



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 26 May 2026**

Julian Murphy
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 26 May 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:

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 28 APRIL 2026

Minutes, as circulated, of the Ordinary Meeting of the Shire of Plantagenet, held on 28 April 2026.

OFFICER RECOMMENDATION

That the Minutes of the Ordinary Meeting of the Shire of Plantagenet, held on 28 April 2026, be confirmed as a true and accurate record.

7.2 SPECIAL MINUTES OF COUNCIL HELD 19 MAY 2026

Minutes, as circulated, of the Special Meeting of the Shire of Plantagenet, held on 19 May 2026.

OFFICER RECOMMENDATION

That the Minutes of the Special Meeting of the Shire of Plantagenet, held on 19 May 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 BUSHFIRE MANAGEMENT NOTICE 2026/2027

Synergy Ref:	N68054
Attachment:	<u>Draft Bushfire Management Notice 2026/2027</u>
Responsible Officer:	André Pinto Executive Manager Development and Regulatory Services
Author:	André Pinto Executive Manager Development and Regulatory Services
Proposed Meeting Date:	26 May 2026

PURPOSE

The purpose of this report is to consider adoption of the Shire of Plantagenet Bushfire Management Notice 2026/2027 for the purpose of giving notice to owners and occupiers of land under section 33 of the Bush Fires Act 1954.

BACKGROUND

Each year the Shire issues a Bushfire Management Notice to set minimum bushfire preparedness requirements for land within the district. The Notice operates as a first and final notice to owners and occupiers and supports the prevention of the outbreak, spread and extension of bush fires.

The draft Bushfire Management Notice 2026/2027 includes the following key components:

- definitions to support interpretation and enforcement of the Notice;
- a Western Zone and Eastern Zone map, with separate seasonal burning and compliance dates;
- minimum property preparation requirements based on land size and land use;
- fire-break requirements, including minimum width, height clearance and trafficability standards;
- Asset Protection Zone requirements for properties with buildings or assets;
- specific requirements for plantations and tree farms;
- a standalone section for stored combustible material, including haystacks, straw, fodder, firewood, mulch, timber and tyres;
- requirements for machinery and other operations during restricted and prohibited burning periods; and

- general information regarding variations, Bushfire Management Plans, environmental conditions, Aboriginal cultural heritage, abandoned buildings and verge burning.

The Notice requires compliance by 15 November in the Eastern Zone and 1 December in the Western Zone, with requirements to remain in place until the conclusion of the restricted burning period.

EXTERNAL CONSULTATION

No formal external consultation has occurred in relation to this report. It has been reviewed by BFAC and BFAC Executive extensively, as well as advice received from DFES on certain aspects.

The Notice will be communicated to the community following Council consideration and, if adopted, will be published and made available in accordance with the requirements of the Bush Fires Act 1954.

STATUTORY ENVIRONMENT

Bush Fires Act 1954

- Section 7 defines relevant terms, including prohibited burning times and restricted burning times.
- Section 17 provides for prohibited burning times to be declared by the Minister and varied in accordance with that section.
- Section 18 provides for restricted burning times to be declared and for permits to burn during those times.
- Section 22A allows the Minister to declare a total fire ban and section 22B sets out the effect of a total fire ban.
- Section 27 regulates the use of tractors and engines during prohibited and restricted burning times.
- Section 33 empowers a local government to give notice requiring owners and occupiers to clear firebreaks and to act in relation to anything on land that is, or is likely to be, conducive to the outbreak, spread or extension of a bush fire.
- Section 33 also enables the Shire to recover costs where requirements are not complied with, and works are carried out by authorised persons.

Bush Fires Regulations 1954

- Regulations 15 to 15C relate to permits to burn and local government controls during restricted burning times.
- Part VA contains regulations relevant to total fire bans, including prescribed activities and exceptions.
- Regulations 37, 37A, 38, 38A, 38B, 38C and 38D relate to machinery, harvesting, engines, vehicles and equipment during restricted and prohibited burning times.

Other legislation that may be relevant to implementation of the Notice includes the Local Government Act 1995, Aboriginal Heritage Act 1972, Biodiversity Conservation Act 2016, Environmental Protection Act 1986 and Land Administration Act 1997, depending on the nature and location of any works undertaken.

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

There are no material financial implications for this report beyond the ordinary costs associated with preparing, publishing, distributing and administering the Notice. Where an owner or occupier fails to comply with the Notice, the Bush Fires Act 1954 enables the Shire to carry out required works and recover costs and expenses incurred.

BUDGET IMPLICATIONS

Costs associated with publication, community notification, inspections and administration of the Notice are expected to be met within existing operational budgets. No additional budget allocation is requested through this report.

LEGAL IMPLICATIONS

The Notice must be clear, enforceable and within the scope of the powers provided under section 33 of the Bush Fires Act 1954. The draft Notice has been prepared to link requirements to the prevention of the outbreak, spread or extension of bush fires, including requirements for firebreaks, Asset Protection Zones, stored combustible material and machinery operations. Failure or neglect to comply with a section 33 notice is an offence and may result in a penalty.

The Notice also provides a variation pathway where literal compliance is impractical, while maintaining the requirement for landowners and occupiers to achieve an appropriate level of bushfire preparedness.

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 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

Medium 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 “Medium” and can be managed by specific procedures, increased monitoring and the allocation of additional resources.

STRATEGIC RISK IMPLICATIONS

There are no additional strategic risk implications for this report beyond those identified above. Adoption of the Notice assists the Shire to manage public safety; regulatory and reputational risks associated with bushfire preparedness and landowner compliance.

REGIONAL IMPLICATIONS

There are no direct regional commitments arising from this report.

OFFICER COMMENT

The previous Bushfire Management Notice was lengthy and difficult to navigate, with feedback received that some residents did not actively use the document due to the volume and complexity of information provided. A review also identified that several requirements needed amendment or removal to ensure the Notice remained clearly aligned with the powers available under the Bush Fires Act 1954 and associated regulations.

The revised Notice has therefore been substantially overhauled to improve legislative accuracy, modernise the document in line with the Shire’s current style guide, and make the requirements easier for landowners and occupiers to understand. Lengthy narrative sections have been reduced where possible and replaced with clearer definitions, tables and concise guidance to support improved community understanding, compliance and enforcement.

The draft Bushfire Management Notice 2026/2027 is considered appropriate for adoption. It provides a clear and practical framework for landowners and occupiers to prepare their properties for the bushfire season and supports the Shire in meeting its bushfire prevention and compliance responsibilities.

The Notice retains core requirements relating to property preparedness, firebreaks and fuel reduction, while improving clarity around definitions, Asset Protection Zones, plantations and tree farms, and operations during restricted and prohibited burning periods.

The Notice also contains a variation process, which allows the Shire to consider alternative methods of property preparedness where strict compliance is

impractical, provided the alternative achieves an appropriate bushfire risk outcome.

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION

That Council:

- 1. Adopts the Shire of Plantagenet Bushfire Management Notice 2026/2027, as presented, for the purposes of section 33 of the Bush Fires Act 1954.**
- 2. Authorises the Chief Executive Officer to give notice to owners and occupiers of land within the Shire of Plantagenet by publishing the Notice in accordance with section 33 of the Bush Fires Act 1954 and making the Notice available through the Shire's ordinary communication channels.**

9.1.2 BUSH FIRE CONTROL OFFICER POSITIONS – APPOINTMENTS FOR 2026/2027

File Ref:	N68041
Responsible Officer:	André Pinto Executive Manager Development and Regulatory Services
Author:	Mike Barnes Community Emergency Services Manager
Proposed Meeting Date:	26 May 2026

PURPOSE

The purpose of this report is to recommend the appointment of Bush Fire Control Officers, Executive Bush Fire roles and Bush Fire Advisory Committee delegates and proxies for 2026/2027.

BACKGROUND

The Shire appoints delegates to several positions on an annual basis in accordance with the Bush Fires Act 1954.

At its meeting held on 13 May 2026, the Bush Fire Advisory Committee (BFAC) endorsed the nominations for the appointment of Bush Fire Control Officers (FCO) and designed Bush Fire Service positions for 2026/2027.

EXTERNAL CONSULTATION

The appointment of the Chief Bush Fire Control Officer, Deputy Chief Bush Fire Control Officers, Chief Fire Weather Officer, Deputy Fire Weather Officers, Bush Fire Control Officers and the BFAC Delegates and proxies shall be published in a newspaper circulating in the Plantagenet District.

STATUTORY ENVIRONMENT

Bush Fires Act 1954, Section 38 'Local government may appoint bush fire control officer'

Bush Fire Brigades Local Law 2020

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

There are no financial implications for this report.

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 Strategic Community Plan 2025-2035 provides at Key Pillar 1 – Community – Safety and Well-Being:

Strategy 1.5 - Support the community in emergency and fire management planning, preparedness, response and recovery.

Accordingly, the recommended outcome for this report aligns with the Strategic Community Plan 2025-2035

RISK MITIGATION IMPLICATIONSLow Risk

This item has been evaluated against the Shire of Plantagenet's Risk Assessment and Acceptance Criteria. The level of risk is considered to be Low 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

It is recommended that the nominations for the Bush Fire Control Officers, designated positions, delegations and proxies of the Bush Fire Advisory Committee for the Shire of Plantagenet for 2026/2027 be appointed.

VOTING REQUIREMENTS

Simple Majority

COMMITTEE RECOMMENDATION

That Council:

- 1. Cancels all previous appointments for the positions of Bush Fire Control Officers, designated Bush Fire Service positions and Bush Fire Advisory Committee members for the Shire of Plantagenet on 30 June 2026.**
- 2. Appoints the following Designated Bush Fire Service Positions for 2026/2027, taking effect from 1 July 2026.**

POSITION	NOMINEE
Chief Bush Fire Control Officer	Matthew Newham
Deputy Chief Bush Fire Control Officer No. 1 West	Craig Moore
Deputy Chief Bush Fire Control Officer No. 2 East	Stephen Adams
Chief Fire Weather Officer	Phil Mackie
Deputy Chief Fire Weather Officer 1	Graeme Pyle
Deputy Chief Fire Weather Officer 2	David Burcham

3. Appoints the following Weather Reporting Officers for 2026/2027, taking effect from 1 July 2026.

SHIRE OF PLANTAGENET BUSH FIRE BRIGADE	FIRE WEATHER OFFICER NOMINEE
Denbarker	Norm Handasyde
Forest Hill	Kieran Wilkinson
Kendenup	Stephen Beech
Kojaneerup	Scott Smith
Middle Ward	Greg Sounness
Narpyn	Mark Wallace
Narrakup	Chris Norton
Perillup	Kieran Allison
Porongurup	Alan Wise
Porongurup South	Vacant
Rocky Gully	Murray Wills
South Stirlings	Brent Counsel
Woogenellup	Nathan Hunt
Volunteer Fire & Rescue	Vacant

4. Appoints the following Bush Fire Control Officers for 2026/2027, taking effect from 1 July 2026.

Position	FCO Nominee 2026/2027
Denbarker	
Fire Control Officer No. 1	Brad Lynch
Fire Control Officer No. 2	Tim Grylls
Fire Control Officer No. 3	Tony Griffiths
Fire Control Officer No. 4	Warren Drage
Fire Control Officer No. 5	Neville Lindberg
Fire Control Officer No. 6	John Rodgers
Fire Control Officer No. 7	Norm Handasyde

Position	FCO Nominee 2026/2027
Forest Hill	
Fire Control Officer No. 1	Craig Moore
Fire Control Officer No. 2	Len Handasyde
Fire Control Officer No. 3	Murray McLean
Fire Control Officer No. 4	Johan Theron

Position	FCO Nominee 2026/2027
Kendenup	
Fire Control Officer No. 1	Ben Furber
Fire Control Officer No. 2	Nathan Thiele
Fire Control Officer No. 3	Stephen Beech
Fire Control Officer No. 4	Ken Frost
Fire Control Officer No. 5	Rob Baines
Fire Control Officer No. 6	Brad Wood
Fire Control Officer No. 7	Matthew Newham

Position	FCO Nominee 2026/2027
Middle Ward	
Fire Control Officer No. 1	Andrew Mackie
Fire Control Officer No. 2	Nigel Rowe
Fire Control Officer No. 3	Phil Mackie
Fire Control Officer No. 4	Iain Mackie

Position	FCO Nominee 2026/2027
Narpyn	
Fire Control Officer No. 1	Mark Wallace
Fire Control Officer No. 2	Michael Cave
Fire Control Officer No. 3	Robert Wright
Fire Control Officer No. 4	Owen Sounness
Fire Control Officer No. 5	Caitlin Speedy

Position	FCO Nominee 2026/2027
Narrikup	
Fire Control Officer No. 1	Dale Wyland
Fire Control Officer No. 2	Glen Forbes
Fire Control Officer No. 3	Robert Smith
Fire Control Officer No. 4	Chris Norton
Fire Control Officer No. 5	Dylan Brown
Fire Control Officer No. 6	Graeme Frusher

Position	FCO Nominee 2026/2027
Perillup	
Fire Control Officer No. 1	Dean Trotter
Fire Control Officer No. 2	Robin Ditchburn
Fire Control Officer No. 3	Thomas Riggall
Fire Control Officer No. 4	Craig Elstone
Fire Control Officer No.5	Ben Crane
Fire Control Officer No.6	Tony Henderson

Position	FCO Nominee 2026/2027
Porongurup	
Fire Control Officer No. 1	Daniel Cobain
Fire Control Officer No. 2	Tristan Hampel
Fire Control Officer No. 3	Brad Cluett
Fire Control Officer No. 4	Alan Wise

Position	FCO Nominee 2026/2027
Porongurup South	
Fire Control Officer No. 1	Wayne Matthews
Fire Control Officer No. 2	Jamie Stan-Bishop
Fire Control Officer No. 3	Allen Rees
Fire Control Officer No. 4	Greg Dorrell
Fire Control Officer No 5	David Marsh

Position	FCO Nominee 2026/2027
Rocky Gully	
Fire Control Officer No. 1	Murray Wills
Fire Control Officer No. 2	Ian Higgins
Fire Control Officer No. 3	Hamish Cameron

Position	FCO Nominee 2026/2027
Woogenellup	
Fire Control Officer No. 1	Nathan Hunt
Fire Control Officer No. 2	Stephen Adams
Fire Control Officer No. 3	Bryce Skinner
Fire Control Officer No. 4	Kyle Pieper
Fire Control Officer No. 5	Allan Pearce
Fire Control Officer No. 6	Craig Pieper

Position	FCO Nominee 2026/2027
South Stirlings	
Dual Fire Control Officer No. 1	Graeme Pyle
Dual Fire Control Officer No. 2	Reece Curwen

Position	FCO Nominee 2026/2027
Kojaneerup	
Dual Fire Control Officer No. 1	Scott Smith
Dual Fire Control Officer No. 2	Mark Smith

Position	FCO Nominee 2026/2027
Mount Barker Volunteer Fire & Rescue	
Fire Control Officer No. 1	Ray Drage
Fire Control Officer No. 2	Kevin Bransby

Position	FCO Nominee 2026/2027
Shire of Plantagenet	
Fire Control Officer No. 1	André Pinto
Fire Control Officer No. 2	Mike Barnes
Fire Control Officer No. 3	Jason Rutter
Fire Control Officer No. 4	Dahna Dickson

5. Appoints the following Bush Fire Advisory Committee Delegates and Proxies for 2026/2027, taking effect from 1 July 2026.

	Delegate	Proxy
Council	Len Handasyde	Warren Sheard
		Kim Tyrer
CBFCO	Matthew Newham	
DCBFCO 1 West		Craig Moore
DCBFCO 2 East		Stephen Adams
CFWO	Phillip Mackie	
DCFWO 1		Graeme Pyle
DCFWO 2		David Burcham
Denbarker	Brad Lynch	Tony Griffiths
		John Rodgers
Forest Hill	Kieran Wilkinson	Craig Moore
Kendenup	Ben Furber	Brad Wood
Kojaneerup	Scott Smith	Mark Smith
Middle Ward	Andrew Mackie	Nigel Rowe
Narpyn	Mark Wallace	Rob Wright
Narrikup	Dale Wyland	Glen Forbes
		Chris Norton
Perillup	Kieran Allison	Dean Trotter
Porongurup	Tristan Hampel	Jordan Vermeulen
South Porongurup	Wayne Matthews	Jamie Stan-Bishop
Rocky Gully	Murray Wills	Hamish Cameron
South Stirlings	Graeme Pyle	Reece Curwen
Woogenellup	Nathan Hunt	Ash Determes
Mt Barker VFRS	Captain	Lieutenant
Shire of Plantagenet	André Pinto	
Shire of Plantagenet	Mike Barnes	
Shire of Plantagenet	Jason Rutter	Dahna Dickson

9.1.3 MOUNT BARKER STATE EMERGENCY SERVICE - SELF SUPPORTING LOAN

Synergy Ref:	N68055
Attachment:	<u>Mt Barker SES Funding Estimate</u> <u>SES Funding Breakdown Spreadsheet</u> <u>SES Building Plans 2026/2027 LGGS</u>
Responsible Officer:	André Pinto Executive Manager Development and Regulatory Services
Author:	André Pinto Executive Manager Development and Regulatory Services
Proprietor/Applicant:	N/A
Proposed Meeting Date:	26 May 2026

PURPOSE

The purpose of this report is to seek Council approval to apply for a self-supporting loan associated with the Local Government Grants Scheme (LGGs) funding contribution for the Mount Barker State Emergency Service (SES) training and appliance facility, and to make associated budget provision for the Shire component of the project.

BACKGROUND

The Department of Fire and Emergency Services (DFES) provides capital and operational funding to local governments through the LGGs to support Bush Fire Brigade and State Emergency Service facilities and operations.

A new facility for the Mount Barker SES was submitted for consideration in the 2024/2025 LGGs budget but was not supported due to the number of applications and available funding. DFES has advised that use of a self-supporting loan would improve the viability of the application by spreading the LGGs contribution over the loan term.

Self-supporting loans have previously been used under the LGGs for volunteer emergency services facilities. Under this arrangement:

- the loan is generally arranged through the Western Australian Treasury Corporation (WATC) over a 10-year term;
- the Shire makes repayments in accordance with the loan schedule;
- DFES reimburses principal, interest and applicable guarantee fee repayments through the LGGs, subject to the approved arrangement and receipt of invoices;

- the approved loan schedule and debenture documentation are provided to DFES; and
- annual repayments are considered through the SES Capital Grants Committee for the duration of the loan.

Roberts Gardiner Architects prepared schematic plans for a two-bay SES facility and HWA Quantity Surveyors prepared a schematic design estimate dated 18 December 2025. The estimate identifies a total project estimate of \$4,200,000 excluding GST.

Mount Barker SES Site Works

The proposed facility is shown on the schematic plans at Lot 577, No. 8 Bourke Street, Mount Barker, adjoining Marmion Street and McDonald Avenue. The plans provide for a new crossover and driveway, hardstand, car parking, future car park expansion and a future FESA/VFRS area.

The proposed facility includes a vehicle/appliance area, storage, office/communications/operations areas, training/meeting room, kitchen and ablutions. The plans also retain flexibility for future co-location and emergency services use of the broader site.

The HWA estimate separates the project into \$1,234,000 for building works and \$1,054,000 for siteworks and services, before locality allowance, contingencies, professional fees, escalation and other project allowances.

Following DFES review of the Shire's LGGS application, DFES has advised that several items initially treated as Shire costs are eligible under the LGGS. The LGGS-supported amount is therefore proposed to increase from \$1,863,524 to \$2,554,365, reducing the estimated Shire component from \$1,507,220 to \$816,379.

EXTERNAL CONSULTATION

Consultation has been undertaken with the Mount Barker SES, DFES, Roberts Gardiner Architects and HWA Quantity Surveyors.

STATUTORY ENVIRONMENT

Section 6.20 of the Local Government Act 1995 applies to local government borrowings. Any borrowing must also be reflected in the annual budget or otherwise dealt with in accordance with the statutory requirements.

POLICY IMPLICATIONS

Council's Self-Supporting Loans Policy is relevant to the proposal. The policy is primarily drafted for loans to community organisations; however, in this instance the Shire would be the borrower and DFES would reimburse repayments through the LGGS. Requirements relating to a community organisation's financial statements, constitution, minutes and security are therefore not directly applicable.

The proposal remains consistent with the policy intent because the loan would fund capital works, the borrowing term would not exceed 10 years, and the facility would become part of the Shire's community emergency services asset base.

FINANCIAL IMPLICATIONS

DFES has advised that the LGGS-supported amount will be \$2,554,365. The remaining \$816,379 will be funded by Council.

While the repayments associated with the self-supporting loan are intended to be reimbursed by DFES, the Shire would remain the borrower and would retain ultimate responsibility for the debt if DFES reimbursement did not occur. The borrowing may also affect the Shire's borrowing capacity while the loan remains in place.

BUDGET IMPLICATIONS

If supported, the 2026/2027 budget should include the proposed \$2,554,365 self-supporting loan and associated capital expenditure, together with a Shire project contribution currently estimated at \$816,379. Final budget treatment may require adjustment following LGGS approval, WATC loan documentation and tender outcomes.

LEGAL IMPLICATIONS

The proposed borrowing will require compliance with section 6.20 of the Local Government Act 1995 and the execution of appropriate loan and repayment documentation.

ASSET MANAGEMENT IMPLICATIONS

The current Mount Barker SES facility is no longer fit for purpose, with one building condemned and asbestos present. The proposed facility would provide a modern, fit-for-purpose emergency services asset, with ongoing maintenance expected to be considered through the annual LGGS process.

STRATEGIC IMPLICATIONS

The proposal aligns with the Shire of Plantagenet Strategic Community Plan 2022/2023 - 2032/2033, including strategic priorities relating to emergency and fire management planning, preparedness, response and recovery. It also supports:

- the provision of fit-for-purpose community facilities;
- support for local emergency services volunteers; and
- improved capacity for emergency response in Mount Barker and the surrounding district.

Accordingly, the recommended outcome is considered consistent with the Strategic Community Plan.

RISK MITIGATION IMPLICATIONSMedium Risk

This item has been evaluated against the Shire of Plantagenet Risk Assessment and Acceptance Criteria. The perceived level of risk is considered Medium and can be managed through Council approval, confirmed LGGS funding, WATC loan documentation, tender controls, budget monitoring and ongoing liaison with DFES.

STRATEGIC RISK IMPLICATIONS

If the project does not proceed, the Mount Barker SES may continue to operate from facilities that are no longer fit for purpose. This creates operational, asset management and emergency response risks for the Shire and the broader community.

REGIONAL IMPLICATIONS

The project will support emergency services capacity for Mount Barker and the surrounding district.

OFFICER COMMENT

The proposed Mount Barker SES facility is a significant project, but it responds to a clear service and asset need. The current facility is aged, constrained and no longer suitable for long-term SES operations. The proposed two-bay facility would provide vehicle and appliance garaging, storage, operations and communications space, training/meeting areas, kitchen and ablution facilities.

The current estimate is \$3,370,744 excluding GST, rather than the earlier \$1.9 million loan figure. DFES has reviewed the application and advised that the LGGS-supported amount should be increased to \$2,554,365, requiring a Shire component of \$816,379. The Shire is required to submit an application for funding to the Local Government Grants Scheme for the self-supporting loan component.

On this basis, it is recommended that Council support the revised self-supporting loan amount of \$2,554,365, subject to final LGGS approval, WATC loan documentation and a Deed of Repayment with DFES. The Shire component should also be recognised in the 2026/2027 budget, with final figures to be confirmed through the tender and funding approval process.

The proposal is considered consistent with Council's Self-Supporting Loans Policy and Borrowing and Asset Financing principles, noting that DFES is expected to reimburse the loan repayments and the project will deliver a new Shire emergency services asset.

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION

That Council:

1. Approves the proposal to construct a two-bay State Emergency Service training and appliance facility for the Mount Barker State Emergency Service at an estimated total cost of \$3,370,744.
2. Makes application to DFES Local Government Grant Scheme (LGGs) for funding, supported by a self-supporting loan of up to \$2,554,365 to fund the LGGs-supported component of the Mount Barker SES facility, subject to final LGGs approval and the following conditions:
 - a. the loan be taken out with the Western Australian Treasury Corporation for a period of up to 10 years;
 - b. the interest rate be fixed for the life of the loan, subject to the terms offered by the Western Australian Treasury Corporation;
 - c. principal, interest and applicable government guarantee fee repayments be funded annually by DFES through the Local Government Grants Scheme; and
 - d. DFES pay all costs associated with preparation of documentation relating to the loan and repayment arrangement.
3. Notes the current Shire project component is estimated at \$816,379, with final budget provision to be determined through the 2026/2027 budget process and following LGGs approval, WATC loan documentation and tender outcomes.
4. Authorises the Chief Executive Officer to apply to the Western Australian Treasury Corporation for the self-supporting loan referred to in Resolution 2, to be taken out in the 2026/2027 financial year, subject to funding approval.
5. Authorises the President and the Chief Executive Officer to affix the Common Seal of the Council to:
 - a. a Debenture Agreement between the Shire of Plantagenet and the Western Australian Treasury Corporation; and
 - b. a Deed of Repayment or equivalent agreement between the Shire of Plantagenet and the Department of Fire and Emergency Services.

9.2 INFRASTRUCTURE AND ASSETS REPORTS

9.2.1 THOMAS STREET – TRAFFIC FLOW ADJUSTMENT

Synergy Ref:	N67970
Attachment:	<u>Thomas Street Aerial Map</u>
Responsible Officer:	Kevin Hemmings, Executive Manager Infrastructure and Assets
Author:	Amy Chadbourne Senior Administration Officer
Proposed Meeting Date:	26 May 2026

PURPOSE

The purpose of this report is to propose the re-classification of Thomas Street, Mount Barker from a two way to a one-way street.

BACKGROUND

Council's 2025/2026 Annual Budget allocated \$74,444.00 to construct and seal Thomas Street. Work completed included the installation of a kerb on both sides of the road to assist with drainage.

Running between Menston and Marmion Streets in the Mount Barker townsite, Thomas Street is approximately 300 metres in length and 4.0 metres (maximum) in width. See the aerial map below which highlights Thomas Street in red.

Six households have driveways with access to Thomas Street.



Once the sealing and drainage work was completed, the residents of Thomas Street requested 'Local Traffic Only' signs arguing it would reduce traffic on the street as well as hooning.

Shire staff are proposing the street be classified as 'One Way'.

EXTERNAL CONSULTATION

As part of the process to reclassify Thomas Street as a one-way street, community consultation is required to take place. The proposal should be advertised for 35 days for public comment prior to consideration by Main Roads WA (MRWA).

STATUTORY ENVIRONMENT

Land Administration Act 1997, Part 5, Division 1, Section 55 – ‘Property in and management etc, of roads’

‘(2) Subject to the Main Roads Act 1930 and the Public Works Act 1902, the local government within the district of a road is situated has the care, control and management of the road.’

Road Traffic Code 2000, Part 19, Division 2, Section 291 ‘Temporary closure of or restriction on use of roads’

‘Where, for the more effective control of traffic, it appears to the Commissioner of Main Roads to be necessary or expedient to close a road or portion of a road or to set apart a road or portion of a road for traffic travelling in one direction or for traffic of a particular class, the Commissioner of Main Roads may, with the authority of the Minister and after giving such notice as the Minister may direct, do any of those things by means of road signs.’

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

There are no financial implications for this report.

BUDGET IMPLICATIONS

There are no budget implications.

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 2 - Environment the following:

Strategy 2.1 – Improve Shire roads, drainage and pathways to service local industry and social interaction.

Corporate Action 2.1.1 –Design, construct and maintain roads to best practice.

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’s Risk Assessment and Acceptance Criteria. The level of risk is considered to be Low 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

Shire staff are proposing Thomas Street be classified as ‘One Way’.

Thomas Street is 4.0m in width meaning that currently two vehicles cannot safely pass. A one-way system reduces vehicle conflict and may also reduce traffic volumes on the street.

It is proposed the one-way configuration run from east to west – Menston Street to Marmion Street – for reasons listed below.

1. Menston Street is busier than Marmion Street – it is safer for vehicles to come out onto Marmion Street.
2. Uphill means slower speed for vehicles – safer for all road users.
3. Marmion Street south from the Thomas Street intersection is closed. The only vehicles that should be using the northern section of Marmion Street from this point to Langton Road should be Marmion Street property owners.

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION

That Council:

1. **Endorses the proposal to create a one-way configuration (east to west) for Thomas Street, Mount Barker;**
2. **Advertises for public comment for a period of thirty-five (35) days; and**
3. **Considers a report following the thirty-five (35) day advertising period at the Ordinary Council Meeting to be held on 25 August 2026.**

9.3 CORPORATE AND COMMUNITY SERVICES REPORTS

9.3.1 MONTHLY FINANCIAL REPORT – APRIL 2026

File Ref:	N68053
Attachment:	<u>Monthly Financial Report – April 2026</u>
Responsible Officer:	Anthony Middleton Executive Manager Corporate & Community
Author:	Kylie Caley Manager of Finance
Proposed Meeting Date:	26 May 2026

PURPOSE

The purpose of this report is to provide Council with the monthly financial reports for the month ending 30 April 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

s.6.4 *Local Government Act 1995*, Part 6 - Financial Management
r. 34 *Local Government (Financial Management) Regulations 1996*
r. 35 *Local Government (Financial Management) Regulations 1996*

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 2025 - 2029 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 IMPLICATIONSLow 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 2025 to 30 April 2026 represents ten (10) months, or 83% of the year. The following items are worthy of noting:

- Closing surplus position of \$1.28m;
- Operating results:
 - 62% of budgeted operating revenue has been received; and
 - 81% of budgeted operating expenditure spent;
- Capital expenditure achieved 24.5% of budgeted projects, including:
 - Land & Buildings 10%
 - Furniture & Equipment 35%

- Plant & Equipment 53%
- Infrastructure – Roads, Drainage, & Footpaths 67%
- Infrastructure – Parks & Ovals 4%
- Infrastructure – Other 6%
- Cash holdings of \$7.8m of which \$7.6m is held in cash backed reserve accounts;
- Rates debtors outstanding equate to 6.8% of total rates raised for 2025/2026 (this includes deferred pensioner rates); and
- Page 10 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 30 April 2026 as presented.

9.3.2 COMMUNITY GRANT PROGRAM 2025/2026 – CATEGORY 4, ROUND 2 APPLICATION

Synergy Ref:	N68036
Responsible Officer:	Anthony Middleton – Executive Manager Corporate and Community Services
Author:	Nicole Selesnew – Manager Community and Recreation Services
Proposed Meeting Date:	26 May 2026

PURPOSE

The purpose of this report is to consider a Category 4 Grant Application received in Round 2 of the 2025/2026 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:

- Category One - CEO Donation (up to \$1,000)
- Category Two - Quick Response Grant (less than \$3,000)
- Category Three - Community Grant (more than \$3,000)
- Category Four - Industry Support (Triennium Community Grants)

One application was received for the Category 4 grants from Empowering Plantagenet Seniors (EPS). A representative from EPS attended the 28 April 2026 Ordinary Council Meeting to provide some information regarding their application.

The Council considered the request at the same meeting and resolved to delay a decision on the Category Four grant request to the 26 May 2026 Ordinary Meeting of the Council. The reason for the delay was to seek more information from the applicant on *'the use of a cook to offer services wider than 2 days a week and how it facilitates more options for clients, is not anti-competitive and covers unmet needs in the community'*.

The Council discussed the application further at the 12 May 2026 Forum.

EXTERNAL CONSULTATION

Consultation has taken place with Empowering Plantagenet Seniors.

STATUTORY ENVIRONMENT

There is no statutory environment relevant for this report.

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

The 2025/2026 Annual Budget allocates a total of \$155,000 to the Community Grant Program. The Council approved 24 applications with total funding of \$148,463 for the 2025/2026 financial year.

Council approved another four applications (Category 3 requests) at the Ordinary Meeting of the Council held on 28 April 2026. The total funding for these applications is \$26,648 which will be drawn from the 2026/2027 Annual Budget.

BUDGET IMPLICATIONS

This application will be assessed for inclusion in the 2026/2027 Community Grant Program 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

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

The Empowering Plantagenet Seniors application is seeking operational support for a new program called ‘GO-PHER’ – Meals for the Community.

The application seeks funding to employ a cook to:

- Prepare meal packages for people accessing meals as part of an Aged Care Plan;
- Provide meals for people in need of extra support, such as people who are unwell, recovering from injury without other support / care available or are in financial hardship; and
- Support the existing team of EPS Kitchen Volunteers through helping prepare food for Seniors Days at the Centre.

Aged Care Plan Support

Seniors with an Aged Care Package can allocate funds towards the provision of meals from approved providers. There are no approved providers within the Shire. The first phase of the GO-PHER program is securing approved provider status, followed by preparing meal plans, implementing food quality assurance processes and finalising packaging, labelling and storage.

There is strong interest amongst Aged Care Package holders to source meals through GO-PHER compared to other approved providers such as Light and Easy and Healthy Choice as GO-PHER aims to provide substantial meals with meat and vegetable choices compared to lighter based meals.

Providing Meals for People In Need

EPS has been providing meals for people in need on an ‘as needs’ basis. This includes people experiencing financial hardship, people leaving hospital care and returning home that require additional support and people who are living in isolation and are unwell or incapacitated.

Representatives from EPS have indicated that an average of 20 meals per week are being allocated to people in need, including those referred to EPS by the Plantagenet Cranbrook Health Service, Plantagenet Medical Centre and some local churches.

A medium-term plan for the GO-PHER program is to provide a meal delivery service, similar to the redundant 'Meals on Wheels' program. This would service both Aged Care Package meals and deliveries to people in need.

Empowering Plantagenet Seniors – Meeting Days

EPS is open on Wednesday and Thursdays to provide people of all ages with social support, information and socialisation.

EPS activities include seated exercise programs in collaboration with the Shire, Bingo, Hair Appointments, Audiologist and Podiatrist support, Cycling Without Age rides, movies, crafts and themed activity days such as a Sunday Roast.

Wednesday and Thursday attendances have grown steadily, and EPS aims to be serving 175 people meals on a weekly basis within two years.

Morning Tea and Lunch are provided each week which is prepared and served by a team of kitchen volunteers. Members pay a contribution towards these meals.

The GO-PHER program cook will support EPS volunteers by carrying out food preparation prior to the open days. The EPS volunteers will in turn, support the GO-PHER cook in the preparation of meals for broader activities listed above.

Summary

The EPS request seeks funds over a three-year period in line with the Industry Support (Triennium Community Grants) guidelines. The requested funding is as follows:

1. 2026/27 - \$49,500
2. 2027/28 - \$37,125
3. 2028/29 - \$24,750

The GO-PHER project plan is based on achieving financial sustainability in the fourth year of operation. The program aims to become sustainable through the sale of meals to Aged Care Packages and through member contributions during the weekly EPS open days.

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION

That Council approves the Community Grant Program Round 2, Category 4 application for Empowering Plantagenet Seniors (EPS) as follows:

- 2026/27 - \$49,500
- 2027/28 - \$37,125
- 2028/29 - \$24,750

9.3.3 SKINNER PAVILION REFURBISHMENT

Synergy Ref:	N68048
Attachment:	<u>Skinner Pavilion Schematic Design Drawings</u>
Responsible Officer:	Anthony Middleton, Executive Manager Corporate and Community Services
Author:	Nicole Selesnew, Manager Community and Recreation Services
Proposed Meeting Date:	26 May 2026

PURPOSE

The purpose of this report is to consider in principle approval for the Mount Barker Turf Club Incorporated (MBTC) to refurbish the Skinner Pavilion building located at Frost Park, Mount Barker.

BACKGROUND

The MBTC uses various facilities at Frost Park, Mount Barker, to conduct thoroughbred horse racing events. Racing events are carried out in accordance with Racing and Wagering WA (RWWA) regulations and land use arrangements detailed in a Licence Agreement with the Shire of Plantagenet - 'Licence Agreement for use of Frost Park, Mount Barker, Western Australia, Shire of Plantagenet Class "A" Reserve 1790' dated 27 February 2026.

Skinner Pavilion is identified in the Licence Agreement as an 'exclusive use' area for the MBTC. The building is used as a Jockey changing, weighing, drug testing and marshalling area and by race day Stewards to review racing activities in accordance with RWWA regulations.

The Pavilion was officially opened in November 1979 and has had minor refurbishments and an extension to make it fit for purpose as a Jockey and Steward facility. In recent years the building has not been large enough to accommodate the number of Jockeys or Stewards on race days, with Jockeys relocating to another sub-standard changing facility located in the Sheep Pavilion.

RWWA Stewards have raised the inadequate facilities in Skinner Pavilion in the MBTC's end of season report in the past two years.

Frost Park is located on an A Class Reserve 1790, vested with the Shire of Plantagenet with a purpose of 'Recreation and Agricultural Showground'. The Shire has the power to lease all or part of the Reserve for a maximum five-year period. The Minister of Lands has approved the Licence Agreement with the MBTC.

EXTERNAL CONSULTATION

Consultation has taken place with the MBTC and RWWA.

STATUTORY ENVIRONMENT

There is no statutory environment relevant for this report.

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

The MBTC has been granted \$200,000 through RWWA to refurbish and extend Skinner Pavilion, to be spent in the 2026/2027 financial year.

The Club has not requested any financial assistance from the Council to date.

BUDGET IMPLICATIONS

There are no budget implications for this report.

LEGAL IMPLICATIONS

There are no legal implications for this report.

ASSET MANAGEMENT IMPLICATIONS

This report seeks in principle approval for extensions and a refurbishment to Skinner Pavilion.

STRATEGIC IMPLICATIONS

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

At *Key Pillar 1 – Community* the following:

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

Corporate Actions:

1.4.8 – Finalise Frost / Souness Master Plan

1.4.9 – Implement the highest priority elements of the Souness and Frost Park facility and Masterplan.

The Frost and Souness Master Plans are in draft form with the reports due for completion in June 2026. Skinner Pavilion refurbishments are identified as a high priority project in the draft Frost Park Plan.

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

RISK MITIGATION IMPLICATIONSLow Risk

This item has been evaluated against the Shire of Plantagenet's 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

RWWA end-of-season racing reports identify that Skinner Pavilion is insufficient for race day requirements. RWWA Steward feedback includes:

- Insufficient number of toilets and showers for male and female Jockeys;
- Lack of space for Jockeys to store their riding equipment and rest between races;
- Inadequate areas for drug testing or medical support; and
- Lack of space for Stewards to review racing vision and conduct enquiries during race meetings.

The MBTC engaged an architect to review Skinner Pavilion and propose changes to the building in line with MBTC, RWWA and Western Australian Jockey Association requirements. Draft Schematic Design plans are attached.

The Schematic Designs show two extensions to the building (shaded in yellow) and refurbishments throughout to improve the functionality of the building.

The plans align with the Draft Frost Park Master Plan which indicates that a substantial refurbishment, or replacement, is required. The design is currently being costed for the MBTC's budgeting purposes.

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION

That Council provides in principle approval to the Mount Barker Turf Club Inc. for extensions and refurbishments to Skinner Pavilion to improve the functionality of the building for race day activities.

9.4 EXECUTIVE SERVICES REPORTS

9.4.1 REGISTER OF DELEGATIONS

Synergy Ref:	N67919
Attachment:	<u>DRAFT in REVIEW Register of Delegations</u>
Responsible Officer:	Julian Murphy Chief Executive Officer
Author:	Julian Murphy Chief Executive Officer
Proposed Meeting Date:	26 May 2026

PURPOSE

The purpose of this report is to complete the annual review of the Register of Delegations.

BACKGROUND

In accordance with section 5.42(1) a local government may delegate any of its powers or duties to the CEO except those powers which require an absolute majority of Council and other powers expressly restricted under the Local Government Act.

The current list of delegations has been in place for a number of years. Council is required to review its delegations to the CEO each financial year.

A list of the powers and duties delegated to the CEO are outlined in the attached Register of Delegations including and conditions or limitations on the delegations.

The purpose of the delegations is to assist the efficient running of the organisation and reduce matters of a minor or day to day functions being brought before the Council.

The CEO may sub-delegate to other officers some of those delegated powers where it is appropriate.

EXTERNAL CONSULTATION

No external consultation has occurred in relation to this report.

STATUTORY ENVIRONMENT

Local Government Act 1995

Section 5.42. Delegation of some powers and duties to CEO

- (1) A local government may delegate* to the CEO the exercise of any of its powers or the discharge of any of its duties under —
- (a) this Act other than those referred to in section 5.43; or
 - (b) the Planning and Development Act 2005 section 214(2), (3) or (5).

* *Absolute majority required.*

- (2) A delegation under this section is to be in writing and may be general or as otherwise provided in the instrument of delegation.

Section 5.43. Limits on delegations to CEO

A local government cannot delegate to a CEO any of the following powers or duties —

- (a) any power or duty that requires a decision of an absolute majority of the council;
- (b) accepting a tender which exceeds an amount determined by the local government for the purpose of this paragraph;
- (c) appointing an auditor;
- (d) acquiring or disposing of any property valued at an amount exceeding an amount determined by the local government for the purpose of this paragraph;
- (e) any of the local government's powers under section 5.98, 5.98A, 5.99, 5.99A, 5.100 or 5.129;
- (f) borrowing money on behalf of the local government;
- (g) hearing or determining an objection of a kind referred to in section 9.5;
- (ha) the power under section 9.49A(4) to authorise a person to sign documents on behalf of the local government;
- (h) any power or duty that requires the approval of the Minister or the Governor;
- (i) such other powers or duties as may be prescribed. *Local Government (Administration) Regulations 1996*

Regulation 18G Delegations to CEOs, limits on (Act s. 5.43)

Powers and duties of a local government exercised under the following provisions are prescribed under section 5.43(i) as powers and duties that a local government cannot delegate to a CEO —

- (a) section 7.12A(2), (3)(a) or (4); and
- (b) regulations 18C and 18D.

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.

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 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 IMPLICATIONSLow 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

Council is required to maintain a Register of Delegations under the *Local Government Act 1995*. A review of the Register of Delegations must be undertaken each financial year. The Shire of Plantagenet Register of Delegations has been reviewed by the CEO and considered by Council at the Council Forum held in May 2026.

VOTING REQUIREMENTS

Absolute Majority

OFFICER RECOMMENDATION

That Council adopts the Shire of Plantagenet Register of Delegations 2026, as presented, and cancels the delegations in the Register marked for deletion.

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 EQUOTE RFQ21 – SUPPLY AND DELIVERY OF A 6 X 4 TIP TRUCK

Synergy Ref:	N67971
Attachment:	<u>Recommendation Report</u>
Responsible Officer:	Kevin Hemmings Executive Manager, Infrastructure and Assets
Author:	Amy Chadbourne Senior Administration Officer, Infrastructure and Assets
Proposed Meeting Date:	26 May 2026

PURPOSE

The purpose of this report is to consider submissions received for Equote RFQ21 – Supply and Delivery of a 6 x 4 Tip Truck.

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 C06-2526 NARRIKUP TOWN HALL – CONSTRUCT AND INSTALL AN ABLUTION BLOCK

Synergy Ref:	N67636
Attachment:	<u>Recommendation Report</u>
Responsible Officer:	Kevin Hemmings Executive Manager, Infrastructure and Assets
Author:	Amy Chadbourne Senior Administration Officer, Infrastructure and Assets
Proposed Meeting Date:	26 May 2026

PURPOSE

The purpose of this report is to consider submissions received for Tender C06-2526 Narrikup Town Hall – Construct and Install an Ablution Block.

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 CLOSURE OF MEETING

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