Shire of
Plantagenet
Mount Barker • Kendenup • Narrikup
Porongurup • Rocky Gully

ORDINARY AGENDA

An Ordinary Meeting of Council will be held at the

Shire of Plantagenet Council Chambers, Mount Barker

at 5:00pm on Tuesday 24 November 2026

Garry Bird
CHIEF EXECUTIVE OFFICER

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This agenda has yet to be dealt with by the Council. The Recommendations shown at the foot of each Item have yet to be considered by the Council and are not to be interpreted as being the position of the Council. The minutes of the meeting held to discuss this agenda should be read to ascertain the decision of the Council.

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1 DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

The Presiding Member will declare the meeting open.

Welcome to this Ordinary Meeting of Council, of Tuesday the 24 November 2026, commencing at 5:00pm. This meeting is being audio-recorded, in accordance with Regulation 14I of the Local Government (Administration) Regulations 1996.

I also point you to the Disclaimer and Emergency Procedures on the lead in pages of this document for this building.

The Shire of Plantagenet acknowledges the traditional custodians of our area and their continuing connection to the land and community. We pay our respects to all members of the Menang Noongar community and their culture; and to Elders past and present.

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

Members Present:

In Attendance:

Apologies:

Members of the Public Present:

Previously Approved Leave of Absence:

Cr B Bell

3 PUBLIC QUESTION TIME

3.1 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

3.2 PUBLIC QUESTION TIME - SECTION 5.24 LOCAL GOVERNMENT ACT 1995

4 PETITIONS / DEPUTATIONS / PRESENTATIONS

5 DISCLOSURE OF INTEREST

Part 5 Division 6 Local Government Act 1995

6 APPLICATIONS FOR LEAVE OF ABSENCE

Section 5.25 Local Government Act 1995

7 CONFIRMATION OF MINUTES

7.1 ORDINARY MINUTES OF COUNCIL HELD 27 OCTOBER 2026

Minutes, as circulated, of the Ordinary Meeting of the Shire of Plantagenet, held on 27 October 2026.

OFFICER RECOMMENDATION

That the Minutes of the Ordinary Meeting of the Shire of Plantagenet, held on 27 October 2026, be confirmed as a true and accurate record.

8 ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION

9 REPORTS OF COMMITTEES AND OFFICERS

9.1 DEVELOPMENT & REGULATORY SERVICES REPORTS

9.1.1 INITIATION OF AMENDMENT NO. 5 TO LOCAL PLANNING SCHEME NO. 5 – FORMER DEPOT SITE, MOUNT BARKER

Synergy Ref:	**N69030**
Attachment:	**1. Scheme Amendment Report & Map**
Responsible Officer:	**André Pinto** **Executive Manager Development & Regulatory Services**
Author:	**André Pinto** **Executive Manager Development & Regulatory Services**
Proprietor/Applicant:	**Shire of Plantagenet**
Proposed Meeting Date:	**24 November 2026**

PURPOSE

For Council to initiate Amendment No. 5 to Local Planning Scheme No. 5 as a standard amendment and authorise the statutory referral and advertising process. The amendment would apply the R40 residential density code to seven lots at and adjoining the former Shire depot in Mount Barker to support infill housing, including potential key worker housing.

Amendment No. 5 also proposes to introduce 'Multiple Dwellings' as a land use category in Local Planning Scheme No. 5. The change is intended to align the Scheme's housing-related land use classifications with the *Planning and Development (Local Planning Schemes) Regulations 2015* and provide a clearer basis for assessing proposals for multiple dwellings.

BACKGROUND

The Shire engaged Harley Dykstra to prepare Amendment No. 5 to Local Planning Scheme No. 5 to support the Shire's proposed worker housing development in Mount Barker. The amendment proposes to apply an R40 residential density code to Lots 42, 411–414, 93 and 500 Langton Road, Mount Barker, as shown on Plan 24953-01A. The land is zoned Residential and currently supports development at R17.5. It is serviced by or close to essential utilities and within walking distance of the Mount Barker town centre.

Amendment No. 3 is progressing separately and covers a broader range of residential density and Scheme text changes. The Shire is progressing Amendment No. 5 separately so it can advance the subdivision for the worker housing site while assessment of the State Planning Policy matters raised by Amendment No. 3 continues.

Amendment No. 5 also proposes the same 'Multiple Dwellings' use class and Zoning Table entry as Amendment No. 3. Under the Residential Design Codes (R-Codes), a multiple dwelling is one of two or more dwellings on a lot where part of one dwelling's plot ratio area sits above

part of another, as in an apartment building. The definition also includes dwellings above the ground floor in a mixed-use development. Adding the use class would align the Scheme's housing classifications with the State planning framework and allow the Shire to assess multiple dwellings as a discretionary use in the Residential zone. Together with the proposed R40 coding, this would provide more scope for smaller homes suited to key workers close to town centre services.

EXTERNAL CONSULTATION

In addition to the required public notice and notice to affected public authorities, officers propose notifying adjoining landowners and occupiers and seeking advice from Water Corporation and relevant bushfire and environmental agencies.

STATUTORY ENVIRONMENT

Section 75 of the Planning and Development Act 2005 and *regulation 35 of the Planning and Development (Local Planning Schemes) Regulations 2015* provide for initiation using Form 2A, with reasons for the amendment type. *Regulation 35A* requires a statement if an approved structure plan is affected.

Section 81 of the Act requires referral to the Environmental Protection Authority (EPA) as soon as practicable after preparation for consideration under section 48A of the Environmental Protection Act 1986. Section 82 governs any environmental review required by the EPA.

Regulation 46A requires a resolution to seek approval to advertise and lodgement with the Western Australian Planning Commission (WAPC), through the Department of Planning, Lands and Heritage (DPLH), within 21 days of that resolution unless the WAPC allows longer. Under *Regulation 46B*, the WAPC considers the amendment and submits it with a recommendation to the Minister for Planning for a decision under *section 83A*, subject to the applicable EPA requirements.

Once the Minister approves advertising and applicable EPA requirements are met, the Shire must advertise under *section 84 and regulations 47 and 76A*. Submissions are open for 42 days after first publication of the notice unless the WAPC approves longer. Any modifications required before advertising must be made and resubmitted under *Regulation 46C*.

Council will consider submissions and resolve its position under *Regulation 50*. The Shire will then send the amendment, resolution and submissions to the WAPC under *Regulation 53* for final determination by the Minister under *section 87.*

POLICY IMPLICATIONS

State Planning Policy 3.0 (Urban Growth and Settlement) supports infill near services. State Planning Policy 2.9 (Water), State Planning Policy 3.7 (Bushfire) and the Residential Design Codes inform the assessment of servicing, bushfire risk and future built form.

FINANCIAL IMPLICATIONS

Initiation entails staff time, amendment documentation and public advertising costs. Agency advice may identify a need for further technical work, but is deemed unlikely given the context of this proposal.

BUDGET IMPLICATIONS

Routine processing costs are expected to be met from existing planning allocations. Any additional investigation or future housing expenditure would be considered through the applicable budget process.

LEGAL IMPLICATIONS

There are no Legal implications associated with this proposal.

ASSET MANAGEMENT IMPLICATIONS

There are no asset management implications associated with this proposal.

STRATEGIC IMPLICATIONS

Under Key Pillar 3 (Economy), Strategy 3.4 of the Corporate Business Plan 2026–2030 seeks to increase housing availability and choice. Actions 3.4.2 and 3.4.3 support residential development at the old depot and implementation of the Housing Strategy.

Council adopted the Housing Strategy 2025–2035 on 24 February 2026. Its recommendations 2.2 to 2.4 support greater housing diversity, removal of planning barriers and infill in serviced locations around the Mount Barker town centre. The WAPC-endorsed Local Planning Strategy (2013) also supports consolidating the townsite and making better use of existing infrastructure.

RISK MITIGATION IMPLICATIONS

The proposed risk rating for initiation is Low, with controls including verification of the amendment area and documents, agency review, public consultation and a further Council decision after advertising. Site suitability and servicing risks must be addressed as the proposal progresses.

STRATEGIC RISK IMPLICATIONS

Delaying the amendment would retain current density limits on a site identified for residential development in the Corporate Business Plan. Housing delivery depends on servicing, approvals and a viable project.

REGIONAL IMPLICATIONS

Additional housing choice in Mount Barker may help accommodate workers who support services in the Great Southern. The amendment addresses a single site within the established townsite.

OFFICER COMMENT

The former depot site is well placed for residential infill. It is already zoned Residential, is within walking distance of the Mount Barker town centre and has access to reticulated water and sewerage. Applying R40 would allow more homes on land already set aside for housing and support the Shire's proposed worker housing development. Progressing Amendment No. 5 separately allows the Shire to advance planning for the subdivision while the broader State Planning Policy assessment for Amendment No. 3 continues.

The proposed 'Multiple Dwellings' use class would give the Shire an explicit basis for assessing apartment-style housing. It uses the same Zoning Table entry proposed in Amendment No. 3. At the former depot site, the proposed discretionary use classification and R40 coding would provide more scope for smaller homes suited to key workers. The subdivision layout, servicing requirements and any future development design would be assessed through the relevant approval processes, including consideration of access, parking, privacy and the relationship to neighbouring homes.

Harley Dykstra identifies access to reticulated water and sewerage as supporting the proposed increase in density. Most of the site is mapped as bushfire prone. The consultant describes the site as predominantly managed grassland and reports that the Bushfire Management Plan demonstrates that the relevant acceptable solutions can be achieved without clearing native vegetation for asset protection zones. Council's minutes of 11 November 2014 record that the former depot land was reclassified as decontaminated following remediation. That history is relevant to the EPA's consideration of the amendment.

The proposed R40 coding and new use class support the Residential zone's objective of providing a choice of housing types and densities and the endorsed Local Planning Strategy's direction for infill near existing services. On that basis, initiation as a standard amendment is recommended. This will allow the proposal to proceed to statutory referral and, subject to approval to advertise, public consultation before Council considers its final position.

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION

That Council

1. **Pursuant to section 75 of the *Planning and Development Act 2005* and regulation 35(1) of the *Planning and Development (Local Planning Schemes) Regulations 2015*, resolves to prepare Amendment No. 5 to the Shire of Plantagenet Local Planning Scheme No. 5 by making the following changes.**
    a. **Amend the Scheme Map to apply the R40 residential density code to Lots 42, 411–414, 93 and 500 Langton Road, Mount Barker, as shown on Plan 24953-01A.**
    b. **Insert into clause 38 of Part 6, Division 2 of the Scheme the definition 'multiple dwelling has the meaning given in the R-Codes'.**

c. Insert 'Multiple Dwellings' as a use class in Table 3 (Zoning Table), with 'D' in the Residential, Commercial, Mixed Use and Tourism zones and 'X' in the Rural, Service Commercial, General Industry and Strategic Industry zones.

2. Pursuant to *regulation 35(2)*, determines that Amendment No. 5 is a standard amendment under *regulation 34* because the proposed R40 coding and new use class support the Residential zone's objective of providing a range of housing types and densities and are consistent with the endorsed Local Planning Strategy's direction for infill near existing services

3. Pursuant to *regulation 46A(1)(a)*, resolves to seek approval under *section 83A* of the Act to advertise Amendment No. 5 as set out in item 1.

4. Authorises the Chief Executive Officer to finalise Form 2A and the amendment documents, refer the amendment to the Environmental Protection Authority under *section 81* of the Act as soon as practicable, and lodge it with the Western Australian Planning Commission through the Department of Planning, Lands and Heritage within 21 days of the resolution in item 3 or any longer period allowed by the Commission.

5. Subject to approval to advertise under *section 83A* of the Act and compliance with applicable environmental requirements, authorises the Chief Executive Officer to advertise the amendment under *section 84* of the Act and *regulations 47 and 76A*, notify affected public authorities and adjoining landowners and occupiers, and return the amendment and submissions to Council for consideration under regulation 50.

9.1.2 PROPOSED REVOCATION OF TOWN PLANNING POLICIES 5, 6, 7, 19 AND TOWN PLANNING SCHEME POLICY 18.1

Synergy Ref:	**LP/120/36**
Attachment:	**Attachment 1 - Town Planning Policy 5 - Housing – Relocation of Houses (TPP 5)**
	Attachment 2 - Town Planning Policy 6 -Scheme Amendment Requests (TPP 6)
	Attachment 3 - Town Planning Policy 7 - State Administrative Tribunal Councillor Representation (TPP 7)
	Attachment 4 - Town Planning Policy -Kendenup Rural Surrounds (TPP 19)
	Attachment 5 - Town Planning Scheme Policy No. 18.1 - Planning Vision (TPS 18.1), including associated appendices
Responsible Officer:	**André Pinto, Executive Manager Development & Regulatory Services**
Author:	**Lia Roberts, Senior Planner**
Proprietor/Applicant:	**N/A**
Proposed Meeting Date:	**24 November 2026**

PURPOSE

The purpose of this report is for Council to consider revoking the following local planning policies:

- Town Planning Policy 5 - Housing – Relocation of Houses (TPP5);
- Town Planning Policy 6 - Scheme Amendment Requests (TPP 6);
- Town Planning Policy 7 - State Administrative Tribunal Councillor Representation (TPP 7);
- Town Planning Policy - Kendenup Rural Surrounds (TPP 19); and
- Town Planning Scheme Policy No. 18.1 - Planning Vision (TPS 18.1), including associated appendices

BACKGROUND

The review of the abovementioned Town Planning and Town Planning Scheme Policies, now referred to as Local Planning Policies, forms part of the Shire's comprehensive and ongoing review of its local planning framework. The review aims to ensure local planning policies remain relevant, support consistent decision-making and provide clear guidance and transparency for the community and applicants.

Outlined in the draft Local Planning Policies Chapter of the State's *WA Planning Manual*, the principal purpose of a local planning policy is to provide guidance on how the local

government will make, or consider making, decisions under its local planning scheme on matters covered by the local planning policy.

The five policies proposed for revocation either duplicate existing controls, address administrative or governance matters, or contain strategic directions more appropriately addressed through other planning instruments, such as the Local Planning Strategy. Having regard to these matters, the policies are not considered necessary to guide decision-making under the local planning scheme and therefore do not fulfil the principal purpose of a local planning policy. The reasons for proposing revocation of each the local planning policies are further explained in the Officer Comment section below.

EXTERNAL CONSULTATION

A notice of Revocation is required to be published in accordance with Clause 6 of Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

STATUTORY ENVIRONMENT

Currently, local planning policies remain in effect until they are revoked as no prescribed local planning policy duration or mandatory review period is legislated.

Planning and Development (Local Planning Schemes) Regulations 2015 Schedule 2 Deemed provisions for local planning schemes

6. Revocation of local planning policy

A local planning policy may be revoked —

(a) by a subsequent local planning policy that —

(i) is prepared in accordance with this Part; and

(ii) expressly revokes the local planning policy;

or

(b) by a notice of revocation —

(i) prepared by the local government; and

(ii) published by the local government in accordance with clause 87.

87. Requirements for making documents available to public

(3) For all documents, the local government must —

(a) publish on the website of the local government —

(i) the document; or

(ii) a hyperlink to a webpage on which the document is published;

and

(b) if it is reasonably practicable to do so — make a copy of the document available for public inspection at a place in the district of the local government during normal business hours.

POLICY IMPLICATIONS

The proposed revocations will result in the removal of the following policies from the Shire's local planning policy framework:

- TPP 5 – Housing – Relocation of Housing

- TPP 6 – Scheme Amendment Requests;
- TPP 7 – State Administrative Tribunal Councillor Representation;
- TPP 19 – Kendenup Rural Surrounds; and
- TPS 18.1 – Planning Vision, including associated appendices.

FINANCIAL IMPLICATIONS

No significant financial implications.

BUDGET IMPLICATIONS

Officer time budgeted.

LEGAL IMPLICATIONS

See Statutory Environment section of this report.

ASSET MANAGEMENT IMPLICATIONS

There are no asset management implications.

STRATEGIC IMPLICATIONS

The Shire of Plantagenet Corporate Business Plan 2025 – 2029 provides:

At *Key Pillar 3 – Develop Our Economy* the following:

> Strategy 3.5 – Lead and encourage development via a structured planning vision
>
> Corporate Action 3.5.2 – Local Planning Scheme No.5 (2021) review (constant ongoing minor reviews)

At *Key Pillar 4 – Performance & Leadership* the following:

> Strategy 4.3 – Commitment to continuous improvement in service delivery
>
> Corporate Action 4.3.1 – Implement review processes in service delivery on a regular basis and as needed

The review of the Shire's local planning policies supports these actions by ensuring the local planning framework remains current, effective and aligned with contemporary State and local planning frameworks.

RISK MITIGATION IMPLICATIONS

Low Risk

This item has been evaluated against the Shire of Plantagenet Risk Assessment and Acceptance Criteria. The perceived level of risk is considered to be "Low" risk and can be managed by routine procedures and with currently available resources.

STRATEGIC RISK IMPLICATIONS

Revoking the subject local planning policies will:

- Reduce the risk of reliance on outdated or duplicative policy provisions.

- Reduce potential inconsistencies with current State and local planning frameworks.
- Reduce uncertainty about the appropriate instruments and processes for addressing planning, administrative and governance matters.

REGIONAL IMPLICATIONS

The subject local planning policies relate to the Shire's internal local planning policy framework and are not expected to have regional planning implications.

OFFICER COMMENT

Having regard to their purpose, function, ongoing relevance and consistency with the contemporary planning framework, TPP 5, TPP 6, TPP 7, TPP 19 and TPS Policy 18.1 are no longer considered necessary within the Shire's local planning policy framework.

An overview of the reasons for revoking each policy are outlined below.

Town Planning Policy 5 – Housing – Relocation of Housing (TPP 5)

Adopted: December 1997
Last Review: 6 October 2020

TPP 5 seeks to ensure relocated houses are completed to an acceptable standard and are compatible with surrounding development. However, a relocated house proposed for permanent residential use can generally be considered as a Single House under Local Planning Scheme No.5 (LPS 5). The fact that a house has previously been constructed or occupied elsewhere does not, in itself, change its intended residential use.

Where development approval is required, the Shire can assess matters such as siting, setbacks, building height, scale, external appearance and local amenity under LPS 5 and the deemed provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015,* and having regard to the Residential Design Codes as well as State and local planning policies where relevant. (A Single House is exempt from development approval if all the necessary requirements of the Local Planning Framework are met).

Building-related matters associated with relocated buildings are addressed through the building approval process under the *Building Act 2011* and *Building Regulations 2012*. In particular, Regulation 31D establishes requirements for relocated buildings, with the applicable standards and any necessary upgrading works determined on a case-by-case basis, having regard to the condition of the building and its proposed location.

This Policy's assessment objectives can largely be addressed through the existing planning and building approval framework. Consequently, TPP 5 is no longer considered necessary and is recommended for revocation.

Town Planning Policy 6 – Scheme Amendment Requests (TPP 6)

Adopted: 11 September 2006
Last Review: 17 June 2025 (reformatted only)

The purpose of TPP 6 is predominantly administrative and procedural in nature, outlining the process and application requirements of amending the Shire's Local Planning Scheme.

Local planning schemes may be amended by the local government, at the request of a landowner or directed by the Minister of Planning. The process for amending a local planning scheme is prescribed by the *Planning and Development (Local Planning Schemes) Regulations 2015.*

In addition, the Policy establishes a non-statutory Scheme Amendment Request process that operates as a preliminary assessment stage prior to the lodgement of a formal scheme amendment. While local governments may provide preliminary planning information to proponents, the Policy introduces additional application, referral, consultation and assessment requirements that sit outside the statutory scheme amendment framework and is not required under the *Planning and Development (Local Planning Schemes) Regulations 2015*.

These procedural matters are more appropriately addressed through an information sheet, which is being prepared to explain the scheme amendment process, submission requirements, indicative timeframes and fees.

Town Planning Policy 7 – State Administrative Tribunal Councillor Representation (TPP 7)

Adopted: 12 August 2008
Last Review: 17 June 2025 (reformatted only)

TPP 7 primarily addresses governance and administrative matters, including Councillor representation, appointment of delegates and confidentiality requirements associated with State Administrative Tribunal proceedings.

It does not provide guidance on how planning proposals should be considered or determined, nor does it assist in the assessment of development applications or other planning decisions, which is the principal purpose of a local planning policy.

Councillor representation in State Administrative Tribunal proceedings are subject to the Shire's usual governance and appointment processes. Matters relating to Councillor conduct and confidentiality are addressed through the Shire's Code of Conduct and other applicable legislative and governance requirements.

Town Planning Policy – Kendenup Rural Surrounds (TPP 19)

Adopted: 1 March 2011
Last Review: Not reviewed since adoption

TPP 19 is substantially strategic in nature, identifying future Rural Residential and Rural Smallholdings zoning, subdivision patterns and settlement objectives for Kendenup. These matters are more appropriately addressed through strategic planning mechanisms, such as the Local Planning Strategy, rather than through a local planning policy.

In addition, this Policy has not been reviewed since its adoption and is closely linked to the Planning Vision (TPS Policy 18.1), which is also proposed for revocation through this review.

The upcoming review of the Shire's Local Planning Strategy provides the appropriate mechanism to establish future planning directions for the Kendenup locality.

Town Planning Scheme Policy No. 18.1 – Planning Vision (TPS 18.1) and appendices

Adopted: 29 April 2014
Last Review: Not reviewed since adoption

TPS Policy 18.1 originated from the preparation of the Shire's Local Planning Strategy, which commenced in 2005. A draft Local Planning Strategy was adopted by Council in 2008 and referred to the Western Australian Planning Commission (WAPC) for consideration.

In the interim, Council adopted Town Planning Scheme Policy No. 18 – Planning Vision on 9 March 2010 to guide the Shire's long-term growth and development. Following Council adoption and WAPC approval of the Shire's current Local Planning Strategy in 2013, the Planning Vision was reviewed and replaced by TPS Policy 18.1 on 29 April 2014. TPS Policy 18.1 retained strategic initiatives that were not supported by the WAPC and were not included in the Local Planning Strategy.

Although local planning policies may address strategic considerations, this Policy's broad directions for long-term growth, settlement and land use are more appropriately addressed through the Local Planning Strategy. Local planning policies are intended to support the implementation of established strategic objectives and provide guidance for decision-making under the Local Planning Scheme, rather than establish the strategic direction itself.

Retaining competing strategic directions in a separate local planning policy creates potential uncertainty about the Shire's strategic planning position. Revocation of TPS Policy 18.1 and its associated appendices is therefore recommended to remove outdated and competing strategic guidance and improve clarity within the Shire's planning framework.

The review of the Shire's Local Planning Strategy will provide the appropriate opportunity to reassess and update its long-term planning directions.

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION

That Council revokes the following local planning policies, pursuant to Schedule 2, Clause 6 (b) of the *Planning and Development (Local Planning Schemes) Regulations 2015:*

a) **Town Planning Policy 5 - Housing – Relocation of Houses (TPP 5);**
b) **Town Planning Policy 6 - Scheme Amendment Requests (TPP 6);**
c) **Town Planning Policy 7 - State Administrative Tribunal Councillor Representation (TPP 7);**
d) **Town Planning Policy - Kendenup Rural Surrounds (TPP 19); and**
e) **Town Planning Scheme Policy No. 18.1 - Planning Vision (TPS 18.1) and appendices.**

9.2 INFRASTRUCTURE AND ASSETS REPORTS

Nil

9.3 CORPORATE AND COMMUNITY SERVICES REPORTS

9.3.1 MOUNT BARKER MEMORIAL SWIMMING POOL – LOCATION OF THE NEW FACILITY

Synergy Ref:	**N69032**
Attachment:	**1. Site Plan** **2. 3D Renders of Aerial, external, interior perspectives** **3. Quantity Surveyor Estimates**
Responsible Officer:	**Anthony Middleton - Executive Manager Corporate & Community Services**
Author:	**Nicole Selesnew – Manager Community & Recreation Services** **Anthony Middleton - Executive Manager Corporate & Community Services**
Proposed Meeting Date:	**24 November 2026**

PURPOSE

The purpose of this report is to consider relocating the new Mount Barker Swimming Pool to Sounness Park to enable an expanded, planned and collocated sport and recreation precinct.

BACKGROUND

The Mount Barker Memorial Swimming Pool was constructed in 1971 comprising a 50m six (6) lane pool, toddler/baby pool, changerooms and toilets, kiosk, first aid area, plant room and surroundings. The facility has remained in-situ since with maintenance and upgrades undertaken as required.

Significant project planning has been undertaken since 2018 for upgrade, renewal and replacement of both existing and new facilities. This included the completion of the detailed design drawings (to a tender ready stage) of three (3) new pools, plant room, filtration and chlorination, equipment storage, landscaping, surrounds and parking. The proposed new facility (excluding the existing changeroom and kiosk building) is tender ready, albeit funding has not been fully sourced. This detailed design process saw the estimated cost of the new facility expand from $8.4m to $18.95m.

This substantial change in project scope and total project cost has resulted in a re-assessment of the most suitable location for this ‘once in a generation’ project being undertaken. The $1.58m investment into a changeroom and kiosk building completed in 2022 clearly determines the site for a modest $8.4m upgrade, however, as the project has now grown to $18.95m, the advantages of a greenfield site and the efficiencies of collocated staffing required further assessment by the Council.

The possible relocation of the swimming pool to a collocated site, particularly with existing sporting facilities and/or a new Recreation Centre, presents an opportunity for substantial efficiencies in the daily operation of both facilities. This includes staffing efficiencies, shared building operation costs and streamlined maintenance. It would also satisfy the need for

additional facilities at the Sounness Park Cricket (Western) Oval, identified in the Sounness Park Master Plan.

Collocation and infrastructure rationalisation also falls within many State and Federal Government priorities, making a collocated site a more attractive proposition for funding.

The current swimming pool site on Mead Street is significantly constrained and land locked, making future staffing efficiencies via collocation with other facilities (such as a gymnasium) very difficult.

This has resulted in two obvious options being considered for the Mount Barker Memorial Swimming Pool redevelopment:

- Option A – Current (Mead Street) site; or
- Option B – Sounness Park

To enable the Council to adequately consider this issue, schematic designs and estimated costs have been obtained for Option B above. These designs (attached) demonstrate how an aquatic facility and indoor recreation centre/gymnasium could be located on the western side of Sounness Park.

This report analyses the merit of the proposed relocation of the new pool development to Sounness Park, collocated with a future new recreation centre and gymnasium.

Project History

In 2019, Consulting Great Southern were engaged to carry out a series of investigations regarding the renewal / replacement of the Mount Barker Memorial Swimming Pool, including community and stakeholder engagement.

A Project Group was established which provided oversight of the consultation process. Stakeholders were engaged through conversations and written feedback, while the community participated in a survey.

Stakeholder engagement comprised:

- 13 regional schools;
- 9 Sporting clubs;
- 4 Community organisations;
- 2 Health / Medical professional organisations; and
- 6 State / Local Government and Industry bodies.

Feedback was based around facility requirements, demonstration of need and the positive impact on the community.

The Community survey drew 210 responses and included some specific questions regarding the location of the pool facility, with respondents asked to agree or disagree with the following statements:

a) ‘If the pool was to be replaced it needs to remain in its current location’
b) ‘If the pool was to be replaced it needs to be relocated to Sounness Park Sports Precinct’ and

c) 'If the pool was to be replaced it needs to be relocated to the Mount Barker Community College as part of the Mount Barker Rec. Centre'

Responses were as follows:

	Strongly agree	Agree	Not Sure	Disagree	Strongly Disagree
Current Location	20.48%	18.57%	40.48%	13.33%	5.71%
Relocate to Sounness Park	8.57%	13.33%	40.48%	22.86%	14.76%
Relocate to the Rec. Centre	8.10%	14.29%	25.24%	29.05%	21.90%

Consulting Great Southern summarised these findings indicating that survey respondents were not adverse to relocation, however, would require additional information on the feasibility of relocating.

Interesting to note, the survey findings highlighted the infrastructure important to people in a future facility. The following facility provisions had the highest percentage of 'strongly agreed' and 'agreed' responses relating to future infrastructure provision:

- A variable depth 50m pool;
- A baby/toddler pool space and water-play infrastructure;
- Dry play infrastructure;
- BBQ and picnic facilities;
- Warmer water; and
- Shaded sitting and grassed areas.

These responses are accommodated in both Option A and Option B as outlined in this report.

Consulting Great Southern completed a Development Options Analysis report that reviewed options including refurbishing the existing pool, building a new 50m pool at the current site, building a 25m pool at the current site, relocating to Sounness Park and doing nothing. The options included conceptual drawings and indicative cost estimates. Relocation to Sounness Park was not supported at the time due to perceived land constraints and the costs associated with establishing at a new site. The recommendation to Council on 3 December 2019 was that the existing 50m pool be retained, a learn to swim pool be incorporated into the planning and provision be made for a future gymnasium, cafe, hydro-therapy pool and parking improvements.

<u>Stage 1A:</u>
In 2022 a major redevelopment, Stage 1A – Mount Barker Swimming Pool refurbishment, was completed which comprised a newly constructed administration area, kiosk, changerooms / toilets, clubroom and first aid area at the Mead Street site. The redevelopment cost $1,588,620.

<u>Stage 1B:</u>
A planned Stage 1B focussed on:

- The refurbishment of the 50m pool;

- Removal of the toddler pool;
- Construction of new Learn to Swim and Splash Pool;
- Dual water bodies;
- New plant, filtration and treatment systems;
- Water heating;
- Landscaping and public amenities, including shade structures and BBQ.

The need for Stage 1B was identified through several technical assessments on the 50m pool bowl, toddler pool, pool plant and operating equipment. These assessments highlighted the following issues:

- Several critical items of plant have reached the age and condition where failure is expected. Items are beyond maintenance;
- Plant is likely to suffer mechanical failure without notice;
- Upgrade of the entire plant system is required, including the building that houses the plant room. The original gravity sand filter, whilst an excellent form of filtration, provides slow turnover rates that do not meet the Department of Health requirements;
- Pool cracks, hydraulic pipes and settlement cracks require repairs and/or replacement. Dye-leakage testing results carried out in 2018 identified pool leaks in several areas;
- Earth bonding needs to be addressed;
- Recommended strategic option to maximise the 50m pool life span was to '*retain the existing 50m pool and associated elements and carry out full scale remediation / upgrade works. Replace the toddler / wading pool.*' (GHD Engineers, Mount Barker Swimming Pool Stage 2 Investigation – Remaining Life Assessment, December 2019); and
- Further investigation and assessment should be completed on the 50m pool to determine remediation works required.

The former Recreation Advisory Committee (RAC) comprising Councillors and Shire staff, focused on the progress of Stage 1B considering different aspects of the development at several workshops. On 14 August 2023 the RAC reviewed three Stage 1B concept design options. The designs had also been forwarded to Royal Life Safety Advisors to provide input regarding safety considerations, and this feedback was provided to the RAC meeting.

The recommendations from the RAC review were incorporated into concept designs which were presented to a Council workshop held on 28 November 2023. The workshop supported the concept designs, followed by a formal Council resolution at the ordinary meeting of the Council held on 19 December 2023 as follows:

'That Council:

1. ***Endorses the concept plans for the Stage 1B – Mount Barker Swimming Pool redevelopment, as presented.***

2. Proceeds to Detailed Design based on the concept plans and refurbishment details for the 50m pool.'

Engineers advised that further investigation was required to determine the condition of the 50m pool bowl before a refurbishment plan could be prepared.

Stage 1B of the Mount Barker Swimming Pool Redevelopment comprised the following new components:

- Refurbish the 50m pool to maximise the life span of the facility to 20 years plus and meet Department of Health Regulations (specifics to be determined following further investigations);
- Remove the existing Toddler Pool, plant room, pool plant and operating system;
- Construct Learn to Swim and Splash Pools;
- Construct a Plant Room with two sets of operating plant – one to service the 50m pool and one to service the Learn to Swim and Splash Pool areas;
- Install a pool heating system to increase the water temperatures for both the 50m pool and Learn to Swim and Splash Pools; and
- Complete landscaping, public amenities, storage and associated infrastructure (shade structures, BBQ etc).

The Shire was successful in obtaining a $750,000 Community Sport & Recreation Facilities Fund grant for Stage 1B in February 2022. The quantity surveyor (QS) cost estimate for Stage 1B, dated December 2023 follows:

SWIMMING POOLS:		
50m refurbishment		$ 115,000
Learn to Swim		$ 580,750
Splash Pool		$ 408,250
Equipment		$ 59,800
Filtration		$ 649,750
Heating		$ 414,000
		$ 2,227,550
BUILDING ELEMENTS:		
Site Preparation		$ 108,853
Buildings		
- Plant Room	118m2	$ 339,500
- Equipment Store	106m2	$ 213,325
Paving		$ 94,530
Fencing		$ 42,895
Shade		$ 296,988
Landscaping		$ 80,609
Stormwater Drainage		$ 74,750

External Sewer		$ 17,250
External Water		$ 11,500
External Electrics		$ 132,250
		$ 1,412,450
Grand Total		**$ 3,640,000**

Unfortunately, the QS allowances over and above the $3.64m, such as cost escalation, contingencies, regional loading and professional fees, were not included in this project costing, resulting in a significant funding shortfall. The grand total of the QS cost estimates for stage 1B in December 2023, including these allowances, totalled $6.049m.

Increase in Project Scope – Stage 2

Following the Council resolution on 19 December 2023, the Shire commissioned Built Environment Collective Pty Ltd to complete a forensic investigation of the 50m pool in March 2024. The purpose of the report was to analyse the current condition of the concrete pool bowl, provide an assessment of the remaining serviceable life span and propose options of bowl repair and methodology.

The investigation included a review of previous pool condition reports completed in April 2017 and December 2019, along with additional testing including a water loss test, ground penetrating radar scan, concrete core testing in a number of floor sections and the deep-end wall of the pool and visual assessment by an aquatic engineer

The *Mount Barker Pool - Forensic Investigation of 50m outdoor pool – June 2024* report identified that the pool floor is in poor condition and has approximately seven (7) years of serviceable life, if left in its current condition. The report detailed several options for the 50m pool. At its ordinary meeting held on 24 September 2024, the Council resolved as follows:

'That Council:

1. ***Receives the 'Mount Barker Pool - Forensic Investigation of 50m Outdoor Pool' report;***
2. ***Endorses Option Three to replace the 50m outdoor pool as detailed in the report;***
3. ***Clarifies the project stages:***
    a. ***Stage 1B - new Learn to Swim pool, new Toddler / Splash pool, plant and filtration equipment for all new water bodies (including the 50m pool), new plant room and heating; and***
    b. ***Stage 2 - new 50m pool; and***
4. ***Initiates the detailed design process for Stage 1B and Stage 2 as one integrated development, with revised quantity surveyor costings sought as part of the detailed design process.'***

The above Council decision now solidified the project as the complete construction of three new swimming pools to be completed in one stage. Retaining and refurbishing the 50m pool was no longer an option.

A New Facility - Option A – Current Site:

A revised Master Plan and Preliminary Design Plan for Stage 1B and Stage 2 was prepared, treating the two stages as an integrated development. Built Environment Collective facilitated the revised Master Plan and Preliminary Design Plan which was completed in November 2024.

This Master Plan Design Study was adopted by the Council on 17 December 2024 as follows:

'That Council:

1. ***Endorses the Mount Barker Swimming Pool – Revised Master Plan and Preliminary Design 2024, as proposed.***

2. ***Proceeds to Detailed Design Plans based on the Mount Barker Swimming Pool – Revised Master Plan and Preliminary Design 2024.'***

Following the adoption of the Master Plan, tenders were called for the completion of the detailed design plans and tender documentation for the construction of Stages 1B and 2.

At its ordinary meeting held on 29 April 2025, the Council resolved as follows:

'That Council awards Tender CO5-2425 Mount Barker Public Swimming Pool: Design and Tender Documentation to Gresley Abas Pty Ltd for a sum of $471,400.00 excluding GST.'

This tender figure, when added to the $3.64m and the builders estimate of a new 50m pool of $4.0m (less amounts already paid to Gresley Abas), constituted the 2025/2026 Annual Budget provision (and often quoted project figure) as follows:

Stage 1B:	
- Quantity Surveyor – December 2023	$ 3,640,000
Stage 2:	
- Builders Estimate for New 50m Pool	$ 4,000,000
DETAILED DESIGN	
- Gresley Abas (outstanding)	$ 352,950
CONTINGENCY	
- Contingency	$ 407,050
2025/2026 Annual Budget	**$ 8,400,000**

The $750,000 Community Sport & Recreation Facilities Fund grant awarded in February 2022 continues to apply, which is bolstered by a Mount Barker Community Bank offer of $500,000 made in February 2025. The Community Bank is keen to see their funds allocated to the Splash Pool area.

The 2025/2026 adopted budget figure of $8.4m evolved over the history of this project and primarily represents the three new swimming pools only. The detailed design process at the current (Mead Street) site is focussing on the entire facility and has taken the approach of achieving a high standard community facility that will serve Plantagenet's needs for the next 50 to 60 years.

The Gresley Abas detailed design plans with quantity surveyor costings are based on different project parameters and cannot be directly compared with the costings prepared in the earlier stages of this project.

The major features of the proposed new facility include:

- Option of an 8 lane or 6 lane 50m pool;
- Seating entry area incorporated into the 50m pool (north-east corner);
- Learn-to-Swim Pool;
- Splash Pool;
- Three water bodies (i.e. triple the pump, filtration, heating and balance tanks) as required to meet Health Department standards;
- Floodlighting of the 50m pool;
- Ramp access to both the 50m and learn-to-swim pools;
- Equipment store;
- Plant room inclusive of 'swim school' space, two toilets and adult change facility;
- Replaced terrace seating and ramp to improve safety, viewing and disability access;
- 320m2 shade structures (plus verandas on equipment store and plant room);
- Retractable shade sails to Splash pool and terraced seating;
- Large expanse of washed aggregate concrete pool surrounds to enable separation between pools, safe pedestrian movement and parental congregation in optimal supervision spaces; and
- Expanded parking area to the north.

The Mead Street QS figures (based on the tender ready detailed designs) have been provided and are available in detail, however, can be summarised as follows:

SWIMMING POOLS	
Dewatering	$ 40,000
50m, 8 lanes	$ 5,800,000
Learn to Swim	$ 735,000
Splash Pool	$ 1,020,000
Electrical	$ 320,000
Lighting	$ 130,000
Heating	$ 330,000
	$ 8,375,000
BUILDING ELEMENTS	
Demolition	$ 270,000

Site Preparation	$ 206,400
Buildings	
- Plant Room	$ 1,250,000
- Equipment Store	$ 690,000
Fencing	$ 129,300
Shade	$ 524,000
Landscaping	$ 584,500
Terrace Steps and Ramp	$ 429,650
Car Parking	$ 353,650
External Water	$ 178,500
External Electrics	$ 464,000
	$ 5,080,000
OTHER PROJECT COSTS:	
- Design Documentation	$ 495,000
- Contract Administration	$ 250,000
- Artwork	$ 100,000
- Loose Furniture & Equipment	$ 50,000
	$ 895,000
ALLOWANCES	
Regional Loading	$ 2,545,000
Preliminaries	$ 1,200,000
Construction Contingency	$ 860,000
	$ 4,605,000
	$ 18,955,000

Exclusions:

The $18.95m figure above does not include:

- The swim wall which has been costed at $350,000 (8 lane);
- While heat pump water heating and solar PV panels are included in the figures above, solar passive water heating ($190,000) has been excluded. This (excluded) hybrid system would greatly reduce annual operating expenses; and
- Pool blankets, which can easily be purchased directly from suppliers without risk to the integrity of the project or builders profit margin added. It is proposed that the Shire will arrange the pool blankets when required.

EXTERNAL CONSULTATION

As outlined in the background section of this report, significant community consultation occurred in 2019 via engagement with 34 key stakeholders through conversations and written feedback, while the community participated in a survey resulting in 210 responses.

In addition to the above 2019 consultation, the Mount Barker Swimming Club and the Department of Education's VACSWIM office have contributed to the detailed design of the proposed facility at the Mead Street site.

While a lack of detailed information was available during the 2019 consultation on options and costings, the consultation only clarified a lack of appetite to locate the swimming pool at the site of the Mount Barker Recreation Centre. No other outcome was clear from a location point of view.

Unless the community has a good understanding of all of the information and issues of the project, it is considered that a community consultation process could be difficult, possibly even misleading. For example, questions such as:

- 'Do you support a new pool at Sounness Park if it improves the chance of securing grant funding?'
- 'Do you support the existing site if it means the pool would be closed for two seasons?'

Similarly, publishing the attached 3D renders of what a proposed facility could look like at Sounness Park would build community expectations and influence the feedback given.

As such, it is not recommended that any widespread community consultation be undertaken at this time.

The Council may wish to consider more targeted consultation, such as specific meetings with the Mount Barker Swimming Club and/or the Plantagenet Sporting Club, however, it is recommended that this be undertaken following a Council decision, not prior.

STATUTORY ENVIRONMENT

There is no specific legislation applicable to this report.

The *Health (Aquatic Facilities) Regulations 2007* regulate the construction, alteration, extension, and operation of all public and commercial aquatic facilities, while its associated Code of Practice for aquatic facilities sets strict operational, design, and water quality parameters that need to be complied with.

Purchasing decisions to implement the Council decision will need to meet the requirements of the Council's Purchasing Policy and the *Local Government (Functions and General) Regulations 1996*.

POLICY IMPLICATIONS

Policy implications do not apply for this report and further policy development is not required.

FINANCIAL IMPLICATIONS

This project represents the most significant financial decision to be made by the Council in the foreseeable future. The scale of the project is outside of the financial means of the Shire alone and sizeable funding partnerships from the State and Federal Government will be required to proceed.

<u>Project Funding:</u>

The funding streams for the Mount Barker Swimming Pool project are currently made up of the following:

Shire of Plantagenet	
New Loan Borrowings	Up to $4,000,000
Reserve Account	$1,900,000
	$6,400,000
External Funding Sources	
Mount Barker Community Bank	$500,000
State CSRFF Grant	$750,000
	$1,250,000
Funding Shortfall (on $23.4m project)	**($15,750,000)**
Future Shire Savings ($320,000p.a.)	$960,000
Additional State Government Contribution	?
Federal Government Contribution	?
	$

There is substantially inadequate external funding for this project, for example, the local Community Bank ($500,000) is almost matching the State Government's contribution ($750,000). As such, it was recommended that the President and the Chief Executive Officer advocate for the project with the relevant Minister's at a State and Federal Government level to seek funding.

At the ordinary meeting of the Council held on 30 September 2025, the following was resolved:

'That Council:

1. ***Endorses the 'Mount Barker Swimming Pool – Schematic Design Report July 2025'***
2. ***Progresses to the Detailed Design Plan phase; and***
3. ***Authorises the Shire President and Chief Executive Officer to advocate for funding with State and Federal Government Ministers.'***

The detailed design phase for the Mead Street site are now complete and the tender documents have been finalised.

To support future funding applications and stakeholder engagement, a promotional fly-through video of the proposed facility has been developed. The video is intended to provide a visual representation of the project and will assist in discussions with Government Ministers, funding bodies and other key stakeholders.

Borrowing Capacity:

Depending on other projects and their adopted funding mix, and the inclusion or exclusion of self-supporting loans into a funding formula, the Council would have a borrowing capacity

available of up to $7.5m for this project. To be clear, borrowing to this extent is not recommended or suggested for one single project as it will limit the ability to undertake other priorities for an extended period of time.

With the use of the existing reserve account balance, it is suggested that a contribution of one third of the project total can be achieved via a loan of $4m. What is recommended to be proposed in the short-term however, is that an amount equivalent of the annual loan repayments of a $4m loan be transferred into the reserve account each year. This transfer would prove affordability of the proposed loan and also saves for the project's funding requirements at the same time.

Based on a $4m loan taken out at 5% over a 20-year term, this transfer to reserve account would be approximately $320,000. It is recommended this amount be referred to the 2027/2028 draft annual budget for consideration.

BUDGET IMPLICATIONS

There is no specific budget allocation in the 2026/2027 Annual Budget for this proposed change in scope or further designs of the pool project. Should further detailed design work be required to be undertaken (as per the Officer's Recommendation), then this can be funded from the Mount Barker Swimming Pool Revitalisation Reserve Account.

LEGAL IMPLICATIONS

There are no legal implications for this report.

ASSET MANAGEMENT IMPLICATIONS

There are substantial asset management implications for this report, as the subject matter involves the end-of-life replacement of one of the Council's biggest assets, following nearly 60 years of service provision.

STRATEGIC IMPLICATIONS

The Shire of Plantagenet Corporate Business Plan 2026 – 2030 provides:

At *Key Pillar 1 - Community* the following:

Strategy 1.4 – Improve the health and activity levels of our Community

Corporate Action 1.4.1 - Mount Barker Swimming Pool Redevelopment

a) Finalise detailed design for new facility

b) Source funding

c) Construct learn-to-swim pool, splash pool, filtration & plant room, extend parking, dry area 'all day recreation facilities' and New 50m Pool concurrently

Accordingly, the recommended outcome for this report aligns with the Corporate Business Plan.

RISK MITIGATION IMPLICATIONS

<u>High Risk</u>

This item has been evaluated against the Shire of Plantagenet Risk Assessment and Acceptance Criteria. The perceived level of risk is considered to be "High" and can be managed

by excellent controls, managed by senior management/executive, subject to regular monitoring and the allocation of additional resources.

Should external funding not be able to be sourced to complete the swimming pool redevelopment, there is a real risk of asset failure, resulting in the service no longer being provided to the community. The *Mount Barker Pool - Forensic Investigation of 50m Outdoor Pool – June 2024* report identified that the pool floor is in poor condition and has approximately seven (7) years of serviceable life, if left in its current condition. Although very difficult to estimate accurately, this would indicate a 2031 deadline is approaching.

REGIONAL IMPLICATIONS

The Mount Barker Swimming Pool not only services the Shire of Plantagenet, but also residents from the neighbouring local governments of Albany, Denmark and Cranbrook. It is a true regional facility, being the only 50m pool south of Kojonup in the Great Southern.

OFFICER COMMENT

A Collocated Facility - Option B – Sounness Park:

As the Swimming Pool project has progressed, and the construction estimates have been clarified at $18.95million, the most suitable site for the development became an important consideration.

The $1.58m changeroom and kiosk building completed in 2022 clearly determines the site for a $8.4m upgrade, however, as the project has now grown to $18.95m, the advantages of a greenfield site and the efficiencies of collocated staffing require further assessment by the Council.

A relocation of the pool to a collocated site, particularly with existing sporting facilities and/or a new Recreation Centre, presents substantial efficiencies in the daily operation of both facilities. Efficiencies include:

- One staff group that is accredited to work in both facilities, reducing the reliance on casual staff throughout the pool season;
- Shared building operating and maintenance costs;
- Shared facilities and services including café and creche;
- Infrastructure rationalisation between the Pool and Recreation Centre – shared entry, kiosk, creche, administration and office spaces, carparking and storage;
- An opportunity to address additional infrastructure requirements that have been identified for the Sounness Park Cricket (Western) Oval in the recent Sounness Park Master Plan review within the one structure.

Collocation with a new, Shire owned recreation centre will enable the Shire to plan for indoor recreation provision into the medium / long term future which is currently constrained while operating out of a facility owned by the Department of Education, with court spaces unavailable during the day.

Importantly, collocation of recreation facilities to the one site, with established multiple user groups, is a more attractive funding proposition than the replacement of 'single use' facilities.

Attached is the following documents for a collocated new aquatic facility and recreation centre located on the western edge of Sounness Park:

- Attachment 1 - Site Plan;
- Attachment 2 - 3D Renders of the aerial, external and interior perspectives; and
- Attachment 3 - Quantity Surveyor Estimates based on the concept plan.



Quantity surveyor figures for this Option B, when compared to the existing site estimates for Mead Street, are provided below. An additional column has been added to enable a clearer comparison between both sites. For example, some costings included in the Sounness Park estimate were excluded in the Mead Street estimate (but are still relevant to both developments), so these costs have been accounted for in the 'adjusted' column.

	Mead Street (20 May 2026)	**Mead Street** (Staff Adjusted to enable comparisons)	**Sounness Park** (14 Oct 2026)
SWIMMING POOLS			
Dewatering	$40,000	$40,000	-
50m, 8 lanes	$5,800,000	$5,800,000	$6,000,000
Swim Wall	-	$350,000	$350,000
Learn to Swim	$735,000	$735,000	$750,000
Splash Pool	$1,020,000	$1,020,000	$1,000,000
Electrical	$320,000	$320,000	-
Lighting	$130,000	$130,000	$100,000
Heating	$330,000	$330,000	$350,000
	$8,375,000	**$8,725,000**	**$8,450,000**
BUILDING ELEMENTS			

Demolition	$270,000	$270,000	-
Site Preparation	$206,400	$206,400	$250,000
Buildings			
- Plant Room	$1,250,000	$1,250,000	$2,432,500
- Equipment Store	$690,000	$690,000	
- Pool Amenities	-	-	$1,321,500
- Kiosk & Lifeguard	-	-	$770,000
- Covered Areas	-	-	$676,000
Fencing	$129,300	$129,300	$100,000
Shade	$524,000	$524,000	$570,000
Landscaping	$584,500	$584,500	$685,000
Bleachers Seating	-	-	$65,000
Terrace Steps and Ramp	$429,650	$429,650	-
Car Parking	$353,650	$353,650	$570,000
External Water	$178,500	$178,500	$460,000
External Electrics	$464,000	$464,000	$550,000
	$5,080,000	**$5,080,000**	**$8,450,000**
OTHER PROJECT COSTS:			
- Design Documentation	$495,000	$495,000	$2,550,000
- Contract Administration	$250,000	$250,000	
- Artwork	$100,000	$100,000	$255,000
- Loose Furniture & Equipment	$50,000	$50,000	$60,000
- Solar Heating	-	$150,000	$150,000
- New Pool Blankets	-	$150,000	$150,000
	$895,000	**$1,195,000**	**$3,165,000**
ALLOWANCES			
Regional Loading	$2,545,000	$2,545,000	$3,700,000
Preliminaries	$1,200,000	$1,200,000	$1,200,000
Design Contingency	-	-	$2,220,000
Construction Contingency	$860,000	$860,000	$1,110,000
Cost Escalation to Tender	-	$3,855,000	$3,855,000
	$4,605,000	**$8,460,000**	**$12,085,000**
	$18,955,000	**$23,460,000**	**$32,250,000**

The figures shown above demonstrate:

a) The prices for the swimming pools are very similar;

b) The building elements at Sounness Park are higher (by $3.5m) due to:
    i. No existing water or power infrastructure at the site; and
    ii. No existing pool amenities, office or kiosk building;
c) A high level of 'unknown' contingencies are contained in the Sounness Park option, as the figures provided for Mead Street are based on tender ready detailed design documents, whereas the figures for Sounness Park are based on a high-level concept plan. It is difficult to see any need for a big difference in the contingency, escalation or professional fees between the two proposed sites and therefore, many of the 'allowances' can be reduced;
d) The 'Cost escalation to tender' figure ($3.85m) is substantial, and may change considerably dependant on the length of time taken to source funding. For example, if the funding was already secured and construction started this year, this figure could be $0. Conversely, if the project does not proceed for a considerable time, this figure may need to be substantially more; and
e) A probable project cost in 2028/2029 (2-3 years) of $23.5m at Mead Street or $27.0m at Sounness Park, a difference of $3.5m. This estimate assumes similar regional loading, design & construction contingency and design & construction administration.

The concept plan of a 'stage 2' of a collocated facility at Sounness Park would see the construction of a 2 court indoor recreation centre, gymnasium and associated services as per the attachments. The quantity surveyor estimates for this component is $26.45m, including cost escalation to 2031.

The existing Recreation Centre facility, owned by the Department of Education, was constructed in 1996/1997. The Shire contributed $1.2m towards the construction, alongside the Department's $1.3m contribution. The building is 28 years old with some emerging issues including a leaking roof, dated changerooms and flooring that is wearing in places.

While the Recreation Centre Licence Agreement is silent in relation to substantial renewal and/or replacement costs, it is expected that the Shire will be approached to contribute to these works if or when required.

A substantial investment into this facility should be considered carefully – especially with constraints including limited access to court space and restrictions around some community uses. Timeliness of maintenance and upgrades has also been difficult, such as the recent termite damage which has seen sections of the Courts closed for more than twelve months.

The Shire's relationship with the Mount Barker Community College is positive and collaborative, however the relationship with the Department, who oversees the Licence Agreement, can on occasion, be problematic.

<u>Comparison of Option A & Option B:</u>
<u>OPTION A – CURRENT MEAD STREET SITE</u>

Option A - Advantages:

a) Existing changeroom, kiosk and swim clubroom facility;
b) Known location by the community;
c) Easily accessed by school students walking from the Mount Barker Community College

Option A - Disadvantages:

a) Lost swimming seasons during construction. The best case scenario of an eighteen (18) month construction timeline will likely result in missing two (2) swimming seasons. This has significant consequences for staffing, competitive swimming, vacation swimming 'education' and the loss of a major recreational facility in the community;
b) Site constraints with level changes, Albany Highway traffic noise, and roads on 3 sides limits design and expansion potential;
c) Collocation with any other Shire service to achieve efficiencies is difficult, e.g. gymnasium;
d) Single use facility;
e) Site drainage is an issue, in particular waste water from pool operations including back-wash water releases and pool emptying. Waste water is currently moved through the adjoining lot, but may need to be addressed if 'down-stream' neighbours are no longer willing to accept water;
f) No provision for bus turnaround areas, so buses are forced through residential areas;
g) Reduced scope for customer parking due to constrained site – 55 bays shown on detailed design plans;

OPTION B – SOUNNESS PARK

Option B - Advantages:

a) A green fields site results in no lost time during construction. The best case scenario for a construction timeline at the existing site will likely result in missing two (2) swimming seasons. This has significant consequences for staffing, competitive swimming, vacation swimming 'education' and the loss of a major recreational facility in the community. **This issue is significant and should not be discounted.**
b) Staff efficiencies – One staff group to support the two recreation services. This will reduce the number of casual employees required during the pool season and ensure a qualified Pool Operator is on-site at all times during the season (which is an operating requirement);
c) Expansion of the sporting 'precinct' at Sounness Park and an opportunity to create multi-use facilities to benefit users on the Sounness Park Western Oval (such as shade structures, kiosk and carparking);
d) Collocation aligns with State Government recreation priorities, increasing the grant funding opportunities and likelihood of success;

e) A Shire owned Recreation Centre will increase commercial opportunities and community programming options, in comparison to operating under a license on the Education Department's property. This includes the potential to source alternate revenue opportunities through leasing of commercial office space to allied health professionals, such as Physiotherapists, Chiropractors, etc. It will also ensure the Shire can plan for medium / long term indoor recreation needs;
f) Greater control over management of the Recreation Centre, for example, the 13-month delay in getting court repairs from termite damage is currently out of the Shire's control;
g) Infrastructure rationalisation through shared carparking, entry foyer, administration, kiosk, creche, meeting room spaces and storage;
h) Possible re-uses for the Mead Street swimming pool site, such as a business incubator or Hazara Community Centre;
i) More greenfield space without residential constraints so bus drop off / turn around spaces can be considered;
j) Greater scope for customer parking – 107 bays shown on concept plan;

Option B - Disadvantages:

a) Having to re-build changeroom, kiosk and swim clubroom facility (perceived wasted resource).

This project represents a 'once in a generation' opportunity. It is important that a strategic approach be taken with a long-term view of possible benefits. As a result of the advantages and disadvantages identified above, **it is considered that Option B, a collocated facility at Sounness Park, be the preferred site for the Mount Barker Swimming Pool redevelopment.**

Cost Escalation:

The quantity surveyor has advised that aquatic development cost escalations are increasing at 5% annually, based on industry benchmarks and guides. This is less than the figures provided at the Leisure Industry of WA Conference in 2024, where an escalation factor of 20% was being applied. Aquatic construction firms have also indicated cost escalations are rising at 15 – 20% annually.

The City of Wanneroo's Alkimos Aquatic Centre redevelopment supports increasing industry costs, with the redevelopment costed at $68m in December 2023 and tender construction figures of $88m in November 2024.

The 'Cost escalation to tender' figure included in the quantity surveyor figures shown above ($3.85m) is substantial, and is heavily dependent on the length of time taken to source funding.

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION

That Council:

1. **Endorse the preferred site for the Mount Barker Swimming Pool redevelopment to be a collocated facility at Sounness Park, as proposed;**
2. **Source detailed design plans to implement point 1 above, following the aquatic design features identified for the Mead Street site;**
3. **Authorises the Shire President and Chief Executive Officer to advocate for funding with State and Federal Government Ministers, Agencies, Election Candidates and private enterprise; and**
4. **Consider in the Draft 2027/2028 Annual Budget, a $320,000 transfer to the Mount Barker Swimming Pool Revitalisation Reserve account, and in subsequent financial years until the first loan repayment is required.**

9.3.2 COMMUNITY GRANT PROGRAM 2026/2027 – CATEGORY 3, ROUND 1 APPLICATION

Synergy Ref:	**N69022**
Responsible Officer:	**Anthony Middleton – Executive Manager Corporate and Community Services**
Author:	**Nicole Selesnew – Manager Community and Recreation Services**
Proposed Meeting Date:	**24 November 2026**

PURPOSE

The purpose of this report is to consider a Category 3, Round 1 grant application received in the Shire's 2026/2027 Community Grant Program.

BACKGROUND

The Community Grant Program (CGP) aims to support projects that build community capacity, promote social participation and inclusion, and enhance community harmony.

Four (4) CGP categories are available:

1. CEO Donation (up to $1,000)
2. Quick Response Grant (less than $3,000)
3. Community Grant (more than $3,000)
4. Industry Support (Triennium Community Grants)

There are two (2) funding rounds annually for Category 3 grants: Round 1 (August to September) and Round 2 (February to March).

Category 3 grants are open to incorporated not-for-profit organisations and charities, as well as unincorporated not-for-profit organisations applying through the auspice of an incorporated body. Applications must address the selection criteria outlined in the grant guidelines and include all required supporting documentation, such as budgets, receipts, quotes, and letters of support.

The Council considered the Category 3, Round 1 applications at the ordinary meeting held on 27 October. One application had been overlooked and is now presented for consideration. This application was received within the grant timelines and meets the criteria for eligibility.

EXTERNAL CONSULTATION

Category 3, Round 1 of the CGP was promoted through local media. Consultation between Shire staff and applicants occurred as part of the application process.

STATUTORY ENVIRONMENT

There is no statutory environment relevant for this report.

POLICY IMPLICATIONS

The revised Community Grant Program Guidelines were adopted as Council Policy on 24 February 2026.

FINANCIAL IMPLICATIONS

The adopted 2026/2027 Annual Budget allocates a total of $40,000 for Category 1 -3 grants. To date, 21 applications have been supported with total funding exceeding the budget allocation by $7,242. The budget shortfall will be addressed at the mid-year budget review.

BUDGET IMPLICATIONS

The application presented to the Council will be assessed for inclusion in the 2026/2027 Community Grant Program budget. If supported, it is proposed that the over-expenditure, and any further budget allocations, be addressed in the mid-year budget review.

LEGAL IMPLICATIONS

There are no legal implications for this report.

ASSET MANAGEMENT IMPLICATIONS

There are no asset management implications as no assets are being created or acquired.

STRATEGIC IMPLICATIONS

The Shire of Plantagenet Corporate Business Plan 2025 – 2029 provides:

At *Key Pillar 1 - Community* the following:

> Strategy 1.9 - Encourage and support the retention and attraction of volunteers
>
> Corporate Action 1.9.2 - Review the annual grants program to ensure its relevant to clubs and association needs

At *Key Pillar 4 - Performance & Leadership* the following:

> Strategy 4.4 - A progressive Shire with diverse thinking
>
> Corporate Action 4.4.2 - Community Grant Program - Establish a grant program to support local businesses and community groups in delivering place-based projects, public art, and events

Accordingly, the recommended outcome for this report aligns with the Corporate Business Plan.

RISK MITIGATION IMPLICATIONS

Low Risk

This item has been evaluated against the Shire of Plantagenet Risk Assessment and Acceptance Criteria. The perceived level of risk is considered to be “Low” risk and can be managed by routine procedures and with currently available resources.

STRATEGIC RISK IMPLICATIONS

There are no strategic risk implications for this report.

REGIONAL IMPLICATIONS

There are no regional implications for this report.

OFFICER COMMENT

One Category 3 application is presented for consideration. This application was overlooked when preparing the Category 3 grant program applications for the ordinary meeting of the Council held on 24 October 2026.

Applicant: Porongurup Community Association Incorporated

Project Summary: Porongurup Music Festival

Funding Requested: $10,000

Funding Recommended: $10,000

Officer Comment: The inaugural Porongurup Music Festival was held in May 2026 and featured eight bands, food vans, local wineries / distilleries, and art and craft stalls over a 12 hour period. The event attracted 200+ participants of all ages, with many people staying in local accommodation and campsites.

The event organisers have decided to relocate the 2027 event to March to draw from 'summer tourists' visiting Albany and Denmark areas and capitalise on the warmer summer temperatures. The event venue will remain unchanged at Scrubby Creek Farm in the Porongurup.

The Porongurup Music Festival has potential to develop into a significant event for the Shire and Great Southern Region, attracting people to Plantagenet utilising short stay accommodation and hospitality businesses, while helping to market the area more broadly.

The requested funding will be used for general event expenses, including toilet, marquee, generator, stage and lighting hire, security and advertising.

The adopted 2026/2027 Annual Budget allocates a total of $40,000 to the Category 1 – 3 community grants. To date, 21 applications have been supported in the 2026/2027 financial year, with total funding exceeding the budget allocation by $7,242.

The Porongurup Music Festival application meets all eligibility criteria, aligns with the Community Grants Program objectives and demonstrates value to the community. The total funding requested is $10,000, exceeding the total Community Grant Program allocation by $17,242. It is proposed that this be addressed at the next formal budget review.

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION

That Council approves the Community Grant Program Category 3, Round 1 application for the Porongurup Music Festival, coordinated by the Porongurup Community Association, for $10,000.00.

9.3.3 INFORMATION & COMMUNICATION TECHNOLOGY (ICT) STRATEGIC PLAN 2027-2030+

File Ref:	**N69033**
Attachments:	**1. Draft ICT Strategic Plan 2027-2030+**
Responsible Officer:	**Anthony Middleton**
	Executive Manager – Corporate & Community
Author:	**Vince Partridge**
	ICT Officer
Proposed Meeting Date:	**24 November 2026**

PURPOSE

The purpose of this report is to consider the draft ICT Strategic Plan 2027-2030+ for adoption.

BACKGROUND

The current Shire of Plantagenet Information Technology Strategic Plan dates back to January 2011. It was operationally focussed and served as an inventory of the organisations assets.

The attached draft ICT Strategic Plan 2027-2030+ aims to set the future direction of ICT investment, process improvement and innovation across the organisation.

EXTERNAL CONSULTATION

Key ICT business partners have assisted in the preparation of this plan.

STATUTORY ENVIRONMENT

There is no relevant legislation applicable to this item.

POLICY IMPLICATIONS

Policy implications do not apply for this report and it is the opinion of the author that policy development is not required.

FINANCIAL IMPLICATIONS

There are no financial implications for this report. Initiatives outlined in the attached draft strategy will be subject to sufficient funding in the annual budget for each year of the plan.

BUDGET IMPLICATIONS

There are no budget implications for this report.

LEGAL IMPLICATIONS

There are no legal implications for this report.

ASSET MANAGEMENT IMPLICATIONS

This strategy will assist the Shire to plan for, deliver and appropriately manage ICT assets, and given the speed of technological change, this strategy enables the Shire to be organised and make the best use of scarce resources.

STRATEGIC IMPLICATIONS

The Shire of Plantagenet Corporate Business Plan 2026 – 2030 provides:

At *Key Pillar 1 - Community* the following:

Strategy 1.6 – Improve Safety on roads and in public open spaces

Corporate Action 1.6.2 - Create a CCTV Strategy for the upgrade of existing and an expanded CCTV network

At *Key Pillar 2 - Environment* the following:

Strategy 2.3 – Prioritise town halls and public buildings to enable community focal points and gathering spaces

Corporate Action 2.3.5 - Investigate an online booking system for all Shire facilities

Strategy 2.5 – Ensure a high standard of civic buildings, facilities and public amenities

Corporate Action 2.5.4 - Audit One Lowood bookable rooms for appropriate furnishings and technology and implement results

At *Key Pillar 3 - Economy* the following:

Strategy 3.7 – Advocate for telecommunications that support home and regional based business

Corporate Action 3.7.1 - Assist State and Federal Governments make improvements in telecommunications and digital connectivity

Corporate Action 3.7.2 - Establish a modern co-working space at One Lowood, with high quality digital connectivity, as an immediate access option to resident's with sub-standard telecommunications

At *Key Pillar 4 - Performance & Leadership* the following:

Strategy 4.3 – Commitment to continuous improvement in service delivery

Corporate Action 4.3.6 - Investigate and implement a new Enterprise Resource Planning (ERP) business software system

Accordingly, the recommended outcome for this report strongly aligns with the Corporate Business Plan.

REGIONAL IMPLICATIONS

There are no regional implications for this report.

OFFICER COMMENT

ICT is a critical part of the Shire's everyday work, a standard tool of the trade which requires significant time and investment by the organisation.

This ICT Strategy will allow the Shire to continue building capability alongside rapid technological change, with a focus on value and effectiveness for the community.

ICT provides essential services to the entire organisation, that enable and enhance the customer service experience and provide ongoing efficiency improvements. ICT is an important facet of our community's interaction with the Shire in everyday life, including:

- Registering a dog;
- Making a payment;
- Borrowing a library book;
- Accessing Council Meeting audio recordings;
- Turning on the oval lights;
- Booking a Shire facility;

In addition, ICT also underpins basic Shire functions such as:

- Road funding received through the production of asset inventories;
- The sale of cattle at the Saleyards;
- Becoming a member of the gymnasium;
- Engaging with the Shire on social media; or
- Receiving a harvest ban via SMS.

The strategy integrates with the Shire's strategic planning process and has been structured around the eight elements of the ICT Strategic Framework:

1. Governance
2. Emerging Trends and Technologies
3. Business Systems and Applications
4. Infrastructure and Technology
5. IT Business Continuity
6. Security
7. Project Management
8. Information Management

The major components of the draft strategy can be found from page 13 to 29. The strategy also includes at Appendix C a video surveillance system (VSS) road map, prioritising and costing the roll out of video surveillance across the Shire.

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION

That Council adopt the Information & Communication Technology (ICT) Strategic Plan 2027-2030+ as proposed.

9.3.4 LIST OF ACCOUNTS – OCTOBER 2026

File Ref:	**N69012**
Attachment:	List of Accounts – October 2026
Responsible Officer:	**Anthony Middleton** **Executive Manager Corporate & Community Services**
Author:	**Debbie Evans** **Finance Officer - Creditors**
Proposed Meeting Date:	**24 November 2026**

PURPOSE

The purpose of this report is to present the list of payments that were made during the month of October 2026.

BACKGROUND

Accountability in local government encompasses various dimensions, as councils strive to fulfill a range of social, political, and financial objectives for the community's benefit.

These accountability principles are rooted in strong financial integrity, adherence to conflict of interest standards, and the expectation that local governments are fully responsible for community resources.

Council has delegated authority to the Chief Executive Officer to make payments from the Shire's Municipal and Trust funds as required.

All payments are independently evaluated by the Manager of Finance to verify that expenditures are for the Shire of Plantagenet and comply with Council policies, procedures, the *Local Government Act 1995*, and relevant regulations. The review also ensures there is no misuse of corporate credit or fuel purchase cards.

EXTERNAL CONSULTATION

No external consultation has occurred in relation to this report.

STATUTORY ENVIRONMENT

This information is provided to Council monthly in accordance with provisions of the *Local Government Act 1995* and *Local Government (Financial Management) Regulations 1996*.

Regulation 12(1)(a) of the *Local Government (Financial Management) Regulations 1996* provides that payment may only be made from the municipal fund or trust fund if the Local Government has delegated the function to the Chief Executive Officer.

Regulation 13 of the *Local Government (Financial Management) Regulations 1996* provides that if the function of authorising payments is delegated to the Chief Executive Officer, then a list of payments is to be presented to the Council at the next ordinary meeting and recorded in the minutes.

Regulation 13A of the *Local Government (Financial Management) Regulations 1996* provides that a list of payments must be prepared and presented to Council each month for all credit, debit, or purchasing cards utilised by authorised employees during the month.

POLICY IMPLICATIONS

Council Policy – Purchasing Policy

Council Policy – Corporate Credit Card Policy

FINANCIAL IMPLICATIONS

This item reports on the payments made from the shire bank accounts as allowed under Delegation 2.2 Payments from Municipal or Trust Funds. The recommendation does not in itself have a financial implication.

BUDGET IMPLICATIONS

There are no budget implications for this report.

LEGAL IMPLICATIONS

There are no legal implications for this report.

ASSET MANAGEMENT IMPLICATIONS

There are no asset management implications as no assets are being created or acquired.

STRATEGIC IMPLICATIONS

The Shire of Plantagenet Corporate Business Plan 2026 - 2030 provides:

At *Key Pillar 4 Performance & Leadership* the following:

Strategy 4.2:

'A Shire that is open and transparent with its community.'

Corporate Action 4.2.3 - Develop effective reporting and communication tools relevant to the way our community access information

Strategy 4.3:

'Commitment to continuous improvement in service delivery.'

Corporate Action 4.3.2 - Be transparent with our financial management by reporting regularly readable and meaningful financial data to the community

Accordingly, the recommended outcome for this report aligns with the Corporate Business Plan.

RISK MITIGATION IMPLICATIONS

Low Risk

This item has been evaluated against the Shire of Plantagenet Risk Assessment and Acceptance Criteria. The perceived level of risk is considered to be "Low" risk and can be managed by routine procedures and with currently available resources.

STRATEGIC RISK IMPLICATIONS

There are no strategic risk implications for this report.

REGIONAL IMPLICATIONS

There are no regional implications for this report.

OFFICER COMMENT

There are no officer comments for this report.

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION

That Council receives the list of accounts paid during the month of October 2026 as per the attached Schedule of Payments, and as summarised below:

Municipal Account (inclusive of credit card and fuel card purchases		
Cheque Payments		
EFT Payments	EFT11082 – EFT11235	$945,434.64
Direct Debit Payments		$269,028.27.
EFT Payroll Payments		$510,775.84
Total Municipal Account Payments		**$1,725,238.75**
Licensing Trust Account		
Direct Debit Payments		$
Total Licensing Trust Account Payments		**$**
TOTAL OF ALL ACCOUNTS		***$1,725,238.75***

9.3.5 FINANCIAL REPORT – OCTOBER 2026

File Ref:	**N69034**
Attachment:	**Monthly Financial Report – October 2026**
Responsible Officer:	**Anthony Middleton** **Executive Manager – Corporate & Community Services**
Author:	**Anthony Middleton** **Executive Manager – Corporate & Community Services**
Proposed Meeting Date:	**24 November 2026**

PURPOSE

The purpose of this report is to note the Monthly Financial Statements for the period ending 31 October 2026.

BACKGROUND

The *Local Government (Financial Management) Regulations 1996*, regulation 34 states that a local government must prepare each month a statement of financial activity reporting on the revenue and expenditure, as set out in the annual budget.

Variances between budgeted and actual expenditure including the required material variances (10% with a minimum value of $20,000) are included in the variance report.

EXTERNAL CONSULTATION

Nil.

STATUTORY ENVIRONMENT

Regulations 34 and 35 of the *Local Government (Financial Management) Regulations 1996* sets out the basic information which must be included in the monthly reports to Council.

POLICY IMPLICATIONS

Policy implications do not apply for this report and it is the opinion of the author that policy development is not required.

FINANCIAL IMPLICATIONS

This item reports on the current financial position of the Shire. The recommendation does not in itself have a financial implication.

BUDGET IMPLICATIONS

There are no budget implications for this report.

LEGAL IMPLICATIONS

There are no legal implications for this report.

ASSET MANAGEMENT IMPLICATIONS

There are no asset management implications as no assets are being created or acquired.

STRATEGIC IMPLICATIONS

The Shire of Plantagenet Corporate Business Plan 2026 – 2030 provides:

> At Key Pillar 4 *Performance & Leadership* the following:
>
> Strategy 4.2 - A Shire that is open and transparent with its community.
>
> Corporate Action 4.2.3 - Develop effective reporting and communication tools relevant to the way our community access information.
>
> Strategy 4.3 - Commitment to continuous improvement in service delivery.
>
> Corporate Action 4.3.2 - Be transparent with our financial management by reporting regularly readable and meaningful financial data to the community.

Accordingly, the recommended outcome for this report aligns with the Corporate Business Plan.

STRATEGIC RISK IMPLICATIONS

Low Risk

This item has been evaluated against the Shire of Plantagenet Risk Assessment and Acceptance Criteria. The perceived level of risk is considered to be "Low" risk and can be managed by routine procedures and with currently available resources.

REGIONAL IMPLICATIONS

There are no regional implications for this report.

OFFICER COMMENT

The attached Statement of Financial Activity for the period 1 July 2026 to 31 October 2026 represents four (4) months, or 33% of the year. The following items are worthy of noting:

- Closing surplus position of $8.4m;
- Operating results:
  - 72% of budgeted operating revenue has been received; and
  - 21% of budgeted operating expenditure spent (does not include depreciation);
- Capital expenditure achieved 9.2% of budgeted projects (11.2% if excluding the SES Facility);
- Cash holdings of $13.8m of which $8.16m is held in cash backed reserve accounts;
- 71.7% of rates have been collected; and
- Page 9 of the statements detail major variations from year to date (amended) budgets.

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION

That Council notes the monthly financial statements for the period ending 31 October 2026, as presented.

9.4 EXECUTIVE SERVICES REPORTS

9.4.1 NEW COUNCIL POLICY – PRIVACY AND DATA BREACH

Synergy Ref:	**N69035**
Attachment:	**Draft Council Policy – Privacy and Data Breach**
Responsible Officer:	**Garry Bird – Chief Executive Officer**
Author:	**Garry Bird – Chief Executive Officer**
Proprietor/Applicant:	**Nil**
Proposed Meeting Date:	**24 November 2026**

PURPOSE

The purpose of this report is to present a new Council Policy "Privacy and Data Breach" to Council for formal adoption. The draft policy (**Attachment 1**) establishes a comprehensive framework for managing and storing personal information in accordance with *Privacy and Responsible Information Sharing Act 2024* (PRIS Act) and sets out the Shire's commitment to privacy principles, information security and our response to a data breach.

BACKGROUND

The Privacy and Responsible Information Sharing Act 2024 (PRIS) established a new framework for the handling of personal information by Western Australian public entities. Its privacy and data-sharing provisions came into force on 1 July 2026, and local governments are among the entities required to comply.

The main statutory obligations required to be completed by 30 June 2026 were:

- **Privacy governance:** appoint and support a privacy officer at an appropriate senior level, with clear responsibilities and escalation pathways.
- **Privacy policy and collection notices:** ensure public-facing notices and policies accurately explain what information is collected, why it is needed, how it will be used and when it may be shared.
- **Public registers:** review access and secondary-use controls for registers administered by the local government.
- **Privacy impact assessments:** establish a process for assessing new or changed activities that may have a high privacy impact before they proceed.
- **Contracts and suppliers:** review service-provider arrangements where third parties collect, host or use personal information for the local government.
- **Records and security:** confirm that records-management, access-control and retention practices support the privacy principles.

The Shire has not yet commenced implementing any of the above items and would be considered non-compliant with the PRIS Act.

EXTERNAL CONSULTATION

Several other Western Australian local governments were consulted in the preparation of the draft policy.

STATUTORY ENVIRONMENT

The Policy aligns with requirements under the:

- *Privacy and Responsible Information Sharing Act 2024;*
- *Local Government Act 1995;*
- *State Records Act 2000; and*
- *Freedom of Information Act 1992*

POLICY IMPLICATIONS

Once adopted, this will become a new Council Policy. Supporting procedures may be developed administratively as needed.

FINANCIAL IMPLICATIONS

There are no direct financial implications arising from adoption of this Policy.

BUDGET IMPLICATIONS

Ongoing operational costs associated with cybersecurity systems, privacy training and officer time to implement PRIS Act requirements have been provided for in the 2026/27 Budget.

LEGAL IMPLICATIONS

There are no legal implications for this report.

ASSET MANAGEMENT IMPLICATIONS

There are no asset management implications as no assets are being created or acquired.

STRATEGIC IMPLICATIONS

Insert relevant implications in format similar as under:

The Shire of Plantagenet Corporate Business Plan 2025 – 2029 provides:

At *Key Pillar 4 - Performance & Leadership* the following:

> Strategy 4.3 – Commitment to continuous improvement in service delivery
>
> Corporate Action 4.3.1 - Implement review processes in service delivery on a regular basis and as needed

Accordingly, the recommended outcome for this report aligns with the Corporate Business Plan.

RISK MITIGATION IMPLICATIONS

<u>Medium Risk</u>

This item has been evaluated against the Shire of Plantagenet Risk Assessment and Acceptance Criteria. The perceived level of risk is considered to be “Medium” and can be managed by specific procedures, increased monitoring and the allocation of additional resources.

STRATEGIC RISK IMPLICATIONS

There are no strategic risk implications for this report.

REGIONAL IMPLICATIONS

There are no regional implications for this report.

OFFICER COMMENT

The Shire has not yet commenced implementing any of the PRIS Act requirements and would be considered non-compliant.

To meet our statutory obligations, a small project team has been formed to address the above requirements which apply across all departments and an action plan is being developed to address these on a priority basis.

The appointment of a privacy officer and adoption of privacy policy are two of the quickest and easiest of the outstanding tasks and accordingly a draft policy has been prepared for Council consideration.

Although the obligations created by PRIS are organisation wide, many of the associated systems and procedures are within the remit of the Executive Manager Corporate and Community Services and accordingly, Mr Middleton has been appointed as the Shire's Privacy Officer.

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION

That Council adopts the Privacy and Data Breach Policy as attached.

10 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

11 NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF THE MEETING

12 CONFIDENTIAL

12.1.1 TENDER C05-2627 SPRAY SEALING

Synergy Ref:	**N68998**
Attachment:	Recommendation Report
Responsible Officer:	**Kevin Hemmings** **Executive Manager, Infrastructure and Assets**
Author:	**Amy Chadbourne** **Senior Administration Officer, Infrastructure and Assets**
Proposed Meeting Date:	**24 November 2026**

PURPOSE

The purpose of this report is to consider submissions received for Tender C05-2627 Spray Sealing.

REASON FOR CONFIDENTIALITY

In accordance with Section 5.23 (2) of the Local Government Act 1995 the meeting is closed to members of the public with the following aspect(s) of the Act being applicable to this matter:

Section 5.23 (4)

(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;

12.1.2 TENDER C07-2627 SUPPLY AND DELIVERY OF A GRADER

Synergy Ref:	**N68997**
Attachment:	Recommendation Report
Responsible Officer:	**Kevin Hemmings** **Executive Manager, Infrastructure and Assets**
Author:	**Amy Chadbourne** **Senior Administration Officer, Infrastructure and Assets**
Proposed Meeting Date:	**24 November 2026**

PURPOSE

The purpose of this report is to consider submissions received for Tender C07-2627 Supply and Delivery of a Grader.

REASON FOR CONFIDENTIALITY

In accordance with Section 5.23 (2) of the Local Government Act 1995 the meeting is closed to members of the public with the following aspect(s) of the Act being applicable to this matter:

Section 5.23 (4)

(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;

13 MEETING CLOSURE

There being no further business the Presiding member closed the meeting at X.XXpm.