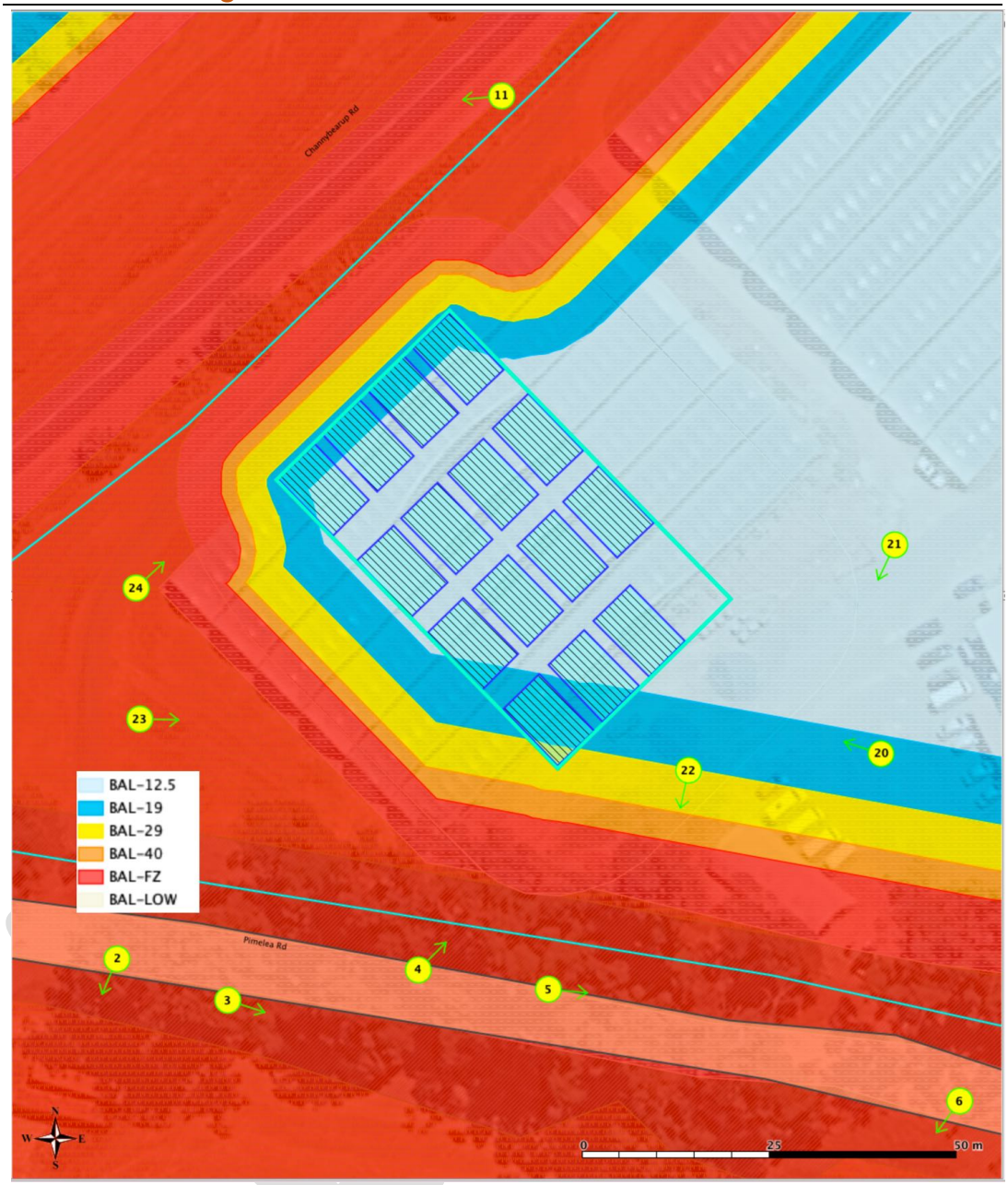


FIGURE 12: BAL CONTOUR WITH THE APZ INSTALLED.

The BAL Contour demonstrates that with the APZ in place as designed all the Accommodation Cabins are exposed to **BAL29** or less.

Bushfire Management Plan – BAL Contour

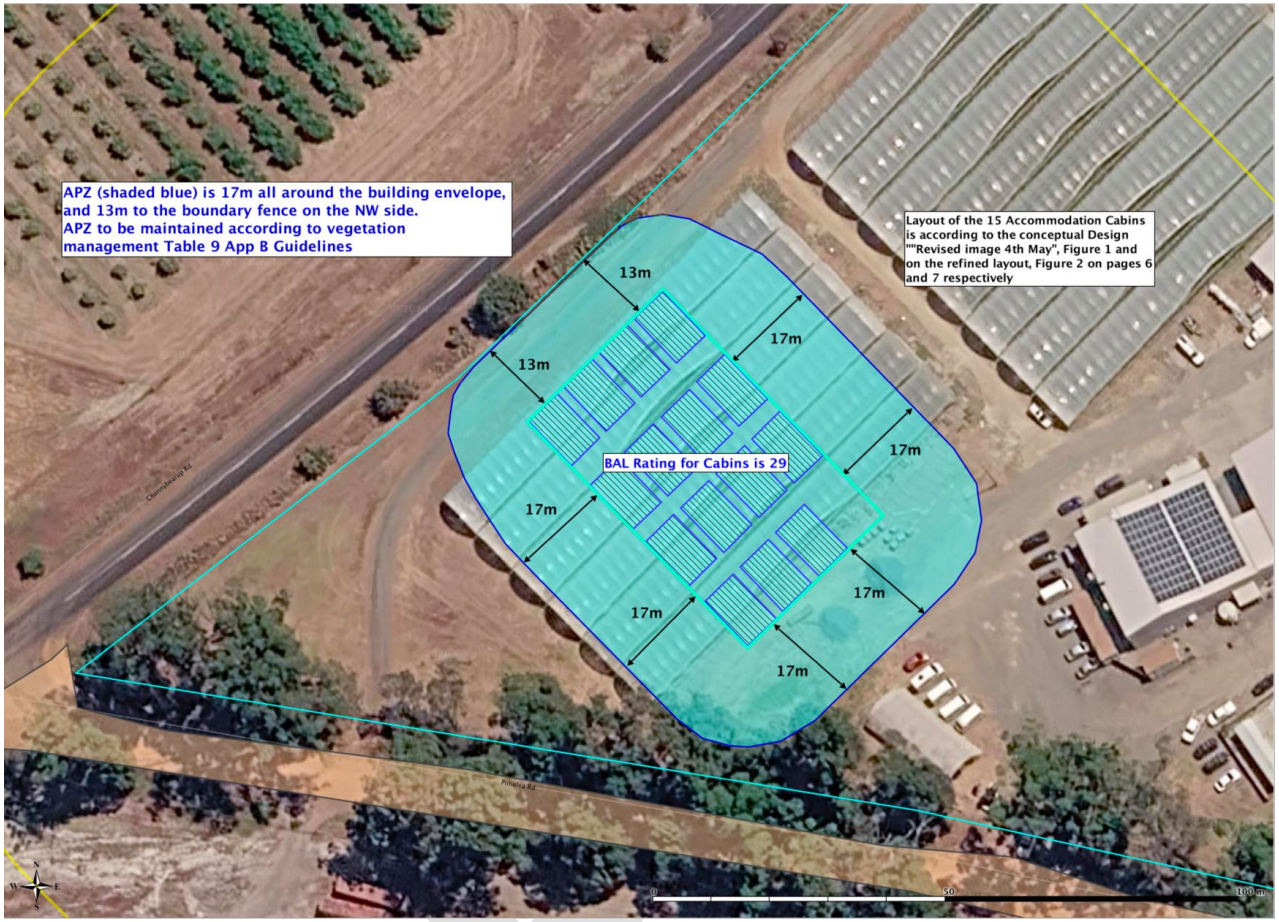
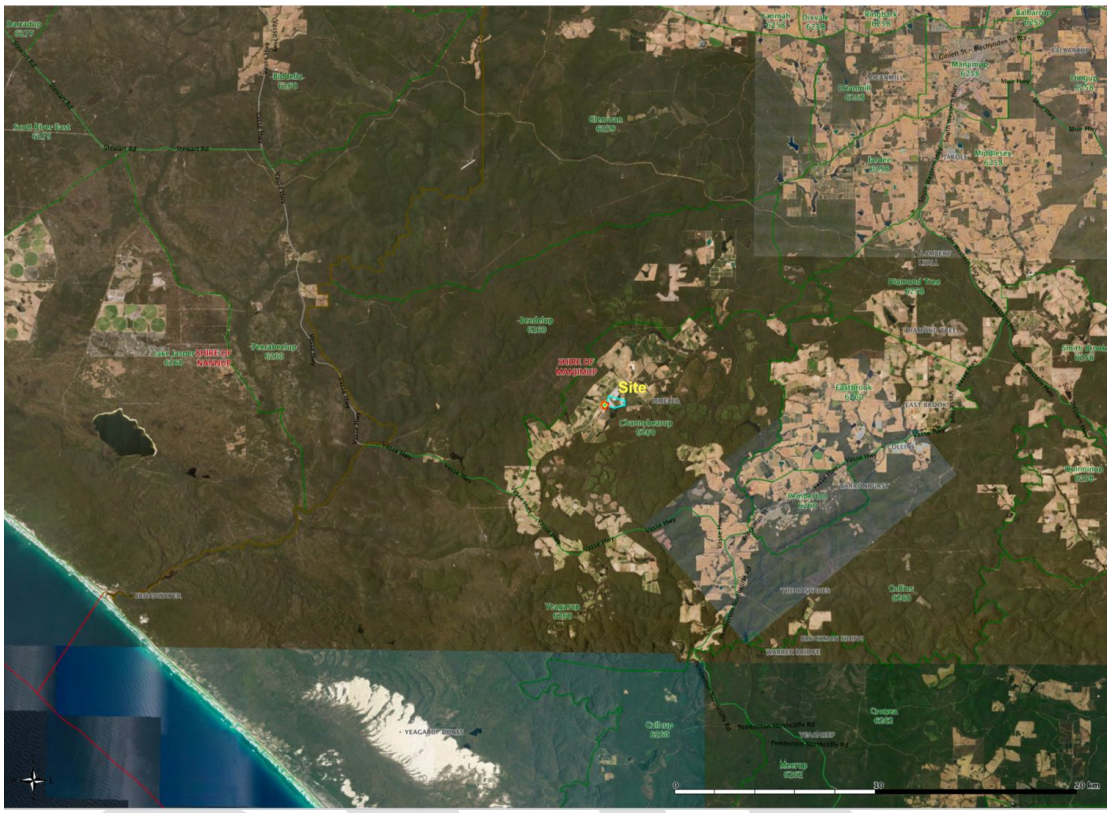


FIGURE 13:
DETAIL OF APZ TO ACHIEVE A BAL RATING OF 29.

The APZ is 17m all around the building envelope except on the NW side where it is to the site boundaries – 13m.

SECTION 4: IDENTIFICATION OF BUSHFIRE HAZARD ISSUES



14: LANDSCAPE WITH EXTREME BUSHFIRE RISK

The landscape in which the site is located is open pastureland or developed agricultural land which quickly merges into undulating land covered in forest that occurs in all directions from the site. The road system is sparse but all sealed and enables access and egress to the NW towards Margaret River (130km), NE to Manjimup (27kms) or to the SE to Pemberton (13kms). All the roads transit through forested areas that have experienced bushfire in the past. Due to the forested nature of the landscape the bushfire risk is very high and transiting through the landscape with bushfires active in the region is very dangerous.

Refer overpage to the bushfire history of the region.

Bushfire Management Plan – BAL Contour

Bushfire History



FIGURE 15: DBCA FIRE HISTORY MAP

The site is in a landscape that has experienced multiple fire events over many years. Some fire events, particularly during the last 10 years have occurred within 5km to the west of the site. Moving further west towards the coast all roads pass through forest which has experienced bushfire. Similarly to the east there is a history of bushfires however these have occurred in land now extensively covered in grasslands and developed agricultural pursuits.

The region has a very high bushfire risk and fires may originate and approach the site from all directions and with speed. There are few roads in the region however those that exist are of a high quality that can lead to towns remote from the site that may offer safety. As a result of the extensive vegetation across the landscape and the limited road network that passes through forested hills, it may not be possible to evacuate in time and therefore an ability to shelter onsite is necessary.

Water Supply

The area has no reticulated water supply. Dedicated water supplies for bushfire fighting are required to be installed.

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SECTION 5: ASSESSMENT AGAINST THE BUSHFIRE PROTECTION CRITERIA

5.1: COMPLIANCE TABLE : VULNERABLE HABITABLE BUILDINGS AND VULNERABLE LAND USES

Bushfire protection criteria Outcomes	Method of compliance Acceptable Solutions	Proposed bushfire management strategies/ Degree of compliance
Element 1: Location		
O1 Avoid broader landscapes that present an unacceptable risk to life, property and infrastructure.	Area 1 (urban): not applicable Area 2: Not applicable	It is noted that the site is in an area of very high bushfire risk and with limited access to alternative safe locations. Travelling in the area during a bushfire event may not be possible.
Element 2: Siting and Design		
O2 Ensure siting and design solutions: • manage or mitigate the bushfire risk to people, property and infrastructure; and • avoid, or where unavoidable, minimises the clearing of native vegetation.	**A2.1a. Siting and design** Every habitable building achieves a radiant heat impact not exceeding 29 kW/m² (BAL-29). **A2.1b Asset Protection Zone (APZ)** Where a habitable building cannot be wholly within an area with a radiant heat impact not exceeding 29 kW/m 2 (BAL-29) in its predevelopment state, an APZ is to be provided and meet the following requirements: • **Width**: the APZ is to be measured from the development site, and of sufficient size to ensure the radiant heat impact of a bushfire does not exceed 29 kW/m² (BAL-29) in all circumstances. • **Location**: the APZ is to be contained solely within the boundaries of the lot, except in instances where: – the vegetation on the adjoining lot(s) is, and will continue to be, low threat as per Clause 2.2.3.2 of AS 3959 or the requirements of Appendix B.2, Table 9 – APZ technical requirements, or an alternative standard in a local planning scheme, on an ongoing basis in perpetuity; or – the adjoining land is and will remain in perpetuity, non-vegetated.	A2.1a: With the configuration layout all the proposed Accommodation cabins achieve a BAL not exceeding BAL29. Acceptable solution satisfied A2.1b: The accommodation Cabins are provided with an APZ that ensures the BAL cannot exceed BAL29. The APZ for the accommodation cabins is contained wholly within the Site boundaries. All APZs shall be managed in accordance to Appendix B.2 Table 9 - APZ technical requirements This Proposal satisfies the Acceptable Solution.

Bushfire Management Plan – BAL Contour

Bushfire protection criteria Outcomes	Method of compliance Acceptable Solutions	Proposed bushfire management strategies/ Degree of compliance
	• **Management:** the APZ is managed in accordance with the requirements of Appendix B.2, Table 9 – APZ technical requirements, or an alternative standard in a gazetted local planning scheme. **A2.2a Siting within 40kw/m2 (BAL40)** **A2.2b. Asset Protection Zone** **A2.3 Clearing of native vegetation** The development avoids, or where unavoidable, minimises the clearing of native vegetation. **A2.4 Landscape management plan** A landscape management plan is to be prepared to identify ongoing on-site vegetation management. **A2.5 On-site shelter (if required)** Where an on-site shelter is proposed, to comply with A3.5 On-site shelter, it is to meet all the following requirements:	A2.2a: Not Applicable. Cabins, in the revised layout not exposed to BAL40 A2.2.b: NA A2.3 Clearing of Native Vegetation This development avoids the clearing of native vegetation. This is NA. Acceptable Solution is satisfied. A2.4 Landscape Management Plan A LMP is to be prepared that includes the maintenance of the APZ around the cabins. This Site is zoned by the Shire of Manjimup as Rural and therefore any dwelling is required to have a APZ according to Section B of the Firebreak notice. A Firebreak as described on page 2 of the Firebreak and Fuel Hazard Reduction notice is to be installed. The maintenance of the APZ is to be carried out on a yearly cycle in preparation for the recurring fire season A2.5 On-site Shelter An On-site Shelter is not proposed. Adequate egress and access is available in three directions although travelling could be

Bushfire protection criteria Outcomes	Method of compliance Acceptable Solutions	Proposed bushfire management strategies/ Degree of compliance
	• where a building is to function as an on-site shelter, there is to be sufficient separation distance from the predominant bushfire prone vegetation to avoid exposure to a radiant heat flux exceeding 10 kW/m 2 (with an assumed flame temperature of 1200 K); or • where an open space area is to function as an on-site shelter, there is to be sufficient separation distance from the bushfire prone vegetation to avoid exposure to a radiant heat flux exceeding 2 kW/m 2 (with an assumed flame temperature of 1200 K); and • buildings identified as suitable for on-site shelter, to be designed in accordance with Building Code of Australia and the ABCB Design and Construction of Community Bushfire Refuges Handbook and located within an area of 10 kW/m2 ; and • pedestrian paths to any on-site shelter should be provided and be clearly signposted	problematic. To mitigate the risk of travelling during a bushfire event the BMP will be supported by a Bushfire Emergency Plan (BEP) with early evacuation a priority and/or site closure during catastrophic fire rating periods. The local roads provide multiple ways to go in any direction. There is no building identified as suitable on-site shelter that it avoids a heat flux exceeding 10kw/m^2, however there is a large building adjacent the cabins that may provide shelter as a last resort option. This is NA as there is no designated on-site shelter. In summary: The proposal satisfies the Acceptable solutions for Siting and Design where they are applicable. An APZ and LMP are required mitigation actions. There is no proposal for an on-site shelter.
Element 3: Vehicular Access		
O3 Ensure the design and capacity of vehicular access and egress provide: • for efficient and effective evacuation to a suitable destination(s) and/or	**A3.1 Public roads** Public roads are to meet the requirements in Appendix B.3, Table 10. **A3.2a Access routes** Area 1 (Urban): Public road access is to be provided to at least one suitable destination. Area 2: Public road access should be provided in two different directions to at least two different suitable destinations, with an all-weather surface.	A3.1 Public roads Public roads meet requirements of Appendix B Table 10. Acceptable Solution is satisfied. **A3.2a Access Routes** Site is in Area 2: The passing roads provides 2 or more directions, via all-weather surface road network either NW, NE or to the SE to suitable destinations. There is an issue with the distance required to go to the NW to reach

Bushfire Management Plan – BAL Contour

Bushfire protection criteria Outcomes	Method of compliance Acceptable Solutions	Proposed bushfire management strategies/ Degree of compliance
• as a contingency measure for vulnerable land uses, an on-site shelter, where demonstrated appropriate, as a last resort option.	**A3.2b For a day use with no overnight accommodation** **A3.3a No-through roads** Area 1 (Urban): No limitation on no-through road lengths. Area 2: If the public road access to the subject site is via a no-through road which cannot be avoided due to demonstrated site constraints, the public road access is to be a maximum of 200 metres from the proposed lot(s) boundary to an intersection where two-way access is provided. The no-through road may exceed 200 metres if it is demonstrated that an alternative access, including an emergency access way, cannot be provided due to site constraints, and the following requirements are met: • the no-through road travels towards a suitable destination; and • the balance of the no-through road, that is greater than 200 metres from the subject site, is wholly within BAL-LOW, or is within a residential built-out area, or is within Area 1 (Figure 29). **A3.3b No-through road requirements** A no-through road is to meet all the following requirements: • requirements of a public road (Appendix B.3, Table 10, Column 2); and • turn-around area/head (Figure 30).	a suitable destination. To mitigate the risk of travelling during a major fire event the BMP is to be supported by a BEP. Acceptable Solution is satisfied. Refer to Figure 15: Access and Egress on page 36 **A.3.2b For a day use with no overnight accommodation** This is NA to this proposal **A3.3a No-through roads** This is NA to this proposal. **A3.3b No-through road requirements** This is NA to this proposal.

Bushfire Management Plan – BAL Contour

Bushfire protection criteria Outcomes	Method of compliance Acceptable Solutions	Proposed bushfire management strategies/ Degree of compliance
	A3.4 Emergency access ways Where it is demonstrated that A3.2 and A3.3 cannot be achieved, an emergency access way can be considered as an acceptable solution. An emergency access way is to meet all of the following requirements: • requirements in Appendix B.3, Table 10, Column 3; • provide a through connection to a public road; • be no more than 500 metres in length; • the proponent obtaining consent from the local government that it will accept care, control and management; and • must be signposted and if gated, gates must remain unlocked. **A3.5 On-site shelter** Where A3.2, A3.3a and A3.4 (if required), cannot be achieved, and the proposed development has a capacity of up to a maximum of 50 guests and employees at any one time, an on-site shelter is to be provided in accordance with A2.5. Where A3.2, A3.3a and A3.4 (if required), cannot be achieved and more than 50 guests and employees are proposed, and/or the bushfire planning practitioner considers an on-site shelter not necessary, an outcomes-based approach can be prepared **A3.6 Fire service access route** Where proposed lots adjoin classified vegetation under AS 3959 (excluding Class G Grassland), a fire service access route is to be provided to provide firefighter access, where access is not available to the classified vegetation. A fire service access route is to meet all the following requirements: • requirements of Appendix B.3, Table 10, Column 4; • be through-routes with no dead-ends; • must be signposted • no further than 500 metres from a public road;	**A3.4 Emergency access ways** This is NA to this proposal. **A3.5 On-site shelter** A3.2 is achieved and A3.3A and A3.4 not applicable. This is NA to this proposal. **A3.6 Fire service access route** This is NA to this proposal.

Bushfire protection criteria Outcomes	Method of compliance Acceptable Solutions	Proposed bushfire management strategies/ Degree of compliance
	• the proponent obtaining consent from the local government that it will accept care, control and management; and • if gated, gates must open the whole carriageway width and can be locked by the local government and/or the emergency services, if keys are provided for each gate. **A3.7 Internal vehicular access and private driveways** Internal vehicular access and private driveways longer than 70 metres should meet all the following requirements: • requirements in Appendix B.3, Table 10, Column 5; • passing bays every 200 m with a minimum length of 20 metres and a minimum additional carriageway width of 2 metres (that is, the combined carriageway width of the passing bay and constructed private driveway to be a minimum 6 metres); and • turn-around areas as shown in (Figure 30). **A3.8 Signage** Signage to be provided within the subject site, advising of where each access route travels to and the distance and general information signs on what to do in the event of a bushfire.	**A3.7 Internal vehicular access and private driveways** The internal roads meet the requirements for Table 10. Refer to the Appendiix for details of Table 10 and the Shire of Manjimup Firebreak and Fuel Hazard Reduction Notice for Firebreak Requirements. **A3.8 Signage** Action: Signage as required to be installed.
Element 4: Water Supply		
O4 Ensure that sufficient water is available to enable people, property and infrastructure to be defended from bushfire.	**A4.1 Water supply** Where a reticulated water supply is existing or proposed, a hydrant connection(s) should be provided in accordance with the specifications of the relevant water supply authority. Where these specifications cannot be met, a water tank(s) should be provided in accordance with the requirements of Appendix B.4, Table 11 – Water supply dedicated for bushfire firefighting.	**A4.1 Water supply** The area is reticulated however cannot rely that the supply is reliable during an emergency. A water tank as defined in Appendix B4, Table 11 is required for the Cabins Action: In consideration of the size of the site and 15 cabins: 50,000L Tank for the Bushfire Fighting supply to be installed.

Bushfire Management Plan – BAL Contour



FIGURE 16: ACCESS AND EGRESS ROUTES

The most identifiable access and egress are to the Northeast, Southeast and West as shown in figure 18. The three main roads that lead to these directions all pass through bushfire risk land containing forest. The town of Pemberton is 12kms to the southeast and Manjimup 27kms to the northeast. Both towns can provide refuge.

Bushfire Management Plan – BAL Contour



FIGURE 17: INTERNAL ACCESS ROADS TO CABINS

Image to the left show the internal access roads to the cabins and the location of the 50,000L Water tank.

The internal roads are to be constructed and maintained according to Table 10 of Appendix B, of the Guidelines.

The 50,000L Water tank is to be installed in accordance to Table 11 of Appendix B, Guidelines.

5.2: ADDITIONAL MANAGEMENT STRATEGIES



FIGURE 18: SPATIAL REPRESENTATION OF THE BUSHFIRE MANAGEMENT STRATEGIES

The strategies are summarised:

1. Build each Cabin to a construction BAL rating of 29 in accordance to AS3959-2018, sections 3 and 7.
2. Install and maintain an APZ around the Cabins according to the configuration in figure 13, and maintain the vegetation in accordance to Planning for Bushfire Guidelines, Appendix B.2 Table 9 - APZ technical requirements (refer also to BMP Appendix #1)
3. Install and maintain access to the Cabins to the configuration indicated in figure 17, and maintain the access way in accordance to Planning for Bushfire Guidelines, Appendix B.3 Table 10 - Vehicle access technical requirements
4. Install and maintain water supplies to the Cabins by installing 50,000L Water tank in the location indicated on Figure 18 in accordance to Planning for Bushfire Guidelines Appendix B.4 Table 11 Water supply dedicated for bushfire fighting purposes.
5. Install and maintain the firebreak as specified in the Shire of Manjimup Firebreak and Fuel Hazard Reduction Notice – refer to BMP Appendix #2

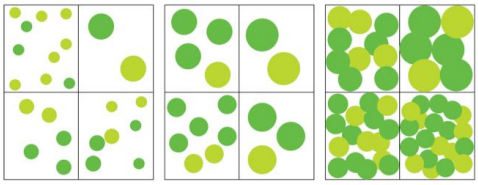
SECTION 6: RESPONSIBILITIES FOR IMPLEMENTATION AND MANAGEMENT OF THE BUSHFIRE MEASURES

DEVELOPER/LANDOWNER/OCCUPIER – ONGOING MANAGEMENT	
No.	**Management action**
1	Close the Cabins to habitation on days when the FDR is Catastrophic.
2	Evacuate the site when advised to by the Fire Emergency Services.
3	The Cabins are required to be built to a construction rating of BAL29 or higher, in compliance to AS3959-2018
4	Maintain the Asset Protection Zone for the Cabins, to the configuration shown in figure 13, in accordance to Table 9 of Appendix B of the Guidelines for Planning in Bushfire Prone Areas (November 2024)
5	Comply with the relevant local government annual Bushfire Risk Reduction Notice issued by Shire of Manjimup: refer to a copy of the Notice in Appendix 2, of this BMP. In particular, - The site is in Zone 8 - The period for implementing and maintaining the fire mitigation measures is from 9th November to 26th April of the following year. - Observe restricted and prohibited burning periods.
6	Maintain vehicular access for private driveway on the site to the required surface condition and clearances as specified in Table 10, Column 5 of the Planning for Bushfire Guidelines (2024): Appendix B. Refer to Appendix 3, of this BMP.
7	Install and maintain a Firefighting Water Tank of 50,000L solely for firefighting purposes for the 15 Cabins. Refer to Appendix 4, of this BMP
8	Implement the actions and policies of the Bushfire Emergency Plan – refer Appendix 5 of this BMP for a reference to the BEP.
9	Install and maintain an information Board adjacent to the Cabins and provide information on what to do in the event of a bushfire, particularly information on destinations to evacuate to.
Shire of Manjimup– ONGOING MANAGEMENT	
No.	**Management action**
1	As per the Shire of Manjimup processes: audit implementation of Firebreak & Fuel Hazard Reduction Notice 2025-26.

SECTION 7: APPENDICES

1: ASSET PROTECTION ZONE (APZ) technical requirements – Table 9

Table 9: Asset Protection Zone (APZ) technical requirements

OBJECT	REQUIREMENT
Fences within the APZ	Should be constructed from non-combustible materials (for example, iron, brick, limestone, metal post and wire, or bushfire-resisting timber referenced in Appendix F of AS 3959).
Fine fuel load (combustible, dead vegetation matter less than 6 mm in thickness)	• Should be managed and removed on a regular basis to be maintained as low threat vegetation • Should be maintained at less than two tonnes per hectare (on average) • Mulches should be non-combustible such as stone, gravel, shells, rock or crushed mineral earth or wood mulch more than five millimetres in thickness.
Trees* (more than 6 m in height)	• Trunks at maturity should be a minimum distance of six metres from all elevations of the building • Branches at maturity should not touch or overhang a building or powerline • Lower branches and loose bark should be removed to a height of two metres above the ground and/or surface vegetation. • Canopy cover within the APZ should be less than 15 per cent of the total APZ area • Tree canopies at maturity should be at least 5 m apart to avoid forming a continuous canopy. Stands of existing mature trees with interlocking canopies may be treated as an individual canopy provided the total canopy cover within the APZ does not exceed 15 per cent and is not connected to the tree canopy outside the APZ. Tree canopy cover – ranging from 15 to 70 per cent at maturity  15% 30% 70%
Shrub* and scrub* (0.5 m to 6 m in height). Shrub and scrub more than 6 m in height are to be treated as trees.	• Should not be located under trees or within three metres of buildings • Should not be planted in clumps more than five square metres in area • Clumps should be separated from each other and any exposed window or door by at least 10 metres.
Ground cover*(less than 0.5 m in height. Ground cover more than 0.5 m in height is to be treated as shrub)	• Can be planted under trees but must be maintained to remove dead plant material, as prescribed in 'Fine fuel load' above • Can be located within two metres of a structure but three metres from windows or doors if more than 100 mm in height.
Grass	• Grass should be maintained at a height of 100 mm or less, at all times • Wherever possible, perennial grasses should be used and well-hydrated with regular application of wetting agents and efficient irrigation.
Defendable space	Within three metres of each wall or supporting post of a habitable building; the area is kept free from vegetation but can include ground cover, grass and non- combustible mulches as prescribed above.
Liquid petroleum gas cylinders	• Should be located on the side of a building farthest from the likely direction of a bushfire or on the side of a building where surrounding classified vegetation is upslope, at least one metre from vulnerable parts of a building • The pressure relief valve should point away from the house • No flammable material within six metres from the front of the valve • Must sit on a firm, level and non-combustible base and be secured to a solid structure.

Notes:
** Plant flammability, landscaping design and maintenance should be considered – refer to following explanatory notes*

Fine fuel load is the combustible, dead or dry vegetation matter on the ground, near ground, or elevated. Fine fuel includes grass, leaves, bark and twigs less than six millimetres in diameter that ignite readily and are burnt rapidly when dry.

Fine fuel should be maintained at less than 2t/ha. 100gm/m² equates to 1t/ha. To estimate a fuel load (in t/ha), collect the dry fine fuel from a representative one square meter and weigh (in grams using kitchen scales) and multiply the weight by 0.01.

Bushfire Management Plan – BAL Contour

2: SHIRE OF MANJIMUP: Firebreak & Fuel Hazard Reduction Notice 2025/2026

DEFINITIONS

BUSH LAND: Land other than pastured or grassed land including plantations of less than (8) hectares.

EXTERNAL BOUNDARY: Means the external perimeter boundary of contiguous land contained within the same ownership, irrespective of whether it contains one or more allotments.

FIRE BREAK: Means a trafficable portion of land being the prescribed width and height, clear of all flammable and combustible material, litter and forest fuels.

FLAMMABLE MATERIAL: Means accumulated fuel (living or dead) such as leaf litter, twigs, bark, dead trees and grass over the height of 100mm and anything deemed by an Authorised Officer to be capable of combustion. Flammable Material excludes cultivated plants located in gardens, fruit or vegetables plants, live standing trees or approved structures.

FOREST FUEL: Is any combustible material, dead or alive, in isolation, in clusters or aggregated with other combustible materials. It includes but is not limited to vegetation both on the ground and suspended, leaves, sticks, fallen branches, twigs and bracken. This definition excludes live standing trees.

FIRE SEASON: Means the period of time set out as the *Restricted and Prohibited Burning Season* and any variation. When applying '*Fire Season*' to the summary of requirements for your property the start dates are (*Zone 8 - 11 December 2025* & *Zone 6 - 18 December 2025*).

GRASSED LAND: Land used for the purpose of grazing or cropping.

LITTER: Means leaves, small sticks, twigs and branches immediately above the soil surface.

LIVE STANDING TREE: Means perennial plant having a permanent woody, self-supporting main stem or trunk, usually growing to considerable height and usually developing branches at some distance from the ground. Live standing trees exhibit a distinct crown of foliage with a stem diameter at breast height of at least 100mm. A live standing tree will continue to have sap movement along the cambium layer (layer of living cells) located under the bark.

PLANTATIONS: Land upon which any pine or eucalypt species of tree is planted on an area exceeding (8) hectares.

PLANTATION BOUNDARY: Shall mean contiguous parcels of land under separate ownership, lease or any form of contractual or financial arrangements whatsoever.

TOWN SITE LAND: All land located within the gazetted townsite boundaries of Manjimup, Pemberton, Northcliffe, Walpole, and Settlements of Jardee, Palgarup, Quinninup, Nyamup, Windy Harbour and Deanmill.

TRAFFICABLE: Means a portion of land free from overhanging trees, limbs or vegetation or any other natural or man made object to a vertical height of (5) metres, traversable by a large fire fighting appliance.

PARK LAND CLEARING: Means the removal of forest fuels whilst leaving live standing trees and predominate vegetation so as to maintain a reasonable forest fuel load at the required standard or below.

ZONED LAND: Means all land described in the *Shire of Manjimup Local Planning Scheme No 4.*

REGULATED BURNING TIMES

THESE DATES ARE INCLUSIVE AND SUBJECT TO CHANGE

RESTRICTED	PROHIBITED (NO BURNING / NO OPEN FIRES)	RESTRICTED
ZONE 8 MANJIMUP / PEMBERTON / QUINNINUP		
9 NOV 2025 TO 21 DEC 2025	22 DEC 2025 TO 14 MAR 2026	15 MAR 2026 TO 26 APR 2026
ZONE 6 NORTHCLIFFE / WALPOLE		
19 NOV 2025 TO 31 DEC 2025	1 JAN 2026 TO 28 FEB 2026	1 MAR 2026 TO 12 APR 2026

Prohibited Burning Time

- *No Burning is permitted.*

Restricted Burning Time

- *Burning can only be carried out with a Permit from your Fire Control Officer.*

For further information on fire control and the new Fire Danger Rating System refer to:

www.manjimup.wa.gov.au
www.dbca.wa.gov.au
www.dfes.wa.gov.au

Application to Vary

- *If considered impractical for any reason to comply with this Notice, you must apply to the Shire for an 'Application to Vary' no later than the 1 December 2025.*

SHIRE OF MANJIMUP
Manjimup - Pemberton - Northcliffe - Walpole

Firebreak & Fuel Hazard Reduction Notice 2025 / 2026

Section 33 of the Bush Fires Act 1954



The requirements of this notice must be in place by:		
ZONE 8	Manjimup Pemberton Quinninup	11 December 2025
ZONE 6	Northcliffe Walpole	18 December 2025

FIRST AND FINAL NOTICE

RANGERS WILL BE INSPECTING PROPERTIES, PENALTY FOR NON-COMPLIANCE $5,000

FOR EMERGENCIES CALL	000
SHIRE OF MANJIMUP	9771 7777
FIRE DUTY OFFICER A/HOURS	0427 913 252
CHIEF BUSH FIRE CONTROL OFFICER	
Remo Pessotto	0427 270 714
DEPUTY CHIEF BUSH FIRE CONTROL OFFICER	
Brad Wren	0427 959 431

FIRE CONTROL OFFICERS

Brigade	Fire Control Officer	
Balbarrup / Wilgarup	Gary Ryan	0408 941 236
Diamond	Rob Thorn	0409 815 977
	Mick Terrigno	0419 864 687 9771 1637
Dingup	Josh Kanny	0429 881 528
Dunreath	Tom Muir	0418 831 296
Manjimup / Pemberton	Shire Rangers	9771 7777
Mordalup	Mark Muir	0427 691 001 9769 1001
Northcliffe Townsite	Paul Owens	0427 667 199
Northcliffe	Peter Russell	9776 7148
	Len Dickson	9776 7071
Pemberton Rural	Mark Roche	0427 761 510
	Hugh Jackson	0417 761 557
Perup	Kent Muir	0438 724 282
Quinninup	Maurice Humphrey	0419 138 685
Quinninup Town	Mick Eastwood	0438 731 960
Ringbarkers	*Ringbarkers:* Paul Tempra	0417 095 899 9771 1311
	Linfarne: Frank Shaw	0473 371 185
Seven Day Rd / Appadene	Tom Winfield	0417 964 463
	Peter Parker	0427 761 285
Smith Brook	Bill Rice	0427 057 243 9772 3543
Springfield	Nigel Pitts	0400 422 334
	Keith Jackson	9776 1206
Upper Warren	John Mottram	0417 993 536 9773 1179
Walpole	Glen Burton	0447 822 897
	Richard Williams	0429 442 252
Yanmah (Glenoran)	Brad Wren	0427 959 431

SUMMARY OF REQUIREMENTS (*WHAT YOU NEED TO HAVE IN PLACE ON YOUR PROPERTY*)

Land Category (where you are unsure of your Land Category please contact the Shire of Manjimup)	The Sections you are required to have in place.
Land within a Townsite Boundary and land zoned Caravan Park	A I
Karri Lakes Estate Quinninup	B C E I
Land used for Timber Plantations	B F I
Land zoned Rural, Reserves, Rural Small Holdings, General and Priority Agriculture	B C G I
Land zoned Rural Residential, Bush Land Protection, Rural Conservation, Tourist Enterprise, Special Use *(Bush Land Properties only)*	B C D E I
Land zoned Rural Residential, Tourist Enterprise, Special Use *(Grassed or Pasture only)*	B H I

SECTION A
Remove all *flammable material* from the whole of the property OR all *flammable material* mowed and maintained at a level not exceeding 100mm **throughout the fire season.**

SECTION B
Building Protection Zone - Where a dwelling exists on your property you are required to have a Building Protection Zone for minimum of (20) metres measured from any external wall of a dwelling. ***Subject to the required clearing permit being obtained***, a property owner may extend the Building Protection Zone to a maximum of (40) metres.

For all outbuildings on your property you need only to comply with Clause 1 in this Section.



1. Remove all flammable material within (20) metres of any dwelling or outbuilding.
2. Tree trunks to be free of branches to a height of (2) metres.
3. No trees are to over hang the dwelling.
4. No tall shrub over (1) metre in height or live standing tree is to be located within (2) metres from any part of a dwelling.
5. Shrubs are not to be located under trees, are not to be planted in clumps greater than 5m^2 in area, clumps of shrubs should be separated by at least (5) metres.
6. The Shire of Manjimup permits the clearing of live standing trees in the Building Protection Zone ***subject to the land owner obtaining a clearing permit*** from the Department of Water and Environmental Regulation. Please contact the Shire of Manjimup for assistance.

SECTION C
Fuel Hazard Reduction Bush lands - Forest fuel in your bush land must not exceed the following parameters for your property. (Sampling and fuel calculation should be as approved by the Department of Fire & Emergency Services procedures)

- **Karri:** 15 tonnes per hectare = 1,500 grams of forest fuel per square metre.
- **Jarrah / Marri:** 8 tonnes per hectare = 800 grams of forest fuel per square metre.
- **Mixed Forest:** 15 tonnes per hectare = 1,500 grams of forest fuel per square metre.

Acceptable methods of fuel hazard reduction include Hand Clearing, Mechanical Clearing, Park Land Clearing, Fuel Hazard Reduction Burning.

SECTION D
Where Bush Land exists on your property
A *trafficable firebreak* clear of all *flammable material* and not less than (3) metres wide shall be constructed immediately inside the external boundary of all land and be **maintained throughout the fire season.** Turn around areas designed to accommodate a 3.4 fire fighting appliance (as pictured) must be constructed every 500 metres.






SECTION E
Where *strategic firebreaks* are located on your land, they must be maintained in accordance with this notice or approved subdivision plans, whichever requirement is greater.

SECTION F
1. Construct a *trafficable firebreak* of not less than (15) metres wide around and inside the boundaries of all plantations established after 2009 (existing plantations established in 2009 or earlier require a firebreak of (10) metres wide).
2. Construct a *trafficable firebreak* not less than (6) metres wide within the plantation so as to divide the plantation into compartments not exceeding (30) hectares each.
3. Maintain all *firebreaks* in a *trafficable* condition. Trees on both sides of the firebreaks are to be pruned to a minimum height of (5) metres to allow for unrestricted access to all maintenance and fire fighting vehicles so as to maintain an effective firebreak width.
4. Where dwellings exist within (100) metres of a Plantation, no Plantation trees shall be planted within (50) metres of any existing or proposed dwelling. A further (50) metres of plantation should be pruned and have ground fuels reduced so as to provide a minimum of a (100) metre low fuel zone area immediately surrounding any dwelling.

SECTION G
1. **Abutting a Residential Zone** - Where rural land, whether bushland or pastured, abuts a residential zone boundary a (3) metre firebreak shall be constructed along the common boundary of the residential zone.
2. **Bushland** - Where bushland exceeds more than (1) hectare and abuts a boundary, a trafficable firebreak of not less than (3) metres must be constructed along the boundary and within (15) metres of that boundary.
3. **Grain Crops** - Shall have a (3) metre firebreak around the perimeter of the crop, this firebreak is to remain in place unit the crop is harvested. During harvesting of the crop you must have an operational fire fighting unit full of water (not less than 600 litres) located within the paddock being harvested.
4. **Fuel Storage / Hay Sheds** - Shall have constructed a (6) metre firebreak immediately adjacent to any fuel storage and or hay sheds.

SECTION H
1. **Fuel Hazard Reduction** - All *flammable material* mowed and maintained at a level not exceeding 100mm and **maintained throughout the fire season.**
2. **Dwelling / Outbuilding** - Where a dwelling or outbuilding exists on your property you need to remove all *flammable material* within (20) metres from any external walls of that building.

SECTION I
Where a *Fire Management Plan* exists for a Subdivision or a property, the requirements of the plan needs to be in place.

Bushfire Management Plan – BAL Contour

3: VEHICULAR ACCESS TECHNICAL REQUIREMENTS – Table 10

Table 10: Vehicular access technical requirements

	1		2		3		4		5	
TECHNICAL REQUIREMENTS	**PERIMETER ROADS**		**PUBLIC ROADS**		**EMERGENCY ACCESS WAY[3]**		**FIRE SERVICE ACCESS ROUTE[3]**		**BATTLE-AXE & PRIVATE DRIVEWAYS[1]**	
MAP OF BUSH FIRE PRONE AREAS DESIGNATION	**Area 2**	**Area 1**	**Area 2**	**Area 1**	**Area 2**	**Area 1**	**Area 2**	**Area 1**	**Area 2**	**Area 1**
Minimum horizontal clearance (metres)	12	8	See note 5		10	6	10	6	6	
Minimum vertical clearance (metres)	4.5									
Minimum weight capacity (tonnes)	15									
Maximum grade unsealed road[2]	See note 5		See note 5		1:10 (10% or 6°)					
Maximum grade sealed road[2,4]					1:7 (14.3% or 8°)					
Maximum average grade sealed road					1:10 (10% or 6°)					
Minimum inner radius of road curves (metres)					8.5					

Notes:

1. Driveways and battle-axe legs to comply with the Residential Design Codes and Development Control Policy 2.2 Residential Subdivision where not required to comply with the widths in this Appendix or the Guidelines.
2. Dips must have no more than a 1 in 8 (12.5% - 7.1 degrees) entry and exit angle.
3. To have crossfalls between 3 per cent and 6 per cent.
4. For sealed roads only the maximum grade of no more than 1 in 5 (20 per cent) (11.3 degrees) for no more than 50 metres is permissible, except for short constrictions to 3.5 metres for no more than 30 metres in length where an obstruction cannot be reasonably avoided or removed.
5. As outlined in the Institute of **Public Works Engineering Australasia (IPWEA) subdivision guidelines**, **Liveable Neighbourhoods**, **Austroads Standards** Main Roads standard, supplement, policy or guideline and/or any applicable or relevant local government standard or policy.

Bushfire Management Plan – BAL Contour

4. WATER TANK FOR BUSHFIRE FIGHTING – Table 11

Install a 50,000L Water tank for firefighting purposes only0; tank to comply to the requirements of Table 11

Table 11: Water supply dedicated for bushfire firefighting purposes

SECTIONS FROM THE PLANNING FOR BUSHFIRE GUIDELINES					
SECTION 5[2] STRUCTURE PLANS AND SUBDIVISION APPLICATIONS		**SECTION 6[2] DEVELOPMENT – RESIDENTIAL**	**SECTION 7[2] DEVELOPMENT – COMMERCIAL & INDUSTRIAL**	**SECTION 8[2] – DEVELOPMENT – VULNERABLE LAND USES**	
One additional lot	10,000 litre water tank per lot	10,000 litre water tank per habitable building	For each habitable building - 10,000 litre per 1,500 m² of floor space up to 50,000 litre. Provided in a water tank	Camping ground	At the discretion of the local government
Three to 24 lots	10,000 litre water tank per lot[1] **or** 50,000 litre strategic water tank				
25 lots or more	50,000 litre per 25 lots or part thereof, provided as a strategic water tank(s) **and/or** 10,000 litre water tank per lot			Other vulnerable land uses	For each habitable building - 10,000 litre per 500 m² of floor space up to 50,000 litre. Provided in a water tank

Notes:

[1] Evidence that the identified water supply amounts in either column denoted is to be provided at the relevant planning stage.

[2] where more than one habitable building is proposed, strategic water tanks are to be provided in accordance with Section 5 requirements and at the discretion of the Local Government.

Bushfire Management Plan – BAL Contour

5: BUSHFIRE EMERGENCY PLAN

Refer to full size copy 26003W BEP

Draft

PROJECT : 26003W BEP: Lot 1 Channybearup Road Pemberton WA 6260

BRONZE MEMBER Fire Protection Association Australia

BAL DE FIRE

BPAD Bushfire Planning & Design Accredited Practitioner Level 3

BUSHFIRE EMERGENCY PLAN

Project ID: 26003W

Address : Lot 1 Channybearup Rd Pemberton WA 6260

CONTACT

OWNER		AGENT	
Company	Berry Sweet Farm	Company	Only Cabins Team
Name	Anthony & Lee-Anne Yewers	Name	Ben & Judy Joiner
Email	Admin@berryseeet.com.au	Email	.info@onlycabins.com.au
Mob:		Mob:	0421 960 388 / 0421 370 721
Phone:	08 9571 1077	Phone:	

DOCUMENT CONTROL

REVISION	AUTHORS	DETAILS	DATE
A	David Heath	Initial Submission	14/5/2026

EMERGENCY MANAGEMENT TEAM

NAME	ORGANISATION/FUNCTION	CONTACT DETAILS
Jakob Lowe	Chief Warden	0448 010 206
Dwayne Grey	Deputy Chief Warden	0425 731 380
TBA	Fire Warden	04

BAL DE FIRE

FPAA Accredited Practitioner BPAD30269

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BAL de FIRE

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- 25 minutes: north east via Channybearup Road to town. 19
- 29 minutes: east to via Channybearup Road, then north via Brook Road, Rynski Road and 7 Day Road. 19
- 34 minutes: north via Thornhill Road, Court Road, French Road, then east via Waistcoat Road, Palings Road and then 7 Day Road to town. 19

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OVERVIEW

Purpose
The purpose of this Bushfire Emergency Plan (BEP) is to assist the management of the Workers Accommodation at Lot 1 Channybearup Road Pemberton, mitigate the risk of bushfire and protect life and property in the event of a bushfire that threatens the site that could occur when the Workers and staff are present.

Scope
This plan outlines procedures to monitor for bushfire conditions, for evacuation (primary response), to enhance the protection of the Workers from the threat of a bushfire. Shelter-in-place (SIP) has not been designated however there is a Main Building that may serve as a last resort option if evacuating is too risky. It also describes;

a) Details of Facilities
b) Emergency Management Team (EMT) and their roles and responsibilities
c) Training of EMT
d) Review of BEP
e) Identifying Emergency
f) Preparedness
g) Emergency Response Procedures
h) Recovery

Closure of Recreation Facility
The Facility is to be closed to operations on any day with a Fire Danger Rating of **Catastrophic.**

Note:
A Catastrophic rating maybe forecasted up to 4 days in advance however the Fire Services Commissioner will declare the Code Red no earlier than 1300hrs on the day prior.

Primary Action: Shelter-in-Place - Standby to Evacuate

The primary action is to be in a constant state of vigilance, and be capable of evacuating in a timely manner if ordered to do so.

The primary action to follow during a bushfire event under normal conditions is to:
SHELTER-IN-PLACE EVACUATE

PRIMARY ACTION IS TO:

❑ **EVACUATE/RELOCATE** There are two options for a Safe Refuge if ordered to evacuate; see on pages

OR

❑ **SHELTER-IN-PLACE** **Either in Cabins or move to the large Building adjacent to the cabins in Extreme Emergency when unable to evacuate**

FACILITY DETAILS

Location and site details
The site is situated on Channybearup Road, at the intersection with Pimelea Road Pemberton, about 7km east from the intersection with the Vasse Highway and is in a landscape consisting of some grasslands and Forested land. The Lot size is 39.7ha with an existing main building, some smaller buildings and many domed Tunnel structures.

Bushfire risk and history
The locality has a very high bushfire risk and a long bushfire history with fires covering most of the region recurring over many years.

Risk Matrix for the Facilities/Site

Issue	Response
Type of premises:	Fruit Farm with Workers Accommodation Cabins
Potential occupants:	Workers involved in harvesting fruit.
Context and needs:	Workers and staff capable of self management of any needs.
Special health considerations:	Some may have minor problems and have provided contingency plans to deal with these.
In a bushfire prone area?	Yes
How accessible are the premises?	The site is remote from larger towns and is in a locality of forest reserves. The site is 13kms from Pemberton and 27km from Manjimup.
Quality of Roads:	Offsite: only a few roads - all sealed and all weather of excellent quality that provide at least 2 directions to leave the site. Onsite: Internal roads to be constructed and maintained in accordance to Table 10 of the Guidelines
Does the transport route go through a bushfire area?	Yes. The area has extensive bushfire history of recurring bushfires over a large area.
Building conditions:	New construction to BAL29.
Are the buildings likely to be affected by significant radiant heat?	All the cabins will be protected by an APZ that ensures the cabins are not exposed to Heat Flux exceeding BAL29.
Are occupants needs better suited to evacuation?	The workers will be unfamiliar with the locality as they come from overseas, and there could be up to 100 people to evacuate. The evacuation must pass through land that has a very high bushfire risk via roads that could have diminished visibility due to smoke and forest ablaze with fire. Evacuation should only be attempted when advice is received from the Emergency Services that it is safe to do so. On the other hand the capacity of the existing main building to function as a SIP for 100 people is uncertain and unlikely to meet all the requirements for a SIP.
Is a defendable space available?	Yes; the APZ around the cabins building envelope can be installed that is wholly within the site boundaries. Similarly, there is low threat ground around the large main building.
Is there a designated assembly point?	Yes; at the car park adjacent to the cabins and large main building

Are ground conditions maintained?	Yes. Most of the land near the cabins is low threat; either covered in Greenhouse tunnels, maintained grasses or unsealed parking areas.
Evacuate or Stay?	Early evacuation is the safest option, however, it is unlikely that the transit to safety during a bushfire threat in this landscape is guaranteed as the routes, although there are 3 in different directions, all pass through areas of very high risk with the probability of road closure due to bushfire. Evacuation should only be done when advice from the Emergency Services is received and that the route to safety is open.

Site capability got Asset Protection Zones

The site has an area of 39.7Ha and is largely flat and covered largely in greenhouse Tunnels, with a significant dam in the centre of the lot and some small patches of forest on the southern boundary as part of the road verge. The site has easily enough capability to support the required APZs that are within the site boundaries.

Construction Standard – condition of buildings

There is a large main building, adjacent to the proposed cabins, constructed with steel cladding that appears to be a controlled Cool Storage Building that is surrounded by low threat ground for at least 60m in most directions except to the south where there is woodland within 30m. Its construction BAL rating is unknown however the possible exposure to heat flux during a bushfire event occurring within the woodland will exceed 10kw/m2 therefore the building does not meet the critical criteria required to be designated as an onsite shelter. Despite this it may serve as a place of last resort and be a less risk to evacuating the site. All the proposed cabins are to be built to BAL29 rating.

Access and Egress

The cabins are to serviced by an all weather access road that connects directly onto Pimelea Road at two places. Pimelea Road provides transit either west to Channybearup Road or to the SE that leads to Pemberton and into the local road network. The local network allows travel in all directions.

Water Supplies

The cabins require a 50,000L Water tank solely for fire-fighting purposes in close proximity to the cabins. The site is connected to reticulated water however this supply cannot be assumed to be reliable during an emergency.

Availability of on-site shelter

Shelter-in-Place (SIP)

The large main building does not comply to the criteria for a Shelter-in-place. It's likely exposure to heat flux during a bushfire event is likely to be 12.5kw/m2 or greater which does not meet the requirements for a SIP as defined by the ABCB. Furthermore, the construction rating is unknown that may further compromise the capacity of the building to maintain a tenable environment that will sustain life. Other buildings onsite are much smaller and all unlikely to be capable of providing enough capacity to shelter all the inhabitants onsite.

Safer Places (SP)

There are no officially designated SPs in the area. Places for refuge maybe found at Manjimup and Pemberton.

Bushfire Emergency Plan – BEP

Type of facility	15 cabins used for worker accommodation			
Name of Facility	Berry Sweet Farm			
Primary Action during a bushfire Emergency	Evacuate	No	Shelter-in-Place	Yes
Name of Onsite Contact Person	Jakob Lowe	Mobile	0448 010 206	
Site Address	Lot 1 Channybearup Road Pemberton			
Number of employees	5	Number of Buildings	15 Worker Cabins Plus 1 large building and a number of ancillary buildings	
Maximum number of Workers	Up to 110			
Number of Workers with support needs	Unknown; it is assumed that any persons working at the site will have self-management of their condition.			
Provide description of support needs	Self-help. No wheelchair access facilities have been installed.			

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RESPONSIBILITIES

Emergency Management Team (EMT)

The following personnel have responsibility for implementing the Emergency Procedures in the event of a bushfire. Reference in this document to the EMT concerns all the people listed below.

Position	Name	Area of Responsibility	Mobile Phone
Chief Warden (CW)	Jakob Lowe	Whole of site	0448 010 206
Deputy Chief Warden (DCW)	Dwayne Grey	Whole of site or as delegated by the CW	0425 731 380
Fire Wardens	TBA	As delegated by CW	
Note: A Deputy Chief Warden (DW) should be appointed. The Workers Accommodation cannot operate as such unless either the CW or DCW is contactable for assistance.			

Chief Warden (CW)
The Chief Warden is the person who is responsible for coordinating the emergency procedures and may also include:

- Managing and overseeing of any emergency procedures
- Organising the training of fire wardens in emergency procedures
- Reviewing the effectiveness of Emergency Drill Tests and determining and managing the required improvements to procedures
- Accounting for all persons during the emergency evacuation procedures
- Delegating responsibilities and/or tasks during the bushfire season

Deputy Chief Warden (DCW)
The Deputy Chief Warden deputises for the Chief Warden during the absence of the Chief Warden for coordinating the emergency procedures. Otherwise, if Chief Warden is present or available, the Deputy undertakes the role of Fire Warden.

Fire Wardens
The Fire Team are responsible for:

- Following the directions of the Chief Warden
- Maintaining a calm atmosphere among the Visitors
- Following established procedures
- Assisting with the assembly and evacuation of Visitors

Notes
The Chief Warden must ensure each team member is fully capable of undertaking the task which has been delegated to them
The Chief/Deputy Warden should be available via phone or sms at all times when managing bushfire emergencies and particularly during the fire season

Training of EMT in Bushfire Emergency

Name	Training of Staff	
Purpose	To ensure that all team members and onsite persons are aware of the bushfire risk and the emergency procedures to mitigate the risk.	
Responsibility	The Chief Warden (CW), members of the Emergency Management Team: Deputy Chief Warden (DCW),	
No	Task No / Description of Action	Frequency
The EMT shall be trained on the following:		At least once
1.	The duties of the EMT as described in the Emergency procedures.	Start of season and whenever there is a change in procedures or a new member of the EMT arrives.
2	Evacuation Procedures. All the EMT must know how an emergency is communicated, the place of assembly, and the egress routes and safer evacuation places.	
3	The identification and reporting of events and scenarios that may lead to an emergency.	
4	The management of the documentation relating to the Bushfire Emergency Plan.	
5	The installed fire systems; eg smoke alarms, emergency communications, site alarms, notifications and warnings.	
6	Liaison with Emergency Services - DFES, SES, Ambulance	
7	Communication during activities - emergency and exercise.	
8	Emergency response activities - egress routes and safer evacuation places	
9	Record keeping	
It is the responsibility of the EMT members to keep the CW informed of status and outcomes for each task of the procedure. The Resource is responsible for the completion of the task. The CW may delegate a task to be completed as is appropriate. All EMT members must ensure they receive the training. A log book must be kept of who receives training and when.		

EMERGENCY CONTACTS

Emergency Contact List

Name of Organisation	Phone Number
Ambulance service	000
Volunteer Bush Fire Brigade (Remo Pessotto)	0427 270 714
Dept. of Fire and Emergency Services (DFES)	131 444 (bushfire emergency)
DFES Community Engagement	(08) 9395 9816
EPA	(08) 6364 7000
Report All Fires	000
Shire of Manjimup Shire Rangers	(08) 9771 7777
State Emergency Service (SES)	132 500
WA Police Force	000
Western Power	131 351
Worksafe	1300 30 78 77

Alarms and Communications Infrastructure

The following infrastructure supports this Bushfire Emergency plan:

- Check the Emergency WA website https://www.emergency.wa.gov.au or the BOM website https://www.bom.gov.au, then click WA, Forecasts, Fire danger ratings and then lookup Swan Inland North, once a day during the fire season. This website provides a projected **Fire Danger Rating at least 4 days in advance of the day the check is made.**
- Alert Alarms: Depends on the local Fire Emergency Services or Chief Warden (Site Manager) to muster and evacuate the Visitors from the site
- An information sign near each Chalet to inform of the location of the Muster Point
- Muster Point or Assembly area is at the front of the Main House for Visitors when preparing to evacuate from site.
- The following is a list of fire events and scenarios that might affect the people onsite. These events and scenarios may arise internal to the school and/or external to the school and result in the initiation of the Emergency Procedures.

Refer to Attachment 3 for a Checklist of Actions that must be undertaken to ensure that the Alarms and infrastructure is adequate to support the Emergency Procedures.

Emergency Identification

All persons onsite have a responsibility to report any of the following immediately to the Chief Warden (CW).

Onsite

Smoke observed within the vegetation near the buildings on the site;
Smoke observed remote from the buildings
Grassfires within the site
Elevation of Fire Danger Rating to Code Red during the day

Offsite

Smoke observed outside of the site to the horizon
Advice from DFES OR OTHER EMERGENCY SERVICES that there is a fire in the vicinity.

PREPAREDNESS

Bushfire Season:

Date/Month - South	From	1st	December	To	31st	March
Date/Month - North		Start of Winter			End of Spring	

Ongoing Actions throughout the year

:

Name	Bushfire – Ongoing Actions	
Purpose	To ensure the Facility is prepared throughout the Bushfire Season	
Responsibility	The Chief Warden (CW), members of the Emergency Management Team: Deputy Chief Warden (DCW)	
No/ Resource	Task No / Description of Action	Frequency
1. CW	Regularly inspect condition of Worker Accommodation Cabins and repair any defects that impact resistance to bushfire.	Monthly
2. CW	**IF** the site has a designated **Shelter-in-Place (SIP)** ensure the building has no defects and that the surrounds contain no hazards that could compromise the capacity of the building to function as a SIP	Monthly
3. CW	Ensure Signage and information sources remain robust and in place. Refer to Attachment 3 for a Checklist of Infrastructure that must be installed to ensure the Emergency systems and procedures are robust.	Monthly
4. EMT	Make sure that staff and workers know what to do in a bushfire emergency	Maintain Notice Board as changes occur
5. EMT	Keep property access clear and easily trafficable	Inspect weekly
6. EMT	Inspect and ensure that the APZ is maintained in condition compliant to Table 9 of the Planning form Bushfire Guidelines.	Monthly & fortnightly during fire season

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Bushfire Emergency Plan – BEP

To be completed prior to the start of the Fire season

Name	Prepare for Bushfire Season/ Testing of Fire emergency Systems	
Purpose	To prepare the Facility for the oncoming Bushfire Season	
Responsibility	The Chief Warden (CW), members of the Emergency Management Team: Deputy Chief Warden (DCW)	
No/Resource	Task No / Description of Action	Frequency
1. EMT	The BEP is to be reviewed by the Emergency Management Team (EMT) prior to the declared Bushfire Season.	At least once before the start of season
2. CW	Conduct internal workshop to ensure all team members onsite are aware of emergency procedures and assembly locations.	Once before start of season
3. CW	Prepare firebreaks in compliance with the Shire's Firebreak & Fuel Hazard Reduction Notice	Prior to start of bushfire season
4. CW	Check Muster Point area and associated signage is in place and in good condition.	Prior to start of bushfire season
5. CW	Check that the Bushfire Emergency Water Supply is in good order for each Chalet	Prior to start of bushfire season
6. CW	Prune trees where required and check that all powerlines are clear.	Prior to start of bushfire season
7. CW	Prepare an Emergency Evacuation kit	Prior to start of bushfire season
8. EMT	Ensure any unwanted fuel sources removed from the site or secured in proper storage.	Prior to start of bushfire season
9. CW	Monitor daily, between 0700 am – 1700 pm, the status of bushfires in the region, and the projections for FDR, on the BoM or DFES websites.	daily
10. CW/DCW	Issue to staff and Visitors daily reports of status of bushfires and forecast of FDR – issue preliminary warnings as appropriate.	As required
It is the responsibility of the EMT members to keep the CW informed of status and outcomes for each task of the procedure.		

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Bushfire Emergency Plan – BEP

To be completed during the Fire season:

Name	Bushfire Season operations/Risk Mitigation	
Purpose	To ensure the Facility has the ongoing capacity to address an emergency during the Bushfire Season, and to mitigate any risk.	
Responsibility	The Chief Warden (CW), members of the Emergency Management Team: Deputy Chief Warden (DCW)	
No/Resource	Task No / Description of Action	Frequency
1. CW/DCW	Conduct an exercise drill of emergency procedures for the site and revise procedures if inadequacies are apparent.	Start of fire season
2. CW/EMT	Inspect - Keep cabin roof and gutters clear from leaf litter and debris.	Weekly
3. CW/EMT	Ensure the APZ is maintained in a condition compliant to Table 9 of the Guidelines, e.g. remove any fine fuels, twigs and fallen branches from the site.	Weekly
4. CW/EMT	Check that all fire suppression and detection measures are functioning and available in the event of an emergency, e.g. smoke alarms working, fire extinguishers, appropriate signage in place and in good condition.	Monthly
5. CW/EMT	Ensure the details of the Evacuation Procedures are displayed near the Worker Accommodation Cabins.	At all times
6. CW/EMT	Check that adequate transportation means is available if evacuation is required. All Workers should have transport immediately available if evacuation is required.	CW: EMT
7. CW/EMT	Monitor the FDR on the BoM and Emergency WA websites and respond as appropriate. Refer to the Pre-emptive procedures for the details	Daily
8. EMT	Keep the grounds around the buildings moist.	Daily, or as required
9. EMT	Maintain firebreaks in compliance with the Shire's Firebreak & Fuel Hazard Reduction Notice	As required – check monthly

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AWARENESS AND PRE-EMPTIVE PROCEDURES

Management of Workers

Name	Management of Workers	
Purpose	To ensure all workers, on arrival and during their stay, are aware of the bushfire risks and what to do during an emergency	
Responsibility	The Chief Warden (CW), members of the Emergency Management Team: Deputy Chief Warden (DCW)	
No/Resource	Description of Action	Frequency
1. EMT	Inform all Workers the site is located in a 'Bushfire Prone Area' and to remain vigilant particularly when the Fire Danger Rating (FDR) is '**Catastrophic**' OR In the event of a bushfire, on advice from the emergency services, that the appropriate action has been determined to be evacuation.	On arrival
2. EMT	Ensure all visitors and staff are aware of the Muster points during an emergency, and what alarms will sound during an emergency.	On arrival
3. CW	Display on the Communications Board (or digital messaging system): The most current information for FDR, status of the DFES warnings, condition of roads, and a Map indicating directions to Safety if evacuation is required. Reference may also be made to the local Fire and Rescue Services.	Weekly
4. EMT	Inform all Workers of the bushfire emergency evacuation procedures and provide copies of the Evacuation Maps.	On arrival and whenever there is a change in information.
5. EMT	Ensure there is ample signage around the site and at the places of accommodation to guide workers and staff during an emergency to the muster point	At all times
6. EMT	During an emergency, when all are at the muster point: • Record the presence and names of all visitors. • Provide instructions including a map of where to evacuate to.	During an emergency

Monitoring the FDR and Roads

Name	Monitoring the Fire Danger Rating (FDR)	
Purpose	To prepare the Facility to survive bushfire by being constantly aware of the bushfire threat	
Responsibility	The Chief Warden (CW), members of the Emergency Management Team: Deputy Chief Warden (DCW)	
No/Resource	Description of Action	Frequency
1	The DFES website is to be interrogated and the FDR recorded; For the Fire Season - daily at 0800, 1800 hrs For non-Fire Season - every second day at 0800hrs	As required for the season - DCW
2	WA Roads to be contacted to ascertain condition of roads - daily during fire season and every other day for non-fire season.	Daily - CW
3	Display on the Communications Board/Messaging System: The most current information for FDR, status of the DFES warnings, condition of roads.	EMT
4	When there is a **HIGH Fire Danger Rating** Monitor local radio and Emergency WA website for status	DAILY - AM
5	When there is a **EXTREME Fire Danger Rating** Monitor local radio and Emergency WA website for status Inform all Workers of the Extreme FDR and to be on the alert and its meaning of “Take action now” and “Fires will spread quickly and be extremely dangerous”	DAILY – AM and between 1500-1700hrs
6	When there is a **CATASTROPHIC Fire Danger Rating** Close the site to work and inform all Workers to be on standby and ready to leave the site if ordered to do so. Inform Fire Emergency Services the Short Stay Accommodation is closed and on standby to evacuate if ordered to do so.	Always when a code red is declared.

Severe Alert: Prepare and Act

Name	Severe Alert: Prepare to Act	
Purpose	To put the Facility emergency resources in standby and having the capacity to act.	
Responsibility	The Chief Warden (CW), members of the Emergency Management Team: Deputy Chief Warden (DCW	
No/Resource	Description of Action	Frequency
B: Initiate Severe Alert: Prepare to act		CW : EMT
1	Check number of persons onsite, ensure registry correct.	Daily
2	Assess Transport functional, ensure capacity sufficient to move people offsite. Arrange for additional transport as required.	Daily
3	Test : Check alarms and site communications	Weekly
4	Update Communications Board/ Digital Messaging System as changes occur	Whenever any significant information changes
5	Recommend to all people onsite to read Communications Board/Digital Imaging system	Daily
6	Conduct Fire Drill	Monthly.
It is the responsibility of the EMT members to keep the CW informed of status and outcomes for each task of the procedure.		

EMERGENCY RESPONSE

Primary Emergency Response of Incidental Accommodation for Workers

The Primary action to follow with an imminent bushfire threat is to:

☑ **EVACUATE / RELOCATE** — With pre-planning for 'Pre-emptive Evacuation' during Extreme bushfire conditions where emergency services have recommended evacuation for public safety

OR

☐ **SHELTER-IN-PLACE** — During a bushfire emergency, evacuation is the usual and Primary Action but if the site is in an extreme risk area, or the people onsite are vulnerable or emergency services issue a too late to evacuate directive or there are roadblocks preventing evacuation to place of refuge, then shelter-in-place is the next and last option.

Triggers for Evacuation

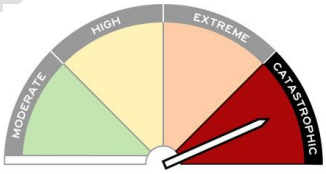
Advice from the Department of Fire and Emergency Services to evacuate or, by monitoring Emergency WA or via the Emergency Alert telephone warning system

Direction to evacuate from an Emergency Service Authority

By monitoring the media and the Forecast for the Fire Danger Rating (FDR) is **Catastrophic**

Closure Of Short Stay Accommodation

On any day with a forecast for the Fire Danger Rating (FDR) of **Catastrophic,** the Site shall be closed for all work and visitors.



Evacuation to Safer Refuge

If instructed to leave the site by the Fire Emergency Services, then the workers and staff shall go to a planned destination designated by the Chief Warden as follows:

Primary off-site stepped destination is south to **Pemberton** and then off to place of residence. Estimated travel time is 15min and distance is 13kms.

Secondary off-site stepped destination is north-east to **Manjimup** and then off to place of residence. Estimated travel time is 35min and distance is 27kms.

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EMERGENCY PROCEDURES, LOCATION AND TRANSPORT DETAILS

Designated evacuation assembly point(s):

Designated Assembly Point or Muster Point	Comments
Primary muster point is the area adjacent to the Cabins within the APZ	Workers and staff leaving the site should do so from this area and only after receiving instructions and approval to leave.



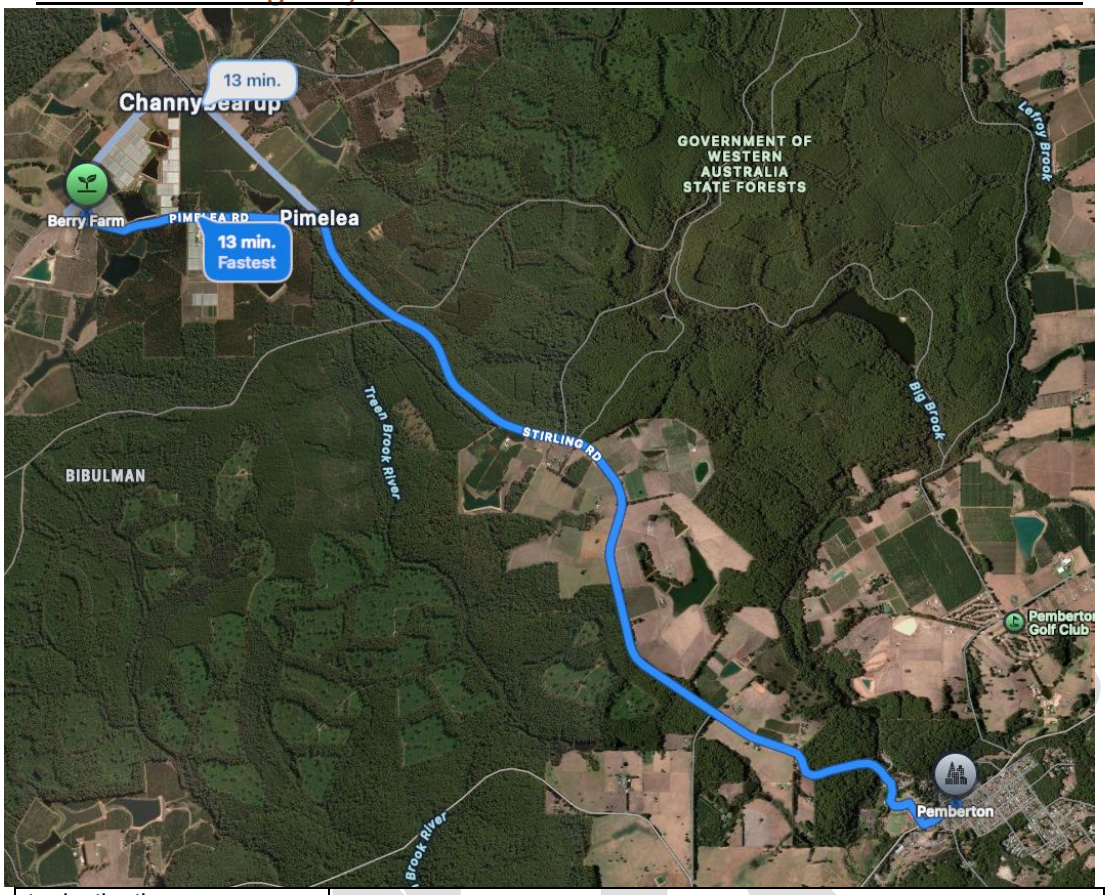
Primary off-site location

Planned Evacuation Destinations	Destination and Address
Primary – south-east	Pemberton – 13km to the south-east of the Site

Refer to Map next page.

Transportation arrangements

Provider of Transport	Workers and staff: private vehicles
Estimated travelling time	Up to 15 minutes – dependent on route.



to destination:	

Map South-East to Pemberton – primary destination

The route to Pemberton is via Pimelea Rd to Stirling Road or Channybearup Road to Stirlling Road: Both routes take about 13 minutes.

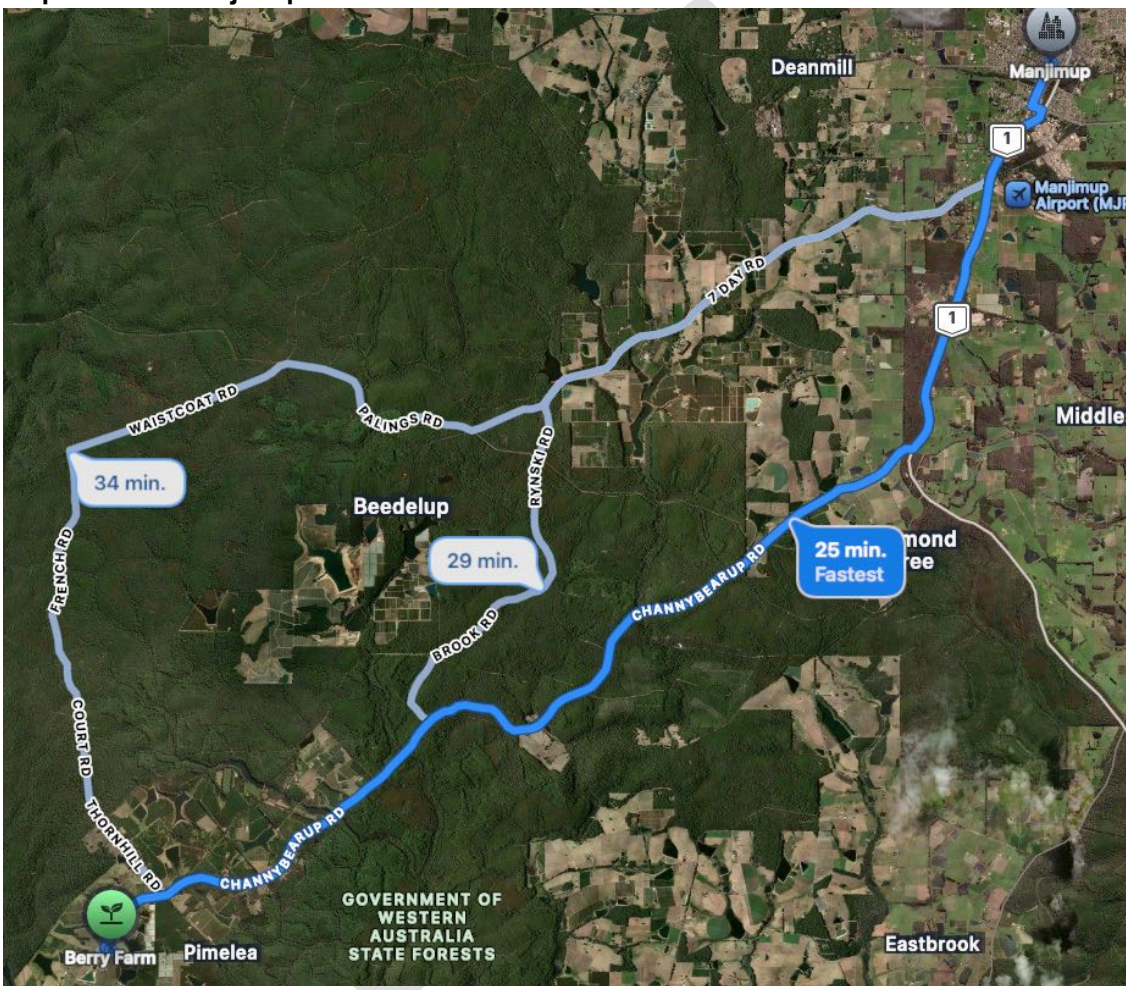
Alternative off-site location

Planned Evacuation Destinations	Destination and Address
Alternative - north	Manjimup – north-east of the Site

Transportation arrangements

Provider of Transport	Workers and staff: private vehicles
Estimated travelling time to destination:	25 to minutes – dependent on route.

Map North to Manjimup – alternative destination



There are 3 routes:

- 25 minutes: north east via Channybearup Road to town.
- 29 minutes: east to via Channybearup Road, then north via Brook Road, Rynski Road and 7 Day Road.
- 34 minutes: north via Thornhill Road, Court Road, French Road, then east via Waistcoat Road, Palings Road and then 7 Day Road to town.

Evacuation Procedure

Name	Evacuation to a Safe Refuge	
Purpose	To avoid the impact of bushfire and save lives - evacuate site and enable movement safely to the designated safe refuge.	
Responsibility	The Chief Warden (CW), members of the Emergency Management Team: Deputy Chief Warden (DCW)	
No	Description of Action	Reaource
D: Code Red Catastrophic - Evacuate		CW: EMT
1	Contact EMT and advise them of imminent alarm and inform visitors to move to designated Evacuation Point.	CW
2	Advise Emergency Authorities of fire situation and intention to evacuate. Confirm the details of intending evacuation destination and route.	CW
3	Sound Alarm to initiate movement of all persons to the Designated Evacuation Assembly Areas.	CW
4	Direct and assist people to move to the designated Assembly Point as is necessary	EMT
5	Undertake head count/ roll call - register and account for all persons on site	EMT
6	EMT to ensure Chalets are empty. Shut all windows and doors and secure buildings.	EMT
7	Advise EMT of Destination of Evacuation and gives approval to proceed.	CW
8	Inform all persons of nominated Safe Refuge destination and provide maps. Primary Safe Refuge: OR Secondary (alternative) Safe Refuge:	EMT
9	Ensure all Visitors have transport and give approval to evacuate. Each individual must take responsibility for their own safety after leaving site.	EMT
10	When all persons have evacuated inform Emergency Services.	CW

It is to be noted that evacuation from the site is to the nominated places of refuge. From there, Visitors travel their place of residence if it is safe to do so.

Shelter-in-Place

Sheltering-in-place during a bushfire should be a last option when there is insufficient time to evacuate.

THERE IS NO SUITABLE DESIGNATED SIP BUILDING AT THIS SITE. SHELTERING ONSITE IS THE LAST RESORT AND WITH NO OTHER OPTION THEN SHELTERING IN THE MAIN BUILDING ADJACENT TO THE CABINS IS PREFERRED.

The **trigger** to commence shelter-in-place procedures is:

Advice from the Fire Emergency Services of approaching bushfire event and that it is too late to evacuate

1. The Chief/Deputy Warden to contact all Workers onsite and via mobile phone and advise them of imminent alarm and need to shelter at the accommodation cabins on standby to evacuate, or, to move to the last option On-site Shelter(SIP) WHICH IS THE MAIN BUILDING ADJACENT TO THE CABINS.
2. Sound Air Horn Alarm, if necessary, to alert Workers and move to Muster Point adjacent to the Cabins and the Main Building.
3. Account for all Visitors and inform of a bushfire event. Undertake a quick search of the site if all Visitors are not at the Muster Point within 15 minutes.
4. Chief/Deputy Warden to check with emergency authorities or monitor Emergency WA website, to determine the next course of action and whether or not it is safe to leave.
5. If it is not safe to leave, all Visitors to remain at the SIP until advised otherwise by the Chief/Deputy Warden.

Note: Sheltering at the SIP is a LAST RESORT OPTION when evacuation has been determined by the Emergency Services as too hazardous.

RECOVERY

Procedures following the bushfire if EVACUATION WAS UNDERTAKEN.

Responsible people are Chief Warden (CW), Deputy Chief Warden (DCW) or delegated Staff.

Name	Post the Bushfire Emergency and restore control of Accommodation	
Purpose	Return to Site and restore control of the Facility premises and operations.	
Responsibility	The Chief Warden (CW), members of the Emergency Management Team: Deputy Chief Warden (DCW)	
Task #	**Description of Action**	**Resource**
1	Contact the Fire Emergency Services to determine if it is safe to return	CW
2	If safe to return, inspect and report on conditions to the emergency Services and to the EMT	
3	Advise the Emergency Services of return to site and situation under control. Advise other emergency services of the situation as required.	CW
4	Inspect buildings and surrounds for ongoing fire or hazards that need to be attended to.	EMT
5	Undertake any remedial works to restore damaged facilities	EMT
6	As soon as is practical, convene a meeting with the EMT and review the conduct of the emergency management and evacuation.	CW
7	Complete a Post Emergency Report	CW
8	Revise evacuation procedures and site operating procedures to address issues and needs for improvement	CW
It is the responsibility of the EMT members to keep the CW informed of status and outcomes for each task of the procedure.		

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ATTACHMENTS

1. Site Layout



2. Access and Egress



3. Action List to complete Alarms and Communications Infrastructure

The following must be completed to ensure that the emergency responses are robust.

Item	Description	Completed
1	Alarms: Alert, Muster and Evacuate: Installed and commissioned	
2	Notice Board – Communications – at every accommodation cabins and at the administration centre. OR Digital Communication system – to each cabin	
3	Signage located at strategic points around the site and at the Accommodation informing people and directing people to take action and/or muster as required.	
4	Promulgation of a digital messaging system to send alerts and information to all visitors via their smartphones.	
5	Maintain a Logbook of people who have received training.	

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Jocelyn Baister

From: [redacted]
Sent: Tuesday, 22 September 2026 3:18 PM
To: Submissions MailBox
Subject: Objection to DA26/78 (TP2026/100) - Proposed 90-Person Rural Workers' Accommodation, Lot 2 Channybearup Road

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 and Planning Services,

Please register this email as my detailed objection to DA26/78 (TP2026/100) and acknowledge receipt.

I object to the proposed rural workers' accommodation at Lot 2 Channybearup Road, Channybearup, comprising 15 accommodation cabins, 45 bedrooms and accommodation for up to 90 people, together with recreation and laundry buildings. The public notice identifies Lot 2; the advertised drawings refer to Lots 1 and 2. Please assess and confirm the land and facilities forming part of the application. [1]

I recognise the agricultural industry's genuine need for workers and suitable accommodation. My objection is not to agricultural workers living in the district. It concerns the scale, location, servicing, design and management of this particular proposal, and whether the information provided demonstrates an acceptable planning outcome.

For transparency, I have a commercial interest in Gloucester Motel, an established accommodation business in Pemberton. I do not ask the Shire to protect an existing business from ordinary competition. I ask that this application be assessed against the applicable planning requirements, including its effect on settlement patterns, infrastructure, agricultural land, residents' amenity and access to the community.

I request refusal of the application in its present form. Alternatively, if the Shire considers the concerns potentially capable of resolution, I request that determination be deferred until the applicant provides the information necessary to resolve them.

1. A DEMONSTRATED NEED FOR WORKERS DOES NOT, BY ITSELF, JUSTIFY THIS DEVELOPMENT

Clause 5.34.2.7 of Local Planning Scheme No. 4 provides a discretionary pathway for rural workers' accommodation on an intensively developed agricultural property where the relevant demand is demonstrated to the Shire's satisfaction. It refers to accommodation for transitory or seasonal workers and employment in agricultural or horticultural activities in the district. It is not an automatic entitlement to accommodation of any scale or configuration. [2]

The associated provisions address services, roads and bushfire management. Clause 5.34.2.9 identifies circumstances requiring refusal where the Shire forms the relevant opinion, including adverse rural landscape or agricultural impacts, detrimental environmental impacts, unacceptable fire risk, inadequately addressed servicing requirements, impacts that cannot adequately be contained on site, and an undesirable planning outcome. Clause 5.35.2.1 extends the relevant provisions to the General Agriculture zone. [2]

Please identify the applicable zoning and expressly assess this proposal against those provisions.

The assessment should distinguish between a general requirement for agricultural labour and the demonstrated demand, suitability and infrastructure capacity for a 90-person accommodation development at this location. The absence of information from the public documents does not prove that an acceptable solution is impossible, but it does mean that fundamental matters have not been demonstrated in the advertised material.

2. EXISTING ACCOMMODATION, RECENT INVESTMENT AND THE ACTUAL ACCOMMODATION SHORTFALL

My understanding of existing local arrangements is that Berry Sweet has utilised established accommodation in and around Pemberton, including Gloucester Motel, Karriholm Lodge and Warren Lodge. The farm is an established

operation, and its existing accommodation arrangements should inform an evidence-based assessment of this proposal.

The Shire should establish whether the proposed 90 beds would accommodate additional workers, replace existing accommodation arrangements, or serve a combination of both. A workforce already accommodated locally is a different planning context from a documented accommodation shortfall associated with an expanded workforce.

Council's 27 May 2026 agenda records internal works at Karriholm Lodge and a proposed increase from 35 to 78 lodgers. It also records a proposed increase at Warren Lodge from 36 to 42 lodgers, with works to kitchen, veranda and ablution facilities. The reports recommended approval subject to conditions. These matters appear in items 9.5.3 and 9.5.2 respectively. [3]

I understand that the Karriholm increase has since been approved. Please identify the operative approval and the capacity that can lawfully and practically be made available. I do not present the officer recommendation alone as proof of the final approval or its conditions.

Established operators have invested in accommodation and facilities serving this workforce. The documented works at Karriholm and Warren Lodge demonstrate that adaptation and investment are occurring within existing premises. The relevance is not protection of individual trading interests, but whether the scale and location of additional accommodation have been justified in the context of existing infrastructure and the district's settlement pattern.

A meaningful demand assessment should identify current and projected worker numbers, seasonal peaks, expected occupancy periods, existing accommodation arrangements and any demonstrated shortfall. It should consider suitable existing premises and realistic expansion options, including their transport and servicing implications.

I do not assume that every licensed bed is vacant or suitable, or that the applicant must contract with any particular provider. Equally, the assessment should not assume that a new 90-person farm development is necessary without examining those matters.

3. THE SCHEME'S DWELLING-COUNT RESTRICTION MUST BE RESOLVED

Clause 5.34.2.6(iv) states that the Shire will not support three or more dwellings on a title or lot, regardless of dwelling type, and expressly includes rural workers' accommodation. The following provision contains a limited heritage-related exception. [2]

The advertised proposal identifies 15 accommodation units. This raises a material question about the legal character of those units and the relationship between the dwelling-count provision and clause 5.34.2.7.

Please explain whether any of the cabins constitute dwellings under the scheme, identify all existing and proposed dwellings on each affected lot, and set out the statutory basis on which the proposed number can be approved. Any applicable exception, variation power or interpretation should be identified and explained.

If the cabins are instead components of a managed accommodation establishment rather than independent dwellings, that operational character should be clearly documented and assessed.

I recognise that planning land-use definitions and National Construction Code classifications are different legal questions. A building classification does not, by itself, resolve whether a unit is a dwelling under the planning scheme.

4. THE ACTUAL ACCOMMODATION USE MUST DETERMINE THE BUILDING ASSESSMENT

The development should be assessed according to its actual proposed use, rather than an assumption that each building is an ordinary house because it resembles a cottage or is supplied as a prefabricated cabin.

The Australian Building Codes Board's classification guidance includes workers' quarters, such as fruit-pickers' accommodation, among examples relevant to Class 3. However, other classifications may be applicable depending on the building and its actual use. Neither prefabrication nor the aggregate population alone determines the classification. [4]

Please require a written assessment by an appropriately qualified building surveyor addressing the proposed use, internal layouts, occupancy agreements, allocation of bedrooms, management arrangements and relationship between the buildings. Any reliance on Class 1a, Class 1b or another classification should be expressly justified.

The applicant should identify how the applicable requirements for fire safety, evacuation, accessibility, sanitary facilities,

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ventilation and acoustic separation will be met. Where the required compliance measures would change room sizes, occupancy, building spacing, access or the overall site layout, their feasibility should be established before that planning layout is accepted.

I recognise that planning and building approvals are separate processes. My concern is that an unresolved building-compliance assumption should not underpin approval of a layout that subsequently requires material redesign.

5. POTENTIAL ACOUSTIC NON-COMPLIANCE: 100 MM EPS BEDROOM PARTITIONS

I am particularly concerned about acoustic separation between bedrooms within the proposed cottages. My understanding is that the proposed bedroom partitions are approximately 100 mm-thick expanded polystyrene (EPS) sandwich panels, and I am concerned that the unmodified panel system may achieve only around Rw 30.

The applicant should confirm the proposed construction and supply product-specific acoustic evidence. I do not present the approximate Rw 30 figure as an independently verified test result for these particular cabins.

NCC 2022 Volume One, clause F7D6(1)(a), specifies a Deemed-to-Satisfy minimum of Rw + Ctr 50 for a wall separating sole-occupancy units in a Class 2 or Class 3 building. That is not an automatic requirement between every pair of bedrooms within a genuine single dwelling. The building surveyor should establish the boundaries of each sole-occupancy unit and confirm the applicable NCC edition and compliance pathway. [5]

Where the bedrooms are separate sole-occupancy units and that requirement applies, an unmodified separating partition achieving only around Rw 30 would not satisfy the Rw + Ctr 50 Deemed-to-Satisfy standard. Rw and Rw + Ctr are different measures; a panel's thickness or thermal-insulation rating is not evidence of the required acoustic performance.

Please require an independent acoustic assessment of the actual separating assemblies and installation details, including junctions with floors, ceilings and roofs, doors, service penetrations and flanking sound paths. Any alternative compliance pathway must be properly substantiated.

It should not be assumed that additional linings, separate framing or replacement partitions can simply be added later without consequences. The applicant should demonstrate the feasibility of any required upgrades and their effect on usable bedroom area, bed layouts, ventilation, access and maximum occupancy.

I do not claim that compliant prefabricated accommodation is impossible in principle. The issue is whether this proposed thin-panel construction is suitable for the intended intensive accommodation use. If it is not, a compliant redesign must be demonstrated rather than left unresolved. Regardless of classification, the assessment should address acoustic privacy and the suitability of the sleeping environment.

6. THE MANAGEMENT PLAN EXPRESSLY PROPOSES NO PARKING SPACES

The advertised management form expressly states "NO SPACES" in response to the question about the location and number of parking spaces. This is not simply a missing parking label on a drawing. [1]

That requires a substantive explanation for a development intended to accommodate 90 residents.

Even where residents do not own cars, the proposal must address the practical needs of managers, visitors, service vehicles, taxis, community transport and buses, together with safe passenger collection and drop-off. The coordinated site plan should show parking demand and provision, circulation, turning areas, emergency access and separation between pedestrians and operational farm traffic.

The absence of resident-owned vehicles may support a different parking-demand assessment. It does not establish that no parking, visitor access or transport infrastructure is required.

The Shire's May 2026 assessment of Karriholm Lodge recommended 25 parking bays, while its assessment of Warren Lodge recommended 14 bays. The Karriholm report also described bus transport for workers, yet still assessed parking provision. [3]

Different uses and locations may justify different requirements, and I do not suggest those figures automatically apply here. However, the Shire should identify the applicable standard and explain the evidence and statutory basis supporting any reduction to zero spaces.

7. COMMUNITY ACCESS, TRANSPORT AND WORKER WELFARE MUST BE DEMONSTRATED

The no-parking proposal raises a direct practical question: how will residents reliably access Pemberton outside working hours?

I am not alleging that the applicant intends to restrict workers' movements. My concern is that accommodation without demonstrated transport arrangements could leave residents dependent on discretionary employer-provided transport for ordinary activities outside the workplace.

The management and transport plans should address shops, medical appointments, pharmacies, recreation, community activities and personal services. They should identify evening and weekend availability, charges, booking arrangements, driver availability and contingencies when transport is unavailable. Residents should have practical opportunities to participate in community life, not merely transport to and from their employment.

For PALM workers, the Approved Employer Guidelines, version 2.1, require employers to offer to arrange transport between accommodation and the worksite, local shops and recreational facilities, subject to the provisions concerning workers arranging their own transport. The guidelines also recognise workers choosing their own accommodation and prohibit retaliatory action for doing so. [6]

If PALM workers are intended to occupy the development, please require the relevant accommodation, welfare and transport arrangements to be identified and reconciled with the site plan. PALM obligations do not replace planning or building approvals, and a planning approval does not itself demonstrate PALM compliance.

The planning concern is access, amenity and integration with the wider community. Any effect on local spending should be assessed as part of broader town-centre and settlement considerations, rather than as protection of a particular business.

8. WASTEWATER FEASIBILITY HAS NOT BEEN DEMONSTRATED

The advertised site plan states: "Waste connected into septic system on site to plumber spec." That notation does not demonstrate the capacity or suitability of an existing or proposed system for 90 residents. [1]

Using 150 litres per person per day solely as an illustrative assumption, full occupancy would generate approximately 13,500 litres of wastewater per day, 94,500 litres per week, or 4.93 million litres per year if continuously occupied. The actual design loading must be established by the relevant technical assessment.

Please require a professionally prepared wastewater assessment and Site and Soil Evaluation addressing design population and loading, treatment capacity, any existing system capacity, soil permeability, seasonal groundwater, disposal areas, required separations and any reserve or replacement area.

The complete system should be shown on a coordinated plan alongside buildings, roads, parking, agricultural activities, drainage features and bushfire-management areas. The assessment should demonstrate that sufficient suitable land remains after all constraints are considered.

A later condition requiring a wastewater system to be designed is not itself evidence that a satisfactory system can fit and operate at this site for the proposed population. If the servicing solution requires a different layout or lower occupancy, that should be understood before determination.

If holding tanks and pump-out are proposed, please require explicit details of capacity, servicing frequency, access, contingency arrangements and an acceptable disposal destination. At the illustrative loading above, pump-out would involve managing approximately 94.5 kilolitres each week at full occupancy. Its traffic and operational implications should be assessed rather than left unspecified.

9. WATER SUPPLY, LIVING FACILITIES AND MANAGEMENT ARE INSUFFICIENTLY DOCUMENTED

The management form identifies the water supply only as "EXISTING ON SITE WATER", without specifying its source, capacity or treatment. The advertised form also leaves cooking/catering and cleaning/servicing arrangements blank. [1]

Please require demonstration of a potable supply adequate for the intended population, including storage, treatment, monitoring and contingency arrangements for interruptions.

Detailed floor plans and a facilities schedule should demonstrate the capacity of cooking facilities, food storage, dining areas, laundry equipment, toilets, showers, indoor common areas and outdoor recreation space for 90 residents. Simply

labelling one building as a common room and another as a laundry does not establish adequate capacity.

The operating plan should address cleaning, maintenance, waste storage and collection, management attendance, after-hours contact, complaints and emergency procedures. Personal contact details may appropriately be withheld from public documents, but the substantive arrangements should still be demonstrated.

Please also identify any applicable lodging-house or other environmental-health approval requirements. The expected duration of residence should inform the facilities assessment; the development should not be assessed merely as a place to sleep between shifts.

10. BUSHFIRE AND EMERGENCY PLANNING MUST ACCOUNT FOR RESIDENTS WITHOUT PRIVATE VEHICLES

Clause 5.34.2.8 requires the Shire to be satisfied concerning applicable bushfire policy and an acceptable fire-management plan. [2]

Please require a site-specific assessment of the applicable requirements, building siting, access, water supply and emergency arrangements.

Evacuation planning must be reconciled with the stated absence of parking spaces and any expectation that residents will not have private vehicles. The applicant should demonstrate how the full population could be moved if evacuation were required, including vehicle and driver availability outside working hours, passenger capacity, communication, evacuation triggers and contingencies if normal access were unavailable.

The assessment should not assume that emergency services will provide routine evacuation transport for the resident population.

Required fire-management areas must be coordinated with wastewater disposal, agricultural buffers, roads and buildings. The Shire should establish that these different land requirements can coexist without compromising one another.

11. AGRICULTURAL COMPATIBILITY AND THE COMPLETE DEVELOPMENT FOOTPRINT

The advertised layout places the proposed accommodation alongside horticultural production areas. [1]

Please require assessment of compatibility between residential occupation and nearby agricultural activities, including any relevant spraying, machinery, freight movements, noise, lighting and dust. That assessment should protect both residents and the continued lawful operation of agriculture.

Any required buffers, screening, traffic separation or operational restrictions should be identified before approval. Their effect on the productive use of the subject property and neighbouring land should be assessed.

The agricultural land affected is not limited to the cabin footprints. It includes access, parking and turning areas, wastewater infrastructure, drainage, recreation space, buffers and fire-management requirements. The applicant should identify the complete land requirement and any displacement or constraint of agricultural production.

The scheme identifies adverse agricultural and environmental impacts among its refusal considerations. The assessment should make findings on those matters rather than assuming that residential accommodation is necessarily compatible with intensive agriculture because its occupants work in that industry. [2]

12. PEMBERTON'S ECONOMIC TRANSITION AND INVESTMENT IN THE TOWNSITE

Pemberton's history illustrates the relationship between employment, accommodation and community development. Council's May 2026 report identifies Warren Lodge as a boarding house constructed in the 1920s for workers of State Sawmill No. 3, near the timber workers' cottages and Mill Hall. The State heritage record also documents the town's timber-worker housing and the closure of the Pemberton mill in 2016. [3, 7]

That history does not determine this application, but it provides relevant context for considering how accommodation associated with the district's changing employment needs can support an established town.

I ask the Shire to examine the proposal's consistency with the Local Planning Strategy and the intended relationship between agricultural land, residential settlement, accommodation and community infrastructure.

Draft

The existing accommodation arrangements and the documented investment at Karriholm and Warren Lodge show that the agricultural workforce can be accommodated through established premises, subject to capacity, suitability and transport. The assessment should consider whether this application addresses a genuine shortfall or primarily relocates a workforce already accommodated locally.

The strategic issue is not a guaranteed return for existing operators. It is whether the cumulative location of accommodation supports efficient infrastructure use, access to services and the planned function of Pemberton, and how future accommodation investment can be accommodated coherently.

Town-based accommodation is not automatically suitable in every case: it too must satisfy servicing, amenity and safety requirements. Equally, established premises, their lawful expansion and appropriately planned new accommodation should form part of the assessment rather than being overlooked.

Please explain how the location and scale proposed here relate to the applicable strategic framework, including the opportunities and constraints of accommodating workforce demand within or adjoining the townsite.

13. WORKFORCE CHANGES AND CUMULATIVE SETTLEMENT EFFECTS

The Federal Government's 17 September 2026 announcement proposed capped ballots for relevant second- and third-year Working Holiday Maker extensions, with 45,000 second-year places and 5,000 third-year places, while retaining the relevant regional-work eligibility requirements. These are announced arrangements; their implementation, exemptions and transitional rules should not be assumed from the announcement alone. [8]

In an interview that day, the Home Affairs Minister also identified the PALM scheme as an available avenue for agricultural employers. [9]

Those statements do not establish that PALM will inevitably become the dominant agricultural workforce, or determine this farm's future recruitment. They do justify asking the applicant to explain the workforce assumptions underlying a substantial accommodation investment: numbers, recruitment arrangements, lengths of stay, seasonal turnover and transport needs.

Please assess how this development would function under reasonably foreseeable occupancy patterns. Any expectation of recurring or extended residence should be reflected in the provision of living facilities, services, community access and management.

I also recognise that approval of one application does not automatically require approval of later proposals. Nevertheless, comparable developments could cumulatively change the distribution of accommodation and servicing demand around Pemberton. For illustration only, ten developments of 90 residents would accommodate 900 people; this is not a prediction of applications or future population.

Please explain the circumstances that would justify this development and how its scale and location fit the intended settlement pattern. The assessment should not treat each cabin in isolation from the combined accommodation operation and its infrastructure demands.

The applicant should also identify the intended duration of use and what would occur if agricultural activity ceased or the workforce requirement materially changed. The scope of any approval should be clear, with materially different future uses subject to whatever further assessment and approvals are required.

REQUESTED DETERMINATION

I request refusal of DA26/78 in its present form, with reasons grounded in the applicable scheme provisions and the findings made on the evidence.

In particular, please make express findings on:

(a) land-use permissibility, the scheme's dwelling-count provisions and the legal character of the units;
(b) the suitability of the proposed building classification and the feasibility of the accommodation design, including bedroom acoustic separation and the proposed EPS partitions;
(c) wastewater and potable-water capacity, parking, access, transport and emergency arrangements;
(d) agricultural compatibility, environmental effects and the complete development footprint; and
(e) demonstrated demand, management, residents' community access and consistency with the planned settlement pattern.

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If these matters may be capable of resolution, please defer determination until the necessary assessments and coordinated plans have been supplied. A materially lower occupancy or substantially different design should not be treated as though it were the proposal currently advertised.

Where relevant technical information already exists but was not included in the advertised package, please identify it and make the substantive assessment material available. Where revisions materially change the proposal or its impacts, I request an appropriate further opportunity for public comment.

I recognise that conditions can address implementation details. My concern is that they should not substitute for establishing fundamental land-use permissibility, servicing feasibility or the ability to accommodate the intended population safely on the available land.

Please consider this submission in full, acknowledge its receipt, and advise me of the determination, reasons and any conditions imposed.

Kind regards,

[redacted]

REFERENCES

[1] Shire of Manjimup, public notice for DA26/78 (TP2026/100), Lot 2 Channybearup Road, and the accompanying four-page "Advertising details 26.78.pdf", including site plans and management form: https://protect.checkpoint.com/v2/r04/___https://www.manjimup.wa.gov.au/our-shire/consultations?item=id%3A2z8tet49c17q9swufg1o___.Y3A0YTpzaGlyZW9mbWFuamltdXA6YzpvOjQ1NjJkM2Q1ZTcxZTI2ZjA3YjM4ZjQ0NmVmNmUwZTRjOjc6MDJhYzo3YWY5OWUxN2VhZDcwYmY4Mjk5YjhiYzFiMWY0MTQ4Nzc0ZTYyMjJjYjliNmY4MDliMjMxZTVmMTI4Zjg2NTA2OnA6VDpG

[2] Shire of Manjimup Local Planning Scheme No. 4, particularly clauses 5.34.2.5-5.34.2.9 and 5.35.2.1. Published scheme text is available through the WA Government's Manjimup planning-information page: https://protect.checkpoint.com/v2/r04/___https://www.wa.gov.au/government/document-collections/shire-of-manjimup-planning-information___.Y3A0YTpzaGlyZW9mbWFuamltdXA6YzpvOjQ1NjJkM2Q1ZTcxZTI2ZjA3YjM4ZjQ0NmVmNmUwZTRjOjc6YjA0YTpmMGRhN2IzZmFjMTE4OTlmNmYyYWM0OTQ4OGFmMDkyYTc4NTZkZjBkM2IwNWEyZDhlMDQ2Njc5OTk2NDIzOTY4OnA6VDpG

[3] Shire of Manjimup, Ordinary Council Meeting Agenda, 27 May 2026, item 9.5.2, Warren Lodge, pages 43-49; and item 9.5.3, Karriholm Lodge, pages 50-57. These references distinguish officer recommendations from final Council determinations.

[4] Australian Building Codes Board, NCC 2022 Volume One, Part A6, Building classification: https://protect.checkpoint.com/v2/r04/___https://ncc.abcb.gov.au/editions/ncc-2022/adopted/volume-one/a-governing-requirements/part-a6-building-classification___.Y3A0YTpzaGlyZW9mbWFuamltdXA6YzpvOjQ1NjJkM2Q1ZTcxZTI2ZjA3YjM4ZjQ0NmVmNmUwZTRjOjc6OTQyYTo5N2RkNDZlMGU1ZWUxOThiMzVhMTQ2MTFmZjA0NGE3NGVhODljMzhhYzFhODJjZDFlODQ3N2I0YWE5OTA5OGU4OnA6VDpG

[5] Australian Building Codes Board, NCC 2022 Volume One, Part F7, Sound transmission and insulation, particularly F7D6: https://protect.checkpoint.com/v2/r04/___https://ncc.abcb.gov.au/editions/ncc-2022/adopted/volume-one/f-health-and-amenity/part-f7-sound-transmission-and-insulation___.Y3A0YTpzaGlyZW9mbWFuamltdXA6YzpvOjQ1NjJkM2Q1ZTcxZTI2ZjA3YjM4ZjQ0NmVmNmUwZTRjOjc6NGM2NjpjZjNhMThlNDAzYTE2YmZiNjkwMDBhM2FlNGZkYjU3ZmZjZTBhMGNjZWE1YzhiYWY1MDk2ZjFkNzliZjBiZDFkOnA6VDpG

[6] PALM scheme Approved Employer Guidelines, version 2.1, accommodation and transport provisions: https://protect.checkpoint.com/v2/r04/___https://www.palmscheme.gov.au/sites/default/files/2026-03/PALM%20scheme%20Approved%20Employer%20Guidelines%20v2.1.pdf___.Y3A0YTpzaGlyZW9mbWFuamltdXA6YzpvOjQ1NjJkM2Q1ZTcxZTI2ZjA3YjM4ZjQ0NmVmNmUwZTRjOjc6ZDA4NDo4MjI5ZDEyNDEwYjNhM2Q2ZGQ0NWQzMWJiM2UxM2ZhZGJjMzY3NTZkYWM5YjBmNjI2NjQ0MjA5NTNmMDFhYzdiOnA6VDpG

[7] WA Department of Planning, Lands and Heritage, inHerit record concerning Pemberton's timber-worker heritage: https://protect.checkpoint.com/v2/r04/___https://inherit.dplh.wa.gov.au/public/inventory/details/9ad19277-b0ee-4d00-978a-e5ff59425689___.Y3A0YTpzaGlyZW9mbWFuamltdXA6YzpvOjQ1NjJkM2Q1ZTcxZTI2ZjA3YjM4ZjQ0NmVmNmUwZTRjOjc6NWRkMjplNGQ0ODMzNTBlY2VkNzM2NDczYWVmZDA2MGY0NTQ0NzU3YTVjZDFlNTEwMGExZjNkMjM2MDYwMTE0Y2QwMGNlOnA6VDpG

[8] Tony Burke MP, National Press Club address, 17 September 2026: https://protect.checkpoint.com/v2/r04/___https://www.tonyburke.com.au/speechestranscripts/transcript-national-press-club-address-17-september-2026___.Y3A0YTpzaGlyZW9mbWFuamltdXA6YzpvOjQ1NjJkM2Q1ZTcxZTI2ZjA3YjM4ZjQ0NmVmNmUwZTRjOjc6YjUzNzo5YjEyODkzNzliNDRjMGU3OGNjZmJhZmQ2YmVkOWE0MDJlOTMzMzkyYWUxNDhkNGY5NTM0YTU5ZTU3YjA3ODY5OnA6VDpG

[9] Tony Burke MP, ABC Afternoon Briefing interview, 17 September 2026: https://protect.checkpoint.com/v2/r04/___https://www.tonyburke.com.au/speechestranscripts/transcript-abc-afternoon-briefing-thursday-17-september-2026___.Y3A0YTpzaGlyZW9mbWFuamltdXA6YzpvOjQ1NjJkM2Q1ZTcxZTI2ZjA3YjM4ZjQ0NmVmNmUwZTRjOjc6OGIxMTpmNTA1NGFhN2ZhOGFkNDQzMDA0OThiYzQ1YjUwOWFkMTFhNDY1MzQwZTYxOTlhMzFhZGM4NTFlMDkzMDk0Y2JmOnA6VDpG

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OFFICIAL

Department of
Primary Industries and Regional Development
GOVERNMENT OF WESTERN AUSTRALIA

Your reference: DA26/78
Our reference: LUP 2505
Enquiries: Leon van Wyk

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

18 September 2026

Dear Jocelyn

COMMENT: ADVICE REQUESTED: TP2026/100 - Lot 2 Channybearup Road, Channybearup

Thank you for the opportunity to comment on the proposed rural workers accommodation at Lot 2 Channybearup Road, Channybearup.

The Department of Primary Industries and Regional Development (DPIRD) does not object to the proposed rural workers accommodation at the abovementioned lot as it is solely intended for seasonal workers performing various farm duties on the property.

If you have any queries regarding the comments, please contact Leon van Wyk at (08) 9780 6171 or leon.vanwyk@dpird.wa.gov.au.

Yours sincerely

Anya Lam
Director Agriculture Resource Management and Assessment
Fisheries and Sustainability

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

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Government of **Western Australia**
Department of **Health**

Your Ref: DA26/78. TP2026/100. P54123
Our Ref: F-AA-90483-11 EDOC26/370123
Contact: Vic Andrich (9222 2000)

Mr Ben Rose
Chief Executive Officer
Shire of Manjimup
PO Box 1
Manjimup WA 6258

Via email: info@manjimup.wa.gov.au

Dear Mr Rose

PROPOSED RURAL WORKERS ACCOMMODATION – LOT 2 CHANNYBEARUP ROAD, CHANNYBEARUP

Thank you for your letter of 13 August 2026, requesting comments from the Department of Health (the Department) on the above proposal.

The Department of Health provides the following comment which is in addition to advice provided by your local environmental health services in relation to this proposal:

Department of Health position

☐ No objection – no comments or advice to provide.
☐ No objection – with comments and/or recommended conditions and advice notes provided below.
☒ Do not support – reasons provided below, i.e. additional reports, studies, plans or other information that should be provided to determine public health risk / legislative compliance.

Department of Health advice and recommended conditions

Infrastructure - Water Supply and Wastewater Disposal
The Department is unable to complete a review of the proposed development as there is insufficient information and details provided on wastewater management.

For your guidance:
- All drinking water provided on site must meet the health-related requirements of the Australian Drinking Water Quality Guidelines 2011.
- An 'Application to Construct or Install an Apparatus for the Treatment of Sewage' is required to be submitted to the local government for any wastewater treatment system, including changes to existing wastewater systems.

189 Royal Street East Perth Western Australia 6004
Telephone (08) 9222 4222 TTY 133 677
PO Box 8172 Perth Business Centre Western Australia 6849
ABN 28 684 750 332
www.health.wa.gov.au

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As this proposal is not a single dwelling and is likely to generate more than 540L of wastewater per day, the applications are required to be forwarded to the Water Unit at the Department for assessment and approval. Further information is available at Apply to install or alter an on-site wastewater system.

- A site-specific Site and Soil Evaluation (SSE) will be required to be undertaken by a qualified consultant during the wettest seasonal time of the year (mid-July/August) as per AS/NZS 1547:2012 to ensure the onsite wastewater system and land application area is located, sized appropriately and capable to accommodate wastewater volumes be in accordance with the State Planning Policy 2.9 Water.
- Any non-drinking water (i.e., water that is not intended or suitable for drinking) must be managed to ensure it cannot be confused with or contaminate the drinking water supply. This requires satisfactory labelling of non-drinking water taps and, depending on system configuration suitable backflow prevention arrangements in accordance with Australian/New Zealand Standards AS3500 – Plumbing and Drainage.

Amenity – Medical entomology

The subject land is in a region that occasionally experiences problems with nuisance and disease carrying mosquitoes. These mosquitoes are known carriers of Ross River (RRV) and Barmah Forest (BFV) viruses. Human cases of RRV and BFV diseases have been reported in this region.

As the risk of exposure to these diseases for future workers and visitors is unknown, it is recommended that the proponent liaises with the Shire's own Environmental Health Team to determine the likelihood and the extent of this risk. If the risk is deemed to be medium or high, then a mosquito management plan should be developed and adequately funded.

Additionally, the Department recommends that the proponent ensures the proposed site works and infrastructure do not create additional mosquito breeding habitat as follows:

- Changes to topography resulting from earthworks must prevent run-off from creating surface ponding as it may become mosquito breeding habitat
- Mosquito-proof design should be incorporated into building design for accommodation (such as mosquito mesh on doors and windows and the inclusion of an enclosed outdoor recreation area) in order to minimise worker and visitor exposure to mosquito bites.
- Water tanks and other water-holding containers must be sealed or screened to prevent mosquito access and breeding. Regular monitoring for mosquito larvae and treatment with larvicide may also be required.
- On-site infrastructure and constructed water bodies must be located, designed and maintained so they do not create or contribute to mosquito breeding.

Requested further information and/or revised plans

Requested / revised technical reports
In accordance with SPP 2.9 and the associated guidelines, the following information will be required to ensure the protection of public health from wastewater generated at the premises:

a) Site and Soil Evaluation (SSE) will be required to be undertaken by a qualified consultant during the wettest seasonal time of the year (mid-July/August) as per AS/NZS 1547:2012 to ensure the land application area is located and sized appropriately.
b) Detailed plans to scale showing the wastewater apparatus and disposal type. Plans also need to show the proposed building envelopes, proposed and existing onsite wastewater systems, all trafficable areas, and land application area/s including setback distances to exclusion/riparian zones with all measurements.

Should you have any queries or require further information, please contact the System Performance Team on 9222 2000 or eh.eSubmissions@health.wa.gov.au.

Yours sincerely



Peter Gray
EXECUTIVE DIRECTOR
ENVIRONMENTAL HEALTH DIRECTORATE

18 September 2026

Draft

Government of Western Australia
Department of Fire & Emergency Services

DFES
Department of Fire & Emergency Services

Our Ref: 2026/1756
Your Ref: DA26/78

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

Dear Ms Baister

LOT 2 CHANNYBEARUP ROAD, CHANNYBEARUP – PROPOSED RURAL WORKERS ACCOMMODATION FOR 90 WORKERS WITHIN 15 CABINS - DEVELOPMENT APPLICATION

I refer to an email dated 13 August 2026 regarding the submission of a Bushfire Management Plan (BMP) (Revision A), prepared by BAL de Fire and dated 14 May 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 for Fire in Western Australia.

General Comment

- DFES acknowledges that the site currently accommodates a strawberry farm, and the proposed development includes the addition of 15 cabins which will accommodate up to 90 workers, and a recreation and laundry building.
- DFES notes that while the broader landscape is technically not required to be assessed for vulnerable land use developments, DFES considers that the site presents within an extreme 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 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.

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 - Sasha De Brito on telephone number 9395 9703.

Yours sincerely



Desmond Abel
DIRECTOR LAND USE PLANNING

24 September 2026

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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 8, 9 and 10 – not demonstrated Vegetation Plots 8, 9 and 10 cannot be substantiated as Class B Woodland with the limited information and photographic evidence provided. Photograph IDs 5 and 22 do not represent Class B Woodland. The foliage cover appears to exceed 30%. Furthermore, Plot 8 is described as an olive grove in the BMP. The olive grove appears to have a foliage cover exceeding 30% so should be classified as either Class A Forest or Class D Scrub depending on the top height being above or below 6 metres. The BMP should detail specifically how the Class B Woodland classification was derived as opposed to Class A Forest or Class D Scrub. 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 8, 9 and 10 is required.
Exclusion Plot 7 – not demonstrated Evidence to support the exclusion of Plot 7 as managed to low threat in accordance with AS 3959 is required. Specifically, Plot 7 is described in the BMP as a 'plantation' in the description accompanying photograph ID 10, plantations should be classified as Class A Forest as per AS 3959. It is unclear whether the trees form part of another olive grove, orchard or a plantation. If unsubstantiated, the vegetation should be classified as per AS 3959, it is acknowledged the classification of these trees would not impact the BAL rating of the cabins.	**BMP to be modified for accuracy purposes only.** Further evidence to support the current vegetation exclusion of Plot 7 is required.

Table 2: Policy Measure 7.1 ii. e. Compliance with the Bushfire Protection Criteria 8: Development – Vulnerable Tourism Land Uses and Day Uses

Element	Assessment	Action
Siting and Design	**A2.1a – not demonstrated** The BAL ratings cannot be validated for the reason(s) outlined in Table 1.	**BAL Rating cannot be validated.**

		Modification to the BMP is required to address the Assessment advice in Table 1.
Siting and Design – Landscape Management Plan	**A2.4 – not demonstrated** A Landscape Management Plan (LMP) has not been provided. Given there is limited vegetation where the proposed accommodation buildings will be sited, it is at the discretion of the decision maker as to whether an LMP is required.	**Comment only.** Decision maker to be satisfied that compliance has been achieved.
Water Supply	**A4.1 – not demonstrated** The BMP states in its compliance statement that a 50,000-litre tank for firefighting purposes will be installed to comply with Element 4: Water Supply. The water provision requirements are detailed in Table 11 of the Guidelines. 'Section 8 – Development – Vulnerable Land Uses' states that the requirements are to be provided for each habitable building. Therefore, DFES is of the opinion that 10,000 litres for each habitable building proposed should be provided at a minimum, which in this case would be 150,000 litres for the 15 habitable buildings proposed.	**Compliance with Water Supply for firefighting not demonstrated.** Modification to the BMP is required to address the Assessment advice.

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 decision maker.	**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 planning, building, environmental health or any other approvals required by a relevant authority under written laws.	**Comment only.**

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ATTACHMENT
APPENDIX

9.5.4 Amendment to Approval at the Gallery Hotel - Lot 156 (80) Rose Street, Manjimup

PROPONENT	Manjimup Investments (WA) Pty Ltd
OWNER	Shire of Manjimup
LOCATION / ADDRESS	Lot 156 (80) Rose Street, Manjimup
WARD	Urban
ZONE	Town Centre- Commercial
DIRECTORATE	Development Services
FILE REFERENCE	TP2026/126 P53170 DA21/146
LEGISLATION	*Planning and Development Act 2005*
AUTHOR	Sumah Brown (Planning Assistant)
DATE OF REPORT	12 October 2026
DECLARATION OF INTEREST	Nil

BACKGROUND

Council is requested to consider revised plans for the Gallery Hotel located at Lot 156 (80) Rose Street, Manjimup. It is located on the corner of Rose and Giblett Streets in the Manjimup Town Centre, south of the Manjimup Heritage Park.

The existing development on the property is the Gallery Hotel Clubhouse, Accommodation units, and designated parking areas. A location plan is shown below.



The amended application proposes to remove the three (3) fast food tenancies and to delete the condition requiring carparking in the verge associated with the fast-food tenancies.

At the meeting held 18 November 2021, Council resolved as per resolution 28636 to conditionally approve the Hotel Accommodation and Restaurant at No 80 (Lot 156) Rose Street, Manjimup. Minutes from that Council meeting are included in the appended to this report.

APPENDIX: 9.5.4 (A)

The resolution of that Council meeting is as follows;

28636

That Council In accordance with Part 10 and clause 5.5 of Shire of Manjimup Local Planning Scheme No.4 grants planning approval to the proposed Hotel Accommodation and Restaurant at No 80 (Lot 156) Rose Street, Manjimup in accordance with the submitted plans and specifications as attached at Attachment: 9.5.9(1), subject to compliance with the following conditions:

a) 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.

b) Notwithstanding condition a) above, the plans hereby approved shall be modified as follows:

- **i) The two parking bays immediately west of the stairs from the southern carpark to the Club House Building shall be modified and extended so as to provide a suitable area for the loading/unloading of commercial vehicles associated with the operation of the development hereby approved;**
- **ii) The accessibility ramp shown on the northern side of the southern carpark being relocated further east so as to facilitate access between the accessible compliant accommodation units and the Club House building;**
- **iii) Two of the parking bays located toward the centre of the isles of parking located within the proposed southern parking area are to be deleted in favour of landscaping to the satisfaction of the Chief Executive Officer; and**
- **iv) Provision of an additional 10 parking bays located within the Giblett Street Road reserve between the proposed Club House building and Rose Street to the satisfaction of the Chief Executive Officer.**

b) Unless otherwise approved by Council, access to all facilities on-site other than the three (3) external food tenancies shall be restricted to guests only. Alfresco dining for members of the public attending

these tenancies shall be limited to a maximum of 40 seats the use of the proposed "Club House" as shown on the submitted plans shall be restricted to the guests of the development only.

c) Prior to lodging an application for a building permit, a detailed landscaping and reticulation plan for the subject site and/or the road verge(s) must be submitted to and approved to the satisfaction of the Shire of Manjimup.

d) The approved landscaping including reticulation must be fully implemented within the first available planting season after the initial occupation of the development, and maintained thereafter, to the satisfaction of the Shire of Manjimup. Any species which fail to establish within the first two planting seasons following implementation must be replaced in consultation with and to the satisfaction of the Shire of Manjimup.

e) Prior to the occupation or use of the development hereby approved, the area set aside for the parking of vehicles, together with the associated access lanes as delineated on the endorsed plan shall:

- **i) be constructed, drained and marked in accordance with Clause 5.17 of the Shire of Manjimup Local Planning Scheme No. 4 to the satisfaction of the Council prior to the commencement of the use hereby permitted;**
- **ii) thereafter be maintained to the satisfaction of the Council;**
- **iii) be made available for such use at all times and not used for any other purpose; and**
- **vi) be properly formed to such levels that it can be used in accordance with the plan.**

g) Prior to lodging an application for a building permit, the applicant must submit and have approved by the Shire of Manjimup, and thereafter implement to the satisfaction of the Shire of Manjimup, a construction management plan addressing the following matters:

- **i) How materials and equipment will be delivered and removed from the site;**
- **ii) How materials and equipment will be stored on the site;**
- **iii) Parking arrangements for contractors;**
- **iv) Construction waste disposal strategy and location of waste disposal bins;**
- **v) Details of cranes, large trucks or similar equipment which may block public thoroughfares during construction;**
- **vi) How risks of nuisance, wind and/or water borne erosion and sedimentation will be minimised during and after the works; and**
- **vii) Other matters likely to impact on the surrounding properties.**

h) Seating within the Café/Club House Building and associated alfresco area shall be limited to 120 seats unless otherwise approved by Council.

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j) An external Lighting Plan showing lighting to pathways and car parking areas are to be submitted and approved prior to the application for building permit. All lighting is to be installed and operated as per the approved plan to the satisfaction of the Shire of Manjimup.

k) A Waste Management Plan must be submitted to and approved by the Shire of Manjimup prior to lodging an application for a building permit and thereafter implemented. The plan must include the following details to the satisfaction and specification of the Shire of Manjimup:

- **i) the location of bin storage areas and bin collection areas;**
- **ii) the number, volume and type of bins, and the type of waste to be placed in the bins;**
- **iii) details on the future ongoing management of the bins and the bin storage areas, including cleaning, rotation and moving bins to and from the bin collection areas; and**
- **iv) frequency of bin collections.**

l) All stormwater and drainage runoff is to be retained on the subject property or to be provided with stormwater drainage connections to the drainage system in the area at the developers cost to the satisfaction to the Shire of Manjimup.

m) Prior to occupation or commencement of the use, a signage strategy for the site / development shall be prepared and submitted to the Shire as a separate application for planning approval.

n) The development hereby approved shall be connected to the Water Corporation reticulated sewerage system.

o) Prior to the installation of external fencing (other than construction fencing), details plans of the proposed fence construction and any associated artwork shall be submitted to an approved by the Shire of Manjimup.

<u>Advice to Applicant</u>:

- **i) It is recommended that the applicant give consideration to the construction of at least one of the Executive Standard accommodation units as an accessible compliance accommodation unit;**

- **ii) It is recommended that the applicant liaise with a certified Building Practitioner over the level of proposed accessible compliant accommodation units and the developments general compliance with requirements of the Building Code of Australia and other relevant legislation/standards. In this regard it is noted that in order to comply with the requirements of the Building Code of Australia a suitable passenger lift is required to facilitate access to the upper floor of the Club House Building**

and that as a minimum an accessible compliant toilet is required on that upper floor;

iii) The proponent is advised that this Development approval is NOT a building permit. A building permit must be formally applied for and obtained from Building Services BEFORE the commencement of any site and/or development works.

iv) Any retaining walls in excess of 500mm in height required in connection with development shall be so constructed as to accord with plans and specifications prepared by a practising structural engineer to the satisfaction of the Shire of Manjimup and details and particulars of the certified plans and specifications shall be provided to Shire of Manjimup as part of any application for a building permit.

v) All waste material not required for further onsite processing must be regularly removed from the site. All vehicles removing waste must have loads fully secured and contained so that no wastes are spilled or dust or odour is created to the satisfaction of the Shire of Manjimup.

vii) The development and associated uses are required to comply all relevant provisions of the *Health (Miscellaneous Provisions) Act 1911* (as Amended), *Health (Public Buildings) Regulations 1992*, the Food Act 2008 and Food Regulations 2009. Prior to commencement of the uses hereby approved, various applications are required under this legislation and it is recommended that you liaise with the Shire of Manjimup's Environmental Health Team over the preparation, lodgement and approvals processes;

ix) Compliance with the *Health (Aquatic Facilities) Regulations 2007* is required. Construction of the aquatic facility is not permitted to commence until the written approval of the Executive Director, Public Health has been obtained; and

xi) The development the subject of this planning approval, is required to comply with the requirements of Energy Safety and the Department of Mines and Petroleum (Resources Safety Section) in relation to the storage of dangerous goods. Further information may be found at www.energysafety.wa.gov.au or www.dmp.wa.gov.au

Amended Application Received

The amended site plan removes the previously proposed fast-food tenancies, reallocating that space to the external guest alfresco area. Consequently, the applicant has requested the removal of the additional car parking bays that were originally required for the fast-food use (Condition b) iv)).

"iv) Provision of an additional 10 parking bays located within the Giblett Street road reserve between the proposed Club House building and Rose Street to the satisfaction of the Chief Executive Officer."

The plan submitted in support of the development is provided attached.

ATTACHMENT: 9.5.4 (1)

PUBLIC CONSULTATION UNDERTAKEN

The application was not required to be advertised.

COMMENT

To guide Council on the determination of this application, the following comments are offered.

The property is 8,423sqm and is zoned Town Centre-Commercial by the Local Planning Scheme No.4 (The Scheme).

Zoning Purpose
The purpose of the Town Centre zone is to provide for the establishment and ongoing development of nodes of diverse commercial, professional, tourist, entertainment, residential and community activities to service the populations of surrounding areas.

An objective relative to this application would be to encourage the establishment of a diverse range of activities and the associated infrastructure/services required to fulfil the community, commercial and administrative functions of a town centre.

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;
(m) the compatibility of the development with its setting, including the desired future character of its setting; and the relationship of the development to development on adjoining land … including, but not limited to, the likely effect of the height, bulk, scale, orientation and appearance of the development;
(n) the amenity of the locality including the following -environmental impacts; the character of the locality; social impacts of the development;
(zb) any other planning consideration the local government considers appropriate.

Land Use Classification
The proposed land use is a discretionary land use, meaning a use that is not permitted unless the local government grants approval.

Assessment
The application has been assessed against the relevant statutory criteria, including the objectives of the Town Centre zone and the matters to be considered under Clause 67 of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

The removal of the fast-food tenancy and associated car parking ensures the development complies with the Scheme car parking requirements and preserves the existing streetscape amenity. Additionally, restricting the patronage of facilities to registered guests reduces the overall operational intensity of the site, supporting a more cohesive and integrated guest experience that is compatible with the surrounding locality. The developer may wish to consider installing a barricade to restrict public access to the space.

Leasing issues
The property is the subject of a lease between the Shire and the current lessees, which includes a number of provisions relating to the development of the site. Planning Application, which can only be determined on based on an assessment against the Scheme and relevant Planning Policy, and leasing compliance considerations are matters which cannot be addressed as part of this process.

In a scenario where a planning application has dealt with matters that are subject to development obligations under the lease, it would be appropriate to include a clear advice note on any approval clarifying that the issue of a planning approval would not constitute an approval of the Shire as Lessor of the land. However, in this case there are no provisions in the lease that would be pertinent to this application, and consequently no such advice note is recommended.

Conclusion
In conclusion, the proposed amendments to the application align with the provisions of Local Planning Scheme No. 4, under which the land use is a recognised and encouraged use class within the town centre. Omitting the secondary commercial fast-food tenancy to focus entirely on the primary use reduces commercial fragmentation, ensures the site operates in strict accordance with its core land use definition, and warrants conditional approval.

STATUTORY ENVIRONMENT

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

POLICY / STRATEGIC IMPLICATIONS

Nil.

ORGANISATIONAL RISK MANAGEMENT

Nil.

FINANCIAL IMPLICATIONS

The development application fee in accordance with the Shire of Manjimup's 2026-2027 Fees and Charges Schedule has been paid.

SUSTAINABILITY

Environmental: Nil.

Economic: Nil.

Social: Nil.

VOTING REQUIREMENTS: SIMPLE MAJORITY

OFFICER RECOMMENDATION

That Council in accordance with Clause 8.6 and Part 10 of Local Planning Scheme No.4 amend the planning approval to remove the approved fast food tenancies and associated carparking at Lot 156 (80) Rose Street, Manjimup, application (TP2026/126), in accordance with the plans and specifications at attachment 9.5.4 (1) by undertaking the following:

1. Modify condition a).

a) The development hereby approved must 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.	Amended Site Plan	03 September 2026

2. Delete b) iv).

~~**b)iv) Provision of an additional 10 parking bays located within the Giblett Street Road reserve between the proposed Club House**~~

~~**building and Rose Street to the satisfaction of the Chief Executive Officer.**~~

3. **Notwithstanding condition a) the plans submitted hereby are approved in regards to the removal of the fast-food tenancies and the associated verge carparking only and does not relate to the amended access and new carparking area to the north.**
4. **All structures associated with the fast-food tenancies, shall be removed within 90 days of notification of this determination.**
5. **All other conditions of approval remain unchanged.**

ATTACHMENTS
1⇩ Amended Site Plan 1 Page

APPENDICES
A⇩ Minutes from 18 November 2021 OCM 17 Pages

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ATTACHMENT

9.5.9 Proposed Hotel Accommodation - No 80 (Lot 156) Rose Street, Manjimup

PROPONENT	Property Genesis Architects
OWNER	Manjimup Investment (WA) Pty Ltd
LOCATION / ADDRESS:	No 80 (Lot 156) Rose Street, Manjimup
WARD:	Central
ZONE:	Town Centre
DIRECTORATE:	Development & Regulation
FILE REFERENCE:	DA21/146 & P53170
LEGISLATION:	*Planning and Development Act 2005*
AUTHOR:	Brian Robinson
DATE OF REPORT:	2 November 2021
DECLARATION OF INTEREST:	Nil

BACKGROUND:
Council is requested to consider revised plans for a Hotel development on the subject property, being 8,423m² and located on the corner of Rose and Giblett Streets within the Manjimup Town Centre. The lot was created as a Short Stay Accommodation site as part of the Town Centre Revitalisation Project.

As reflected within the location plan below, the site is located immediately south of the Manjimup Heritage Park, to the east of the Wellness Centre and north of the Manjimup Police Station. The site has extensive road frontage to both Giblett and Rose Streets.

Location Plan



In November 2019, Council resolved (Resolution 28039) to dispose of the property to Manjimup Investment (WA) Pty Ltd subject to various conditions. These conditions included a requirement for Stage 1 works to be completed prior to expiry of a six year lease.

Subsequently on 15 October 2020, Council resolved to grant conditional planning approval to a development comprising 55 accommodation units using a traditional motel style design, a combined Reception/Restaurant building with seating for 80 people, an enclosed heated swimming pool, spa, gymnasium and a laundry building.

An application has now been received for a substantially different design, which is summarised as follows:

- 78 prefabricated accommodation units, comprising of 64 standard rooms, of which 8 are accessible compliant rooms and 14 deluxe units;
- A Club House building, consisting of a combined reception, bar, café and amenities including an indoor swimming pool, gymnasium, small souvenir store, three food tenancies external to the building along with an alfresco dining area. Seating for up to 120 people will be provided;
- A total of 87 carparking bays.

Whilst copies of the plans, including artistic impressions of the development are shown attached, larger A3 copies will be provided to elected members prior to the meeting.

ATTACHMENT: 9.5.9(1)

Given the substantial differences between the application that was conditionally approved by Council in October 2020 and the current design, Council is requested to determine the proposal as a fresh application rather than revised plans.

PUBLIC CONSULTATION UNDERTAKEN:
Nil.

COMMENT (Includes Options):
The provisions of Local Planning Scheme No 4 (the Scheme) include the land within the Town Centre Zone. The application is consistent with the purpose of the Town Centre Zone, which is to *"provide for the establishment and ongoing development of nodes of diverse commercial, professional, tourist, entertainment, residential and community activities to service the populations of surrounding areas.*

In considering an application for planning consent, clause 10.2 of the Scheme requires that the local government has regard to various matters, including, but not limited to:-

(i) The aims and provisions of the Scheme;
(ii) The local government's adopted Local Planning Strategy and any Local Planning Policy adopted under Clause 2.4;
(iii) The content and objective of Planning Precinct Statements set out in Schedule 8 of this Scheme;

(iv) The compatibility of a use or development with its setting including the potential impact on the use and enjoyment of adjacent and nearby land;
(v) The relationship of the proposal to development on adjoining land or on other land in the locality including but not limited to, the likely effect of the height, bulk, scale, orientation and appearance of the proposal;
(vi) The amount of traffic likely to be generated by the proposal, particularly in relation to the capacity of the road system in the locality and probable effect on traffic flow safety; and
(vii) Whether adequate provision has been made for the landscaping.

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

Land Use Classification
The previous design, conditionally approved by Council in October 2020 was based on a traditional motel design, with parking provided immediately adjacent to each of the proposed accommodation units.

The revised application describes the proposed development as "New Hotel Accommodation, Café and Gymnasium". The Scheme defines a Hotel as follows:

> Hotel "*means premises providing accommodation the subject of a hotel license under the Liquor Licensing Act 1988, and may include a betting agency on those premises, but does not include a tavern or a motel".*

Land Use Permissibility
The provisions of the Scheme identify that a Hotel is a "D" use within the Town Centre Zone. That is a use that is *"not permitted unless the local government has exercised discretion by granting planning approval."*

In terms of the associated uses, the developer has advised that three external tenancies adjacent to the Clubhouse Building will be available for members of the general public to purchase take-away food. All other facilities will not be open to the public. As a result, the facilities within the Clubhouse Building are considered to be incidental to the accommodation and will not result in any additional parking requirements.

To ensure the use of the facilities are restricted to guests only, unless otherwise approved by Council, it is recommended that an appropriate condition is imposed.

Planning Precinct
The Scheme includes the subject land within Planning Precinct MP1A, which relates to the traditional town commercial and business centre. As outlined in clause 2.1.1 of the Scheme, the continuation of the individuality that is representative of most eras is encouraged.

The provisions relating to the Planning Precinct, outline a range of matters that development will be encouraged to address. The matters relevant to the subject application are:

- *Accommodate tourist and entertainment orientated activities;*
- *Maintain a mix of larger and small scale development but where larger new developments and designed to appear as smaller more interesting units that relate to the street and are interesting for pedestrians;*
- *Create small scale one and two storey shops and other buildings with varying styles; and*
- *Require new developments and renovations to be designed to be pedestrian oriented where sheltered outdoor spaces are created where footpath and open space awnings are developed for pedestrian comfort.*

The development as proposed is consistent with the above objectives.

Setbacks

Provisions of the Scheme do not identify specific setback requirements for development within the Town Centre Zone, but instead identify that:

a) Site coverage of up to 100% where the local government is satisfied that adequate arrangements have been made in regard to access, car parking, traffic circulation of traffic, servicing and loading and unloading; and
b) A zero setback from the front boundary may be permitted where landscaped and paved pedestrian areas are to be provided adjacent to the front boundary and the local government is satisfied on the above matters.

In this case the applicants are effectively proposing a 3 metre setback to the main reception/café (annotated as Club House). A significant portion of the balance of the development is to be established with a nil setback to the proposed roof structures and/or internal footpaths.

Car Parking

In accordance with clause 5.17 of the Scheme, parking for a Hotel is required to be provided as follows:

Use	**Minimum Number of Parking Spaces to be Provided**
Hotel	1 per 5m^2 of public area and 1 per bedroom
Fast Food Outlet	1 per 4 seats.

A total of 87 parking bays are shown on the submitted plans, including 8 accessible compliance bays.

Accommodation Parking Requirements

With a total of 78 accommodation units, a minimum of 78 parking bays are required under the Scheme to service the accommodation.

Parking Bay Sizes

In order to cater for larger size passenger vehicles and ease of use, the applicants are proposing each parking bay will be a minimum of 3 metres in width by 5.5 metres in length. These sizes exceed the standard parking bay sizes as specified by the Scheme, being a minimum of 2.6 metres wide by 5.5 metres deep.

Loading/Unloading of Commercial Vehicles
In addition to parking requirements, clause 5.18.4 of the Scheme requires that in non-residential areas provision shall be made for the purposes of loading and unloading goods or materials. The clause further stipulates that the majority of service vehicles will be able to enter and leave in forward gear.

The plans as submitted do not provide for a loading/unloading bay. This could however be achieved through minor modification of the proposed parking design. To this end, it is recommended that the two parking bays immediately to the west of the stairs to the club house be deleted in favour of a loading bay immediately adjacent to a service roller door located on the northern side of the Club House Building.

This will result in the loss of two parking bays, reducing the number of additional bays to 7.

Landscaping within Parking Area
In accordance with clause 5.17.7 of the Scheme, *"where the maximum dimension of an open car parking area exceeds 20 metres in length or width, one space in every 20 shall be used for garden and planting of native trees to provide visual relief and so long as the garden and planting areas are maintained in good order, those parking spaces shall be included as landscaping and not as car parking."*

Given the extent of the most southern parking area, it is recommended that two of the proposed parking bays be developed with landscaping, providing both visual and shade relief as intended by clause 5.17.7. As a result, the additional number of parking bays will be reduced to 5.

Parking for Staff/Visitors
Having regard to the need to modify the proposed parking areas to allow for the loading/unloading of commercial vehicles and additional landscaping, 5 parking bays will be available for staff or other parking requirements such as visitors.

It is also noted that two additional public parking areas, being associated with the Manjimup Heritage Park are also located on Rose Street adjacent to the development. It has been common practice for the Shire of Manjimup to take into account parking immediately abutting a property when considering applications for commercial development/land use.

Club House Building
As the associated facilities within the Club House building are intended to be exclusively for guests, the proposed facilities are considered incidental. Given

this, only the three external food tenancies will result in additional parking requirements.

It is recommended that a condition be imposed to require that unless otherwise approved by Council, the facilities shall be provided for guest use only.

External Food Tenancies (Fast Food)
As detailed above, the developer is intending that members of the public will be able to enter the property to purchase take-away food from the three external tenancies. In accordance with the provisions of the Scheme take-away food outlets fall within the definition of a "Fast Food Outlet".

As outlined within section 5.18 of the Scheme, parking for fast food outlets is required to be provided at a rate of 1 parking bay for four seats.

Potential for Additional Parking Bays
The road verge in Giblett Street is substantial in width. The previous application, approved by Council in October 2020, included a proposal to establish 10 right angle parking bays on road verge to the north of the proposed entrance driveway. Whilst not indicated on the current proposed plans, there is still significant potential for this to occur.

Should the additional 10 parking bays be provided as previously proposed and approved, this would ensure that the take away food outlets can cater for up to 40 persons using the adjacent alfresco dining area.

Proposed Cafe
As reflected on the plans shown at Attachment: 9.5.9(1), the applicants are proposing that the bar/café/alfresco dining area will contain a maximum of 120 seats. It the Club House facilities were not associated with the Hotel, then 30 parking bays would be required to service the 120 seats to be provided.

However, if this were to occur must be acknowledged that the primary purpose of the restaurant is to service guests. With a significant portion of the patrons expected to be guests, there would be justification to consider a relaxation of the required parking bay numbers.

Relaxation of Standards
In accordance with clause 5.5.1 of the Scheme, where a development does not comply with a standard or requirement prescribed by the Scheme, the local government may approve the application, despite this non-compliance. As stated in clause 5.5.3 of the Scheme, "*the power conferred by this clause may only be granted is the local government is satisfied that:*

(i) Approval of the proposed development would be appropriate having regard to the criteria set out in clause 10.2; and
(ii) The non-compliance will not have an adverse effect upon the occupiers or users of the development, the inhabitants of the locality of the likely future development of the locality."

As the Club House facilities are not proposed to be open to the public, no relaxation of standards are sought at this point. This would change if the facility was to be used for functions etc. where general members of the public can attend.

Landscaping

Provisions of the Scheme specify that a minimum of 5% of the site is required to be set aside for landscaping. In accordance with clause 5.13 of the Scheme, landscaping may consist of garden plantings and areas for pedestrian use.

Notwithstanding the above, clause 5.13.3 of the Scheme states that the requirements for landscaping will be determined by Council on the merits of each case. In order to provide further guidance on this to applicants and shire officers alike, Council has adopted Local Planning Policy 6.1.8 – Landscaping.

As outlined within the Policy, a minimum three metre landscaping strip is required for all commercial developments, except where development is approved with a nil setback. In this case, it is noted that:

a) The proposed setbacks are equivalent to a nil setback;
b) The applicants are proposing extensive paved areas within the site for pedestrian movement within the site along with planter boxes separating the accommodation pods and a substantial area of landscaping abutting the proposed Club House building;
c) The area of proposed landscaping exceeds the Scheme requirements; and
d) There is potential for additional landscaping to be incorporated into the adjacent road verges, which are extensive abutting Giblett Street. In accordance with the approved lease, the Shire is required to utilise the first two years of lease fees towards street/verge improvements abutting the site.

The policy states that applicants are encouraged to use waterwise plants and water sensitive urban design with a minimum of 75mm of mulch (25mm for native plant species). Unless otherwise justified, landscaped areas are required to be reticulated and the use of programmable irrigation controls and water efficient irrigation controllers is encouraged.

Amenity

Plans submitted in support of the application detail that the development will be constructed to a high standard using a range of materials and extensive landscaped areas internally.

The most predominant building being the “Club House” is proposed to be a two-storey building of steel frame construction externally clad with a range of materials including glass, custom orb, render and feature stone work. It is considered that this will result in a building having a high level of amenity when viewed wither internally or from the street.

In terms of the accommodation units, these units are to be constructed as prefabricated units incorporating timber cladding and custom orb. The accommodation units will be located in "pods" with each pod consisting of a number of units. Each pod will have a freestanding roof over.

In examining the submitted plans, Shire Officers expressed a view that the roof structure needed to be enclosed so as to reduce potential maintenance issues and avoid the development looking as if it consisted of temporary buildings. Further discussion with the applicants indicates that the submitted elevations do not accurately reflect the applicants intent to enclose the roof space.

Signage

As reflected on the submitted site plan, the applicants are proposing a large sign board abutting the roundabout at the intersection of Giblett and Rose Street. Initially this sign will be used as "Construction Signage" advising of the construction, contractor details and displaying an artist impression of the development.

Whilst in the long term, the signage will be incorporated into the hotel signage, no details of this signage has been provided at this stage. It is recommended that an appropriate condition be imposed to require the preparation or a signage strategy to the satisfaction of the Shire.

Other design Considerations

The Shire's Development Control Unit has examined the plans and identified a number of matters that will be required to be addressed in order to ensure compliance with the Building Code of Australia and various Environmental Health Requirements. Whilst strictly speaking these matters are not valid planning considerations, modification of the proposed plans is required to ensure compliance. For example there is a need for a passenger lift to provide access to the second storey of the "Club House" and there is a need to provide an accessible compliant toilet on the second floor.

A range of advice notes are proposed to be included to ensure these matters are brought to the attention of the applicant prior to proceeding with an application for a building permit and/or use of the premises.

Conclusion

The proposed development and the associated facilities comply with setbacks, landscaping and parking requirements as set out within the Shire's Local Planning Scheme No 4, provided that these facilities are for guest use only.

As that the developer is proposing that the three food tenancies, external to the Club House building, will be open to members of the public for take away food, it is recommended that the construction of 10 parking bays be undertaken within the Giblett Street road verge. This will intern allow for

alfresco dining to be provided for up to 40 people who are not guests of the Hotel.

Given that the proposed development is consistent with the objectives for the Planning Precinct outlined by the Scheme and the intent of the lease, it is recommended that conditional approval be granted.

STATUTORY ENVIRONMENT:
Planning and Development Act 2005, Local Planning Scheme No 4 and relevant Planning Policies as adopted by Council.

POLICY / STRATEGIC IMPLICATIONS:
Approval to the application as submitted is consistent with Strategy B2 of the Shire of Manjimup's Community Strategic Plan 2019-2029, being to:

B2 Attract business-class accommodation services to Manjimup.

The proposal meets the objectives established in the Manjimup Supertown Townsite Growth Plan and Revitalisation of Manjimup's Town Centre Project which are reflected specifically in the Shire of Manjimup Strategic Community Plan 2021-2031 and the Shire of Manjimup Corporate Business Plan 2021 - 2025.

ORGANISATIONAL RISK MANAGEMENT:
The proposal carries little risk for the Shire on the basis of the previously negotiated property disposal conditions that protect the Shire's land interest.

FINANCIAL IMPLICATIONS:
The required application fee has been paid in accordance with the Schedule of Fees and Charges adopted as part of the 2020/2021 annual budget.

SUSTAINABILITY:
Environmental: No environmental impacts are anticipated.
Economic: Approval to the application as submitted will result in the creation of short term employment associated with development of the site and long term employment through its ongoing operation. The establishment of business-class accommodation as proposed will add to existing accommodation options within the town, potentially attracting additional visitors to the Shire and region.
Social: Nil.

VOTING REQUIREMENTS: SIMPLE MAJORITY

OFFICER RECOMMENDATION:

That Council In accordance with Part 10 and clause 5.5 of Shire of Manjimup Local Planning Scheme No.4 grants planning approval to the proposed Hotel Accommodation and Restaurant at No 80 (Lot 156) Rose

Street, Manjimup in accordance with the submitted plans and specifications as attached at Attachment: 9.5.9(1), subject to compliance with the following conditions:

a) 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.

b) Notwithstanding condition a) above, the plans hereby approved shall be modified as follows:

i) The two parking bays immediately west of the stairs from the southern carpark to the Club House Building shall be modified and extended so as to provide a suitable area for the loading/unloading of commercial vehicles associated with the operation of the development hereby approved;

ii) The accessibility ramp shown on the northern side of the southern carpark being relocated further east so as to facilitate access between the accessible compliant accommodation units and the Club House building;

iii) Two of the parking bays located toward the centre of the isles of parking located within the proposed southern parking area are to be deleted in favour of landscaping to the satisfaction of the Chief Executive Officer; and

iv) Provision of an additional 10 parking bays located within the Giblett Street road reserve between the proposed Club House building and Rose Street to the satisfaction of the Chief Executive Officer.

b) Unless otherwise approved by Council, access to all facilities on-site other than the three (3) external food tenancies shall be restricted to guests only. Alfresco dining for members of the public attending these tenancies shall be limited to a maximum of 40 seats the use of the proposed "Club House" as shown on the submitted plans shall be restricted to the guests of the development only.

c) Prior to lodging an application for a building permit, a detailed landscaping and reticulation plan for the subject site and/or the road verge(s) must be submitted to and approved to the satisfaction of the Shire of Manjimup.

d) The approved landscaping including reticulation must be fully implemented within the first available planting season after the initial occupation of the development, and maintained thereafter, to the satisfaction of the Shire of Manjimup. Any species which fail to establish within the first two planting seasons following implementation must be replaced in consultation with and to the satisfaction of the Shire of Manjimup.

e) Prior to the occupation or use of the development hereby approved, the area set aside for the parking of vehicles, together with the associated access lanes as delineated on the endorsed plan shall:

i) be constructed, drained and marked in accordance with Clause 5.17 of the Shire of Manjimup Local Planning Scheme No. 4 to the satisfaction of the Council prior to the commencement of the use hereby permitted;
ii) thereafter be maintained to the satisfaction of the Council;
iii) be made available for such use at all times and not used for any other purpose; and
vi) be properly formed to such levels that it can be used in accordance with the plan.

g) Prior to lodging an application for a building permit, the applicant must submit and have approved by the Shire of Manjimup, and thereafter implement to the satisfaction of the Shire of Manjimup, a construction management plan addressing the following matters:

i) How materials and equipment will be delivered and removed from the site;
ii) How materials and equipment will be stored on the site;
iii) Parking arrangements for contractors;
iv) Construction waste disposal strategy and location of waste disposal bins;
v) Details of cranes, large trucks or similar equipment which may block public thoroughfares during construction;
vi) How risks of nuisance, wind and/or water borne erosion and sedimentation will be minimised during and after the works; and
vii) Other matters likely to impact on the surrounding properties.

h) Seating within the Café/Club House Building and associated alfresco area shall be limited to 120 seats unless otherwise approved by Council.

j) An external Lighting Plan showing lighting to pathways and car parking areas are to be submitted and approved prior to the application for building permit. All lighting is to be installed and operated as per the approved plan to the satisfaction of the Shire of Manjimup.

k) A Waste Management Plan must be submitted to and approved by the Shire of Manjimup prior to lodging an application for a building permit and thereafter implemented. The plan must include the following details to the satisfaction and specification of the Shire of Manjimup:

i) the location of bin storage areas and bin collection areas;
ii) the number, volume and type of bins, and the type of waste to be placed in the bins;
iii) details on the future ongoing management of the bins and the bin storage areas, including cleaning, rotation and moving bins to and from the bin collection areas; and

iv) frequency of bin collections.

l) All stormwater and drainage runoff is to be retained on the subject property or to be provided with stormwater drainage connections to the drainage system in the area at the developers cost to the satisfaction to the Shire of Manjimup.

m) Prior to occupation or commencement of the use, a signage strategy for the site / development shall be prepared and submitted to the Shire as a separate application for planning approval.

n) The development hereby approved shall be connected to the Water Corporation reticulated sewerage system.

o) Prior to the installation of external fencing (other than construction fencing), details plans of the proposed fence construction and any associated artwork shall be submitted to an approved by the Shire of Manjimup.

<u>Advice to Applicant</u>:

i) It is recommended that the applicant give consideration to the construction of at least one of the Executive Standard accommodation units as an accessible compliance accommodation unit;

ii) It is recommended that the applicant liaise with a certified Building Practitioner over the level of proposed accessible compliant accommodation units and the developments general compliance with requirements of the Building Code of Australia and other relevant legislation/standards. In this regard it is noted that in order to comply with the requirements of the Building Code of Australia a suitable passenger lift is required to facilitate access to the upper floor of the Club House Building and that as a minimum an accessible compliant toilet is required on that upper floor;

iii) The proponent is advised that this Development approval is NOT a building permit. A building permit must be formally applied for and obtained from Building Services BEFORE the commencement of any site and/or development works.

iv) Any retaining walls in excess of 500mm in height required in connection with development shall be so constructed as to accord with plans and specifications prepared by a practising structural engineer to the satisfaction of the Shire of Manjimup and details and particulars of the certified plans and specifications shall be provided to Shire of Manjimup as part of any application for a building permit.

v) All waste material not required for further onsite processing must be regularly removed from the site. All vehicles removing

waste must have loads fully secured and contained so that no wastes are spilled or dust or odour is created to the satisfaction of the Shire of Manjimup.

vii) The development and associated uses are required to comply all relevant provisions of the *Health (Miscellaneous Provisions) Act 1911* (as Amended), *Health (Public Buildings) Regulations 1992*, the Food Act 2008 and Food Regulations 2009. Prior to commencement of the uses hereby approved, various applications are required under this legislation and it is recommended that you liaise with the Shire of Manjimup's Environmental Health Team over the preparation, lodgement and approvals processes;

ix) Compliance with the *Health (Aquatic Facilities) Regulations 2007* is required. Construction of the aquatic facility is not permitted to commence until the written approval of the Executive Director, Public Health has been obtained; and

xi) The development the subject of this planning approval, is required to comply with the requirements of Energy Safety and the Department of Mines and Petroleum (Resources Safety Section) in relation to the storage of dangerous goods. Further information may be found at www.energysafety.wa.gov.au or www.dmp.wa.gov.au

ATTACHMENTS

1	Attachment No 1 - Copies of proposed Plans including artistic impressions	10 Pages

Ordinary Meeting

COUNCIL RESOLUTION:

MOVED: Omodei, P SECONDED: Eiby, W

28636
That Council In accordance with Part 10 and clause 5.5 of Shire of Manjimup Local Planning Scheme No.4 grants planning approval to the proposed Hotel Accommodation and Restaurant at No 80 (Lot 156) Rose Street, Manjimup in accordance with the submitted plans and specifications as attached at Attachment: 9.5.9(1), subject to compliance with the following conditions:

a) 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.

Draft

b) Notwithstanding condition a) above, the plans hereby approved shall be modified as follows:

i) The two parking bays immediately west of the stairs from the southern carpark to the Club House Building shall be modified and extended so as to provide a suitable area for the loading/unloading of commercial vehicles associated with the operation of the development hereby approved;

ii) The accessibility ramp shown on the northern side of the southern carpark being relocated further east so as to facilitate access between the accessible compliant accommodation units and the Club House building;

iii) Two of the parking bays located toward the centre of the isles of parking located within the proposed southern parking area are to be deleted in favour of landscaping to the satisfaction of the Chief Executive Officer; and

iv) Provision of an additional 10 parking bays located within the Giblett Street road reserve between the proposed Club House building and Rose Street to the satisfaction of the Chief Executive Officer.

b) Unless otherwise approved by Council, access to all facilities on-site other than the three (3) external food tenancies shall be restricted to guests only. Alfresco dining for members of the public attending these tenancies shall be limited to a maximum of 40 seats the use of the proposed "Club House" as shown on the submitted plans shall be restricted to the guests of the development only.

c) Prior to lodging an application for a building permit, a detailed landscaping and reticulation plan for the subject site and/or the road verge(s) must be submitted to and approved to the satisfaction of the Shire of Manjimup.

d) The approved landscaping including reticulation must be fully implemented within the first available planting season after the initial occupation of the development, and maintained thereafter, to the satisfaction of the Shire of Manjimup. Any species which fail to establish within the first two planting seasons following implementation must be replaced in consultation with and to the satisfaction of the Shire of Manjimup.

e) Prior to the occupation or use of the development hereby approved, the area set aside for the parking of vehicles, together with the associated access lanes as delineated on the endorsed plan shall:

i) be constructed, drained and marked in accordance with Clause 5.17 of the Shire of Manjimup Local Planning Scheme No. 4 to the satisfaction of the Council prior to the commencement of the use hereby permitted;
ii) thereafter be maintained to the satisfaction of the Council;
iii) be made available for such use at all times and not used for any other purpose; and

vi) be properly formed to such levels that it can be used in accordance with the plan.

g) Prior to lodging an application for a building permit, the applicant must submit and have approved by the Shire of Manjimup, and thereafter implement to the satisfaction of the Shire of Manjimup, a construction management plan addressing the following matters:

i) How materials and equipment will be delivered and removed from the site;
ii) How materials and equipment will be stored on the site;
iii) Parking arrangements for contractors;
iv) Construction waste disposal strategy and location of waste disposal bins;
v) Details of cranes, large trucks or similar equipment which may block public thoroughfares during construction;
vi) How risks of nuisance, wind and/or water borne erosion and sedimentation will be minimised during and after the works; and
vii) Other matters likely to impact on the surrounding properties.

h) Seating within the Café/Club House Building and associated alfresco area shall be limited to 120 seats unless otherwise approved by Council.

j) An external Lighting Plan showing lighting to pathways and car parking areas are to be submitted and approved prior to the application for building permit. All lighting is to be installed and operated as per the approved plan to the satisfaction of the Shire of Manjimup.

k) A Waste Management Plan must be submitted to and approved by the Shire of Manjimup prior to lodging an application for a building permit and thereafter implemented. The plan must include the following details to the satisfaction and specification of the Shire of Manjimup:

i) the location of bin storage areas and bin collection areas;
ii) the number, volume and type of bins, and the type of waste to be placed in the bins;
iii) details on the future ongoing management of the bins and the bin storage areas, including cleaning, rotation and moving bins to and from the bin collection areas; and
iv) frequency of bin collections.

l) All stormwater and drainage runoff is to be retained on the subject property or to be provided with stormwater drainage connections to the drainage system in the area at the developers cost to the satisfaction to the Shire of Manjimup.

Draft

m) Prior to occupation or commencement of the use, a signage strategy for the site / development shall be prepared and submitted to the Shire as a separate application for planning approval.

n) The development hereby approved shall be connected to the Water Corporation reticulated sewerage system.

o) Prior to the installation of external fencing (other than construction fencing), details plans of the proposed fence construction and any associated artwork shall be submitted to an approved by the Shire of Manjimup.

<u>Advice to Applicant</u>:

i) It is recommended that the applicant give consideration to the construction of at least one of the Executive Standard accommodation units as an accessible compliance accommodation unit;

ii) It is recommended that the applicant liaise with a certified Building Practitioner over the level of proposed accessible compliant accommodation units and the developments general compliance with requirements of the Building Code of Australia and other relevant legislation/standards. In this regard it is noted that in order to comply with the requirements of the Building Code of Australia a suitable passenger lift is required to facilitate access to the upper floor of the Club House Building and that as a minimum an accessible compliant toilet is required on that upper floor;

iii) The proponent is advised that this Development approval is NOT a building permit. A building permit must be formally applied for and obtained from Building Services BEFORE the commencement of any site and/or development works.

iv) Any retaining walls in excess of 500mm in height required in connection with development shall be so constructed as to accord with plans and specifications prepared by a practising structural engineer to the satisfaction of the Shire of Manjimup and details and particulars of the certified plans and specifications shall be provided to Shire of Manjimup as part of any application for a building permit.

v) All waste material not required for further onsite processing must be regularly removed from the site. All vehicles removing waste must have loads fully secured and contained so that no wastes are spilled or dust or odour is created to the satisfaction of the Shire of Manjimup.

vii) The development and associated uses are required to comply all relevant provisions of the *Health (Miscellaneous*

***Provisions) Act 1911* (as Amended), *Health (Public Buildings) Regulations 1992*, the Food Act 2008 and Food Regulations 2009. Prior to commencement of the uses hereby approved, various applications are required under this legislation and it is recommended that you liaise with the Shire of Manjimup's Environmental Health Team over the preparation, lodgement and approvals processes;**

ix) Compliance with the *Health (Aquatic Facilities) Regulations 2007* is required. Construction of the aquatic facility is not permitted to commence until the written approval of the Executive Director, Public Health has been obtained; and

xi) The development the subject of this planning approval, is required to comply with the requirements of Energy Safety and the Department of Mines and Petroleum (Resources Safety Section) in relation to the storage of dangerous goods. Further information may be found at www.energysafety.wa.gov.au or www.dmp.wa.gov.au

MOTION CARRIED 8/3

FOR	**AGAINST**
Cr D Buegge	Cr K Skoss
Cr S Dawson Vidovich	Cr R Taylor
Cr W Eiby	Cr C Winfield
Cr D Jenkins	
Cr K Lawrence	
Cr P Omodei	
Cr M Ventris	
Cr J Willcox	

Draft



TEXTURE

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GALLERY HOTEL
MANJIMUP
LOT 156(80)ROSE
STREET MANJIMUP

25-08-2026
ISSUED FOR INFORMATION
MANJIMUP GALLERY HOTEL

JOB NO. 2604

DRAWING TITLE
GROUND FLOOR PLAN

1:200 @A1 OR 1:400@A3

A-2000
REV-01

Texture Architecture
office@texture-arch.com.au
www.texture-arch.com.au

9.5.5 Proposed Adoption of the Conservation Management Plan for the Pemberton Timber Mill Workers Cottage 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	Phillip St John
DATE OF REPORT	13 October 2026
DECLARATION OF INTEREST	Nil

BACKGROUND

This item was deferred at the Ordinary Council Meeting 23 September 2026 for the following reason:

30027

That Council defer consideration of Item 9.5.8 until the next Ordinary Council Meeting.

Reason: The proposed heritage assessment area curtilage is extensive and encompasses the entire Pemberton Mill site. Deferral will allow staff to recommend options to Council to refine the curtilage.

PUBLIC CONSULTATION UNDERTAKEN

Nil.

COMMENT

Further research is necessary to properly address the development of and evaluation of options as required by the Council's decision of 23 September. It is considered that a Council Briefing will be necessary to evaluate options, before this matter is presented for formal consideration and a decision. This is anticipated to occur in November 2026.

STATUTORY ENVIRONMENT

Planning and Development Act 2005 and *Heritage Act 2018*.

POLICY / STRATEGIC IMPLICATIONS

Nil.

ORGANISATIONAL RISK MANAGEMENT

Nil.

FINANCIAL IMPLICATIONS

Nil.

SUSTAINABILITY

Environmental: Nil.

Economic: Nil.

Social: Nil.

VOTING REQUIREMENTS: SIMPLE MAJORITY

OFFICER RECOMMENDATION

That Council further defer this matter to a future Ordinary Council meeting to enable further time to develop and evaluate options for further consideration.

Draft

9.7.1 Proposed Appointment of Fire Control Officers and Fire Weather Officers

PROPONENT	Shire of Manjimup
OWNER	Shire of Manjimup
LOCATION / ADDRESS	Whole of Shire
WARD	All
ZONE	All
DIRECTORATE	Development Services
FILE REFERENCE	F160156
LEGISLATION	*Bush Fires Act 1954*
AUTHOR	Todd Ridley (Community Emergency Services Manager)
DATE OF REPORT	30 September 2026
DECLARATION OF INTEREST	Nil

BACKGROUND

Pursuant to section 38 of the *Bush Fires Act 1954* (the Act), Council may appoint Bush Fire Control Officers for the purposes of the Act. Bush Fire Control Officers have various functions and responsibilities, including the prevention, control and extinguishment of bush fires, and may exercise the special powers provided under section 39 of the Act, including taking charge of and directing bush fire fighting operations.

Bush Fire Control Officers may also issue permits to burn in accordance with the requirements of the *Bush Fires Act 1954*, including during Restricted Burning Times.

Under section 38 of the *Bush Fires Act 1954*, an approved local government may appoint Fire Weather Officers from among its senior Bush Fire Control Officers. A Fire Weather Officer may authorise a person who has been issued a permit to burn to undertake burning when the forecast fire danger rating is High or above, subject to the requirements and limitations of the Act.

The CEO has exercised delegated authority to appoint the Fire Control and Fire Weather officers on behalf of the Council, in accordance with Delegation 3.1.8. The purpose of this item is to enable the Council to note the CEO's appointment of the Shire of Manjimup's Bush Fire Control Officers and Fire Weather Officers.

PUBLIC CONSULTATION UNDERTAKEN

Nil.

COMMENT

Each year, Bush Fire Brigades are requested to nominate a Bush Fire Control Officer for their respective brigade area. All relevant Bush Fire Brigades have been consulted and have provided their nominations, which are reflected in the decision of the CEO.

The two Shire of Manjimup employees listed below were appointed as Fire Weather Officers. Both are Fire Control Officers and have completed several Fire Weather and related courses.

Officer	Position
Todd Ridley	Community Emergency Services Manager (Primary Fire Weather Officer)
Jamie Copeland	Fuel Hazard Reduction Officer (Deputy Fire Weather Officer)

Fire Weather Officers will not authorise a Permit to Burn if the Fire Danger Index is High or above without the support of both the Chief Bush Fire Control Officer and/or the Deputy Chief Bush Fire Control Officer. The approvals will also need to meet all conditions prescribed by the Fire Weather Officer.

ATTACHMENT: 9.7.1 (1)

STATUTORY ENVIRONMENT

Section 38 and 39 of the *Bush Fires Act 1954* permits Local Governments to appoint both Fire Control Officers and Fire Weather Officers.

POLICY / STRATEGIC IMPLICATIONS

Appointment of the Bush Fire Control Officers as proposed is consistent with the *Shire of Manjimup Bush Fire Brigade Local Law 2024* and the *Shire of Manjimup Bush Fire Operational Procedures 2022 – 2027.*

The CEO has delegated authority to appoint the Fire Control and Fire Weather officers on behalf of the Council, in accordance with Delegation 3.1.8.

ORGANISATIONAL RISK MANAGEMENT

Council's appointment of the Bush Fire Control Officers and Fire Weather Officers is required prior to the commencement of the annual bushfire season and is essential to minimise the risk to life, property, environment and the organisation.

FINANCIAL IMPLICATIONS

Nil.

SUSTAINABILITY

Environmental: Fire has the potential to decimate the natural and built environment if preventative and operational bushfire strategies are not adequate.

Economic: The economic consequences of fire can be devastating. Fire has the ability to destroy entire agriculture areas with the potential to ruin the livelihood of many people.

Social: The social consequences of fires can also be devastating. Whilst it may be argued that major fire can bring a community together, in addition to the social benefits of camaraderie forged in individual Bush Fire Brigades, the social consequences of destructive fire far outweigh any positive impacts.

VOTING REQUIREMENTS: SIMPLE MAJORITY

OFFICER RECOMMENDATION

That Council:

1. Note that the persons listed below have been appointed by the CEO as Bush Fire Control Officers until October 2027.

Fire Control Officer	Brigade Area
Remo Pessotto	Whole of Shire
Bradley Wren	Whole of Shire
Todd Ridley	Whole of Shire
Stephen Burch	Whole of Shire
Craig McSharer	Whole of Shire
Nicole Favero	Whole of Shire
Jamie Copeland	Whole of Shire
Gary Ryan	Balbarrup / Wilgarrup
Ryan Pessotto	Balbarrup / Wigarrup
Mick Terrigno	Diamond
Robert Thorn	Diamond
Shane Muddle	Dingup
Jeffery Bennett	Dunreath
Mark Muir	Mordalup
Paul Owens	Northcliffe Fire District Boundary
Peter Russell	Northcliffe
Jeffery Bennett	Northcliffe
Mark Roche	Pemberton Rural
Dustine Swallow	Pemberton Rural

Kent Muir	**Perup**
Glen Ryan	**Quinninup**
Mick Eastwood	**Quinninup Town**
Paul Tempra	**Ringbarkers**
Frank Shaw	**Ringbarkers**
Tom Winfield	**Seven Day Road / Appadene**
Peter Parker	**Seven Day Road / Appadene**
Bill Rice	**Smith Brook**
Nigel Pitts	**Springfield**
Keith Jackson	**Springfield**
John Mottram	**Upper Warren**
Glen Burton	**Walpole / Walpole Fire District Boundary**
Richard Williams	**Walpole / Walpole Fire District Boundary**
Bradley Wren	**Yanmah**

2. Note that the persons listed below have been appointed by the CEO as Fire Weather Officers until October 2027 for the whole of the Shire.

Officer	Position
Todd Ridley	**Community Emergency Services Manager (Primary Fire Weather Officer)**
Jamie Copeland	**Fuel Hazard Reduction Officer (Deputy Fire Weather Officer)**

3. Note that the advertisement of the appointment of the Fire Weather Officers listed at point 2 will be for a period of no less than one week in the Manjimup Bridgetown Times.

4. Note that the Fire and Emergency Services Commissioner will be notified of the appointment of the Fire Weather Officers listed in point 2.

Draft

ATTACHMENT

9.9.1 Manjimup Christmas Tree - Assessment of Repair and Replacement Options

PROPONENT	Shire of Manjimup
OWNER	Shire of Manjimup
LOCATION / ADDRESS	Johnson Cresent, Coronation Park, Manjimup
WARD	Urban
ZONE	Town Centre Commercial and Parks & Recreation
DIRECTORATE	Community Services
FILE REFERENCE	F160234
LEGISLATION	*Local Government Act 1995*
AUTHOR	Evy Apeldoorn (Project Manager)
DATE OF REPORT	6 October 2026
DECLARATION OF INTEREST	Nil

BACKGROUND

The Manjimup Chamber of Commerce owns a large artificial Christmas tree approximately 13 metres in height. The tree was acquired in 2016 for a nominal fee from the City of Perth as they no longer required it.

In its first year of operation, the Chamber erected the Christmas tree on the southern side of the former railway platform on Johnson Crescent, following Council approval for the use of this location (Council Resolution 26864, 10 November 2016). In the following year, the Chamber experienced difficulties obtaining suitable insurance for the installation and erection of the tree and requested assistance from the Shire.

Since that time, the Shire has in most years, except when the tree was broken, coordinated and facilitated the erection and dismantling of the Christmas tree in collaboration with representatives of the Chamber and community volunteers.

During the 2025 Christmas period, one of the upper-tier metal rings forming the tree structure failed while the tree was erected, resulting in the top section leaning significantly. Following dismantling of the structure, it was observed that welds connecting portions of the ring had failed. The condition of the structure has prompted concerns regarding its ongoing suitability for public display. Photos of the Christmas tree are attached.

ATTACHMENT: 9.9.1 (1)

The purpose of this report is to present options for Council's consideration in relation to the future of the Christmas tree in Manjimup, including repair of the existing structure, replacement with a new artificial tree, installation of a living

Christmas tree, or discontinuation of a Christmas tree display within the Manjimup town centre.

PUBLIC CONSULTATION UNDERTAKEN

Nil.

COMMENT

While repair welding has been undertaken on sections of the Christmas tree by the Chamber in previous years, there are increasing concerns regarding the overall structural integrity of the tree. Although failed welds can likely be repaired, visible corrosion and rust throughout the structure indicate that the strength of the steel framework may be progressively deteriorating.

For safety and risk management reasons, it would be prudent to either obtain an engineering assessment of the structure from a suitably qualified person or accept that the tree has reached the end of its operational life. Photographs contained in Attachment 1 illustrate the current condition of the Christmas tree.

The annual erection and dismantling of the tree require a significant contribution of financial resources, volunteer effort and contractor support. The approximate annual costs are outlined below.

Item	Approximate Cost
Traffic management for temporary closure of Johnson Crescent during installation and dismantling, including traffic management plan updates, signage, traffic controllers and associated requirements	$6,000
Hire of forklift and trailer for transportation of tree sections, crane hire, elevated work platform hire, and qualified operators	$6,000
Other costs, including testing and tagging of electrical decorations, Shire staff coordination time, and contribution to community volunteers assisting with assembly and dismantling	$2,000
Annual (Discounted) Total	**$14,000**

It should be noted that the above estimate significantly understates the actual value of resources contributed towards the installation and dismantling of the Christmas tree. A substantial proportion of the work is undertaken by volunteers and several contractors provide services at heavily discounted rates as a contribution to the community.

In addition, decorative picket fencing, valued at approximately $4,000, was purchased by the Shire for the 2025 Christmas period to provide aesthetical protection around the tree display.

The installation of a Christmas tree in Manjimup forms part of the Shire's contribution towards Christmas decorations across the four major townsites within the district. In the 2025/26 budget, Council allocated $29,000 towards Christmas decorations within the town centres of Manjimup, Pemberton, Northcliffe and Walpole. In the latter three towns, the Shire provides financial assistance to community groups that coordinate and display Christmas decorations locally.

Options

In considering the future of the Manjimup Christmas tree display, four options have been identified for Council's consideration. These options range from repairing the existing structure to establishing a permanent living Christmas tree, each with differing financial, operational and risk implications.

Option 1 - Repair the Existing Christmas Tree

Under this option, the existing Christmas tree would be repaired and retained for future Christmas displays.

Given the age of the structure and the visible signs of deterioration, including failed welds, corrosion and deformation of some structural members, it is recommended that a structural assessment be undertaken by a suitably qualified structural engineer before any repair works proceed. The assessment would determine whether the tree remains structurally sound for public display and identify any repairs required to enable its continued use.

Preliminary investigations indicate a structural engineering assessment may cost in the order of $5,000 to $10,000, depending on the level of inspection, testing and certification required. Formal quotations have not yet been obtained. The estimated costs for this option are shown in below table.

Item	**Estimated Cost**
Structural engineering assessment	$5,000 - $10,000
Repair welding and associated works	$TBC
Total	**$TBC**

Pros

- Lowest initial capital outlay if the structure is assessed as suitable for continued use.
- Retains an established and recognisable community Christmas feature.
- Existing decorations, lighting and display infrastructure can continue to be utilised, reducing the immediate need for replacement.
- No change required to the current display location.

Cons

- A structural engineering assessment would be required before repairs could be considered.
- Ownership of the asset remains with the Manjimup Chamber of Commerce.
- The age, corrosion and deterioration of the structure may limit its remaining service life, even after repairs are completed.
- While the existing decorations and lighting can continue to be used, these components are also ageing. Some decorations have been repainted and individual elements replaced over time, however a broader refurbishment or replacement program is likely to be required in the near future.
- Annual installation and dismantling costs would continue to be incurred and are likely to increase over time. The current delivery model relies heavily on volunteers and discounted contractor services as a contribution to the community. As volunteer availability decreases and contractors move towards charging commercial rates, the cost of erecting and dismantling the tree may increase significantly.
- Ongoing maintenance and future repairs are likely to be required.
- May only provide a short- to medium-term solution before replacement is required.

Option 2 - Purchase a New Artificial Christmas Tree

Under this option, Council would replace the existing Christmas tree with a new commercial artificial Christmas tree designed for annual installation and public display.

Quotations from a Perth-based supplier have been obtained for replacement trees of varying heights, including a steel frame and decorations, and are shown in below table.

Item	Cost
8m Tree	$29,000
10m Tree	$41,000
12m Tree	$79,000
Freight	TBC: $10,000 - $15,000

Pros

- New structure with expected long service life.
- Reduced maintenance and repair requirements.
- Improved safety and reliability.
- Retains a large Christmas tree feature within the CBD.
- Existing installation location can continue to be utilised.

Cons

- Requires a significant upfront capital investment, as a new artificial Christmas tree of a comparable height to the existing 13 metre tree represents a substantial capital cost.
- Annual installation and dismantling costs would continue and are likely to increase over time due to the ongoing requirement for traffic management, specialised equipment, volunteer labour and contractor support.
- Continued reliance on the availability of volunteers and contractors to assist with annual assembly and dismantling.

Option 3 - Install a Living Christmas Tree (Recommended)

This option would involve purchasing and planting a mature living tree within the southern section of Coronation Park, south of the Torch Statue.

A suitable species such as a Norfolk Island Pine would be sourced from a nursery at an initial height of approximately 6 to 7 metres. Over time, the tree would grow to an estimated mature height up to 20 metres, creating an increasingly prominent and attractive Christmas feature for the town centre. The proposed species has been selected based on its visual appeal, mature height and suitability for the location, enabling it to function as both a seasonal Christmas display and a permanent landscape asset within the park.

The tree would be illuminated from ground level with permanent lighting infrastructure rather than requiring annual assembly and dismantling. To facilitate decorative lighting, a permanent electrical connection would be installed from the northern section of Coronation Park.

Attachment 1 provides a visual example of a potential living Christmas tree display and shows the proposed location and electrical connection.

Preliminary quotes have been obtained to determine the indicative costs for the supply and installation of a living tree with lighting.

Item	**Estimated Cost**
Supply and delivery of 2000L Norfolk Island Pine Tree	$10,250
Excavation of planting hole	$2,500
Crane hire to lift tree into place and guide wiring	$2,500
Decorative lighting	$13,950
Electrical connection	$3,000
Total	**$32,000**

Pros

- Eliminates annual assembly and dismantling of a large temporary structure.
- Significantly reduces long-term installation costs.
- Eliminates the need for annual road closures and crane operations.

- Provides an attractive permanent feature within Coronation Park.
- Tree becomes more visually impressive as it matures.
- Lower long-term asset maintenance requirements.
- Reduces safety risks associated with erecting a large temporary structure.
- Supports a more sustainable and enduring Christmas display.

Cons

- Requires initial capital investment.
- Ongoing watering and establishment maintenance will be required, but this will be absorbed within the Shire's operational parks maintenance budget.
- Will take time to reach its ultimate height and visual impact (approximately 25 years).
- Permanent electrical infrastructure required.

Option 4 - Do Not Provide a Christmas Tree in the Manjimup Town Centre

Under this option, the existing Christmas tree would be decommissioned, and no replacement Christmas tree would be provided within the Manjimup town centre.

Pros

- No capital expenditure required.
- Eliminates annual installation, dismantling and maintenance costs.
- Removes public safety risks associated with the tree structure.
- Simplifies annual Christmas decoration activities.

Cons

- Loss of a long-standing Christmas feature valued by the community.
- Reduced visual activation of the town centre during the Christmas period.
- Manjimup is the principal regional service centre within the Shire and the primary northern gateway to the district. Not providing a Christmas tree may detract from the town's role as the Shire's main civic, commercial and visitor centre and reduce the festive atmosphere experienced by residents and visitors during the Christmas period.
- Potential negative community perception.
- Inconsistent with the Shire's broader support of town centre Christmas decorations

Recommendation

It is recommended that Council support Option 3 - Installation of a Living Christmas Tree.

The existing artificial Christmas tree is approximately ten years into the Chamber's ownership and likely considerably older than this. The recent

structural failure, visible corrosion and signs of deformation indicate that the tree may be approaching the end of its serviceable life.

While repair may be possible, it would require a structural engineering assessment and may ultimately only delay the need for replacement. Similarly, the purchase of a new artificial tree would continue the ongoing requirement for road closures, specialist equipment, volunteer support and annual installation costs.

A living Christmas tree would provide a permanent and sustainable long-term solution. While there would be an initial establishment cost, ongoing operational costs would be substantially lower and the need for annual erection and dismantling activities would be eliminated. The tree would also grow in stature over time, creating an increasingly attractive focal point for the town centre and reducing the long-term financial and operational burden on both the Shire and community volunteers.

STATUTORY ENVIRONMENT

Local Government Act 1995.

POLICY / STRATEGIC IMPLICATIONS

The Shire of Manjimup Strategic Community Plan 2021 – 2031 contains the following being relevant to this matter:

2. Our Prosperity
B9. Encourage and support initiatives to encourage extended service provision and activate town centre.

3. Our Community
3.7 Our community is vibrant, dynamic and fun because we have access to a broad range of art, cultural, social and recreational opportunities.
- 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.

ORGANISATIONAL RISK MANAGEMENT

Should Council elect to repair the existing Christmas tree without first obtaining an assessment from a suitably qualified structural engineer, there is a risk that hidden structural defects remain unidentified. If a structural failure were to occur during installation, dismantling or public display, the Shire could be exposed to

injury claims, property damage claims, reputational damage, and potential insurance implications arising from the use of a known ageing asset.

Regardless of the option selected, Council's decision will have implications for future operational and capital expenditure. Retention or replacement of an artificial tree will continue to require annual installation and dismantling costs, traffic management measures and specialist equipment. Conversely, a living Christmas tree would require initial establishment costs and electrical infrastructure but may significantly reduce annual operational costs over the longer term.

Council should therefore consider both immediate and long-term financial and risk management implications when determining the preferred option.

FINANCIAL IMPLICATIONS

The existing Christmas tree requires annual expenditure estimated at approximately $14,000 for installation, dismantling, traffic management, equipment hire and associated operational activities, in addition to significant volunteer and in-kind contractor contributions.

Should Council support Option 3, funding could be sourced in part from the existing annual Christmas decorations budget. Council currently allocates $29,000 per annum towards Christmas decorations across the Shire. Of this amount, $10,000 is provided to community groups in Pemberton, Northcliffe and Walpole to support local Christmas displays, while approximately $5,000 is expended on other Christmas signage and decorations within Manjimup, together with associated staff coordination and administrative costs. This leaves approximately $14,000 within the existing annual Christmas decoration budget that could be utilised towards the establishment of a living Christmas tree and associated infrastructure.

The estimated cost of establishing the permanent living Christmas tree, including the purchase and installation of the tree, decorative lighting and associated electrical infrastructure (total estimated cost $32,000), exceeds the funding currently available within the approved 2026/27 Christmas decorations budget.

It is proposed that the project be funded through an over-expenditure of $18,000 against the existing Christmas decorations budget allocation, with the resulting budget shortfall to be considered and addressed as part of the 2026/27 Mid-Year Budget Review.

This funding approach is recommended due to the limited time available to procure and establish the tree, install the associated infrastructure and ensure the display is operational for the 2026 Christmas period. Deferring consideration of the funding shortfall until a future budget process would likely delay delivery of the project and jeopardise its completion in time for Christmas.

Although this option requires a higher initial investment, it would eliminate the need for ongoing annual installation and dismantling costs associated with a temporary artificial structure, resulting in reduced operational expenditure over the longer term.

SUSTAINABILITY

Environmental: The establishment of a living Christmas tree would provide a long-term landscape asset, increase urban greenery within the town centre and reduce the annual transport, equipment and resource requirements associated with erecting and dismantling a temporary artificial structure.

Economic: A living Christmas tree would require an initial capital investment but has the potential to reduce ongoing operational expenditure over the long term by eliminating annual costs associated with traffic management, equipment hire, contractor services and volunteer coordination.

Social: The provision of a permanent living Christmas tree would maintain a valued community Christmas feature within Manjimup, enhance the festive atmosphere of the town centre and contribute to community pride, visitor experience and seasonal community celebrations.

VOTING REQUIREMENTS: ABSOLUTE MAJORITY

OFFICER RECOMMENDATION

That Council:

1. **Notes the condition of the existing Christmas tree, including the recent structural failure, visible corrosion and the potential risks associated with its continued use without further assessment.**
2. **Determines that the existing Christmas tree has reached the end of its practical service life and should be retired from future public display.**
3. **Supports the establishment of a permanent living Christmas tree including permanent lighting within the southern section of Coronation Park.**
4. **Endorses the selection of a Norfolk Island Pine (Araucaria heterophylla) as the species to be established as the Shire's permanent Christmas tree in Manjimup.**
5. **Approves funding the establishment of a permanent living Christmas tree, associated lighting and electrical infrastructure by over-expending the 2026/27 Christmas decorations budget allocation by $18,000, and requests that the budget shortfall be considered and addressed as part of the 2026/27 Mid-Year Budget Review.**

Draft

6. Advise the Manjimup Chamber of Commerce of its decision.

ATTACHMENTS

1⇩ Christmas Tree Manjimup Town Centre 2 Pages

Draft

Christmas Tree - Manjimup Town Centre



Current Christmas tree before and after tree structure failure.



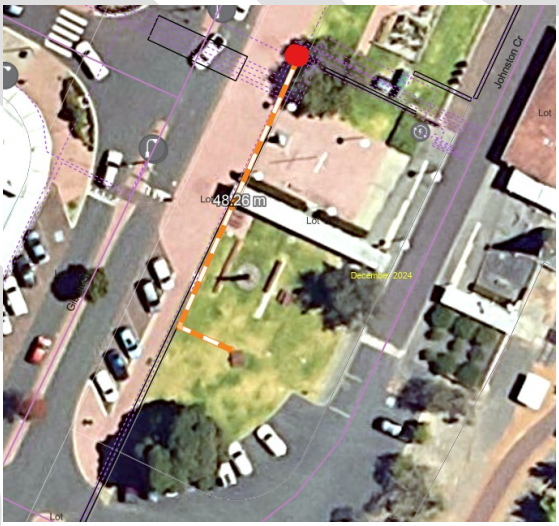
Detail of internal structure showing broken weld and corrosion and deformation of metal support.



Artist impression of a live tree planted in Coronation Park



Norfolk Island Pine at nursery



Proposed location for live tree

ATTACHMENT
APPENDIX

9.10.1 Proposed Review of Council Policy 12.1.1 Manjimup Home and Community Care Aims and Objectives

PROPONENT	Shire of Manjimup
OWNER	N/A
LOCATION / ADDRESS	Whole of Shire
WARD	N/A
ZONE	N/A
DIRECTORATE	Community Services
FILE REFERENCE	F161014
LEGISLATION	Local Government Act 1995; Disability Services Act 2006; Aged Care Act 2024; Carer Recognition Act 2010; National Disability Insurance Scheme Act 2013
AUTHOR	Julie Harty (Manager Home and Community Care)
DATE OF REPORT	10 September 2026
DECLARATION OF INTEREST	Nil

BACKGROUND

Council Policy 12.1.1 Manjimup Home and Community Care Aims and Objectives was last reviewed and adopted by Council on 10 April 2024. A copy of the current policy is contained in the Appendix.

APPENDIX: 9.10.1 (A)

Council policies are reviewed periodically to ensure currency and effectiveness. The purpose of this report is to present to Council the reviewed policy.

PUBLIC CONSULTATION UNDERTAKEN

Nil.

COMMENT

The Aged Care Act 2024 (No.104, 2024) is the new primary aged-care law, in force from 1 July 2026, replacing the Aged Care Act 1997.

The Disability Services and Inclusion Act (DSI Act) 2023 is the current federal legislation that replaced the Disability Services Act 1986. These Acts have been updated under the Statutory Environment to include the current legislation.

On the 1 November 2025 Support at Home (SAH) replaced Home Care Packaged Program and Short-Term Restorative Care Programme (HCP). Therefore, it is recommended that the existing Council Policy 12.1.1 Manjimup Home and Community Care Aims and Objectives is updated to remove the HCP references and instead use the acronym SAH which refers to the current funding.

The Regional Assessment Service (RAS) no longer exist and has been replaced with an aged care assessor. RAS has been removed from the policy.

ATTACHMENT: 9.10.1 (1)

STATUTORY ENVIRONMENT

Local Government Act 1995:
- Regular reviews are undertaken and the introduction of new policies to improve the operations as per Local Government Act 1995.

Disability Services and Inclusion Act 2023:
- Refers to a contemporary framework to fund and regulate supports and services for people with disability, their families, and carers, regardless of whether they participate in the NDIS.

National Disability Insurance Scheme Act 2013:
- Refers specifically to the NDIS program and set out the rules and requirements that apply to registered NDIS providers.

Aged Care Act 2024:
- Refers specifically to the CHSP and SAH program and sets out the rules for funding, regulation, quality of care and the rights of people over the age of 65 receiving care.

Carer Recognition Act 2010:
- Refers to CHSP, SAH and NDIS programs and aims to provide for the recognition of carers and for related purposes.

POLICY / STRATEGIC IMPLICATIONS

This policy relates to the Strategic Community Plan 2019-2029, and in particular to Goal 3.3 and Strategy C11. Continue to encourage and support age, dementia and disability-friendly initiatives across all domains of community life.

ORGANISATIONAL RISK MANAGEMENT

Nil.

FINANCIAL IMPLICATIONS

The Shire of Manjimup auspices all funding received by MHCC with the intention that MHCC will operate on a cost neutral basis.

SUSTAINABILITY

Environmental: Nil.

Economic: Nil.

Social: The CHSP, SAH and NDIS programs provide support to eligible people to enable them to remain living at home and to participate in the community.

VOTING REQUIREMENTS: SIMPLE MAJORITY

OFFICER RECOMMENDATION

That Council approve reviewed Policy 12.1.1 Manjimup Home and Community Care Aims and Objectives as per Attachment: 9.10.1 (1).

ATTACHMENTS

1⇩	Proposed Council Policy 12.1.1 Aims, Philosophy and Objectives	2 Pages

APPENDICES

A⇩	Current Council Policy 12.1.1 Aims, Philosophy and Objectives	2 Pages

Draft

12. COMMUNITY SERVICES POLICIES
12.1 MANJIMUP HOME AND COMMUNITY CARE
12.1.1 Aims, Philosophy and Objectives

Policy Measures

Shire of Manjimup have adopted the ethos of developing as an age and disability - friendly community, both in recognition of the ageing and disability demographic and the knowledge that an age-friendly community will meet the needs of all ages.

Manjimup Home and Community Care (MHCC) is a non-profit community agency the funding of which is auspice by the Manjimup Shire. The agency provides supports and services to older people and their carers through the Commonwealth Home Support Program (CHSP) and Home Care Packages Program (HCP). In addition MHCC is a registered disability provider and provides supports and services to people with disabilities through the National Disability Insurance Scheme (NDIS). Support is provided in the Manjimup and Bridgetown shires. MHCC is one of several providers ensuring the ageing and disability demographic can age in place and remain within the shire community and surrounding towns.

MHCC provides a range of services and programs and is proactive in identifying future needs of the community in terms of services and facilities and planning for a sustainable future. To enable growth and capacity to meet changing demands MHCC and the Shire of Manjimup partner to undertake stakeholder consultations, data collection, consumer surveys, needs assessments and studies.

The specific objectives of MHCC are:
- Support older people and people living with a disability to remain in their own home for as long as practical.
- Support family or other primary caregivers in their role.
- The agency operates in an effective, efficient and accountable manner.

The Shire of Manjimup and MHCC acknowledge and support the right of people:
- to make choices in their own lives whilst respecting those that they affect.
- to dignity, respect, privacy and confidentiality.
- to be valued as individuals.
- to access services on a non-discriminatory basis.
- to access accountable and responsive services.

Target Group

The target groups of MHCC are people who are 65 years or over (50 years and over for Aboriginal or Torres Strait Islander people) and people under the age of 65 who have permanent and significant disability and their carers. To be eligible they must be assessed by the Regional Assessment Service (RAS), Aged Care Assessment Team (ACAT) or the National Disability Insurance Agency (NDIA) as requiring supports and services to continue to live independently, pursue their goals and to participate in their community.

Draft

12. COMMUNITY SERVICES POLICIES
12.1 MANJIMUP HOME AND COMMUNITY CARE
12.1.1 Aims, Philosophy and Objectives

Through awareness and continuous quality improvement this policy considers the whole of community needs to ensure the changing needs of the population are continuously met.

Administration

Shire of Manjimup Home and Community Care.

Adoption and Date Due for Revision

ADOPTED 12 JUNE 2003
REVIEWED 10 APRIL 2024

NEXT DUE FOR REVIEW 30 DECEMBER 2025

The Administration of this Policy is by Community Services.

Draft

SHIRE OF MANJIMUP

12. COMMUNITY SERVICES POLICIES
12.1 MANJIMUP HOME AND COMMUNITY CARE
12.1.1 Aims, Philosophy and Objectives

BACKGROUND

Shire of Manjimup has adopted the ethos of developing as an age and disability friendly community, both in recognition of the ageing and disability demographic and the knowledge that an age-friendly community will meet the needs of all ages.

OBJECTIVE

The specific objectives of MHCC are:

- Support older people and people living with a disability to remain in their own home for as long as practical.
- Support family or other primary caregivers in their role.
- The agency operates in an effective, efficient and accountable manner.

AREA OF APPLICATION

The target groups of MHCC are people who are 65 years or over (50 years and over for Aboriginal or Torres Strait Islander people) and people under the age of 65 who have permanent and significant disability and their carers. To be eligible they must be assessed by the Aged Care Assessment Team (ACAT) or the National Disability Insurance Agency (NDIA) as requiring supports and services to continue to live independently, pursue their goals and to participate in their community.

POLICY MEASURES

Manjimup Home and Community Care (MHCC) is a non-profit community agency the funding of which is auspice by the Manjimup Shire. The agency provides supports and services to older people and their carers through the Commonwealth Home Support Program (CHSP) and Support at Home (SAH). In addition, MHCC is a registered disability provider and provides supports and services to people with disabilities through the National Disability Insurance Scheme (NDIS). Support is provided in the Manjimup and Bridgetown shires. MHCC is one of several providers ensuring the ageing and disability demographic can age in place and remain within the shire community and surrounding towns.

MHCC provides a range of services and programs and is proactive in identifying future needs of the community in terms of services and facilities and planning for a sustainable future. To enable growth and capacity to meet changing demands MHCC and the Shire of Manjimup partner to undertake stakeholder consultations, data collection, participant surveys, needs assessments and studies.

The Shire of Manjimup and MHCC acknowledge and support the right of people:

- to make choices in their own lives whilst respecting those that they affect.
- to dignity, respect, privacy and confidentiality.

- to be valued as individuals.
- to access services on a non-discriminatory basis.
- to access accountable and responsive services.

Through awareness and continuous quality improvement this policy considers the whole of community needs to ensure the changing needs of the population are continuously met.

Document Control					
Document Responsibilities:					
Officer:	Manager Home and Community Care	**Officer Business Unit:**	Home and Community Care		
Reviewer:	Director Community Services	**Decision Maker:**	Council		
Document Management:					
Review Frequency:	4 yearly	**Next Due:**	September 2030	**Records Ref:**	D16/3308
Version #	**Decision Reference:**	**Comment:**			
Pre CM	12 June 2003	Adoption			
Pre CM	25 March 2010	Review			
1.	26 March 2015	Review			
2.	30 December 2019	Review			
3.	10 April 2024 / 29508	Review			
4.	28 October 2026 /	Review			

Draft

ATTACHMENT

9.13.1 Proposed Award of Tender RFT 01-27 Provision of Street Sweeping and Pit Eduction Services

PROPONENT	Shire of Manjimup
OWNER	Shire of Manjimup
LOCATION / ADDRESS	Whole of Shire
WARD	All
ZONE	N/A
DIRECTORATE	Infrastructure Services
FILE REFERENCE	F260138
LEGISLATION	*Local Government Act 1995*
AUTHOR	Andrew Johns (Projects Officer – Infrastructure)
DATE OF REPORT	31 August 2026
DECLARATION OF INTEREST	Nil

BACKGROUND

The Shire of Manjimup's current contract for street sweeping and pit educting services expires on 31 October 2026; to secure the provision of these services and with fixed base rates for a further period or time, a new tender was advertised. The purpose of tender RFT 01-27 is to appoint a single contractor for a three year period with, should both parties agree, an option to extend the contract for an additional two years.

The purpose of this report is for Council to be presented with details of tenders received and consider awarding a contract for the services detailed in the tender document.

PUBLIC CONSULTATION UNDERTAKEN

Public advertising of the tender was as follows: placement of a notice on the Shire of Manjimup website and advertisements in the Manjimup Bridgetown Times and West Australian newspapers, all on 26 August 2026. The tender closed on 24 September 2026.

COMMENT

A total of seven (7) organisations registered for and drew tender documents with one submission being received detailing an annual first year cost of $161,165.71 ex GST. The Busselton based contractor B&B Street Sweeping provided this submission, a contractor that has been providing the same service to the Shire of Manjimup for 19 years. During this time the contractor has been reliable, provided good quality, timely services with no notable performance issues.

Regardless of this history, Shire officers assessed the submission on its merits and have attached a copy of the combined assessment sheet.

ATTACHMENT: 9.13.1 (1)

Reference checks were requested from five of B&B Street Sweeping's other local government customers from which, four replies were received. The feedback from all respondents reflected the positive experience of this organisation's officers when dealing with this contractor.

STATUTORY ENVIRONMENT

The *Local Government Act 1995* and *Local Government (Functions and General) Regulations 1996* detail the Tender requirements for procurement of goods or services exceeding $250,000 in value by local governments; over three years, the value of the contract will be greater than this threshold.

POLICY / STRATEGIC IMPLICATIONS

The regular cleaning of streets and drainage contributes to meeting the Shire's Strategic Plan 2021 – 2031, section 4 Our Infrastructure, Community Goals:

- 4.2 Community infrastructure is delivered and maintained at a level of service that is aligned with community needs now and in the future.
- 4.4 Town centres are accessible, attractive and create opportunities for people to come together, socialise and enjoy a range of activities.
- 4.9 Transport infrastructure and networks provide for the safe movement of all users.

Ensuring the continued provision of services via a contract with a set base price for a minimum period of three years will enable timely and cost efficient delivery of the tasks and allow informed budget values over that time. Should both parties agree to take up the option to extend the contract for two years administrative time will be reduced. Conversely, should contract performance be an issue, a new tender can be called after three years.

ORGANISATIONAL RISK MANAGEMENT

Risk mitigation has been achieved by the following:

- Three senior Shire officers have reviewed and assessed the tender submission;
- The review has shown B&B Street Sweeping able and competent to reliably carry out the works requested;
- The submission demonstrates the financial sustainability of the contractor; and
- The process has been overseen by the Shire's probity officer.

FINANCIAL IMPLICATIONS

The contract provides for fixed rates at the beginning of the tender however it must be recognised that the services provided largely utilise equipment (trucks) requiring considerable quantities of diesel to operate. Given the current high price of this fuel and the likelihood of continuing volatility in fuel prices, the tender document allows for monthly and annual variations in the price of diesel.

Using the obvious premise that a higher fuel price equates to higher operational costs and vice versa, through the application of a formula that compares the average monthly cost of diesel to a base price set at the beginning of each year of the contract, the actual monthly rate charged for works undertaken will vary; as fuel prices rise or fall, costs to the Shire of Manjimup will rise or fall when compared to the tendered lump sum price.

The fuel price variation will be applied to the monthly tendered rate for all trucks and truck based plant according to the following formula:

$$Adjusted\ hourly\ rate = \left(\frac{monthly\ average\ price - base\ price}{base\ price}\right) x\ fuel\ factor$$

Where:
Monthly average price - The average terminal gate price (TGP) for each calendar month calculated using figures downloaded from the Australian Institute of Petroleum website: https://dev.aip.com.au/pricing/terminal-gate-prices/perthdiesel.
Base price –The TGP set per litre of diesel for each year of the contract
Fuel factor – the percentage of hourly rate for the contract

Notes:

- The adjusted hourly rate is to be applied on invoices when the monthly average price is equal to or greater than +/- $0.10 of the base price; the adjusted hourly rate may therefore increase or decrease each month
- The fuel cost for the term of the contract is to be an industry standard of 20% of the hourly rates for trucks etc

The lump sum price for the first twelve months, excluding additional work is $161,165.71 excluding GST; Council's adopted budget for street cleaning/sweeping in the 2026/27 financial year is $164,800. The contract allows for an annual CPI adjustment to the tendered price and this too may result in a rise or in a fall in the rates charged (to the Shire).

The tender requires a noise management plan from the successful contractor for which B&B Street Sweeping provided a cost of $3,000 for a plan that spans the initial 3 years of the contract. The plan will need to be lodged with and assessed by the Shire's environmental health team.

SUSTAINABILITY

Environmental: The service meets current Shire of Manjimup and industry standards.

Economic: A well maintained road network allows for safe and efficient transport of goods and services.

Social: A safe and useable road network ensures good social cohesion in our towns.

VOTING REQUIREMENTS: SIMPLE MAJORITY

OFFICER RECOMMENDATION

That Council:

1. **Award RFT 01-27 Provision of Street Sweeping and Pit Educting Services to B&B Street Sweeping in accordance with their tender response for the annual price of $161,165.71 (ex GST), adjusted on each anniversary date of the contract by the Perth All Group rate CPI for the 12 months prior to that date.**
2. **Request B&B Street Sweeping to proceed with developing a noise management plan for the contract for a cost of $3,000 and to submit the plan to the Shire of Manjimup's environmental health department.**
3. **Acknowledge that the rate for works invoiced is adjusted monthly for variations in the price of diesel according to the formula:**

$$Adjusted\ hourly\ rate = \left(\frac{monthly\ average\ price - base\ price}{base\ price}\right)\ x\ fuel\ factor$$

ATTACHMENTS

1⇩ Evaluation Sheet Street Sweeping Tender Combined Analysis 1 Page

Date of evaluation: **30/09/2026**

Average Lump Sum Price = **$161,166**

Comparison (using average) - avg price = 2.5 score

				COMPLIANCE CRITERIA NON-WEIGHTED					QUALITATIVE CRITEREA WEIGHTED									
									25%		25%		0%		50%			
				Completed Offer Form (section 5.1)	Completed Tender Response (section 5.2)	Compliance with requirement to provide adequate insurance coverage & details (Sections 4.3 & 5.2)	Completed price schedule (Section 5.5)	Compliance with requirement to demonstrate adequate health & saftey (Section 5.6)	Demonstarted relevant experience		Ability to deliver		Not used		The tendered price(s) will be considered along with related factors affecting the total cost to the Principal.			
	Tenderer	Lump sum price (ex GST)	% to Benchmark	Y/N	Y/N	Y/N	Y/N	Y/N	Score 0-5	Weighted Score	Score 0-5	Weighted Score	Score 0-5	Weighted Score	Score 0-5	Weighted Score	**Total weighted score**	**RANKING**
1	B&B Sreet Sweeping	$ 161,166	0.0%	Y	Y	Y	Y	Y	4.2	20.83	3.8	19.17		0.00	5.0	50.00	90.0	**1**

Overall evaluation notes:

Ex GST lump sum price is $161,165.71 inc 12x cleans of Mjp depot washdown bay pit.

Cost of environmantal management plan an additional $3,000 (for 3 years)

Contractor has provided continuous, very good service to SoM over the last 19 years including scheduled works, and as required work.

Good provisions for back up eg 8 sweeper trucks.

PL insurance $20m, WC & rehab insurance $50m, motor vehicle insurance $50m

Fleet GPS monitoring by company called Terravision

Disclosure: I advise that I DO/ DO NOT have any conflicts of interests with any of the parties subject of this evaluation

Details of known or possible conflicts: NIL

Evaluation completed by: *Andrew Johns, Andrew Conway, Catherine Mills* Date: 08/10/2026

Name Signature

Score	Rating	Guide
5	Excellent	Demonstrated excellence, substantially exceeds minimum requirements, a number of superior features
4	Good	Exceeds requirements in some respects
3	Fair	Meets minimum requirements with no material concerns or deficiencies
2	Marginal	Some areas of concern in relation to ability to meet minimum Requirements or some deficiencies
1	Poor	Fails to meet minimum Requirements in several respects, contained insufficient or unclear information
0	Fail	Fails to meet minimum Requirements in all respects or did not respond
3	Y/N answer	Yes
0	Y/N answer	No

Draft

ATTACHMENT

9.14.1 Proposed Award of Tender RFT 02-27 Concrete Footpath Construction

PROPONENT	Shire of Manjimup
OWNER	Shire of Manjimup
LOCATION / ADDRESS	Whole of Shire
WARD	All
ZONE	N/A
DIRECTORATE	Infrastructure Services
FILE REFERENCE	F260139
LEGISLATION	Local Government Act 1995
AUTHOR	Kristie Inker (Administration Officer Infrastructure Services), Andrew Conway (Manager Parks Operations)
DATE OF REPORT	1 October 2026
DECLARATION OF INTEREST	Nil

BACKGROUND

Council's adopted 2026/27 Budget includes funding for the Shire's Footpath Upgrade Program. To fulfil the programmed footpath construction works, the Shire issued a Request for Tender: RFT 02-27 Footpath Construction.

The intent of RFT 02-27 is to appoint a suitable contractor to complete all scheduled footpath construction works within the Shire as per the Budgeted Capital Works Program FY26/27.

These works comprise of Slab replacement and Footpath upgrades to:

- Callcup Street, Northcliffe (Zamia to Meerup Sts)
- Mount Street, Manjimup (Carinya to Collier Sts)
- Sommerville Street, Manjimup (Chopping to Pritchard Sts)
- Young Street, Manjimup (Mottram to O'Connor Sts)

The purpose of this report is for Council to be presented with details of tenders received and consider awarding a contract for the services detailed in the tender document.

PUBLIC CONSULTATION UNDERTAKEN

The Tender was publicly advertised as per the following: Advertisement placement in the Manjimup Bridgetown Times and The West Australian on 26 August 2026 and notification on the Shire of Manjimup website.

Tenders closed on 24 September 2026.

COMMENT

A total of eighteen (18) prospective Tenderers registered and accessed the Tender documentation.

At the close of the Tender, three (3) submissions had been received.

A Tender Evaluation Panel comprising three (3) Senior officers independently assessed the submissions received using the assessment criteria contained within RFT 02-27. The results of the assessment are provided in the attached evaluation sheets.

ATTACHMENT: 9.14.1 (1)

A summary of the Tender Submissions is provided below:

Tenderer		Lump sum price (ex GST)	Regional Price Preference Deduction
1	Dowsing Group Pty Ltd	$ 339,836.45	N
2	Jetline Kerbing Contractors	$ 256,622.85	N
3	MJG Concreting Pty Ltd	$ 287,396.50	$ 7,751.48

Based on the information received and assessed, the Tender Evaluation Panel recommends that RFT 02-27 Footpath Construction be awarded to Jetline Kerbing for $256,622.85 (ex GST), in accordance with their submitted Tender response.

STATUTORY ENVIRONMENT

The Local Government Act 1995 and Local Government (Functions and General) Regulations 1996 prescribe the requirements for local government tendering and the assessment and acceptance of tenders. RFT 02-27 Footpath Construction has been undertaken in accordance with these requirements.

POLICY / STRATEGIC IMPLICATIONS

The footpath construction program follows previously identified works which are highlighted in the Local Footpath and Bicycle Plan 2017 – 2027.

In addition, footpath construction and renewal contributes to meeting the Shire's Strategic Plan 2021 – 2031, section 4 Our Infrastructure, Community Goals:

- 4.2 Community infrastructure is delivered and maintained at a level of service that is aligned with community needs now and in the future.

- 4.4 Town centres are accessible, attractive and create opportunities for people to come together, socialise and enjoy a range of activities.
- 4.9 Transport infrastructure and networks provide for the safe movement of all users.

The Shires Regional Price Preference Policy was applied to this Tender Evaluation.

ORGANISATIONAL RISK MANAGEMENT

The awarding of the concrete footpath tender presents a manageable level of organisational risk, noting that the procurement process has been undertaken in accordance with the organisation's applicable procurement requirements and that the proposed works have been identified and appropriately provided for within the approved budget. Key risks relate primarily to the delivery timeframe, including potential delays arising from contractor availability, material supply, weather conditions, site constraints and unforeseen ground conditions.

Particular consideration should be given to sites located on routes to schools or immediately adjacent to schools, where delays or poorly managed works may create increased pedestrian and traffic safety risks, disruption to school access and heightened community concerns. These risks can be mitigated through clear contractual timeframes, appropriate staging and sequencing of works, effective communication with affected schools and residents, suitable traffic and pedestrian management measures, and proactive monitoring of contractor performance.

Overall, the risks associated with awarding the tender are considered manageable, provided the contract includes appropriate controls to ensure works are completed within agreed timeframes and disruptions to the community, particularly around school locations, are minimised.

FINANCIAL IMPLICATIONS

Council's adopted 2026/27 Budget includes $489,073 for the Footpath Program.

Tendered prices came in within Overall Budget, with set price costs for each of the four (4) projects requested to minimise risk of financial overrun.

SUSTAINABILITY

Environmental: A safe compliant footpath network encourages increased active transport through walking, riding or scooting, thus helping to reduce emissions from vehicle movements.

Economic: A well-connected footpath network increases street appeal and connectivity, which improves accessibility to shopping precincts, in turn promoting economic stimulus.

Social: A safe, accessible and well-maintained footpath network supports pedestrian movement, accessibility and community connectivity throughout the Shire.

VOTING REQUIREMENTS: SIMPLE MAJORITY

OFFICER RECOMMENDATION

That Council award Request for Tender RFT 02-27 Concrete Footpath Construction to Jetline Kerbing Contractors for $256,622.85 (ex GST) in accordance with their submitted Tender response.

ATTACHMENTS

1⇩ Tender Evaluation Sheet RFT 02 27 - Combined 1 Page

Draft

Date of evaluation: **2/10/2026**

Average Lump Sum Price = **$294,619**

Comparison (using average) - avg price = 2.5 score

					COMPLIANCE CRITERIA NON-WEIGHTED					QUALITATIVE CRITERIA WEIGHTED							
										25%		25%		50%			
					Completed Offer Form (section 5.1)	Completed Tender Response (section 5.2)	Compliance with requirement to provide adequate insurance coverage & details (Sections 4.3 & 5.2)	Completed price schedule (Section 5.5)	Compliance with requirement to demonstrate adequate health & saftey (Section 5.6)	Demonstarted relevant experience Details of Similar Projects Tenderers involvement with outcomes Details of Issues arisen and how managed Referees for works completed Project reference sheet		Ability to deliver Key Personnel and Skills Plant, Equipment and materials Demonstrated ability to meet timeframe Resources and Capacity to deliver Contingency measures or back up resources (Current commitment schedule 5.7 and Tenderers Resources)		The tendered price(s) will be considered along with related factors affecting the total cost to the Principal.			
	Tenderer	Lump sum price (ex GST)	Regional Price Preference Deduction	% to Benchmark	Y/N	Y/N	Y/N	Y/N	Y/N	Score 0-5	Weighted Score	Score 0-5	Weighted Score	Score 0-5	Weighted Score	**Total weighted score**	**RANKING**
1	Dowsing Group Pty Ltd	$ 339,836.45	N	15.35%	Y	Y	Y	N	Y	3.7	18.50	3.5	17.67	2.1	21.16	57.3	**2**
2	Jetline Kerbing Contractors	$ 256,622.85	N	-12.9%	Y	Y	Y	Y	Y	3.7	18.33	3.5	17.33	2.8	28.22	63.9	**1**
3	MJG Concreting Pty Ltd	$ 287,396.50	$ 7,751.48	-2.5%	Y	Y	Y	Y	Y	3.2	15.83	2.8	14.17	2.6	25.61	55.6	**3**

Overall evaluation notes:

Dowsing Group: 3 weeks continuous - Jan 27

Well detailed tender, missing schedule of rates for additional works

No allowance for Traffic Management, disposal costs of paver, nor brick crossover reinstatement.

Stipulated allowance for 80-100mm concrete through paths, ramps and crossovers

No allowance for tipping fees, and appears cutting is additional, via rates.

Current large volume of works - ability to meet deadline is addressed.

Jetline Kerbing - 25 Days, no dates specified

No allowance for disposal costs of pavers or debris.

Specific reference to ability to ramp up to complete works to deadline

MJG Concreting - Nov 26 - March 27 (5 months)

Regional Price Preference has been applied

Commitment Schedule did not show current workload and completion is over a number of months.

Very limited and brief Relevant Experience submitted
WHS systems very basic and not well developed

OVERALL. Dowsing presented a well detailed tender, albeit, no rates for additional works. Traffic management was omitted from their pricing, however Jetline and MJG did not mention TM. Based on knowledge of previous works from MJG and Jetline, my recommendation, based on price alone is to award to Jetline.

Disclosure: I advise that I DO/ have any conflicts of interests with any of the parties subject of this evaluation

Details of known or possible conflicts: A Conway is listed as a referee for MJG Concreting.

Evaluation completed by: _____ A Conway, A Johns, C Mills *A Conway, A Johns, C Mills*
Name Signature

Score	Rating	Guide
5	Excellent	Demonstrated excellence, substantially exceeds minimum requirements, a number of superior features
4	Good	Exceeds requirements in some respects
3	Fair	Meets minimum requirements with no material concerns or deficiencies
2	Marginal	Some areas of concern in relation to ability to meet minimum Requirements or some deficiencies
1	Poor	Fails to meet minimum Requirements in several respects, contained insufficient or unclear information
0	Fail	Fails to meet minimum Requirements in all respects or did not respond
3	Y/N answer	Yes
0	Y/N answer	No

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

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14. MEETING CLOSED TO PUBLIC

14.1 Matters for which the meeting may be closed

14.1.1 Minutes of the Chief Executive Officer Review Committee Meeting held 24 September 2026

PROPONENT	Shire of Manjimup
OWNER	N/A
LOCATION / ADDRESS	N/A
WARD	N/A
ZONE	N/A
DIRECTORATE	Executive Services
FILE REFERENCE	F170461
LEGISLATION	*Local Government Act 1995* *Local Government (Administration) Regulations 1996*
AUTHOR	Shammara Markotis (Manager Governance and Executive Services)
DATE OF REPORT	25 September 2026
DECLARATION OF INTEREST	Ben Rose (Chief Executive Officer) has an interest in this item, being subject to the setting of KPIs, the Annual Performance Review by the Committee/Council and the annual remuneration review.

VOTING REQUIREMENTS: SIMPLE MAJORITY

OFFICER RECOMMENDATION:

That Council goes behind closed doors to consider:

Item 14.1.1 as under Section 5.23 (2)(b) it deals with a matter relating to the recruitment or employment of the CEO or a senior employee, including the following (i) the termination of employment; (ii) a review of performance under section 5.38.

14.2 Public reading of resolutions that may be made public.

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15. APPLICATIONS FOR LEAVE OF ABSENCE

16. 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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