



AGENDA

FOR THE

ORDINARY

COUNCIL MEETING

TO BE HELD

Wednesday, 26th August 2026
Commencing at 5:00pm

AT

ADMINISTRATION CENTRE EATON
1 Council Drive - EATON

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NOTICE OF AN ORDINARY COUNCIL MEETING

Dear Council Member

The next Ordinary Council Meeting of the Shire of Dardanup Council will be held on Wednesday, the 26th August 2026 at the Administration Centre Eaton, 1 Council Drive, Eaton – commencing at 5:00pm.



MRS NATALIE HOPKINS
Acting Chief Executive Officer

Date: 21st of August 2026

Note: If interested persons would like to make comment on any items in this agenda, please email records@dardanup.wa.gov.au or hand deliver written comment to the Shire of Dardanup – Administration Centre Eaton, 1 Council Drive, Eaton. To be included in the meeting comments are to be delivered no later than 48 hours prior to the meeting.

The Chief Executive Officer will use their discretion as to whether the written comments are relevant and applicable to the meeting before approving their inclusion in the meeting.

VISION STATEMENT

“The Shire of Dardanup is a healthy, self-sufficient and sustainable community, that is connected and inclusive, and where our culture and innovation are celebrated.”

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COUNCIL ROLE

Advocacy	When Council advocates on its own behalf or on behalf of its community to another level of government / body /agency.
Executive/Strategic	The substantial direction setting and oversight role of the Council e.g. Adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.
Legislative	Includes adopting local laws, town planning schemes and policies.
Review	When Council reviews decisions made by Officers.
Quasi-Judicial	When Council determines an application/matter that directly affects a person's rights and interests. The Judicial character arises from the obligations to abide by the principles of natural justice. Examples of Quasi-Judicial authority include town planning applications, building licences, applications for other permits/licences (e.g.: under Health Act, Dog Act or Local Laws) and other decisions that may be appealable to the State Administrative Tribunal.

DISCLAIMER

"Any statement, comment or decision made at a Council or Committee meeting regarding any application for an approval, consent or licence, including a resolution of approval, is not effective as an approval of any application and must not be relied upon as such.

Any person or entity that has an application before the Shire must obtain, and should only rely on, written notice of the Shire's decision and any conditions attaching to the decision and cannot treat as an approval anything said or done at a Council or Committee meeting.

Any advice provided by an employee of the Shire on the operation of a written law, or the performance of a function by the Shire, is provided in the capacity of an employee, and to the best of that person's knowledge and ability. It does not constitute, and should not be relied upon, as a legal advice or representation by the Shire. Any advice on a matter of law, or anything sought to be relied upon as a representation by the Shire should be sought in writing and should make clear the purpose of the request."

RISK ASSESSMENT

Inherent Risk	The level of risk in place in order to achieve the objectives of the Council and before actions are taken to alter the risk's impact or likelihood.
Residual Risk	The remaining level of risk following the development and implementation of Council's response.
Strategic Context	These risks are associated with achieving Council's long term objectives.
Operational Context	These risks are associated with the day-to-day activities of the Council.
Project Context	Project risk has two main components: • Direct refers to the risks that may arise as a result of project, which may prevent the Council from meeting its objectives. • Indirect refers to the risks which threaten the delivery of project outcomes.

RISK CATEGORY CONSEQUENCE TABLE - GUIDELINE

Rating (Level)	Health	Financial Impact	Service Interruption	Legal and Compliance	Reputational	Environmental	Property
Insignificant (1)	Near miss Minor first aid injuries	Less than \$10,000	No material service interruption - backlog cleared < 6 hours	Compliance - No noticeable regulatory or statutory impact. Legal - Threat of litigation requiring small compensation. Contract - No effect on contract performance.	Unsubstantiated, low impact, low profile or 'no news' item. Example: Gossip, Facebook item seen by limited persons.	Contained, reversible impact managed by on site response.	Inconsequential or no damage.
Minor (2)	Medical type injuries	\$10,001 - \$50,000	Short term temporary interruption – backlog cleared < 1 day	Compliance - Some temporary non compliances. Legal - Single minor litigation. Contract - Results in meeting between two parties in which one party expresses concern.	Substantiated, low impact, low news item. Example: Local paper / Industry news article, Facebook item seen by multiple groups.	Contained, reversible impact managed by internal response.	Localised damage rectified by routine internal procedures.
Moderate (3)	Lost time injury <30 days	\$50,001 - \$300,000	Medium term temporary interruption – backlog cleared by additional resources < 1 week	Compliance - Short term non-compliance but with significant regulatory requirements imposed. Legal - Single moderate litigation or numerous minor litigations. Contract - Receive verbal advice that, if breaches continue, a default notice may be issued.	Substantiated, public embarrassment, moderate impact, moderate news profile. Example: State-wide paper, TV News story.	Contained, reversible impact managed by external agencies.	Localised damage requiring external resources to rectify.
Major (4)	Long-term disability/ multiple injuries Lost time injury >30 days	\$300,001 - \$1.5 million	Prolonged interruption of services – additional resources; performance affected < 1 month	Compliance - Non-compliance results in termination of services or imposed penalties. Legal - Single major litigation or numerous moderate litigations. Contract - Receive/issue written notice threatening termination if not rectified.	Substantiated, public embarrassment, high impact, high news profile, third party actions. Example: Australia wide news stories. Regulatory / Political commentary involvement.	Uncontained, reversible impact managed by a coordinated response from external agencies.	Significant damage requiring internal & external resources to rectify.
Catastrophic (5)	Fatality, permanent disability	More than \$1.5 million	Indeterminate prolonged interruption of services – non-performance > 1 month	Compliance - Non-compliance results in litigation, criminal charges or significant damages or penalties. Legal - Numerous major litigations. Contract - Termination of contract for default.	Substantiated, public embarrassment, very high multiple impacts, high widespread multiple news profile, third party actions. Example: Worldwide news, Focused articles (e.g. 60 minutes). Regulatory / Political oversight and involvement.	Uncontained, irreversible impact.	Extensive damage requiring prolonged period of restitution. Complete loss of plant, equipment & building.

RISK - LIKELIHOOD TABLE

LEVEL	RATING	DESCRIPTION	FREQUENCY
5	Almost Certain	The event is expected to occur in most circumstances	The event is expected to occur more than once per year
4	Likely	The event will probably occur in most circumstances	The event will probably occur at least once per year
3	Possible	The event should occur at some time	The event should occur at least once in 3 years
2	Unlikely	The event could occur at some time	The event could occur at least once in 10 years
1	Rare	The event may only occur in exceptional circumstances	The event is not expected to occur more than once in 15 years

LEVEL OF RISK GUIDE

CONSEQUENCE LIKELIHOOD		Insignificant	Minor	Moderate	Major	Catastrophic
		1	2	3	4	5
Almost Certain	5	Moderate (5)	Moderate (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Moderate (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Moderate (6)	Moderate (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Moderate (6)	Moderate (8)	Moderate (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Moderate (5)

RISK ACCEPTANCE CRITERIA

Risk Rank	Description	Criteria	Responsibility	Entered on Risk Register
LOW (1 – 4)	Acceptable	Risk acceptable with adequate controls, managed by routine procedures and subject to annual monitoring	Staff Member / Supervisor	No
MODERATE (5 – 11)	Monitor	Risk acceptable with adequate controls, managed by specific procedures and subject to semi-annual monitoring	Supervisor / Manager	No
HIGH (12 – 19)	Urgent Attention Required	Risk acceptable with effective controls, managed by senior management / executive and subject to monthly monitoring	Manager / Director / EMT	Yes
EXTREME (20 – 25)	Unacceptable	Risk generally not acceptable. However, if risk is accepted, then all treatment plans to be explored and implemented where possible, managed by highest level of authority (Council) and subject to continuous monitoring.	EMT / CEO / Council	Yes

EXISTING CONTROLS RATING

Rating	Foreseeable	Description	
Effective	More than what a reasonable person would be expected to do in the circumstances. There is <u>little</u> scope for improvement.	Documentation	Processes (Controls) fully documented, with accountable 'Control Owner'.
		Operating Effectiveness	Subject to ongoing monitoring and compliance to process is assured.
		Design Effectiveness	Reviewed and tested regularly.
Adequate	Only what a reasonable person would be expected to do in the circumstances. There is <u>some</u> scope for improvement.	Documentation	Processes (Controls) partially documented, with a clear 'Control Owner'.
		Operating Effectiveness	Limited monitoring, ad-hoc approach and compliance to process is generally in place.
		Design Effectiveness	Reviewed and tested, but not regularly.
Inadequate	Less than what a reasonable person would be expected to do in the circumstance. There is a <u>need</u> for improvement or action.	Documentation	Processes (Controls) not documented or no clear 'Control Owner'.
		Operating Effectiveness	No monitoring or compliance to process is not assured.
		Design Effectiveness	Have not been reviewed or tested for some time.

SHIRE OF DARDANUP

AGENDA FOR THE SHIRE OF DARDANUP ORDINARY COUNCIL MEETING TO BE HELD ON WEDNESDAY, 26TH AUGUST 2026, AT ADMINISTRATION CENTRE EATON, 1 COUNCIL DRIVE, EATON, COMMENCING AT 5:00PM.

1 DECLARATION OF OPENING/ANNOUNCEMENTS OF VISITORS

The Presiding Member to declare the meeting open, welcome those in attendance, refer to the Disclaimer, Acknowledgement of Country, Emergency Procedure and the Affirmation of Civic Duty and Responsibility on behalf of Councillors and Officers:

Acknowledgement of Country

The Shire of Dardanup wishes to acknowledge that this meeting is being held on the traditional lands of the Noongar people. In doing this, we recognise and respect their continuing culture and the contribution they make to the life of this region and pay our respects to their elders, past, present and emerging. The Shire of Dardanup also respects and celebrates all cultures of all our residents and visitors to our Shire.

Emergency Procedure

In the event of an emergency, please follow the instructions of the Chairperson who will direct you to the safest exit route. Once outside, you will be directed to an appropriate Assembly Area where we will meet (and complete a roll call).

Affirmation of Civic Duty and Responsibility

Councillors and Officers of the Shire of Dardanup collectively declare that we will duly, faithfully, honestly and with integrity fulfil the duties of our respective office and positions for all the people in the district according to the best of our judgement and ability. We will observe the Shire's Code of Conduct and Standing Orders to ensure efficient, effective and orderly decision making within this forum.

Recording of Meetings

In accordance with Section 5.23A of the Local Government Act 1995, and Part 2A of the Local Government (Administration) Regulations 1996, video or audio recordings of Council meetings apply to all Ordinary and Special Council Meetings of the Shire of Dardanup.

All recordings will be retained as part of the Shire of Dardanup records and will be made available to the public via the Shire of Dardanup Website, excluding recordings of matters that Council take Behind Closed Doors.

2 RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE PREVIOUSLY APPROVED

2.1 Attendance

2.2 Apologies

2.3 Leave of Absence

None.

2.4 Previous Meetings

DATE	TYPE	Cr L W DAVIES	Cr B S FARRANT	Cr T G GARDINER	Cr S L GILLESPIE	Cr M R HUTCHINSON	Cr A C JENOUR	Cr K A LAURENTSCH	Cr R J TREVATHAN	Cr A L WEBSTER
MAY 2026										
06/05/2026	CF	✓	✓	✓	✓	✓	✓	✓	✓	✓
06/05/2026	SCM	✓	✓	✓	✓	✓	✓	✓	✓	✓
13/05/2026	WS	✓	✓	✓	✓	✓	✓R	✓	Ap	NA
20/05/2026	AF	Ap	✓	✓	✓	✓	✓R	✓	✓	NA
27/05/2026	OCM	✓	✓	✓	✓	✓	LoA	✓	✓	✓
JUNE 2026										
03/06/2026	SCM	Ap	✓	✓	✓	✓	✓	✓	✓	✓
10/06/2026	WS	✓	✓	✓	Ap	✓	✓	✓	✓	✓
17/06/2026	AF	✓	✓	✓	✓	✓	✓	✓	✓	✓
24/06/2026	OCM	✓	✓	✓R	✓	✓	✓R	✓	✓	Ap
JULY 2026										
01/07/2026	CF	✓	✓	✓	Ap	✓	✓	✓	✓	Ap
08/07/2026	WS	NA	✓	✓	✓	✓	Ap	✓	✓	NA
15/07/2026	AF	✓	✓	✓	✓	✓	Ap	✓	✓	✓
22/07/2026	OCM	✓	✓	✓	✓	✓	✓R	✓	✓	✓
AUGUST 2026										
05/08/2026	CF	✓	✓	✓	✓	✓	✓R	✓	✓	NA
12/08/2026	WS	✓	✓	✓	✓	✓	✓	✓	✓	✓
19/08/2026	AF	✓	✓	✓	✓	✓	✓R	✓	✓	NA

TYPE LEGEND	
AF	Agenda Forum
CF	Concept Forum
OCM	Ordinary Council Meeting
SCM	Special Council Meeting
WS	Workshop

ATTENDANCE LEGEND	
✓	Attendance
✓R	Remote Attendance
Ap	Apology
LoA	Leave of Absence
NA	Non Attendance

3 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

None.

4 PUBLIC QUESTION TIME

5 APPLICATIONS FOR LEAVE OF ABSENCE

COUNCIL MOTION

THAT be granted leave of absence for the Ordinary Council Meeting to be held on the 23rd September 2026.

6 PETITIONS/DEPUTATIONS/PRESENTATIONS

None.

7 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

7.1 Ordinary Council Meeting Held on the 22nd of July 2026

OFFICER RECOMMENDATION

THAT the Minutes of the Ordinary Meeting of Council held on the 22nd of July 2026 be confirmed as true and correct / subject to the following corrections:

8 ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION

8.1 Shire President Monthly Report

Reporting Department

Elected Members

Elected Member

Cr Tyrrell G Gardiner – Shire President

Participation in various meetings, conferences, and events since my last report to the Council.

Event:	July 25th 2026 Bush Kids Pre Kindy Centre Opening
Report:	Event to celebrate the refurbishment and opening of the Bush Kids Centre on Sandridge Road, after it previously housed Eaton Senior Citizens and Eaton Library. Opening and walk through with staff and Minister for the South West the Hon Don Punch and local Collie-Preston MLA Jodie Hanns
Event:	July 27th Regional Road Group
Report:	Regular meeting between South West Local Governments, Main Roads WA and WA Local Government Association Staff. Strong discussion around changes to funding arrangements for bridges under local government tenure.
Event:	August 12th Wespine Tour of Shire Administration and Library
Report:	Tour of Shire offices and Library for Wespine team. Particular emphasis on the Mick Bennett Make it Space to highlight the financial grant from Wespine to enable fit out of the space.
Event:	August 13th Bunbury Geographe Economic Alliance
Report:	Monthly meeting of BGEA with walk through of new Capel Youth Hub and Library, Dalyellup
Event:	August 13th SEN Radio Spirit Club
Report:	Networking event hosted by SEN Radio included presentation from presenters. Opportunity to thank management for the time local presenter Jarred O'Brien gives local government to promote news and events.
Event:	August 14th Wildcats at ERC
Report:	Great event at the Recreation Centre for sold out Wildcats preseason game. Congratulations to all the staff involved in the game and the very popular junior clinics held on the 15 th . Thank you Wildcats Players, Coaching Staff and Management for bringing high quality Basketball to the South West.
Event:	August 27th Vale Tresslyn Smith
Report:	Attend Funeral for City of Bunbury Deputy Mayor Tresslyn Smith. Strong community advocate and contributor to Local Government in the South West.
Event:	August 28th SWALGA Zone meeting Harvey
Report:	Regular meeting of South West local government discussion and decision on issues from a regional perspective. Acting CEO Natalie Hopkins also in attendance.

9 ANNOUNCEMENTS OF MATTERS FOR WHICH MEETING MAY BE CLOSED

9.1 Determine FOGO Processing, Transport & Regional Transfer Station

9.2 Chief Executive Officer Key Performance Indicator Quarterly Report – April to June 2026

It is recommended that Council go Behind Closed Doors toward the end of the meeting in accordance with Shire of Dardanup Standing Orders & *Local Government Act 1995*, section 5.23.

Standing Order and the *Local Government Act 1995* provides for Council to resolve to close the meeting to the public and proceed behind closed doors for matters:

- Section 5.23 (1) The following are to be open to members of the public —*
- (a) all Council meetings;*
 - (b) all meetings of any committee.*
- (2) Despite subsection (1), if any of the following matters is to be dealt with at a meeting, the council or committee must close the meeting to members of the public to the extent necessary to ensure that the matter is dealt with at the meeting on a confidential basis —*
- (a) a matter that a committee of a House of Parliament, or a joint committee of both Houses, has advised the local government must be dealt with on a confidential basis;*
 - (b) 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;*
 - (c) a prescribed matter;*
 - (d) a matter that is the subject of a direction given under section 5.23AA(1).*
- (3) Despite subsection (1), the council or committee must close a meeting to members of the public to the extent necessary to ensure compliance with a requirement (however formulated) —*
- (a) that is imposed under a written law, excluding this Act and local laws; and*
 - (b) that prohibits or restricts the making public of information.*
- (4) Despite subsection (1), if any of the following information is to be dealt with at a meeting, the council or committee may close the meeting to members of the public to the extent necessary to ensure that the information is dealt with at the meeting on a confidential basis —*
- (a) legal advice, or other information, over which the local government holds legal professional privilege;*
 - (b) information relating to the personal affairs of an individual;*
 - (c) information contained in a tender received by the local government for a contract to the extent that the information —*
 - (i) is a tendered price; or*
 - (ii) a tendered methodology for calculating a price;*
 - (d) information contained in a tender received by the local government for a contract to the extent that —*
 - (i) the information discloses any technology, or any manufacturing, industrial or trade process, that the tenderer proposes to use in performing the contract; and*
 - (ii) the information has not previously been made public; and*
 - (iii) the making public of the information would be likely to have an adverse effect on the tenderer's business interests;*
 - (e) information the making public of which would be likely to endanger the security (including cyber-security) of any of the local government's property or operations;*
 - (f) information the making public of which would be likely to impair the effectiveness of any lawful method or procedure for preventing, detecting, investigating or dealing with any contravention or possible contravention of the law;*
 - (g) prescribed information;*
 - (h) information that is the subject of a direction given under section 5.23AA(2).*

Note: 16.1 & 16.2 - The meeting would go behind closed doors toward the end of the meeting to discuss matters that fall within the provisions of Section 5.23 of the Local Government Act 1995, requiring or permitting the meeting to be closed to ensure the information is dealt with on a confidential basis.

10 QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN

None.

11 DECLARATION OF INTEREST

Members should fill in Disclosure of Interest forms for items in which they have a financial, proximity or impartiality interest and forward these to the Presiding Member before the meeting commences.

Key Management Personnel (which includes Elected Members, CEO and Directors) are reminded of their requirement to disclose biannually transactions between Council and related parties in accordance with Council Policy CnG CP039.

Note: Chairperson to ask Councillors and Staff if there are any Declarations of Interest to be declared.

- *Cr Tyrrell G Gardiner declared an Impartiality Interest in item 12.3.1 – 2026/27 Community And Events Grants – as his partner is a Committee Member of the Burekup Country Club – a recipient of a Community Grant.*
- *Cr Tony C Jenour declared an Impartiality Interest in item 12.3.1 – 2026/27 Community And Events Grants – as he is a member of the Burekup Country Club and the Burekup Bushfire Brigade – recipients of a Community Grant*
- *Cr Krystal A Lauretsch declared an Impartiality Interest in item 12.3.1 – 2026/27 Community And Events Grants – as members of her family are members of the Burekup Bushfire Brigade – recipients of a Community Grant*
- *Cr Stacey Gillespie declared a Proximity Interest in item 12.4.1 – Coastal Adaptation and Protection Grant - Eaton Foreshore – as her property is adjacent to the Eaton Foreshore.*
- *Chief Executive Officer, Mr André Schönfeldt, declared a Financial Interest in item 16.2 - Chief Executive Officer Key Performance Indicator Quarterly Report – April to June 2026, as the report relates to his employment contract.*

12 REPORTS OF OFFICERS AND COMMITTEES

12.1 EXECUTIVE REPORTS

12.1.1 Strategic Community Plan – 2026-2036

Reporting Department	<i>Executive</i>
Responsible Officer	<i>Mrs Natalie Hopkins – Acting Chief Executive Officer</i>
Legislation	<i>Local Government Act 1995</i> <i>Local Government (Administration) Regulations 1996</i>
Council Role	<i>Executive/Strategic</i>
Voting Requirement	<i>Absolute Majority</i>
Attachments	<i>Appendix ORD: 12.1.1A – Strategic Community Plan 2026-2036</i> <i>Appendix ORD: 12.1.1B – Strategic Community Plan 2026-2036 Risk Assessment</i>

Overview

The purpose of this report is to present the Shire of Dardanup Strategic Community Plan 2026–2036 (Appendix ORD: 12.1.1A – Under Separate Cover) for Council's consideration and endorsement.

Once adopted by Council, the Strategic Community Plan 2026–2036 will be publicly promoted in accordance with the *Local Government (Administration) Regulations 1996* and incorporated into the Shire's Integrated Planning and Reporting Framework to guide future strategic planning, resource allocation and Council decision-making.

OFFICER RECOMMENDATION

THAT Council

- 1. Adopts the Shire of Dardanup Strategic Community Plan 2026-2036 (Appendix ORD: 12.1.A – Strategic Community Plan 2026-2036).**
- 2. Authorises the Chief Executive Officer to update the plans content, formatting, design/layout, images, graphics and other publication elements and to reflect any changes that may be required to the content as a result of Council decisions related to the Long Term Financial Plan, Workforce Plan and relevant Asset Management Plans.**
- 3. Authorises the Chief Executive Officer to finalise the design of the document and to give local public notice in accordance with Regulation 19D of the *Local Government (Administration) Regulations 1996*.**

Change to Officer Recommendation

No Change. **OR:**

As per *Local Government (Administration) Regulations 1996 11(da)* Council records the following reasons for amending the Officer Recommendation:

Background

The purpose of this report is to present the Shire of Dardanup Strategic Community Plan 2026–2036 for Council's consideration and adoption.

The Strategic Community Plan (SCP) is the Shire's principal strategic planning document, establishing the community's long-term vision, aspirations and priorities over a minimum ten-year period. Prepared in accordance with section 5.56 of the *Local Government Act 1995* and regulation 19C of the *Local Government (Administration) Regulations 1996*, the SCP provides the strategic direction for Council and guides future decision-making, service delivery and resource allocation through the Shire's Integrated Planning and Reporting Framework.

Council adopted the Strategic Community Plan 2022–2032 at the Special Council Meeting held on 5th May 2022 [Res: 105-22], following a major review undertaken in accordance with legislative requirements. An internal review of the Plan was subsequently completed and endorsed by Council at the Ordinary Council Meeting held on 24th April 2024 [Res: 107-24], satisfying the legislative requirement to undertake a review two years after the major review.

The Strategic Community Plan 2026–2036 represents the Shire's next major review and has been developed through extensive community and stakeholder engagement, supported by consideration of the Shire's long-term financial capacity, asset management requirements and workforce planning. Subject to Council's adoption, the next legislated internal (minor) review of the Strategic Community Plan will be undertaken in 2028.

Once adopted, the Strategic Community Plan 2026–2036 will become the Shire's overarching strategic document and provide the foundation for the Corporate Business Plan, Long Term Financial Plan, Asset Management Plans, Workforce Plan and Annual Budgets, ensuring future priorities, services and resource allocation remain aligned with the community's aspirations.

Following adoption of the Strategic Community Plan, work will commence on the development of the Corporate Business Plan to give effect to the adopted strategic direction, with the Plan expected to be presented to Council for consideration in early 2027.

In accordance with regulation 19D of the *Local Government (Administration) Regulations 1996*, following adoption by Council the Chief Executive Officer will give local public notice of the adoption and publish the Strategic Community Plan on the Shire's official website. The adoption will also be communicated through additional channels to ensure the community is informed and has access to the final adopted Plan.

Legal Implications

Local Government Act 1995

5.56. Planning for the future

- (1) *A local government is to plan for the future of the district.*
- (2) *A local government is to ensure that plans made under subsection (1) are in accordance with any regulations made about planning for the future of the district.*

Local Government (Administration) Regulations 1996:

Division 3 — Planning for the future

19C. Strategic community plans, requirements for (Act s. 5.56)

- (1) *A local government is to ensure that a strategic community plan is made for its district in accordance with this regulation in respect of each financial year after the financial year ending 30 June 2013.*
- (2) *A strategic community plan for a district is to cover the period specified in the plan, which is to be at least 10 financial years.*
- (3) *A strategic community plan for a district is to set out the vision, aspirations and objectives of the community in the district.*
- (4) *A local government is to review the current strategic community plan for its district at least once every 4 years.*
- (5) *In making or reviewing a strategic community plan, a local government is to have regard to—*
 - (a) the capacity of its current resources and the anticipated capacity of its future resources; and*
 - (b) strategic performance indicators and the ways of measuring its strategic performance by the application of those indicators; and*
 - (c) demographic trends.*
- (6) *Subject to subregulation (9), a local government may modify its strategic community plan, including extending the period the plan is made in respect of.*
- (7) *A council is to consider a strategic community plan, or modifications of such a plan, submitted to it and is to determine* whether or not to adopt the plan or the modifications.*

**Absolute majority required.*

- (8) *If a strategic community plan is, or modifications of a strategic community plan are, adopted by the council, the plan or modified plan applies to the district for the period specified in the plan.*
- (9) *A local government is to ensure that the electors and ratepayers of its district are consulted during the development of a strategic community plan and when preparing modifications of a strategic community plan.*
- (10) *A strategic community plan for a district is to contain a description of the involvement of the electors and ratepayers of the district in the development of the plan or the preparation of modifications of the plan.*

[Regulation 19C inserted: Gazette 26 Aug 2011 p. 3483-4.]

19D. Public notice of adoption of strategic community plan

- (1) *If a strategic community plan is adopted, the CEO must —*
 - (a) give local public notice that the plan has been adopted; and*
 - (b) publish the plan on the local government's official website.*
- (2) *If modifications to a strategic community plan are adopted, the CEO must —*
 - (a) give local public notice that modifications to the plan have been adopted; and*
 - (b) publish the modified plan on the local government's official website.*

Strategic Community Plan

- 13.1 – Adopt best practice governance
- 14.1 – Increase community awareness, knowledge and understanding of Shire activities and key messages
- 14.2 – Ensure equitable, inclusive and transparent engagement and decision- making

Environment - None.

Precedents

Council adopted the Strategic Community Plan 2022–2032 at the Special Council Meeting held on 5th May 2022 [Res: 105-22], with an internal review completed and endorsed on 24th April 2024 [Res: 107-24] in accordance with legislative requirements.

The Strategic Community Plan 2026–2036 is the next major review of the Shire's long-term strategic plan. It has been developed through extensive community and stakeholder engagement and informed by the Shire's long-term financial, asset and workforce planning. Subject to Council's adoption, the next legislated internal (minor) review of the Plan will be undertaken in 2028.

Budget Implications

The development of the Strategic Community Plan has been funded within the 2025/26 Annual Budget, with expenditure incurred during the 2025/26 financial year in accordance with the approved contract.

The strategic priorities and responding strategies identified in the Strategic Community Plan will inform the next review of the Corporate Business Plan and the Long Term Financial Plan. Following Council's adoption of these plans, the Council Plan will be updated to reflect the adopted strategic direction and associated priorities.

Budget – Whole of Life Cost - None.

Council Policy Compliance

Council Policy *CnG CP018 – Corporate Business Plan & Long Term Financial Plan* notes that each year with the best endeavours Council aims to consider a draft budget for adoption by the end of June. The Policy notes that year 1 of the Corporate Business Plan shall inform the development of the draft Annual Budget utilising the forecast rate change, loan projections, asset management plans, capital works, operating income and expenditure and reserve transfers.

The consultation undertaken as part of the Strategic Community Plan review aligns with the principles and objectives of the Shire's Council Policy *Exec CP090 Community Engagement Policy*, which seeks to provide meaningful opportunities for the community and stakeholders to contribute to Council's strategic planning and decision-making.

Engagement was undertaken through a combination of community and staff surveys, together with community meetings held across the district. The public survey received 89 responses, while the staff survey received 50 responses, providing valuable insights into the community's and organisation's views on the Shire's vision, mission, aspirations and strategic objectives. Survey results demonstrated a high level of support for the proposed strategic direction, with respondents consistently rating the importance of the Shire's strategic priorities highly.

In addition to the survey outcomes, the community meetings were well attended and generated constructive discussion on local priorities, future challenges and opportunities. These engagement activities provided qualitative feedback that complemented the survey data and ensured a broad range of perspectives were considered during the development of the Strategic Community Plan.

Collectively, these engagement methods are consistent with the objectives of Policy CP090 by promoting transparency, encouraging community participation, and ensuring that community feedback has informed the development of the Shire's long-term strategic direction.

Risk Assessment

The Risk Management Governance Framework has been considered in arriving at the officer recommendation. Please refer to (Appendix ORD: 12.1.1B) for full assessment document.

Tier 2 – 'Low' or 'Moderate' Inherent Risk.		
Report Title	Strategic Community Plan 2026-2036	
Inherent Risk Rating (prior to treatment or control)	Moderate (5 - 11)	
Risk Action Plan (treatment or controls proposed)	As the Inherent Risk Rating is below 12, this is not applicable.	
Residual Risk Rating (after treatment or controls)	As the Inherent Risk Rating is below 12, this is not applicable.	
Risk Category Assessed Against	Legal and Compliance	Legislative requirements and compliance determine the need for the production of Strategic Community Plan.
	Financial	The financial implications associated within the elements of the Strategic Community Plan can affect the financial sustainability of Council.
	Reputational	The inclusion of projects and works within the various plans within the Strategic Community Plan build community expectation.

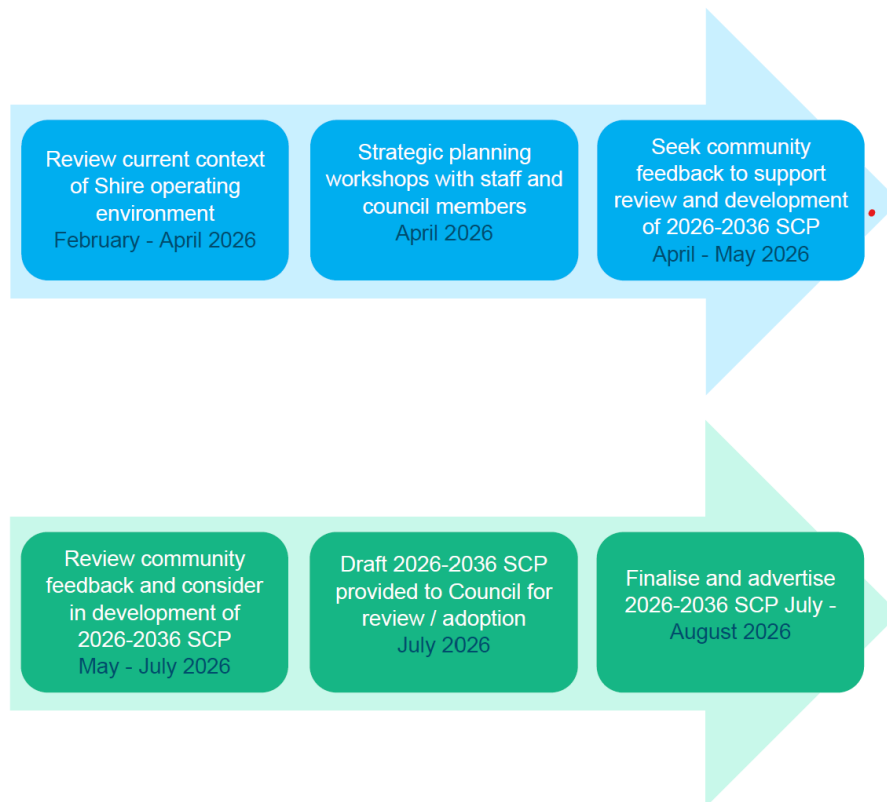
Officer Comment

The Shire of Dardanup Strategic Community Plan 2026–2036 establishes the community's long-term vision and provides the overarching strategic direction for the Shire over the next ten years. Developed through extensive engagement with the community, Elected Members and staff, the Plan reflects the community's aspirations, values and priorities, and provides the strategic framework to guide Council's future planning, decision-making and service delivery.

Delivery of the Strategic Community Plan will be achieved through the development of the Corporate Business Plan, which translates the Plan's strategic objectives and responding strategies into measurable actions, priorities and resource commitments. Recognising the Shire's financial, asset and workforce capacity, implementation will be prioritised over time to ensure resources are allocated effectively and sustainably.

Moore Australia was engaged to facilitate the legislated major review of the Strategic Community Plan and has worked closely with the Shire throughout the review process. The review commenced in February 2026 and included Councillor and staff workshops in April 2026, a community survey during

May 2026, and community town meetings held in late May 2026. Moore Australia will continue to support the Shire in developing the Corporate Business Plan, which is expected to be presented to Council in early 2027.



The Strategic Community Plan 2026–2036 has five Priority Area Objectives. These are the high-level outcomes the Shire is seeking to achieve over the next 10 years.

1. Leadership
 - Provide future-focused leadership for the benefit of current and future generations.
2. Environment
 - Protect and improve our environment for current and future generations.
3. Community
 - Support a healthy, inclusive and valued community.
4. Prosperity
 - Strengthen a diverse, innovative economy building long-term prosperity.
5. Amenity
 - Provide safe, accessible and sustainable built environments enhancing liveability.

These objectives are intentionally broad and are supported by the more detailed Responding Strategies, which explain how the Shire will work towards achieving each objective over the life of the Plan.

The community consultation requirements under regulation 19C have been satisfied through the community surveys and town meetings undertaken during the review process. Following Council's adoption of the Strategic Community Plan, regulation 19D requires the Chief Executive Officer to give local public notice of the adopted Plan and publish it on the Shire's website. The adopted Plan will also be promoted through the Shire's usual communication channels to ensure the community is informed.

END REPORT

12.1.2 West Australian Local Government Association Annual General Meeting

Reporting Department	<i>Executive</i>
Responsible Officer	<i>Mrs Natalie Hopkins – Acting Chief Executive Officer</i>
Reporting Officer	<i>Mrs Amy Bywaters – Executive Assistant</i>
Legislation	<i>Local Government Act 1995</i>
Council Role	<i>Executive/Strategic.</i>
Voting Requirement	<i>Simple Majority.</i>
Attachments	<i>Appendix ORD: 12.1.2A – WALGA Annual General Meeting Agenda Appendix ORD: 12.1.2B – Risk Assessment</i>

Overview

Council delegates for the WALGA convention are required to vote on proposed motions presented in the WALGA Annual General Meeting Agenda (Appendix ORD: 12.1.2A). Council are required to provide voting preferences for the four motions provided in the Agenda.

OFFICER RECOMMENDATION RESOLUTION “A”

THAT Council: authorises Council Voting Delegates, Cr. T G Gardiner and Cr. S L Gillespie to vote for or against the following Motions within the 2026 WALGA Annual General Meeting Agenda (Appendix ORD: 12.1.1A):

7.1 REVIEW OF THE NATIONAL CONSTRUCTION CODE TO DEVELOP AND IMPLEMENT ADAPTIVE REUSE PROVISIONS OF COMMERCIAL PROPERTY FOR RESIDENTIAL USES

City of Fremantle to move:

MOTION

That WALGA advocate to the Federal Government for the Australian Building Codes Board to commence a comprehensive review of the National Construction Code to develop and implement adaptive reuse provisions that facilitate the safe, sustainable, and economically viable conversion of underutilised commercial buildings into residential uses.

FOR	AGAINST
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OFFICER RECOMMENDATION RESOLUTION “B”

THAT Council: authorises Council Voting Delegates, Cr. T G Gardiner and Cr. S L Gillespie to vote for or against the following Motion within the 2026 WALGA Annual General Meeting Agenda (Appendix ORD: 12.1.1A):

7.2 RAINFALL DEFICIENCY ASSISTANCE FRAMEWORK

Shire of Esperance to move:

MOTION

That WALGA advocate to the Western Australian Government to:

1. *Recognise livestock fodder as an essential agricultural resource during periods of prolonged rainfall deficiency, acknowledging its fundamental role in protecting livestock welfare, sustaining agricultural production and supporting regional communities.*
2. *Develop and implement a Western Australian Rainfall Deficiency Assistance Framework that builds on the principles of the existing Water Deficiency Scheme and provides a practical, transparent and consistent approach to supporting primary producers during prolonged rainfall deficiency.*
3. *Establish a Livestock Fodder Freight Subsidy Scheme as the first initiative under the Western Australian Rainfall Deficiency Assistance Framework to assist eligible primary producers with the extraordinary cost of transporting emergency livestock fodder during periods of prolonged rainfall deficiency and other declared natural hazard events where emergency livestock fodder is required.*

FOR	AGAINST
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OFFICER RECOMMENDATION RESOLUTION “C”

THAT Council: authorises Council Voting Delegates, Cr. T G Gardiner and Cr. S L Gillespie to vote for or against the following Motion within the 2026 WALGA Annual General Meeting Agenda (Appendix ORD: 12.1.1A):

7.3 CONTINUATION OF COMMUNITY WATER SUPPLIES PARTNERSHIP AND AGRICULTURAL AREA DAMS PROGRAM

Shire of Chittering to move:

MOTION

That WALGA advocate to the Commonwealth Government and Western Australian Government to renew, continue, and expand rural water security funding from 2027-28 onwards, including the Community Water Supplies Partnership (CWSP) and Agricultural Area Dams (AA Dams) Programs Funding, and any successor program that preserves these outcomes, to:

1. *Support emergency water infrastructure, firefighting water supplies, farm and livestock emergency water, agricultural water resilience, agricultural area dams, townsite non-potable supplies, public amenity and reduced reliance on potable scheme water;*
2. *Maintain dedicated eligibility for Local Governments and Regional Organisations of Councils that coordinate shared rural water infrastructure outcomes;*

3. *Increase the funding pool to reflect demonstrated demand, cost escalation and the number of eligible Local Governments across regional Western Australia;*
4. *Retain co-contribution flexibility, including cash and in-kind contributions, so smaller Councils can participate;*
5. *Provide a forward funding pipeline that allows Councils to plan, obtain approvals, consult communities, programme co-contributions and deliver works before drought or bushfire conditions become emergencies; and*
6. *Engage the Rural Water Council, WALGA, Regional Development Commissions and eligible Local Governments in the design of the next funding phase.*

FOR	AGAINST
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OFFICER RECOMMENDATION RESOLUTION “D”

THAT Council: authorises Council Voting Delegates, Cr. T G Gardiner and Cr. S L Gillespie to vote for or against the following Motion within the 2026 WALGA Annual General Meeting Agenda (Appendix ORD: 12.1.1A):

7.4 ADVOCACY FOR REFORMS TO ASPECTS OF THE STATE UNDERGROUND POWER PROJECTS CURRENTLY FACILITATED THROUGH THE LOCAL GOVERNMENT SECTOR

Town of Bassendean to move:

MOTION

That WALGA:

1. *Undertake a review of the State Government’s Underground Power Programs to identify and advocate for the removal of inequities affecting Local Governments, with particular consideration of:*
 - a. *Funding arrangements, including the requirement for Local Governments to make full project payments to Western Power during the construction phase while, in many cases, Local Governments provide extended repayment arrangements to affected property owners over a number of years;*
 - b. *Legislative reform, including advocacy for amendments to the relevant legislation to enable Western Power to recover the costs of underground power projects directly from electricity consumers, rather than requiring Local Governments to act as the funding intermediary;*
 - c. *Renewal liabilities, including the appropriateness or fairness of Western Power requiring Local Governments and their ratepayers to contribute financially to the renewal or replacement of Western Power owned underground electricity infrastructure that forms part of the broader electricity network and pre-exists throughout entire streets or localities.*

2. *Provide all Local Governments with a summary of the review findings and invite feedback on the issues identified and any proposed reforms.*
3. *Following consideration of that feedback, prepare a report for presentation to the WALGA Zones, including recommendations for advocacy to the State Government.*

FOR	AGAINST
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OFFICER RECOMMENDATION RESOLUTION “E”

THAT Council: authorises Council Voting Delegates, Cr. T G Gardiner and Cr. S L Gillespie to vote for or against the following Motion within the 2026 WALGA Annual General Meeting Agenda (Appendix ORD: 12.1.1A):

7.5 STATE ASSISTANCE GRANTS FOR WESTERN AUSTRALIA

Shire of Chittering to move:

MOTION

That WALGA advocate to the State Government to establish an annual, untied State Assistance Grant for Western Australian Local Governments that:

1. *Funds the annual unfunded gap between the Western Australian Local Government Grants Commission assessed equalisation need and the Commonwealth Financial Assistance Grants allocation;*
2. *Is distributed using the existing Financial Assistance Grants equalisation methodology;*
3. *Is indexed annually to reflect growth in costs, service pressures and asset renewal needs; and*
4. *Supports Local Governments, particularly regional, rural and remote Local Governments, to maintain essential local services and place-based outcomes for their communities.*

FOR	AGAINST
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OFFICER RECOMMENDATION RESOLUTION “F”

THAT Council: authorises Council Voting Delegates, Cr. T G Gardiner and Cr. S L Gillespie to vote for or against the following Motion within the 2026 WALGA Annual General Meeting Agenda (Appendix ORD: 12.1.1A):

7.6 MANDATORY NABERS RATINGS FOR APARTMENT BUILDINGS

City of Perth to move:

MOTION

That WALGA calls on the Australian Government to:

1. *Extend the mandates under the Commercial Building Disclosure (CBD) program to residential apartment buildings, making NABERS ratings mandatory for apartment buildings in a manner similar to requirements for commercial properties.*
2. *To support widespread uptake and reduce barriers for building owners and managers, direct NABERS to waive all submission and assessment fees for apartment building ratings for the next five years.*
3. *Amend relevant legislation to require NABERS ratings to be disclosed in all rental and sale advertisements for apartments, ensuring prospective tenants and buyers have access to transparent energy efficiency information.*

FOR	AGAINST
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OFFICER RECOMMENDATION RESOLUTION “G”

THAT Council: authorises Council Voting Delegates, Cr. T G Gardiner and Cr. S L Gillespie to vote for or against the following Motion within the 2026 WALGA Annual General Meeting Agenda (Appendix ORD: 12.1.1A):

7.7 FUNDING SUPPORT FOR NATIVE TITLE, ILUA AND TRADITIONAL OWNER ENGAGEMENT COSTS

Shire of Dundas to move:

MOTION

That WALGA:

- 1 *Advocate to the Western Australian and Australian Governments for the establishment of a dedicated funding program to support Local Governments with the costs associated with:*
 - a. *Native Title negotiations;*
 - b. *Indigenous Land Use Agreements (ILUAs);*
 - c. *Aboriginal Cultural Heritage consultation;*
 - d. *Traditional Owner engagement;*
 - e. *Heritage, anthropological and cultural assessments; and*
 - f. *Agreement implementation and monitoring.*
2. *Seek recognition that Native Title and Traditional Owner engagement requirements are increasingly necessary to deliver housing, infrastructure, emergency management, renewable energy, land tenure and economic development projects, and should not be funded solely from Local Government rate revenue.*

3. Request that any future funding program priorities regional, rural and remote Local Governments with:

- b. large geographic areas;*
- c. significant Crown land holdings;*
- d. extensive Native Title interests; and*
- e. limited rate bases.*

FOR	AGAINST
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OFFICER RECOMMENDATION RESOLUTION “H”

THAT Council: authorises Council Voting Delegates, Cr. T G Gardiner and Cr. S L Gillespie to vote for or against the following Motion within the 2026 WALGA Annual General Meeting Agenda (Appendix ORD: 12.1.1A):

7.8 SUPPORT FOR ALGA MOTION #92 – NATIONAL CLIMATE ADAPTION FUNDING

Town of East Fremantle, City of Vincent, Shire of Augusta Margaret River to move:

MOTION

That WALGA:

- 1. Endorse Motion 92 included within The Business Papers of the 2026 Australian Local Government Association National General Assembly as provided below:**
 - a. Acknowledge that the increasing costs of climate change — including disaster recovery from storms, floods, and bushfires, and community resilience building for heatwaves and sea-level rise — place an unsustainable financial burden on Local Government.*
 - b. Recognise the inequity where Local Governments and communities bear these costs despite not being responsible for the 75% of climate pollution generated by major coal, oil, and gas corporations.*
 - c. Establish a Parliamentary Inquiry into the adequacy of the 2025 National Adaptation Plan, specifically addressing the lack of additional funding for Local Governments to deliver mandated adaptation responses.*
 - d. Ensure this Inquiry identifies concrete revenue sources to meet investment needs, including the implementation of taxes or levies on the coal, oil, and gas industries aligned with the climate damage their products cause.*
 - e. Establish a National Climate Compensation Fund with a dedicated funding stream for Local Governments, commensurate with the scale of the financial risks identified in the 2025 National Climate Risk Assessment.*
- 2. Adopt Motion 92 as part of WALGA's federal advocacy program; and**

3. *Actively advocate, in partnership with the Australian Local Government Association, for:*
- a. *the establishment of a National Climate Compensation Fund with a dedicated funding stream for Local Governments; and*
 - b. *the introduction of a Climate Pollution Levy on coal, oil and gas corporations.*

FOR	AGAINST
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OFFICER RECOMMENDATION RESOLUTION “1”

THAT Council: authorises Council Voting Delegates, Cr. T G Gardiner and Cr. S L Gillespie to vote for or against the following Motion within the 2026 WALGA Annual General Meeting Agenda (Appendix ORD: 12.1.1A):

7.9 DELIVERING EQUITABLE NBN FIBRE UPGRADE PATHWAY FOR MULTI-DWELLING UNITS

City of Perth to move:

MOTION

That WALGA calls on the Australian Government to work with NBN Co to:

- 1 *Establish and publish a funded national upgrade pathway to Fibre to the Premises (FTTP) for all Multi-Dwelling Units (MDUs), including apartments, townhouses and older unit developments currently served by Fibre to the Building (FTTB).*
2. *Close the existing policy gap for MDUs by prioritising high-density urban housing within future FTTP rollout planning, recognising the significant proportion of capital-city residents who live in apartments and townhouses.*
3. *Provide dedicated funding and delivery mechanisms - including grants, co-investment and streamlined approvals - to address the additional cost and complexity of retrofitting fibre in older strata-titled buildings, ensuring residents are not disadvantaged by dwelling type.*
4. *Support Local Governments to work with strata bodies and NBN Co to streamline MDU upgrade delivery, including standardised strata engagement materials and access/approval processes for common property.*

FOR	AGAINST
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Change to Officer Recommendation

No Change. **OR:**

As per *Local Government (Administration) Regulations 1996 11(da)* Council records the following reasons for amending the Officer Recommendation:

Background

The Western Australian Local Government Association (WALGA) holds a State Convention every year to bring all local governments together to participate in sessions of general interest and professional development on specific issues.

The Annual General Meeting (AGM) of the Western Australian Local Government Association is to be held on Thursday, 17th of September 2026 at Perth Convention and Exhibition Centre.

Legal Implications - None.

Council Plan

13.1 - Adopt best practice governance

14.2 - Ensure equitable, inclusive and transparent engagement and decision-making.

Environment - None.

Precedents -

Each Council is to send two representatives as voting delegates to the AGM. In previous years where the Council has no policy on a matter going before the WALGA AGM the Council has given approval for the delegates to vote according to any new information debated at the meeting, otherwise delegates are to vote in accordance with Council's direction.

Budget Implications - None.

Budget – Whole of Life Cost - None.

Council Policy Compliance

CnG CP112 – *Councillors' Induction Training and Professional Development*

Risk Assessment

The Risk Management Governance Framework has been considered in arriving at the officer recommendation. Please refer to (Appendix ORD: 12.1.2B) for full assessment document.

TIER 2 – 'Low' or 'Moderate' Inherent Risk.		
Risk Event	West Australian Local Government Association Annual General Meeting	
Inherent Risk Rating (prior to treatment or control)	Low (1 - 4)	
Risk Action Plan (treatment or controls proposed)	As the Inherent Risk Rating is below 12, this is not applicable.	
Residual Risk Rating (after treatment or controls)	As the Inherent Risk Rating is below 12, this is not applicable.	
Risk Category Assessed Against	Reputational	Council's reputation may suffer if it is not involved with current issues affecting Local Government as a whole.

Officer Comment

Council resolved [136-26] on the 24th June 2026 to nominate Cr. T G Gardiner and Cr. S L Gillespie as Council's voting delegates to the 2026 WA Local Government Association Annual General Meeting.

The WALGA Annual General Meeting Agenda has been published, and Council are now required to provide voting preferences for the Motions provided in the WALGA Annual General Meeting Agenda (Appendix ORD: 12.1.2A) and presented in this report.

END REPORT

12.2 DEVELOPMENT DIRECTORATE REPORTS

12.2.1 CP111 – Local Planning Policy – Outbuildings and Sea Containers – Initiation of Advertising

Reporting Department	<i>Development Services Directorate</i>
Responsible Officer	<i>Mrs Susan Oosthuizen – Executive Manager Development Services</i>
Reporting Officer	<i>Ms Lezia Ramsden – Principal Planning Officer</i>
Legislation	<i>Local Government Act 1995 Planning and Development Act (WA) 2005</i>
Council Role	<i>Legislative</i>
Voting Requirement	<i>Simple Majority</i>
Attachments	<i>Appendix ORD: 12.2.1A – Draft CP111 – Outbuildings and Sea Containers Appendix ORD: 12.2.1B – CP030 – Construction of Outbuilding in the ‘Rural Residential’ zone prior to completion of a dwelling Appendix ORD: 12.2.1C – CP091 – Exempted Development and Land Use Appendix ORD: 12.2.1D – CP096 – Sea Containers Appendix ORD: 12.2.1E – Risk Assessment</i>

Overview

Council is requested to consider initiating public advertising of draft CP111 – *Local Planning Policy – Outbuildings and Sea Containers* (Appendix ORD: 12.2.1A). The draft Local Planning Policy consolidates relevant provisions from CP030 – *Construction of Outbuildings in the ‘Rural Residential’ Zone prior to completion of a dwelling* (Appendix ORD: 12.2.1B), CP091 – *Exempted Development and Land Use* (Appendix ORD: 12.2.1C) and CP096 – *Sea Containers* (Appendix ORD: 12.2.1D) into a single policy framework.

OFFICER RECOMMENDATION

THAT Council, pursuant to clauses 3 and 4 of Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015*, resolves to prepare and advertise CP111 – *Draft Local Planning Policy: Outbuildings and Sea Containers* (Appendix ORD: 12.2.1A) as a draft local planning policy.

Change to Officer Recommendation

No Change. **OR:**

In accordance with *Regulation 11(da) of the Local Government (Administration) Regulations 1996*, Council records the following reasons for amending the Officer Recommendation:

Background

The Shire undertakes a biennial review of Council policies. As part of this review, it is proposed to consolidate policy provisions relating to outbuildings, sea containers and similar structures into one clear and accessible local planning policy. This approach is intended to reduce fragmented policy guidance, support consistent decision-making, improve clarity for applicants and the community, and respond to concerns that planning processes can be difficult to navigate.

The *Planning and Development (Local Planning Schemes) Regulations, 2015* provide that a local government may prepare a local planning policy in respect of any matter related to planning and development under the Shire of Dardanup Local Planning Scheme No. 9. Local planning policies provide guidance to applicants, developers, the community and the local government in the exercise of discretion under the Scheme.

Local planning policies are to be given due regard in the assessment of development applications and are identified as a matter to be considered when determining development applications under *clause 67 of Schedule 2 of the Planning and Development (Local Planning Schemes) Regulations, 2015*.

Draft local planning policies are required to be advertised for a minimum period of 21 days before Council considers final adoption. During the advertising period, the draft policy must be made available on the Shire's website and at the Shire's office.

Legal Implications

In accordance with clauses 3 and 4 of Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015*, proposed local planning policies are to be advertised to the public for comment prior to adoption.

Council Plan

8.1 - Support responsible planning & development.

14.2 - Ensure equitable, inclusive and transparent engagement and decision-making.

Environment - None

Precedents

Council reviews its policies regularly, with the last full Policy Manual review being presented to the Ordinary Meeting of Council on the 24th October 2024.

Budget Implications - None

Budget – Whole of Life Cost - None

Council Policy Compliance

CP030 – Construction of Outbuilding in the 'Rural Residential' zone prior to completion of a dwelling

CP091 – Exempted Development and Land Use

CP096 – Sea Containers

Consultation

Subject to Council resolving to prepare and advertise draft CP111, public consultation will be undertaken in accordance with clauses 3 and 4 of Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

The draft policy will be advertised for a minimum period of 21 days. A copy of the draft policy will be made available on the Shire's website and at the Shire's office during the advertising period. Any submissions received will be considered before the policy is presented to Council for final consideration.

Risk Assessment

The Risk Management Governance Framework has been considered in arriving at the Officer Recommendation. Please refer to (Appendix ORD: 12.2.1E) for the full assessment document.

TIER 1 – No discernible Inherent Risk has been identified (no Risk Theme or Consequence).		
Report Title	CP111 – Local Planning Policy – Outbuildings and Sea Containers – Initiation of Advertising	
Inherent Risk Rating (prior to treatment or control)	Low (1 - 4)	
Risk Action Plan (treatment or controls proposed)	As the Inherent Risk Rating is below 12, this is not applicable.	
Residual Risk Rating (after treatment or controls)	As the Inherent Risk Rating is below 12, this is not applicable.	
Risk Category Assessed Against	Legal and Compliance	Failure to resolve to prepare and advertise the draft policy may result in continued reliance on fragmented policy guidance, increasing the risk of inconsistent decision-making, reduced applicant clarity and reputational impacts for Development Services.
	Reputational	Failure to resolve to prepare and advertise the draft policy may result in continued reliance on fragmented policy guidance, increasing the risk of inconsistent decision-making and a public perception that planning processes are overly complex.

Officer Comment

As part of the biennial policy review, the Shire's Local Planning Policy suite is being reviewed. The proposed consolidation responds to overlapping subject matter and common assessment considerations across the following policies:

1. Common themes between CP030 – *Construction of Outbuildings in the 'Rural Residential' Zone* prior to completion of a dwelling (Appendix ORD: 12.2.1B);
2. CP096 – *Sea Containers* (Appendix ORD: 12.2.1D); and
3. Existing details of CP091 – *Exempted Development and Land Use* (Appendix ORD: 12.2.1C).

An overview of the current policies is outlined in the table below:

LOCAL PLANNING POLICY	PURPOSE	CONSIDERATIONS
CP030	The objective of the policy is for Council to establish a clear position for the construction of outbuildings on lots zoned 'Rural Residential', prior to the construction of an approved dwelling on the same lot.	All Development Approval applications under the scope of this policy will be assessed having regard to this policy, and may only be supported where the following conditions are met: a) Building permit for a dwelling on the lot has been issued. b) Only one (1) outbuilding prior to the completion of a dwelling may be supported. c) The proposed outbuilding shall not be used for human habitation purposes. Temporary occupation within a caravan will be considered under SDev CP104 – <i>Local Planning Policy: Caravans as Temporary Accommodation</i>. d) The proposed outbuilding shall not be used for any commercial or industrial use. Notwithstanding the above, if the Shire considers that the outbuilding proposed on the vacant lot has the potential to visually impact upon the amenity of the locality, the application will be refused.
CP096	The objective of this policy is to regulate the use of sea containers for storage within the Shire of Dardanup to ensure that they: a) are located, screened and/or colour treated to appear visually integrated with the surrounding area; and b) do not result in an adverse impact on amenity or streetscape.	The Shire will not permit sea container(s) on land zoned 'Residential' or within any designated townsite boundary as defined under LPS9, other than in accordance with part 5.2. Defines acceptable temporary uses and situations. The proposed sea container(s) i) is/are ancillary to an approved or permitted use; ii) will not be located within the front setback area of any lot; iii) will not be located in areas designated for car parking, landscaping, effluent control or stormwater control; iv) will not be used for human habitation; v) will only be used for the purpose of storage, unless otherwise approved by Council; Other than on lots zoned General Industry or Light Industry, sea containers being completely screened from view from nearby roads, other public places, and adjoining properties, or: • the exterior of the sea container(s) being painted to blend in with the surrounding development, or with the surrounding landscape if the lot is not developed, within 3 months of Development Approval, and maintained thereafter; and/or • screening planting of native vegetation that comprises a range of sizes (including undergrowth and canopy vegetation), provides an effective

LOCAL PLANNING POLICY	PURPOSE	CONSIDERATIONS
		visual screen and is a minimum 2m deep, being planted within 3 months of Development Approval, and maintained thereafter; vi) Other than on lots zoned General Industry or Light Industry, sea containers must not be stacked on top of one another; and On a lot zoned 'Rural Residential', there must be an existing habitable dwelling on the lot and only one sea container will be supported. Proposes standard conditions of approval for sea containers.
CP091	This Policy establishes the Shire's position in relation to development that is exempt from requiring development approval. These exemptions are in addition to the use and development types identified as being exempt in Schedule 2 ('Deemed Provisions') of the Planning and Development (Local Planning Schemes) Regulations 2015. The objectives of this Policy are to: 1) Provide certainty about what is considered minor development and to exempt such development from the need for development approval; 2) To streamline the land use planning regulatory process and to reduce red tape; and 3) Ensure acceptable development outcomes are maintained.	1. Provision for outbuildings, patios, detached garages, carports and lean-to structures attached to an outbuilding within the: • Residential Zone. • Residential zoned lots in the Bushland Development Area. • Rural Residential. 2. Pool Pump Sheds – All zones 3. Rural sheds or farm outbuildings – Rural zone.

The draft policy provides guidance for the assessment of outbuildings and sea containers across relevant zones, including:

- Potential development criteria and conditions for exemption from the requirement for development approval;
- Criteria and conditions for consideration of applications for sea containers; and
- Criteria and conditions for consideration of applications for outbuildings before a dwelling.

It is recommended that Council resolve to prepare and advertise draft CP111 – Local Planning Policy – *Outbuildings and Sea Containers* (Appendix ORD: 12.2.1A) to provide a single point of reference for applicants, the community and officers in relation to the assessment of outbuilding-related development and sea containers. Following the 21-day advertising period, any submissions received will be reviewed and the draft policy, with any recommended modifications, will be presented to Council for final consideration and adoption. Should the draft policy be adopted, existing policies CP030 – Construction of *Outbuildings* in the ‘Rural Residential’ Zone prior to completion of a dwelling and CP096 – *Sea Containers* will be revoked in accordance with clause 6 of Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

END REPORT

12.2.2 CP091 – Local Planning Policy – Exempted Development – Initiation of Amendment Advertising

Reporting Department	<i>Development Services Directorate</i>
Responsible Officer	<i>Mrs Susan Oosthuizen – Executive Manager Development Services</i>
Reporting Officer	<i>Ms Lezia Ramsden – Principal Planning Officer</i>
Legislation	<i>Local Government Act 1995</i> <i>Planning and Development Act (WA) 2005</i>
Council Role	<i>Legislative</i>
Voting Requirement	<i>Simple Majority</i>
Attachments	<i>Appendix ORD: 12.2.2A – Draft Review CP091 – Exempted Development</i> <i>Appendix ORD: 12.2.2B – Current CPO91 – Exempted Development and Land Use</i> <i>Appendix ORD: 12.2.2C – Draft CP111 – Outbuildings and Sea Containers</i> <i>Appendix ORD: 12.2.2D – Risk Assessment</i>

Overview

It is recommended that Council consider initiating advertising for Draft Review CP091 – Local Planning Policy (LPP) – *Exempted Development* (Appendix ORD: 12.2.2A). Draft Review CP091 is a review of the existing policy (Appendix ORD: 12.2.2B). The policy has been reviewed to remove duplication of existing development approval exemptions and to update conditions and Local Planning Scheme No. 9 (LPS9) zones.

OFFICER RECOMMENDATION

THAT Council:

- 1. Pursuant to clause 5 of Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015*, resolves to advertise CP091 - Draft LPP: Exempted Development for a period of 21 days (Appendix ORD: 12.2.2A) as an amendment to the existing policy (Appendix ORD: 12.2.2B).**
- 2. Following advertising of the draft policy, CP091 - Draft LPP: Exempted Development be presented to Council for final consideration and adoption.**

Change to Officer Recommendation

No Change. **OR:**

As per *Local Government (Administration) Regulations 1996 11(da)* Council records the following reasons for amending the Officer Recommendation:

Background

The initial draft Policy was prepared in early 2020, with Council resolving to advertise it on 26 February 2020 [Res 25-20]. Following consultation, Council adopted the Policy on 29th April 2020 [Res 82-20].

The Policy has since been reviewed and adopted by Council on four occasions between 2020 and 2024 as part of the broader biennial policy review. Most recently Council at the Ordinary Council Meeting held on 27th August 2025, adopted an amendment to Local Planning Policy CP091 – Exempted Development and Land Use following the gazettal of Local Planning Scheme No. 9 (LPS9).

The *Planning and Development (Local Planning Schemes) Regulations 2015* provide that a local government may prepare local planning policies in respect of any matter relating to planning and development under the Shire of Dardanup Local Planning Scheme No. 9 (the Scheme). Local planning policies provide guidance to applicants, developers and the community on the planning decision-making process, and assist the local government when exercising discretion under the Scheme.

The Shire undertakes a biennial review of all Council policies. As part of this process, CP091 has been reviewed to ensure it remains consistent with the current Western Australian planning framework.

The Draft Review (Appendix ORD: 12.2.2A) proposes to remove redundant development approval exemptions that are already addressed through clause 61 of Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015* and Schedule A – Supplemental Provisions to the Deemed Provisions of the Shire of Dardanup *Local Planning Scheme No. 9*.

The Draft Review Policy also removes provisions relating to outbuildings, which are proposed to be addressed separately through draft Local Planning Policy CP111 – Outbuildings and Sea Containers (Appendix ORD: 12.2.2C).

As a result of these changes, the Policy has been reduced from 15 pages to 6 pages, improving clarity and usability for applicants, the community and Shire staff.

Legal Implications

In accordance with clause 5 of *Schedule 2 of the Planning and Development (Local Planning Schemes) Regulations 2015*, proposed local planning policies are to be advertised to the public for comment prior to adoption.

Council Plan

8.1 - Support responsible planning & development.

14.2 - Ensure equitable, inclusive and transparent engagement and decision-making.

Environment - None.

Precedents

At the OCM meeting held on 29th April 2020, Council resolved [Res 82-20] to:

Resolves to adopt Local Planning Policy (LPP) CP091 – Exempted Development and Land Use, as provided below subject to amendments in red and underlined, pursuant to Schedule 2, Part 2, Division 2, Clause 4(3) (b)(i) of the Planning and Development (Local Planning Scheme) Regulations 2015.

At the OCM Meeting held on the 27th August 2025, Council resolved [Res 232-25] to:

1. Pursuant to Schedule 2, Part 2, Clause 4(3) (b)(i) of the Planning and Development (Local Planning Schemes) Regulations 2015 (the Regulations), adopts the proposed Local Planning Policies contained within (Appendix ORD: 12.2.4B) and provided below in accordance with the Regulations; and
 - a) SDev CP028 – Local Planning Policy – Variation to Deemed-To-Comply requirements of the R-Codes: Medium-Density Single House Development Standards [R-MD Codes].
 - b) SDev CP030 – Local Planning Policy – Construction of Outbuildings in the Rural Residential Zone prior to Completion of a Dwelling.
 - c) SDev CP067 – Local Planning Policy – New Roads and Upgrades – Provision for and Contributions by Developers
 - d) SDev CP068 – Local Planning Policy – Uniform Fencing Abutting Public Land and Street Landscaping within Subdivisions – Maintenance.
 - e) SDev CP084 – Local Planning Policy – Advertising Signage
 - f) SDev CP092 – Local Planning Policy – Millbridge Estate – Special Provisions
 - g) SDev CP094 – Local Planning Policy – Dardanup West/Crooked Brook Area – Provision of Foreshore Facilities Developer Contribution.
 - h) SDev CP096 – Local Planning Policy – Sea Containers
 - i) SDev CP099 – Local Planning Policy – Display Homes – Development Standards
 - j) SDev CP100 – Local Planning Policy – Ancillary Dwellings, Rural Residential, Rural Small Holdings, Rural and Priority Agriculture Zones
 - k) SDev CP102 – Local Planning Policy – ‘R100’ Southbank Development Guidelines
 - l) SDev CP104 – Local Planning Policy – Caravans as Temporary Accommodation
 - m) SDev CP502 – Local Planning Policy – Waiving and Refunding of Fees
 - n) SDev CP503 – Local Planning Policy – Development Assessment Unit
 - o) SDev CP513 – Strategic Water Tanks for Fire Fighting Purposes in Non-Reticulated Areas.
2. Pursuant to Schedule 2, Part 2, Clause 4(3) (b)(ii) of the Planning and Development (Local Planning Schemes) Regulations 2015 (the Regulations), adopts the following amended Local Planning Policy contained within (Appendix ORD: 12.2.4D) 4C) in accordance with the Regulations;
 - a) SDEV CP091 – Local Planning Policy – Exempted Development and Land Use
3. Pursuant to Schedule 2, Part 2, Clause 4(4) of the Planning and Development (Local Planning Schemes) Regulations 2015 publish notice of the adopted policies in accordance with clause 87 of the regulations.

Budget Implications - None.

Budget – Whole of Life Cost - None.

Council Policy Compliance - None

CP091 – Exempted Development and Land Use

CP111 – Outbuildings and Sea Containers

Consultation

Subject to Council resolving to prepare and advertise Draft Review CP091, public consultation will be undertaken in accordance with clauses 5 of Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

The Draft Review CP091 policy will be advertised for a minimum period of 21 days. A copy of the Draft Review CP091 will be made available on the Shire’s website and at the Shire’s office during the

advertising period. Any submissions received will be considered before the policy is presented to Council for final consideration.

Risk Assessment

The Risk Management Governance Framework has been considered in arriving at the officer recommendation. Please refer to (Appendix ORD: 12.2.2B) for the full assessment document.

TIER 1 – No discernible Inherent Risk has been identified (no Risk Theme or Consequence).		
Report Title	<i>CP091 – Local Planning Policy – Exempt Development – Initiation of Amendment Advertising</i>	
Inherent Risk Rating (prior to treatment or control)	Low (1 - 4)	
Risk Action Plan (treatment or controls proposed)	As the Inherent Risk Rating is below 12, this is not applicable.	
Residual Risk Rating (after treatment or controls)	As the Inherent Risk Rating is below 12, this is not applicable.	
Risk Category Assessed Against	Legal and Compliance	Failure to resolve to prepare and advertise the draft review policy may result in continued reliance on fragmented policy guidance, increasing the risk of inconsistent decision-making, reduced applicant clarity and reputational impacts for Development Services.
	Reputational	Failure to resolve to prepare and advertise the draft review policy may result in continued reliance on fragmented policy guidance, increasing the risk of inconsistent decision-making and a public perception that planning processes are overly complex.

Officer Comment

As part of the biennial policy review, the Shire's Local Planning Policy suite is being reviewed. The proposed review responds to overlapping exemptions across the Western Australian planning framework.

An overview of the current policies is outlined in the table below:

ACTION	RATIONALE
Rename the policy CP091 – Exempted Development	Land uses are considered development Section 4 of the <i>Planning and Development Act (WA) 2005</i>
Delete definitions relating to short-term rental accommodation, including: • short-term rental accommodation; • short-term rental arrangement; • hosted short-term accommodation and unhosted short-term accommodation.	These definitions are proposed to be addressed through Amendment No. 2 to Local Planning Scheme No. 9, relating to short-term rental accommodation (STRA) [Res:230-25].
Delete Ancillary Dwelling provisions.	Exemptions are addressed under clause 61 of the Regulations and Local Planning Policy CP100.
Delete Family Day Care provisions.	Family Day Care is a permitted use under LPS9 and is exempt under the Regulations where no works are proposed.

ACTION	RATIONALE
Delete Residential zone fencing criteria.	Residential fencing matters are addressed under the <i>Dividing Fences Act 1961</i> and are generally civil matters.
Include Fences provisions for the Rural Smallholdings and Priority Agriculture zones.	These zones were not previously included and require clarification within the policy.
Delete Home Business provisions.	Home Business is a permitted use under LPS9 and is exempt under the Regulations where no works are proposed.
Include Horse Shelter provisions for the Rural Smallholdings zone and distinguish horse shelters from horse stables, rural pursuits and horse-related approvals.	Clarifies the relationship with LPS9 Schedule 7, clause 19 relating to stocking rates.
Delete Industry – Cottage provisions.	Industry – Cottage is a permitted use in relevant zones under LPS9 and is exempt under the Regulations where no works are proposed.
Clarify Keeping of Livestock provisions and include the Rural Smallholdings zone.	Clarifies that the exemption does not apply to Animal Husbandry – Intensive, including feedlots.
Delete provisions relating to outbuildings, patios, detached garages, carports and lean-to structures attached to outbuildings.	These matters are proposed to be addressed in draft Local Planning Policy CP111 – Outbuildings and Sea Containers (<i>Appendix ORD: 12.2.2C</i>).
Delete Rural shed or farm outbuilding provisions.	Proposed new draft CP111 – Outbuildings and Sea Containers (<i>Appendix ORD: 12.2.2C</i>).
Rename to Commercial Vehicles Parking.	Administrative amendment to align with LPS9 Schedule 7, clause 9.
Delete Pool Pump Shed provisions.	Proposed new draft CP111 – Outbuildings and Sea Containers (<i>Appendix ORD:12.2.2C</i>).
Delete Residential zone site work and retaining wall criteria.	Considered under the Deemed-to-Comply provisions of the Residential Design Codes (State Planning Policy 7.3).
Delete Trading or Events provisions relating to the use of land approved through a licence or permit under a local law.	Clause 61 of the Regulations – Table 1, item 17, Temporary works – condition 2: “or a longer period agreed by the local government”.
Delete Trellis or similar perforated material attached to a common or dividing fence.	Covered by the <i>Dividing Fences Act 1961</i> (WA); generally, a civil matter.
Reduce exemption criteria and clarify Vegetation Removal provisions.	The current provision exempts significant vegetation without criteria or conditions, including: - introduced species and noxious weeds, distinguished from tree farm harvesting; - Building Protection Zones / Asset Protection Zones required by the Shire’s annual Fire Prevention Order; and - dead, dying or dangerous vegetation where an arborist report is submitted to the satisfaction of the Shire.
Delete wind turbines from Windmills and Wind Turbines.	Removes ambiguity relating to renewable energy infrastructure.
Delete provisions relating to works to buildings in a dangerous state or state of emergency, or painting/maintenance of a building.	Clause 61 of the Regulations – Table 1, items 16 and 18.

Abbreviations:

- i. Clause 61 of Schedule 2 of the Planning and Development (Local Planning Schemes) Regulations 2015 (Regulations)
- ii. Local Planning Scheme 9 (LPS9)

Officers recommend that Council resolve to prepare and advertise Draft Review CP091 – LPP: Exempted Development (Appendix ORD: 12.2.2A). Following the 21-day advertising period, any

submissions received will be reviewed and any recommended modifications will be presented to Council for final consideration and adoption.

END REPORT

12.3 COMMUNITY & ECONOMIC DEVELOPMENT DIRECTORATE REPORTS

12.3.1 2026/27 Community and Event Grants - Round 1

Reporting Department	<i>Community & Economic Development Directorate</i>
Responsible Officer	<i>Mrs Melanie Hamilton – Manager Community Development</i>
Reporting Officer	<i>Ms Kylie Tucker – Place and Community Engagement Team Leader</i>
Legislation	<i>Local Government Act 1995</i>
Council Role	<i>Executive/Strategic</i>
Voting Requirement	<i>Simple Majority</i>
Attachments	<i>Appendix ORD: 12.3.1A – SDev CP044 Community & Event Grants Policy</i> <i>Appendix ORD: 12.3.1B – Risk Assessment</i> <i>Appendix ORD: 12.3.1C – Applications with Recommendations</i>

DECLARATION OF INTEREST

Cr T G Gardiner, Cr T C Jenour and Cr K A Lauretsch declared Impartiality Interests in this Item.

Please refer to Part 11 'Declaration of Interest' for full details.

Overview

The Shire of Dardanup's Community and Event Grants Scheme is designed to provide financial support to not-for-profit community groups and organisations for projects and events that benefit the Shire of Dardanup community.

This report summarises the grant funding applications received under Round 1 of the 2026/27 Community and Event Grants Scheme and requests Council to consider the submissions and approve the distribution of grant funds from the 2026/27 program budget.

OFFICER RECOMMENDATION

THAT Council:

- Approves funding for the following grant applications received under Round 1 of the 2026/27 Community & Event Grants Scheme for Level 2 funding (up to \$1,000):

Level 2 - Community Grants (Funded Applications)

Name of Community Club / Group	Project Description	Amount Recommended
Eaton Boomers Netball Club Inc.	Engagement of an accredited sports trainer to deliver a Sports Trainer course.	\$1,000.00
Eaton Community Hive Inc.	Subsidise delivery of the Busy Bees Playgroup, Term 4 2026.	\$1,000.00

Name of Community Club / Group	Project Description	Amount Recommended
Lions Club of Eaton Inc.	Replacement of 3 gazebos damaged in a storm on Australia Day, 26 th January 2026.	\$869.97
TOTAL		\$2,869.97

2. Declines funding for the following grant application received under Round 1 of the 2026/27 Community Grants Scheme for Level 2 funding (up to \$1,000):

Level 2 - Community Grants (Declined Applications)

Name of Community Club / Group	Project Description	Amount Recommended
The Probus Club of Eaton	Purchase of a laptop for the club Treasurer.	\$0.00

3. Notes that no applications for the Level 2 Event Grants were received under Round 1 of the 2026/27 Community & Event Grants Scheme.
4. Approves funding for the following grant applications received under Round 1 of the 2026/27 Community & Event Grants Scheme for Level 3 funding (between \$1,001 and \$5,000):

Level 3 - Community Grants (Funded Applications)

Name of Community Club / Group	Project Description	Amount Recommended
Crooked Brook Forest Association	Amphitheatre seating (subject to written approval from the landowner, DBCA).	\$5,000.00
TOTAL		\$5,000.00

Level 3 - Event Grants (Funded Applications)

Name of Community Club / Group	Project Description	Amount Recommended
Australian Friesian Horse Society	2027 WA AFHS Keuring (partial funding, subject to agreement to include external promotion).	\$3,000.00
Burekup and Districts Country Club auspicing for Burekup Volunteer Bush Fire Brigade	70th Anniversary Celebration & Service Medal Presentation.	\$3,250.00
TOTAL		\$6,250.00

Background

The Shire of Dardanup's Community and Event Grants Policy - SDev CP044 (Appendix ORD: 12.3.1A), provides the framework and criteria for the provision of financial support to not-for-profit community groups and organisations for projects and events that promote the Shire of Dardanup as a positive, supportive and caring community organisation.

The policy outlines 3 grant categories;

1. Community Grants
2. Community Event Grants
3. Regional Event Grants

Community Grants are available for projects and activities within the Shire of Dardanup that:

- Foster the distinctiveness of places through the personalisation of community areas;
- Activate public places;
- Build the skills and capacity of the community;
- Leave a lasting positive impact on the community;
- Promote accessibility and inclusivity for all members of the community; and
- Empower groups to be proactive in the community.

Events Grants are available for events:

- Held in the Shire of Dardanup;
- That are free-to-attend and held within the Shire of Dardanup;
- That benefit the community; and
- Activate the area in which the event is held.

Regional Event Grants are available for events that result in an economic impact, attracts significant media coverage and raises the profile of the Shire. The Shire makes an allocation of funds in its annual budget to support such applications.

Funding for the Community Grants and Event Grants fall into 3 levels;

Level 1:

- Quick Response Grants (\$0 - \$500).
- Open for applications on an ongoing basis until the allocated funding has been exhausted.
- Recommendations for funding referred to the CEO for approval.

Level 2:

- Open for application twice per year (i.e. 2 Funding Rounds).
- Funding of up to \$1,000 available with 100% of project cost available for funding.
- Recommendations for funding referred to Council for approval.

Level 3:

- Open for application twice per year (i.e. 2 Funding Rounds).
- Funding of \$1,001 - \$5,000 available with a maximum of 50% of the total project cost available for funding.
- Recommendations for funding referred to Council for approval.

This report provides details and makes recommendations for funding support for those Level 2, and Level 3 Community Grants and Event Grants applications received under Round 1 of the 2026/27 Community and Event Grants Scheme.

Legal Implications

Local Government Act 1995

Council Plan

- 2.1 - Facilitate improved access to health and community services.
- 2.2 - Increase participation in sport, recreation and leisure activities.
- 3.1 - Grow participation in arts, culture and community events.
- 4.2 - Support vulnerable groups, including aged persons and those with disability.
- 4.3 - Increase involvement in volunteering.

Environment - None.

Precedents

Shire of Dardanup Community Grant funding history for each applicant is contained within each summary of application contained within (Appendix ORD: 12.3.1C).

Budget Implications

2026/27 Budget Allocations:

- Community Grants (AD14024) Total Budget: \$29,000
 - Note: A maximum \$2,500 of the allocation is available for Level 1 Quick Response Grants.
 - Funding Recommended in Round 1: \$7,869.97
 - Remaining / Unspent Funds: \$21,130.03
- Event Grants (ED08714) Total Budget \$10,000
 - Note: A maximum \$2,000 of the allocation is available for Level 1 Quick Response Grants.
 - Funding Recommended in Round 1: \$6,250.00
 - Remaining / Unspent Funds: \$3,750.00
- Regional Event Grants (AD14025) Total Budget \$60,000
 - Council have pre-allocated all funds as per AD14025
 - Remaining / Unspent Funds: \$0.00

Budget – Whole of Life Cost - None.

Council Policy Compliance

All applications for grant funding are required to comply with Council Policy *SDev CP044 Community & Event Grants Policy* and have been assessed against the relevant criteria. Consideration should also be given to Council Policy *CP007 - Cost Shifting Assessment* and this has been taken into consideration during the assessment process.

Risk Assessment

The Risk Management Governance Framework has been considered in arriving at the officer recommendation. Please refer to (Appendix ORD: 12.3.1B) for full assessment document.

TIER 1 – No discernible Inherent Risk has been identified (no Risk Theme or Consequence).		
Report Title	Community and Event Grants Scheme – Round 1 2026/27	
Inherent Risk Rating (prior to treatment or control)	Low (1 - 4)	
Risk Action Plan (treatment or controls proposed)	As the Inherent Risk Rating is below 12, this is not applicable.	
Residual Risk Rating (after treatment or controls)	As the Inherent Risk Rating is below 12, this is not applicable.	
Risk Category Assessed Against	Reputational	Council's reputation could be impacted dependant on their decision on recipients' applications for grant funding.

Officer Comment

Applications for Round 1 of the Community and Event Grants opened on Monday 6 July 2026 and closed on Friday 24 July 2026.

The grants round was advertised via the Council website, Council Facebook and Instagram pages, and the Dardanup Times. Posters were displayed on notice boards throughout the Shire.

Direct email notifications were issued to known eligible clubs and organisations within the Shire advising the opening and closing dates. Where required, follow-up phone calls were undertaken to provide clarification and assistance with enquiries. Community members also met with the Team Leader Place and Community Engagement to discuss proposed projects and funding eligibility.

Below is a breakdown of the grant applications received:

GRANT CATEGORIES	NUMBER OF APPLICATIONS
Level 2: Community Grants	4
Level 2: Event Grants	0
Level 3: Community Grants	1
Level 3: Event Grants	2
TOTAL	7

All applications have been assessed, and all applications have been considered against the framework and criteria of the Policy. A summary of each submission is detailed below with the full Application Assessment and Officer Comments available at (Appendix ORD: 12.3.1C).

LEVEL 2 - COMMUNITY GRANTS	
Applicant	The Probus Club of Eaton
Project Description	Purchase of a laptop for the club Treasurer.
Project Benefits	The laptop will benefit club members who are Shire of Dardanup residents. It will enable the club to be more professional in organising guest speakers and producing the monthly newsletter. The device will be allocated to the Treasurer, with the Treasurer's existing device rotated to another committee member.

LEVEL 2 - COMMUNITY GRANTS	
Application Assessment	The applicant meets the eligibility criteria under Policy SDEV CP044, which identifies the purchase of capital equipment and minor assets as a permitted funding expense. While the request is reasonable and demonstrates asset management through the equipment rotation model, there is a broader policy consideration. If requests for committee administration equipment became a regular feature of grant applications across the Shire's sporting and community organisations, it could create an unsustainable precedent and place increasing pressure on the Community Grants budget. Given that two of the three laptops funded remain within their useful life and the third has not yet reached end of life, there is not a demonstrated immediate need that would justify funding another laptop at this time. It is therefore recommended that this application not be considered for funding.
Funding Requested	\$1,000.00
Funding Recommended	Not recommended for funding.
Applicant	Eaton Boomers Netball Club Inc.
Project Description	Engagement of an accredited sports trainer to deliver a Sports Trainer and Physiologist led course to the Eaton Boomers coaching staff and playing group.
Project Benefits	Trained coaches will directly support the health and safety of players, building local capacity to prevent and respond to sporting injuries. The skills gained stay within the club long-term, benefiting players and the community as membership grows.
Application Assessment	The applicant meets the eligibility criteria under Policy SDEV CP044 which identifies the purchase of facilitator/consultant fees as an eligible funding expense. The proposal aligns with Strategic Community Plan Outcome 3.2 (Community).
Funding Requested	\$1,000.00
Funding Recommended	\$1,000.00
Applicant	Eaton Community Hive Inc.
Project Description	Subsidise delivery of the Busy Bees Playgroup, Term 4 2026 – a free, inclusive playgroup for children aged 0–5 years with disability, additional needs, or whose families experience financial or social barriers.
Project Benefits	The funding subsidises weekly facilitated sessions, enabling Eaton Community Hive to continue offering the program free of charge, removing financial barriers for participating families. The program was piloted this term and was funded by Iluka Lends a Hand program. Eaton Hive is seeking funding from the Shire to continue delivering the program in Term 4 while they investigate a sustainable, long-term funding source for 2027.
Application Assessment	The applicant meets the eligibility criteria under Policy SDEV CP044 which identifies facilitator/consultant fees as an eligible funding expense. The program aligns strongly with Strategic Community Plan Outcome 3.2 (Community) and reflects the organisation's demonstrated track record of delivering Council-funded community programs.
Funding Requested	\$1,000.00
Funding Recommended	\$1,000.00
Applicant	Lions Club of Eaton Inc.
Project Description	Replacement of 3 gazebos damaged in a storm on Australia Day, 26 January 2026, at Eaton Foreshore.

LEVEL 2 - COMMUNITY GRANTS	
Applicant	Lions Club of Eaton Inc.
Project Benefits	The Eaton Lions Club uses these facilities to host the Australia Day Breakfast and Eaton Foreshore Festival parking, and for BBQs supporting Camp Quality and other community initiatives. Replacement of the storm-damaged gazebos ensures continuity of these community events.
Application Assessment	The applicant meets the eligibility criteria under Policy SDEV CP044. The request funds 100% of the project cost and is within the Level 2 cap. Replacing storm-damaged infrastructure aligns with Strategic Community Plan Outcome 3.2 and Outcome 3.3 (support for volunteer groups).
Funding Requested	\$869.97
Funding Recommended	\$869.97

LEVEL 3 - COMMUNITY GRANTS	
Applicant	Crooked Brook Forest Association
Project Description	Development of an amphitheatre-style seating area at Crooked Brook Forest for 35–50 people, including a steel-framed and timber seating structure and wheelchair-accessible paths.
Project Benefits	A number of local groups have been consulted and would use the facility. The volunteer group has delivered walk trails, shelters, toilets, BBQs and tables at Crooked Brook Forest over 32 years of volunteering, providing facilities to the public at no cost.
Application Assessment	The applicant meets the eligibility criteria under Policy SDEV CP044 which identifies the purchase of equipment and assets as an eligible funding expense. The project supports Strategic Community Plan Outcome 5.2 (Amenity) and Outcome 3.1 (Community). It is recommended that funding be approved subject to a written approval letter from the landowner, DBCA.
Funding Requested	\$5,000.00
Funding Recommended	\$5,000.00, subject to landowner (DBCA) approval letter
Applicant	Australian Friesian Horse Society (AFHS)
Project Description	The 2027 WA AFHS Keuring is an official Friesian horse inspection event held biennially, to be hosted at Kendall Park Friesians, Burekup, free and open to the public.
Project Benefits	If funded, the Shire would receive sponsorship recognition across the event's promotional materials, plus economic, social and tourism benefits from increased visitation and promotion of the Shire of Dardanup as an equestrian event destination.
Application Assessment	The applicant meets the eligibility criteria under Policy SDEV CP044, however did not include quotes with the submission. While this application is more appropriately aligned with the Regional Events Grants category given its regional tourism focus, that category's funding allocation is fully committed to fixed, recurring events with no contestable pool available to new or emerging events. Accordingly, this application has been assessed under the general Event Sponsorship round instead.
Funding Requested	\$3,000.00
Funding Recommended	Subject to agreement to include external Diamond level promotion as part of the funding.

LEVEL 3 - COMMUNITY GRANTS	
Applicant	Burekup and Districts Country Club (Auspicing for Burekup Volunteer Bush Fire Brigade)
Project Description	A 70th Anniversary Celebration and Service Medal Presentation on 17 October 2026 at the Burekup Country Club, recognising the dedication of past and present volunteers.
Project Benefits	The event recognises 70 years of volunteer service, supporting volunteer retention, brigade morale and continued participation in local emergency services, and reinforces relationships between the brigade, DFES and the Shire.
Application Assessment	The applicant meets the eligibility criteria under Policy SDEV CP044 for event and award ceremony funding. The event aligns strongly with Strategic Community Plan Outcome 3.3 (supporting volunteering) and Outcome 3.4 (supporting emergency services). While the event is invitation-only and therefore does not fully align with the Community Grants Policy requirement for activities to be open to the broader community, this is balanced by the significant community benefit of formally recognising a milestone anniversary and celebrating the service of local volunteers. The Shire is not providing any other financial contribution towards this milestone event.
Funding Requested	\$3,250.00
Funding Recommended	\$3,250.00

Officers are currently undertaking a review of the Community and Event Grants Policy (SDev CP044) to ensure that the criteria continues to support a broad range of event proponents, encourages grassroots and pilot events, and assists in stimulating increased event activity across the Shire.

As part of this process, Officers will explore what options are available to facilitate the engagement of commercial event providers to help facilitate the growth of new events for the Dardanup community to participate in and enjoy.

Officers also note that the Regional Events Grants category, while well-suited in intent to applications of this nature, currently has its full \$60,000 allocation committed to five fixed, recurring events, with no contestable pool available to new or emerging events. This limitation will be considered as part of the Policy review, to determine whether the category structure continues to meet its intended purpose.

Officers advise that this review of the Policy (SDev CP044), together with the suite of accompanying documents, is expected to be presented to Council for consideration prior to the advertising of Round 2 (scheduled for January 2027).

END REPORT

12.4 INFRASTRUCTURE DIRECTORATE REPORTS

12.4.1 Coastal Adaptation and Protection Grant - Eaton Foreshore

Reporting Department	<i>Infrastructure Directorate</i>
Responsible Officer	<i>Mr André van der Merwe – Manager Operations</i>
Reporting Officer	<i>Ms Eliza- Jane Jacques – Coordinator of Environment and Waste</i>
Legislation	<i>Local Government Act 1995</i>
Council Role	<i>Executive/Strategic</i>
Voting Requirement	<i>Absolute Majority</i>
Attachments	<i>Appendix ORD: 12.4.1A – Risk Assessment Appendix ORD: 12.4.1B – Confirmation Letter from the Minister</i>

DECLARATION OF INTEREST

Cr S Gillespie declared a Proximity Interests in this item.
Please refer to Part 11 'Declaration of Interest' for full details.

Overview

The Shire of Dardanup has successfully secured funding via application through the Department of Transport and Major Infrastructure's (DOTMI) "Coastal Adaptation and Protection Grant Program" (CAP Grant). This funding is to undertake an Eaton Foreshore Engineering Investigation Report.

The grant funding to be received is \$33,000, and the Shire of Dardanup is required to match that funding on a 50:50 ratio. Therefore, the Shire needs to contribute \$33,000 to create a total of \$66,000 for the project to commence. As this is unbudgeted income and unbudgeted expenditure, Council is required to accept the CAP Grant funding of \$33,000 and authorise the additional unbudgeted spending of \$33,000 from the Parks and Reserve Upgrades Reserve.

OFFICER RECOMMENDATION

THAT Council

1. **Increases the 2026/27 Annual Budget allocation for grant funding by \$33,000 to recognise the grant to be received from the Department of Transport and Major Infrastructure's (DOTMI) "Coastal Adaptation and Protection Grant Program".**
2. **Increases the 2026/27 Annual Budget allocation for transfer from the Parks and Reserve Upgrades Reserve by \$33,000.**
3. **Allocates \$66,000 in the 2026/27 Annual Budget to undertake an Eaton Foreshore Engineering Investigation Report**

By Absolute Majority

Change to Officer Recommendation

No Change. **OR:**

As per *Local Government (Administration) Regulations 1996 11(da)* Council records the following reasons for amending the Officer Recommendation:

Background

Seashore (2020) investigated the riverbank erosion at the Eaton Foreshore and noted that the existing foreshore is under moderate erosion risk. Despite a range of foreshore works undertaken, such as revetment, two small sandy beaches, and a sea wall, various locations along the bank are showing signs of erosion and require new prioritized erosion controls as these foreshore works are ageing and deteriorating.

The Eaton Foreshore was also subject to a Coastal Hazard Risk Management and Adaptation Plan (CHRMAP). These plans were organised by the State Government and allowed guidance for decision-makers to develop and implement effective coastal hazard risk management and adaptation plans. Being a subject of CHRMAPs has allowed the Shire to enter into grant funding programs to secure money to address coastal hazard vulnerabilities.

Legal Implications - None

Council Plan

7.1 - Minimise risks and impacts from fires, floods, heat waves, and other natural disasters.

9.5 - Provide safe and accessible access to waterways for recreational activities

Environment

The Eaton Foreshore is vulnerable to coastal hazards. This area is seasonally affected by both marine (e.g. storm surge and wave energy) and riverine processes (flood and boat wakes). The lower end of the Collie River is a transitional zone from the riverine to estuary environment, it has a widening and meandering channel, as well as the presence of tidal-riverine flow interaction.

Precedents

The Council adopted the Shire of Dardanup's final Coastal Hazard Risk Management and Adaptation Plan (CHRMAP), developed for the Shire of Dardanup through the Peron Naturaliste Partnership, at the Ordinary Council Meeting held on the 22nd of May 2024 [Res 129-24].

Budget Implications

The Parks and Reserves Upgrades Reserve currently has an expected closing balance of \$519,439 at the end of the 2026/27 financial year given the current adopted program of works. Drawing down an additional \$33,000 from this reserve will result in a closing balance of \$486,439.

Budget – Whole of Life Cost

Determining ultimate solutions for erosion issues along the Eaton Foreshore will result in a reduction in maintenance costs and reduce the risk of costly emergency works occurring following storm events.

Council Policy Compliance - None

Risk Assessment

The Risk Management Governance Framework has been considered in arriving at the officer recommendation. Please refer to (Appendix ORD: 12.4.1A) for full assessment document.

TIER 3 – ‘High’ or ‘Extreme’ Inherent Risk.		
Report Title	Coastal Adaptation and Protection Grant - Eaton Foreshore	
Inherent Risk Rating (prior to treatment or control)	High (12 - 19)	
Risk Action Plan (treatment or controls proposed)	Council match grant funding monies to undertake engineering investigative works.	
Residual Risk Rating (after treatment or controls)	As the Inherent Risk Rating is below 12, this is not applicable.	
Risk Category Assessed Against	Financial	Use of unbudgeted monies to match the grant funding for the engineering investigation
	Reputational	It may be difficult to successfully secure grant funding in the future if Council does not proceed.
	Environment	If not engineering investigations are undertaken, and not erosion controls are implemented from the recommendation given, then the Eaton Foreshore could be at risk of severe erosion and asset loss.
	Property	The Eaton Foreshore has severe erosion affects that erode away at the available land and infrastructure.

Officer Comment

The Shire of Dardanup has successfully secured funding via application through the Department of Transport and Major Infrastructure’s (DOTMI) “Coastal Adaptation and Protection Grant Program” (CAP Grant). Please see the Confirmation Letter from the Minister (Appendix ORD: 12.4.1B).

This funding is to undertake an Eaton Foreshore Engineering Investigation Report. This Report has three proposed phases, being:

1. Investigation and design;
2. Options development / assessment; and
3. Concept design (preferred option) and costings.

The aim of the project is for the Shire to have a clear engineering design (concept level) for the entire site including prioritisation and staging of construction / implementation works. This would provide the Shire with a clear understanding of the required investment and delivery time frames to finalise design and construction.

The grant funding to be received is \$33,000, and the Shire of Dardanup is required to match that funding on a 50:50 ratio. Therefore, the Shire needs to contribute \$33,000 to create a total of \$66,000 for the project to commence.

As this is unbudgeted income and unbudgeted expenditure, the Council needs to accept the CAP Grant funding of \$33,000 and authorise the additional unbudgeted spending of \$33,000 from the Parks and Reserve Upgrades Reserve.

Once DOTMI has received the Shire’s grant acceptance confirmation, DOTMI will prepare and issue the funding agreement between the Minister for Transport and the Shire of Dardanup for execution. The project is to be completed and acquitted by the 24th May 2027.

Upon execution of the Funding Agreement the Shire of Dardanup’s application will be converted to a project within the CAP Grant's portal.

END REPORT

12.4.2 CP110 – Local Planning Policy – Open Spaces Standards of Provision – Initiation of Advertising

Reporting Department	<i>Infrastructure Directorate</i>
Responsible Officer	<i>Ms Rachel Sweeney – Manager Assets</i>
Reporting Officer	<i>Mr Theo Naudé – Director Infrastructure</i>
Legislation	<i>Local Government Act 1995</i> <i>Planning and Development (Local Planning Schemes) Regulations 2015</i>
Council Role	<i>Executive/Strategic.</i>
Voting Requirement	<i>Simple Majority.</i>
Attachments	<i>Appendix ORD: 12.4.2A – Draft CP110 – Local Planning Policy – Open Spaces Standards of Provision</i> <i>Appendix ORD: 12.4.2B – Risk Assessment</i>

Overview

Council is requested to consider approval for the initiation of advertising for the draft *CP110 – Local Planning Policy – Open Space Standards of Provision*. This draft Local Planning Policy is a strategic planning framework that defines what type of open space is needed, where it should be located, and the standard to which it should be developed and maintained across the Shire. This framework will help ensure that open space is delivered consistently, equitably and sustainably in new developments across the Shire as our community grows.

As per clauses 3 and 4 of Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015*, proposed Local Planning Policies are to be advertised to the public for comment prior to adoption.

OFFICER RECOMMENDATION

THAT Council, pursuant to clauses 3 and 4 of Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015*, prepares and advertises *CP110 – Draft Local Planning Policy – Open Spaces Standards of Provision* (Appendix ORD: 12.4.2A) as a draft local planning policy.

Change to Officer Recommendation

No Change. **OR:**

As per *Local Government (Administration) Regulations 1996 11(da)* Council records the following reasons for amending the Officer Recommendation:

Background

The Shire's Open Spaces Asset Management Plan 2026-2030 was adopted at the ordinary council meeting on the 25th March 2026 [Res 44-26] This Asset Management Plan include the following recommendation:

4. *Develop Standards of Provision for Open Space to guide internal renewal and expansion planning, as well as the acceptance of gifted assets through the subdivision process. This will ensure the Shire sustainably delivers and accepts assets that align with community needs, while avoiding both under-provision and over-provision of open space infrastructure.*

This Standard of Provision will support informed decision-making and ensure that future Open Space growth is appropriately located, distributed, and aligned with the Shire's long-term financial capacity and community needs. Standards of Provision for each of the Shire's Open Space Hierarchy Classes below will be included in the framework.

SHIRE OF DARDANUP HIERARCHY				
SHIRE OF DARDANUP HIERARCHY		DESCRIPTION	CLASSIFICATION AS PER DEPARTMENT OF SPORT AND RECREATION	
1	Passive/ Environmental Reserve	Reserves primarily managed for environmental or waterway purposes, with limited or no formal recreational infrastructure. Public access may be informal or restricted to protect environmental values.	Local	Nature Space
			Neighbourhood	
2	Pocket Park	Spaces that provide low-intensity, close-to-home amenity for surrounding residents. These spaces support casual use, passive recreation and visual relief within the urban environment and are not intended to function as major activity hubs.	Local	Recreation Space
3	Local Park	Spaces that provide everyday recreational and social opportunities for nearby residents, generally within walking distance. These reserves support informal recreation, play and social interaction and contribute to neighbourhood liveability.	Local	Recreation Space
4	Neighbourhood Park or Sporting Precinct	Spaces that support a wide range of recreational, sporting and community activities and function as key local hubs. These reserves typically contain higher-order infrastructure and facilities designed to accommodate organised sport and structured recreation.	Neighbourhood	Recreation Space
				Sport Space
5	District/Iconic Open Space and Sporting Precinct	Spaces of district significance that contribute strongly to the identity, tourism appeal and liveability of the Shire. These areas provide high environmental, social and economic value and typically function as destination locations rather than neighbourhood amenities. They attract visitation from across the Shire and, in some cases, from outside.	District	Recreation Space
				Sport Space
				Nature Space

Legal Implications

As per clauses 3 and 4 of Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015*, proposed Local Planning Policies are to be advertised to the public for comment prior to adoption.

Council Plan

- 2.2 - Increase participation in sport, recreation and leisure activities.
- 8.1 - Support responsible planning & development.
- 9.3 - Provide quality community facilities
- 13.2 - Manage the Shire's resources responsibly

Environment

The Draft Standards of Provision will ensure Passive/Environmental Reserve across the Shire are protected and appropriately enhanced and are not included in POS calculations for new developments as “usable open space”.

Precedents - None

Budget Implications - None

Budget – Whole of Life Cost

Implementation of the Open Space Standards of Provision will ensure that public open space infrastructure is appropriately provided within new residential developments to avoid both over and under provision. This will help ensure the Shire does not take ownership and ongoing maintenance responsibilities for an excessive amount of infrastructure while also reducing the risk of the Shire having to fund open space infrastructure that should be delivered as part of the subdivision process.

Council Policy Compliance - None

Risk Assessment

The Risk Management Governance Framework has been considered in arriving at the officer recommendation. Please refer to (Appendix ORD: 12.4.2B) for full assessment document.

TIER 2 – ‘Low’ or ‘Moderate’ Inherent Risk.		
Report Title	CP110 – Local Planning Policy – Open Spaces Standards of Provision – Initiation of Advertising	
Inherent Risk Rating (prior to treatment or control)	Moderate (5 - 11)	
Risk Action Plan (treatment or controls proposed)	As the Inherent Risk Rating is below 12, this is not applicable.	
Residual Risk Rating (after treatment or controls)	As the Inherent Risk Rating is below 12, this is not applicable.	
Risk Category Assessed Against	Health	Insufficient play and recreation equipment and reserves in new developments resulting in children playing in unsafe areas not designated for that purpose
	Financial	Shire is required to fund essential open space infrastructure in new developments as they are not installed at the time of subdivision
	Reputational	Under provision of Open Space equipment in new developments resulting in inadequate opportunities for the community to exercise and recreate which will result in community unhappiness
	Reputational	Shire is seen to have a lack of community recreation opportunities compared to neighbouring local governments
	Environment	Environmental reserves are not protected appropriately during development resulting in destruction of vegetation and biodiversity

Officer Comment

It is recommended that the Shire implement a Standard of Provision for Open Spaces to guide the future planning, delivery and renewal of the Open Space network. This will establish a clear framework for determining the need for, scale, hierarchy and location of new and upgraded Open Spaces across both existing communities and proposed subdivision developments throughout the Shire.

This Standard of Provision:

- Establishes levels of service, including the facilities and infrastructure expected within open space hierarchy;
- Defines allowable new reserve sizes and locations by open space hierarchy;
- Establishes catchment and accessibility targets;
- Will enable over or under provision in the existing Open Space network;
- Informs land acquisition and developer contribution requirements; and
- Provides a consistent basis for decision-making.

By establishing a clear and consistent framework, the Standard of Provision will support informed decision-making and ensure that future Open Space growth is appropriately located, distributed, and aligned with the Shire’s long-term financial capacity and community needs.

Standards of Provision closely aligned with the draft Policy have been adopted by several other local governments across the State, including the Shire of Serpentine Jarrahdale and the City of Swan, and are considered to represent best-practice approaches to the planning and management of public open space.

END REPORT

12.5 CORPORATE & GOVERNANCE DIRECTORATE REPORTS

12.5.1 Department of Local Government Industry Regulation & Safety – Review of Cat Act 2011

Reporting Department	<i>Corporate & Governance Directorate</i>
Responsible Officer	<i>Mr Shaun Hill – Acting Director Corporate & Governance</i>
Reporting Officer	<i>Mrs Donna Bailye – Manager Governance</i>
Legislation	<i>Local Government Act 1995</i> <i>Cat Act 2011</i>
Council Role	<i>Executive/Strategic</i>
Voting Requirement	<i>Simple Majority</i>
Attachments	<i>Appendix ORD: 12.5.1A – Department Feedback Request</i> <i>Appendix ORD: 12.5.1B – Risk Assessment</i> <i>Appendix ORD: 12.5.1C – WA Feral Cat Working Group Submission</i> <i>Appendix ORD: 12.5.1D – WALGA Submission</i>

Overview

Officers are seeking Council endorsement of the outcomes from the workshop to inform the Shire's response to the Department of Local Government, Industry Regulation and Safety's online survey on the review of the *Cat Act 2011*.

OFFICER RECOMMENDATION

THAT Council endorses the submission to the Department of Local Government, Industry Regulation and Safety statutory review of the *Cat Act 2011*, as detailed in Question 1 to 7 below, and authorises the submission to be lodged with the Department by 31st August 2026.

QUESTION	PROPOSED SHIRE OF DARDANUP RESPONSE
Question 1 - Which of the following best Describes your reason for providing feedback.	I am responding on behalf of a local government.
REGISTRATION, MICROCHIPPING AND IDENTIFICATION Question 2 - Should any of these requirements change? If yes, what changes would you suggest and why?	The Shire of Dardanup supports retaining mandatory registration, microchipping and identification requirements. The Shire recommends consideration of reducing the sterilisation age to 4 months, introducing lifetime registration as the preferred registration option, establishing a state-wide cat registration database, and increasing State Government funding for registration, microchipping and sterilisation initiatives. The Shire also supports increased community education, free or subsidised microchipping programs, sterilisation incentives, and improved information for residents regarding changes of ownership and moving between local government districts.

QUESTION	PROPOSED SHIRE OF DARDANUP RESPONSE
STERILISATION Question 3 - Should the sterilisation requirements change? If yes, what changes would you suggest and why?	The Shire of Dardanup supports reducing the mandatory sterilisation age from 6 months to 4 months to reduce unwanted litters and improve compliance outcomes. Consideration should also be given to expanding State-funded sterilisation programs and providing financial assistance to address cost barriers experienced by pet owners.
BREEDING Question 4 Should any aspects of the breeding approval requirements under the Cat Act change? If yes, what changes would you suggest and why?	The Shire of Dardanup supports stronger oversight of approved breeders, including regular inspections, breeder education requirements, and improved public awareness of breeder approval obligations. Consideration should be given to limiting the number of litters produced by breeding cats, requiring greater transparency in breeder registration, and investigating the introduction of a state-wide breeder register accessible by local governments. The Shire also supports stronger penalties for unapproved breeding activities.
ENFORCEMENT Question 5 - Do you have any suggestions to improve cat owners' compliance and local governments' enforcement of the Cat Act? If so, what are they?	The Shire of Dardanup supports stronger enforcement powers and increased infringement penalties for non-compliance and repeat offences. The Shire supports legislative amendments that enable cat containment requirements and believes escalating penalties should apply to repeat offenders, including management orders or restrictions on cat ownership where appropriate. Additional State Government funding should be provided to support enforcement activities, community education and increased access to cat trapping programs. The Shire also considers a clearer distinction is required between the management of domestic cats by local government and feral cat management by State agencies.
ADDITIONAL SUGGESTIONS Question 6 - Do you have any additional suggestions to improve the Cat Act or its administration?	The Shire of Dardanup supports a coordinated state-wide approach to community education and awareness regarding responsible cat ownership. Additional funding should be made available for cat enclosures, sterilisation programs and microchipping initiatives. The Shire also supports the development of model cat local laws or consistent regulatory frameworks to improve understanding and compliance across local government areas.

QUESTION	PROPOSED SHIRE OF DARDANUP RESPONSE
Question 7 - Are there initiatives in other jurisdictions that have been successful in cat management that could be considered in WA?	The Shire of Dardanup supports the Department reviewing successful cat management initiatives operating in other Eastern States jurisdictions. Of particular interest are containment frameworks, breeder regulation, litter limits and enhanced ranger enforcement powers that have demonstrated positive outcomes for responsible cat ownership.

Change to Officer Recommendation

No Change. **OR:**

As per *Local Government (Administration) Regulations 1996 11(da)* Council records the following reasons for amending the Officer Recommendation:

Background

The Department of Local Government, Industry Regulation and Safety (LGIRS) is currently undertaking the second statutory review of the *Cat Act 2011*. The review is seeking feedback from Local Governments (Appendix ORD: 12.5.1A).

In parallel with the statutory review, the Western Australian Government has introduced the *Cat Amendment (Local Laws) Bill 2026*, which seeks to provide local governments with greater authority to implement cat containment measures through local laws. The Bill was introduced into Parliament on 25th February 2026 and is intended to address long-standing limitations within the current legislation that prevent councils from requiring cats to be contained to their owners' properties. These reforms follow advocacy by local governments, including the Shire of Dardanup through WALGA, seeking stronger powers to manage roaming cats and better protect native wildlife and community amenity.

The Department of Local Government, Industry Regulation and Safety (LGIRS) commenced consultation on the statutory review of the *Cat Act 2011* in February 2026. The review is seeking feedback from local governments, stakeholders and the community on a range of issues including cat registration, microchipping, sterilisation requirements, breeding approvals, enforcement powers, cat ownership limits and other opportunities to improve the administration of the Act.

To assist in developing the Councils submission to the LGIRS, Council participated in a workshop to consider the Department's consultation questions and discuss potential positions on the proposed reforms. Following the workshop a report was presented to Council at the 22nd July 2026 Ordinary Council Meeting, seeking endorsement of the workshoped responses. Councillors resolved [Res: 190-26] to defer the adoption of the submission pending release of the WA Feral Cat Working Group's response to the submission. This provided Councillors with the opportunity to consider any additional relevant stakeholder feedback before finalising the Shire's position.

Legal Implications

Cat Act 2011 – S79

79. *Local laws*

- (1) *A local government may make local laws prescribing all matters that are required or permitted to be prescribed by a local law, or are necessary or convenient to be so prescribed, for it to perform any of its functions under this Act.*
- (2) *A local law made under this Act does not apply outside the local government's district unless it is made to apply outside the district under section 80.*
- (3) *Without limiting subsection (1), a local law may be made as to one or more of the following —*
 - (a) *the registration of cats;*
 - (b) *removing and impounding cats;*
 - (c) *keeping, transferring and disposing of cats kept at cat management facilities;*
 - (d) *the humane destruction of cats;*
 - (e) *cats creating a nuisance;*
 - (f) *specifying places where cats are prohibited absolutely;*
 - (g) *requiring that in specified areas a portion of the premises on which a cat is kept must be enclosed in a manner capable of confining cats;*
 - (h) *limiting the number of cats that may be kept at premises, or premises of a particular type;*

- (i) *the establishment, maintenance, licensing, regulation, construction, use, record keeping and inspection of cat management facilities;*
- (j) *the regulation of approved cat breeders, including record keeping and inspection;*
- (k) *fees and charges payable in respect of any matter under this Act.*

Local Government Act 1995 - S3.12(1)

3.12. Procedure for making local laws

- (1) *In making a local law a local government is to follow the procedure described in this section, in the sequence in which it is described.*

Council Plan

1.2 - Encourage responsible animal management.

Environment

The review of the *Cat Act 2011* and the proposed *Cat Amendment (Local Laws) Bill 2026* has the potential to deliver positive environmental outcomes through improved management of domestic cats and reduced impacts on native wildlife. Proposed reforms relating to cat containment, nuisance management and limits on cat numbers may assist local governments in protecting biodiversity and environmentally sensitive areas.

Precedents

Council has previously considered cat management through the adoption of the “*Keeping and Control of Cats Local Law 2014*”, the *Cats Local Law 2023* and the *Cat Amendment Local Law 2024*”.

Budget Implications

There are no budget implications arising from this report. The report seeks Council endorsement of feedback to inform Councils submission to the Department's review of the *Cat Act 2011* and does not commit the Shire to any expenditure or resource allocation at this stage.

Budget – Whole of Life Cost

Any future legislative changes that may have financial implications for the Shire will be considered and reported to Council separately if required.

Council Policy Compliance

Exec CP090 – Community Engagement Policy

Risk Assessment

The Risk Management Governance Framework has been considered in arriving at the officer recommendation. Please refer to (Appendix ORD: 12.5.1B) for full assessment document.

TIER 2 – ‘Low’ or ‘Moderate’ Inherent Risk.		
Report Title	Department of Local Government Industry Regulation & Safety - Review of <i>Cat Act 2011</i> .	
Inherent Risk Rating (prior to treatment or control)	Moderate (5 - 11)	
Risk Action Plan (treatment or controls proposed)	As the Inherent Risk Rating is below 12, this is not applicable.	
Residual Risk Rating (after treatment or controls)	As the Inherent Risk Rating is below 12, this is not applicable.	
Risk Category Assessed Against	Legal and Compliance	Council has a statutory obligation to make laws which are clear and effective.
	Reputational	Council’s reputation will be impacted negatively if it fails to discharge its statutory obligation.
	Environment	Ensuring appropriate controls around keeping of cats reduces environmental risks.

Officer Comment

Council deferred the workshopped submission to allow time for the WA Feral Cat Working Group to publish its comments on the review, noting that Council wished to consider the Group’s views before finalising the Shire’s position. The Group published its comments on its website on 30th July 2026 (Appendix ORD: 12.5.1C).

The Western Australian Local Government Association (WALGA) has also released its submission to LGIRS, which is provided at (Appendix ORD: 12.5.1D).

Council sought to consider the available information relevant to the review, including the WA Feral Cat Working Group’s comments and WALGA’s submission, before finalising the Shire’s position.

The WA Feral Cat Working Group’s comments and WALGA’s submission are relevant to the Shire’s submission because the review of the *Cat Act 2011* and the proposed *Cat Amendment (Local Laws) Bill 2026* have implications for local government powers relating to cat containment, prohibited areas, nuisance management, ownership limits and broader environmental protection.

Following consideration of both documents, Officers recommend that Council proceed to endorse the Shire’s submission to the Department, as outlined in the Officer Recommendation.

END REPORT

12.5.2 Monthly Statement of Financial Activity for the Period Ended on the 31st July 2026

Reporting Department	<i>Corporate & Governance Directorate</i>
Responsible Officer	<i>Mr Shaun Hill – Acting Director Corporate & Governance</i>
Reporting Officer	<i>Mrs Hasreen Syed Maule - Manager Financial Services</i>
Legislation	<i>Local Government Act 1995 Local Government (Financial Management) Regulations 1996</i>
Council Role	<i>Executive/Strategic</i>
Voting Requirement	<i>Simple Majority</i>
Attachments	<i>Appendix ORD: 12.5.2A – Monthly Finance Report – July 2026 Appendix ORD: 12.5.2B – Risk Assessment</i>

Overview

This report presents the monthly Financial Statements for the period from the 1st July 2026 to the 31st July 2026 for Council endorsement.

OFFICER RECOMMENDATION

THAT Council receives the Monthly Statement of Financial Activity [Appendix ORD: 12.5.2A] for the period ending on the 31st July 2026.

Change to Officer Recommendations

No Change. **OR:**

As per Local Government (Administration) Regulations 1996 11(da) Council records the following reasons for amending the Officer Recommended Resolution:

Background

The Monthly Statement of Financial Activity is prepared in accordance with the *Local Government (Financial Management) Regulations 1996* r. 34 s. 6.4. The purpose of the report is to provide Council and the community with a reporting statement of year-to-date revenues and expenses as set out in the Annual Budget, which were incurred by the Shire of Dardanup during the reporting period.

Legal Implications

Local Government Act 1995 – Section 6.4

6.4. Financial Report

- (1) *A local government is to prepare an annual financial report for the preceding financial year and such other financial reports as are prescribed.*
- (2) *The financial report is to —*
 - (a) *be prepared and presented in the manner and form prescribed; and*
 - (b) *contain the prescribed information.*

Local Government (Financial Management) Regulations 1996 r. 34

Part 4 — Financial Reports — s. 6.4

34. Financial activity statement required each month (Act s. 6.4)

- (1A) *In this regulation—*
committed assets means revenue unspent but set aside under the annual budget for a specific purpose.
- (1) *A local government is to prepare each month a statement of financial activity reporting on the revenue and expenditure, as set out in the annual budget under regulation 22(1)(d), for that month in the following detail —*
 - (a) *annual budget estimates, taking into account any expenditure incurred for an additional purpose under section 6.8(1)(b) or (c); and*
 - (b) *budget estimates to the end of the month to which the statement relates; and*
 - (c) *actual amounts of expenditure, revenue and income to the end of the month to which the statement relates; and*
 - (d) *material variances between the comparable amounts referred to in paragraphs (b) and (c); and*
 - (e) *the net current assets at the end of the month to which the statement relates.*
- (1B) *The detail included under subregulation (1)(e) must be structured in the same way as the detail included in the annual budget under regulation 31(1) and (3)(a). (1C) Any information relating to exclusions from the calculation of a budget deficiency that is included as part of the budget estimates referred to in subregulation (1)(a) or (b) must be structured in the same way as the corresponding information included in the annual budget.*
- (2) *Each statement of financial activity is to be accompanied by documents containing —*
 - (a) *deleted*
 - (b) *an explanation of each of the material variances referred to in subregulation (1)(d); and*
 - (c) *such other supporting information as is considered relevant by the local government.*

- (3) *The information in a statement of financial activity must be shown according to nature classification.*
- (4) *A statement of financial activity, and the accompanying documents referred to in subregulation (2), are to be —*
 - (a) *presented at an ordinary meeting of the Council within 2 months after the end of the month to which the statement relates; and*
 - (b) *recorded in the minutes of the meeting at which it is presented.*
- (5) *Each financial year, a local government is to adopt a percentage or value, calculated in accordance with the AAS, to be used in statements of financial activity for reporting material variances.*

[Regulation 34 inserted in Gazette 31 Mar 2005 p. 1049-50; amended in Gazette 20 Jun 2008 p. 2724.]

Council Plan

13.1 - Adopt best practice governance.

Environment - None.

Precedents

Each month Council receives the Monthly Financial Statements in accordance with Council Policy and *Local Government (Financial Management) Regulations 1996*.

Budget Implications

The financial activity statement compares budget estimates to actual expenditure and revenue to the end of the month to which the statement relates. Material variances and accompanying explanations are included in the notes forming part of the report. While the Statement itself has no direct budget implications, any identified permanent variances are separately presented to Council for adoption through specific project approvals or formal budget review processes.

Budget – Whole of Life Cost - None.

Council Policy Compliance

- *CnG CP036 Investment Policy*
- *CnG CP306 – Accounting Policy for Capital Works.*
- *CnG AP008 – Material Accounting Policies*
- *SDEV CP507 – Corporate Sponsorship (incoming)*

Risk Assessment

The Risk Management Governance Framework has been considered in arriving at the officer recommendation. Please refer to (Appendix ORD: 12.5.2B) for full assessment document.

TIER 2 – ‘Low’ or ‘Moderate’ Inherent Risk.		
Risk Title	Monthly Statement of Financial Activity for the Period Ended 31 st July 2026	
Inherent Risk Rating (prior to treatment or control)	Moderate (5 - 11)	
Risk Action Plan (treatment or controls proposed)	As the Inherent Risk Rating is below 12, this is not applicable.	
Residual Risk Rating (after treatment or controls)	As the Inherent Risk Rating is below 12, this is not applicable.	
Risk Category Assessed Against	Legal and Compliance	Non-compliance with the legislative requirements will raise compliance issues.
	Reputational	Non-compliance with the legislative requirements may lead to erosion of community trust.
	Financial	Not monitoring ongoing financial performance would increase the risk of a negative impact on the financial position.

Officer Comment

The Monthly Financial Report for the period ended 31st July 2026 is contained in [Appendix ORD: 12.5.2A] and consists of:

- Statement of Financial Activity by Nature – including Net Current Assets (liquidity)
- Statement of Comprehensive Income by Program
- Statement of Financial Position
- Notes to the Statement of Financial Activity:
 - Note 1 - Nature Classifications
 - Note 2 - Explanation of Material Variances in the Statement of Financial Activity
 - Note 3 - Trust Funds
 - Note 4 - Reserve Accounts
 - Note 5 - Municipal Liabilities
 - Note 6 - Statement of Investments
 - Note 7 - Accounts Receivable - Rates and Sundry Debtors
 - Note 8 - Salaries and Wages
 - Note 9 - Rating Information
 - Note 10 - Information on Borrowings
 - Note 11 - Budget Amendments

The Statement of Financial Activity shows operating revenue and expenditure by Nature, as well as expenditure and revenue from financing and investing activities - comparing actual results for the period with the annual adopted budget and the year-to-date revised budget. The previous year annual results and current year forecasts are also included for comparative information.

The Statement includes the end-of-year surplus brought forward from 2025/26. When the 2026/27 Budget was adopted in July 2026, this surplus was estimated to be \$142,002. At the time of preparing this report, the actual surplus is recorded at \$250,975. However, the annual accounts for 2025/26 financial year are not yet finalised and are subject to change. Officers continue to work through the year-end adjustments for Reserve Account transfers, accrued revenue and expenses as well as reconciliations of asset acquisitions.

As at the reporting date, officers forecast the Surplus on the 30th of June 2027 at \$163,407 based on known variances in actual performance to date and estimates for the remainder of the year based on current trends.

Note 2 – Contains explanations for items with a material variance. Actual values for the year-to-date are compared to the year-to-date budget to present a percentage variance as well as the variance amount. The minimum level adopted by Council to be used in the Statement of Financial Activity in 2026/27 for reporting material variances is 10% or \$50,000, whichever is greater.

Note 6 – The Statement of Investments details Council's cash investments and compliance with credit risk limits under the Investment Policy.

At the reporting date, all cash holdings were maintained in Municipal and Reserve Bank Accounts pending the finalisation of the annual financial statements. These funds are currently earning interest at rates ranging from 4.05% to 4.15%. Following completion of the annual accounts, surplus Municipal funds and Reserve Account balances will be invested in short-term term deposits during September to maximise interest revenue.

Note 7 – of the Statement of Financial Activity presents the Rates and Charges Outstanding as of 31st July 2026. Outstanding balances, including pensioner deferred amounts, totalled \$21,651,164, representing 93.54% of collectible rates and charges. This was lower than the prior year's collection rate of 97.98%. The management target is to maintain outstanding balances below 4% by 30 June.

Additional explanatory comments are included as part of each note within the monthly financial report to assist in understanding the reasons for positive and adverse trends and balances.

END REPORT

12.5.3 Schedule of Paid Accounts as at 31st July 2026

Reporting Department	<i>Corporate & Governance Directorate</i>
Responsible Officer	<i>Mr Shaun Hill – Acting Director Corporate & Governance</i>
Reporting Officer	<i>Mrs Hasreen Syed Maule - Manager Financial Services</i>
Legislation	<i>Local Government Act 1995 Local Government (Financial Management) Regulations 1996</i>
Council Role	<i>Executive/Strategic</i>
Voting Requirement	<i>Simple Majority</i>
Attachments	<i>Appendix ORD: 12.5.3A – Schedule of Paid Accounts as at 31st July 2026 Appendix ORD: 12.5.3B – Risk Assessment</i>

Overview

Council is presented the list of payments made from the Municipal and Trust Accounts under delegation since the last Ordinary Council Meeting.

OFFICER RECOMMENDATION

THAT Council receives the Schedule of Paid Accounts report from 1st of July 2026 to 31st July 2026 (Appendix 12.5.3A).

Change to Officer Recommendation

No Change. **OR:**

As per *Local Government (Administration) Regulations 1996 11(da)* Council records the following reasons for amending the Officer Recommended Resolution:

Background

Council delegates authority to the Chief Executive Officer annually through Delegation 1.2.16 To Purchase Goods and Services to a Specified Value, 1.2.31 Payments from the Municipal or Trust Funds and 1.2.35 Authorise Electronic Funds Transfers:

- Authority to make payments from Trust and Municipal Funds (1.2.31);
- To purchase goods and services to a value of not more than \$250,000 (1.2.16);
- To purchase goods and services for the Australian Tax Office and other Australian or Western Australian Government Departments, agencies, utility providers (i.e. electricity, water, gas) or Insurance up to the value of \$500,000 (1.2.16);
- To purchase goods and services for Creditors where an executed agreement or legal obligation exists which has prior Council endorsement (1.2.16) and
- To authorise Electronic Funds Transfer (EFT) (1.2.35).

Legal Implications

Local Government Act 1995

S6.5. Accounts and records

Local Government (Financial Management) Regulations 1996

R11. Payments, procedures for making etc.

R12. Payments from municipal fund or trust fund, restrictions on making

- (1) *A payment may only be made from the municipal fund or the trust fund —*
 - (a) *if the local government has delegated to the CEO the exercise of its power to make payments from those funds — by the CEO; or*
 - (b) *otherwise, if the payment is authorised in advance by a resolution of the council.*
- (2) *The council must not authorise a payment from those funds until a list prepared under regulation 13(2) containing details of the accounts to be paid has been presented to the council.*

R13. Payments from municipal fund or trust fund by CEO, CEO's duties as to etc.

- (1) *If the local government has delegated to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the CEO is to be prepared each month showing for each account paid since the last such list was prepared—*
 - (a) *the payee's name; and*
 - (b) *the amount of the payment; and*
 - (c) *the date of the payment; and*
 - (d) *sufficient information to identify the transaction.*
- (2) *A list of accounts for approval to be paid is to be prepared each month showing—*
 - (a) *for each account which requires council authorisation in that month—*
 - (i) *the payee's name; and*
 - (ii) *the amount of the payment; and*
 - (iii) *sufficient information to identify the transaction; and*
 - (b) *the date of the meeting of the council to which the list is to be presented.*

- (3) *A list prepared under subregulation (1) or (2) is to be—*
- (a) *presented to the council at the next ordinary meeting of the council after the list is prepared; and*
 - (b) *recorded in the minutes of that meeting.*

R13A. Payments by employees via purchasing cards

- (1) *If a local government has authorised an employee to use a credit, debit or other purchasing card, a list of payments made using the card must be prepared each month showing the following for each payment made since the last such list was prepared —*
- (a) *the payee's name;*
 - (b) *the amount of the payment;*
 - (c) *the date of the payment;*
 - (d) *sufficient information to identify the payment.*
- (2) *A list prepared under subregulation (1) must be —*
- (a) *presented to the council at the next ordinary meeting of the council after the list is prepared; and*
 - (b) *recorded in the minutes of that meeting.*

Council Plan

- 13.1 - Adopt best practice governance.
13.2 - Manage the Shire's resources responsibly.

Environment - None.

Precedents

Council endorses the Schedule of Paid Accounts at each Ordinary Council Meeting.

Budget Implications

All payments are made in accordance with the adopted annual budget.

Budget – Whole of Life Cost - None.

Council Policy Compliance

Payments are checked to ensure compliance with Council's Purchasing Policy CnG CP034 – *Procurement Policy* and processed in accordance with Council Policy CnG CP035 – *Payment of Accounts*.

Payments made by either Corporate Credit Card, Corporate Debit Card or Fuel Card are transacted and processed in accordance with Council Policy CnG CP310 *Purchasing Card Policy*.

Risk Assessment

The Risk Management Governance Framework has been considered in arriving at the officer recommendation. Please refer to (Appendix ORD: 12.5.3B) for full assessment document.

TIER 2 – ‘Low’ or ‘Moderate’ Inherent Risk.		
Risk Event	Schedule of Paid Accounts as at the 31 st July 2026	
Inherent Risk Rating (prior to treatment or control)	Moderate (5 - 11)	
Risk Action Plan (treatment or controls proposed)	As the Inherent Risk Rating is below 12, this is not applicable.	
Residual Risk Rating (after treatment or controls)	As the Inherent Risk Rating is below 12, this is not applicable.	
Risk Category Assessed Against	Financial	That payments are not made in accordance with Shire’s policies and procedures.
	Legal and Compliance	Not reporting schedule of paid accounts to Council is in contravention of Local Government Act 1995.
	Reputational	Non-compliance with a legal requirement may lead to community confidence being eroded in Shire’s management and Council.

Officer Comment

This is a schedule of ‘paid accounts’ - the accounts have been paid in accordance with Council’s delegation.

END REPORT

12.5 COMMITTEES

12.6.1 Local Emergency Management Meeting held on the 12th August 2026

Reporting Department	<i>Development Services Directorate</i>
Responsible Officer	<i>Mrs Susan Oosthuizen – Executive Manager Development Services</i>
Reporting Officer	<i>Mrs Rochelle Dodds – Executive Assistant</i>
Legislation	<i>Local Government Act 1995 Emergency Management Act 2005</i>
Council Role	<i>Executive/Strategic</i>
Voting Requirement	<i>Simple Majority</i>
Attachments	<i>Appendix ORD: 12.6.1A – Local Emergency Management Committee Meeting Minutes 12th August 2026 Appendix ORD: 12.6.1B – Local Emergency Management Arrangements Emergency Evacuation Support Plan Appendix ORD: 12.6.1C – Local Emergency Management Arrangements Overview Appendix ORD: 12.6.1D – Local Emergency Management Arrangements Emergency Recovery Plan Appendix ORD: 12.6.1E – Local Emergency Management Arrangements Emergency Response Plan</i>

MINUTES OF THE SHIRE OF DARDANUP LOCAL EMERGENCY MANAGEMENT COMMITTEE MEETING HELD ON WEDNESDAY, 12TH AUGUST 2026, AT THE SHIRE OF DARDANUP ADMINISTRATION CENTRE, EATON, COMMENCING AT 10:00AM.

Overview

The minutes of the Local Emergency Management Committee meeting held on the 12th August 2026 (Appendix ORD: 12.6.1A) are attached.

OFFICER RECOMMENDATION

THAT Council receives the Minutes of the Local Emergency Management Committee Meeting held on 6th May 2026 (Appendix ORD: 12.6.1A).

LOCAL EMERGENCY MANAGEMENT COMMITTEE RECOMMENDATION

THAT Council approves the following:

- 1. Local Emergency Management Arrangements Emergency Evacuation Support Plan – (Appendix ORD: 12.6.1B).**
- 2. Local Emergency Management Arrangements Overview – (Appendix ORD: 12.6.1C).**
- 3. Local Emergency Management Arrangements Emergency Recovery Plan – (Appendix ORD: 12.6.1D).**
- 4. Local Emergency Management Arrangements Emergency Response Plan – (Appendix ORD: 12.6.1E).**

Change to Officer Recommendations

No Change. **OR:**

In accordance with *Regulation 11(da) of the Local Government (Administration) Regulations 1996*, Council records the following reasons for amending the Officer Recommendation:

13 ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

None.

14 NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING
--

None.

15 PUBLIC QUESTION TIME

16 MATTERS BEHIND CLOSED DOORS

It is recommended that Council go Behind Closed Doors toward the end of the meeting in accordance with Shire of Dardanup Standing Orders & *Local Government Act 1995*, section 5.23.

Standing Order and the *Local Government Act 1995* provides for Council to resolve to close the meeting to the public and proceed behind closed doors for matters:

Section 5.23 (1) The following are to be open to members of the public —

- (a) all Council meetings;
- (b) all meetings of any committee.

(2) Despite subsection (1), if any of the following matters is to be dealt with at a meeting, the council or committee must close the meeting to members of the public to the extent necessary to ensure that the matter is dealt with at the meeting on a confidential basis —

- (a) a matter that a committee of a House of Parliament, or a joint committee of both Houses, has advised the local government must be dealt with on a confidential basis;
- (b) 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;
- (c) a prescribed matter;
- (d) a matter that is the subject of a direction given under section 5.23AA(1).

(3) Despite subsection (1), the council or committee must close a meeting to members of the public to the extent necessary to ensure compliance with a requirement (however formulated) —

- (a) that is imposed under a written law, excluding this Act and local laws; and
- (b) that prohibits or restricts the making public of information.

(4) Despite subsection (1), if any of the following information is to be dealt with at a meeting, the council or committee may close the meeting to members of the public to the extent necessary to ensure that the information is dealt with at the meeting on a confidential basis —

- (a) legal advice, or other information, over which the local government holds legal professional privilege;
- (b) information relating to the personal affairs of an individual;
- (c) information contained in a tender received by the local government for a contract to the extent that the information —
 - (i) is a tendered price; or
 - (ii) a tendered methodology for calculating a price;
- (d) information contained in a tender received by the local government for a contract to the extent that —
 - (i) the information discloses any technology, or any manufacturing, industrial or trade process, that the tenderer proposes to use in performing the contract; and
 - (ii) the information has not previously been made public; and
 - (iii) the making public of the information would be likely to have an adverse effect on the tenderer's business interests;
- (e) information the making public of which would be likely to endanger the security (including cyber-security) of any of the local government's property or operations;
- (f) information the making public of which would be likely to impair the effectiveness of any lawful method or procedure for preventing, detecting, investigating or dealing with any contravention or possible contravention of the law;
- (g) prescribed information;
- (h) information that is the subject of a direction given under section 5.23AA(2).

OFFICER RECOMMENDATION

THAT Council resolves to close the meeting to members of the public to consider item 16.1 – Determine FOGO Processing, Transport & Regional Transfer Station and item 16.2 – Chief Executive Officer Key Performance Indicator Quarterly Report – April to June 2026 behind closed doors, pursuant to section 5.23(2)(b) and 5.23(4)(c) and (d) of the Local Government Act 1995,

16.1 Determine FOGO Processing, Transport & Regional Transfer Station

Reporting Department	<i>Infrastructure Directorate</i>
Responsible Officer	<i>Mr Theo Naudé – Director Infrastructure</i>
Reporting Officer	<i>Mrs Eliza-Jane Jacques – Coordinator of Environment and Waste</i> <i>Mrs Natalie Reid – Procurement Officer</i>
Legislation	<i>Local Government Act 1995</i>
Council Role	<i>Executive/Strategic</i>
Voting Requirement	<i>Simple Majority</i>

REPORT UNDER SEPARATE COVER

Note: *In accordance with section 5.23(2)(b) of the Local Government Act 1995, this report is not available to the public, as it contains commercially sensitive information, including tendered pricing and methodologies.*

The Shire President tables the confidential report on this matter and provides copies to each Elected Member. The report will be located in the Records Management System of the Council.

16.2 Chief Executive Officer Key Performance Indicator Quarterly Report – April to June 2026

Reporting Department	<i>Executive</i>
Responsible Officer	<i>Mrs Natalie Hopkins – Acting Chief Executive Officer</i>
Reporting Officer	<i>Ms Kristy Burden – Manager Human Resources</i>
Legislation	<i>Local Government Act 1995</i>
Council Role	<i>Executive/Strategic.</i>
Voting Requirement	<i>Simple Majority.</i>

REPORT UNDER SEPARATE COVER

Note: In accordance with Section 5.23(2)(b) of the Local Government Act 1995, this report is not available to the public, as it relates to the employment and performance review of the Chief Executive Officer, being a senior employee.

The Shire President tables the confidential report on this matter and provides copies to each Elected Member. The report will be located in the Records Management System of the Council.

OFFICER RECOMMENDATION

THAT Council returns from behind closed doors, reopening the meeting to members of the public at [TIME].

Note: In accordance with Standing Orders s5.2(6), the Presiding Member may cause the motion passed by Council whilst behind closed doors to be read out, including the details of any voting recorded

17 CLOSURE OF MEETING

The Presiding Member advises that the next Ordinary Meeting of Council will be Wednesday, 23rd September 2026, commencing at 5:00pm at the Shire of Dardanup Administration Centre, Eaton.

There being no further business the Presiding Member to declare the meeting closed.