



# MINUTES

Ordinary Council Meeting

17 February 2026

## **CONFIRMATION OF MINUTES**

These Minutes have been CONFIRMED by Council as the official record for the Shire of Gingin's Ordinary Council Meeting held on 17 February 2026.

**Councillor L Balcombe  
SHIRE PRESIDENT**

**Date of Confirmation:**

## **DISCLAIMER**

Members of the public are advised that Council agendas, recommendations, minutes and resolutions are subject to confirmation by Council and therefore, prior to relying on them, one should refer to the subsequent meeting of Council with respect to their accuracy.

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Applicants and other interested parties should refrain from taking any action until such time as written advice is received confirming Council's decision with respect to any particular issue.

## **ACKNOWLEDGEMENT OF COUNTRY**



The Shire of Gingin acknowledges the Yued people, the traditional owners of Yued Boodja. The Shire pays respect to Yued Elders past and present, and acknowledges emerging Yued leaders. We extend this respect to all Aboriginal people. The Shire recognises the living, dynamic culture of the Yued people and the unique contribution they make to the Gingin region on Yued Boodja.

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**MINUTES  
ORDINARY COUNCIL MEETING  
17 FEBRUARY 2026**



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## ORDER OF BUSINESS

### 1 DECLARATION OF OPENING

The Presiding Member declared the meeting open at 6:00 pm and welcomed all in attendance.

### 2 RECORD OF ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE

#### 2.1 ATTENDANCE

Councillors – L Balcombe, F Peczka, C Hyne, R Kestel, L Stewart, A Vis, J Weeks, N Woods and D Wilkie

Staff – S Wildgoose (Chief Executive Officer), R Wright (Executive Manager Corporate Services), J Bayliss (Executive Manager Regulatory and Development Services), Y Moorby (Governance Support Officer/Minute Officer) and O Forbes (Acting Executive Assistant to the CEO)

Gallery – There were 22 members of the public present in the Gallery.

#### 2.2 APOLOGIES

R March (Executive Manager Operations and Assets)

#### 2.3 LEAVE OF ABSENCE

Nil

### 3 DISCLOSURES OF INTEREST

**Cr. Linda Balcombe**

**Item: 19.2** Legal Representation Costs for Council Member  
**Interest:** Financial  
**Reason:** This is in regards to legal representation against my husband which could/will have a financial effect on me.

**Cr. Lincoln Stewart**

**Item: 19.2** Legal Representation Costs for Council Member  
**Interest:** Financial  
**Reason:** This item has a direct financial impact on me if financial services are provided to cover legal costs.

Cr. Lincoln Stewart

**Item: 19.3** Code of Conduct Behaviour Complaint  
**Interest:** Impartiality  
**Reason:** I have made several enquiries to the CEO regarding the conduct and recordings for this item.

#### **4 PUBLIC QUESTION TIME**

##### **4.1 RESPONSES TO PUBLIC QUESTIONS PREVIOUSLY TAKEN ON NOTICE**

The following question was taken on notice by the Presiding Member at the Ordinary Council Meeting on 20 January 2026. A written response has been provided to the questioner.

##### **4.2.5 Kerry Butler – Gingin**

###### ***Wannamal Road South Tip***

*Q3: I believe that the dumping of the rubbish was done during a total movement ban, and apparently one of the trucks may have started a fire. Where do we sit with dumping rubbish in a tip in our Shire, when there is a total movement ban off the road into a tip or is that something different that I don't know about?*

###### Response by the Presiding Member

The question is understood to relate to the Fernview Landfill Facility on Wannamal Road South. The Shire is unaware of a fire within this facility recently.

During a declared Vehicle Movement Ban, the *Bush Fires Regulations 1954* restrict the operation of vehicles on land where movement may cause or spread a bush fire. While the landfill access road is located on private land and is not a gazetted public road, it is a formed gravel access road to a business premises that is cleared of vegetation and flammable material. Vehicle movements that are confined to this cleared access road and the operational landfill area are considered low fire risk and are permitted, provided no travel occurs through vegetated areas and appropriate fire prevention measures are in place. This approach is consistent with the intent of the Regulations and is monitored by the Chief Bush Fire Control Officer having regard to prevailing conditions.

## **4.2 PUBLIC QUESTIONS**

### **4.2.1 Pat Elliot – Gingin**

#### ***New Residence Welcome Pack***

*Q1: Would it be possible for the Shire to create a “Welcome to the Shire of Gingin Package” that would be designed for country living, rural properties, towns and coastal areas? This would include items such as fire rules including harvest movement bans and fire danger rating; the use of lawn mowers, motor bikes and slashers on total movement bans; registering with the Shire for text messaging; useful numbers to call to report hazards or contact the ranger; and information regarding Gingin’s District High School. Questions on these subjects are asked frequently on FaceBook.*

Response by Presiding Member

Taken on Notice

#### ***Other Forms of Advertising***

*Q2. There has been a lot of comments relating to the rate payers meeting advertising. I know regulations say it must be advertised in the Newspaper, but not everyone buys a newspaper or has Facebook. Could I suggest adverts could be placed in shop windows of the local shops in all towns. Another suggestion is to send out an email or just a very simple flyer in the email. It may have been on the advertising board in Gingin but unless you happen to be there at the time it is shown it takes some time to rotate through all the adverts.*

Response by Presiding Member

Taken on Notice

### **4.2.2 Kerry Butler – Gingin**

#### ***Gingin Sale Yard and Recreation Complex***

*Q1. The Gingin sale yards and the Gingin recreation complex. I believe they were put there on a temporary basis. To my knowledge they were erected at the site more than 20 years ago, I believe a concrete pad and a shed has been added to the sales yard over this period. Based on experience during cattle sale days, the associated noise and odours are not appropriate in close proximity to residential areas or sporting facilities. I also believe they were to be moved down to what we call the old racetrack on Racecourse Road. At what stage do we expect them to be moved?*

Response by Presiding Member

Taken on Notice

***Travellers to Gingin***

*Q2.a At the entrance to Gingin there is a sign stating Gingin is an RV friendly town. When will the Shire provide portable water for travellers at the dump point situated at the Anglican Church car park, opposite to the Shire?*

Response by Presiding Member

Taken on Notice

*Q2.b Is it possible to get better signage for the safety of everyone, to direct the caravaners to park in the car park at Granville Civic Centre? I am aware there is currently a sign, but sadly it is very small and doesn't stand out. The double parking of cars and caravans on Weld Street and in the small car park near the Waterwheel, in my opinion, is an accident waiting to happen.*

Response by Presiding Member

Taken on Notice

***Shire Worker in Guilderton Caravan Park***

*Q3. Whilst holidaying at Guilderton Caravan Park in January, a Shire depot worker was wandering around, very close to where I was standing, under the van awning. He did not introduce himself. I asked him if I could help him, where he replied 'I am looking for a power box, in the lawn where you put tent pegs'. This power box was for the lights for the walkway to the beach. I would like this taken on notice.*

Response by Presiding Member

Taken on Notice

**4.2.3 Martin Aldridge - Lennard Brook**

***Medical Advisory Group***

*Q1. My first question is, I heard a recommendation for Council today to abolish the Medical Facilities Advisory Group, which among other things oversees the lease arrangements for the Gingin Medical Centre, and to advise Council with respect to matters requiring Council's formal consideration. I ask, if agreed by Council to abolish this working group, how will Council undertake this function into the future?*

Response by Presiding Member

Taken on Notice

*Q2. I referred to a Facebook post from Shire of Gingin yesterday that advised of the delivery of two new generators scheduled for tomorrow, including one to the Gingin Medical Centre. What is the cost of purchasing and installing the generator at the Gingin Medical Centre?*

Response by Presiding Member

Taken on Notice

*Q3. Is the Shire of Gingin recovering the cost of the generator from the lessee of the Gingin Medical Centre?*

Response by Presiding Member

Taken on Notice

#### **4.2.4 Kate Lane – Neergabby**

##### ***Annual Electors' Meeting***

*Q1 At the Annual Electors' Meeting on 3rd February a Public Statement was read by the President, which prohibited the acceptance of certain questions and motions. This Statement does not appear in the Minutes and is not on the Shire's website as an Announcement, or Public Notice. As the audio is also not available to the public, how will this omission be rectified?*

Response by Presiding Member

It was a personal statement from myself. I read it to those people that were in the room, and I read it before the meeting started, so it doesn't need to be in the meeting minutes. The Electors' Meeting, as the Presiding Member, I set the rules for the Electors' Meeting, and I chose to make a personal statement before that to those people in the room. So it won't be recorded anywhere.

##### ***Annual Electors' Meeting***

*Q2. With reference to the above, am I correct in concluding that the three questions I asked at the Ordinary Meeting on 20th January, would have been refused at the Annual Electors' meeting?*

Response by Presiding Member

I had said that I had made a statement, and I wasn't going to take any more questions, but you asked them at the Ordinary Meeting, and they're in the minutes for that meeting.

***Annual Electors' Meeting Procedures***

*Q3. The procedures governing the Electors' Meeting were stipulated in the Agenda, these included limiting statements to fact, not opinion or supposition and not to reflect adversely on Councillors. A Motion was proposed regarding Facebook page "Voices of Gingin". The preamble lasted several minutes, with the Proposer naming one particular Councillor, intimating they are linked, or culpable in some way in the administration of this page, with no supporting evidence being offered. The Proposer appeared to be voicing personal opinion, using supposition and also reflecting adversely on a Councillor. Can you explain why this was accepted without challenge, apparently allowing the requirements set out in the Agenda to be ignored?*

Response by Presiding Member

Taken on Notice

**4.2.5 Ed Hartman – Neergabby**

***Annual Electors' Meeting Audio Recording***

*Q1. At the Annual General Meeting of Electors, on the 3rd of February 2026, an audio recording was made as stated in the minutes. However, this audio is not for release to the public. Since the Shire has adopted as one of its goals, Aspiration Point 4, Excellence and Accountability to deliver quality leadership and business expertise, access to this recording would greatly assist the public to understand the background of the motions passed and defeated, as the minutes do not contain all the information given on the night. Question, to this end, why is the audio recording not being available to the public?*

Response by Presiding Member

It was recorded in the agenda before the meeting that the recording would only be for the purpose of the minute taker. We had one person taking the minutes, who was going on leave, and the next person who was typing up the minutes, so it was for their records only. It's like anybody taking notes as a minute taker, and it was for their records to do that. Electors' meeting minutes do not have to be recorded and do not have to be released.

Response by CEO

I think if there's a position at some point in the future where we make the audio public, the same way we do with council meetings, if that's the decision of the Presiding Member at that time, we would have to make the people in that room aware in advance that that's what's going to happen. If you're recording someone, you have to tell them that it's going to happen. It was noted we were recording the meeting for minute taking, so you couldn't then retrospectively go now and make that public. However, I understand your point. If you are raising a question about future discussions, perhaps we could consider recording them in a manner that allows the content to be made publicly available. Something we can look at, yes.

*Q2. Could the necessary arrangements be made for Annual Electors' meeting recordings to be made available to the public for future meetings? For further clarity on details behind the motions and why they were adopted.*

Response by CEO

Yes.

**4.2.6 Darryl Butler – Gingin**

**Gingin Cemetery**

*Q1. Has the Shire had any plans to install an amenities building, a toilet block, and drinkable water, potable water at the cemetery? It's a long way from anywhere, and quite often there are elderly people standing around up there for anything up to two, two and a half hours. If so, when can we expect some action? If not, will the Shire please look at installing something or even having it as a mobile trailer unit?*

Response by Presiding Member

There's no plan at the moment, but we will take that on notice for something we can discuss for the future.

**Local Rubbish Tip**

*Q2 I and other rate payers are confused as to what materials can be taken to the rubbish tip and when. Could this be clarified through a clear and definitive public notice outlining precisely what is permitted and not permitted at the local waste disposal site?*

Response by Presiding Member

Taken on Notice

#### 4.2.7 Steve Beckwith – Beermullah

##### CU@Park Damaged Refrigerator

*Q1. On the 15th of January 2026, an amount of \$6,103.95 was reimbursed to CU@Park for a damaged refrigerator. Could Council please provide further details regarding that expenditure, including circumstances that led to the damage, and whether insurance was considered or claimed?*

##### Response by CEO

There were issues during the holistic renovation that happened on that building, which I think was a number of years ago. What they did at the time, was cleaned and maintained what was there, expecting that it would be okay after that. Then a period of time has gone through, and I think during that building, some dust or stuff got in there, and it's broken it down. So the agreement was essentially that some works had happened, it's led to this outcome, so we've replaced it. There was no insurance claim or anything like that, because it was past that sort of period. Ms Wright do you have any more to add.

##### Response by Executive Manager Corporate Services

We have submitted a claim through our insurer and are currently awaiting further information on the outcome. We may or may not get it, but we have tried to fund that through insurance.

##### Policy around Councillors

*Q2. A Council meeting held in November 2025. In question time, it was asked whether Council has a policy addressing situations where Councillors are in arrears with fire breaks or outstanding fees, including whether sitting fees could be deducted. The President responded that no such policy was currently in place, but may be discussed at a future Strategic Meeting. Can Council please advise whether any progress has been made towards the development or consideration of such a policy?*

##### Response by Presiding Member

Not at this stage.

##### Response by CEO

Essentially, there hasn't been a broad Council discussion around it. However, administratively, we've looked at the ability to actually enforce that type of policy. Outside of a general Council agreement around this is what we do, there is actually no real enforceability of that policy. So, it would be difficult to bring in and then say, okay, that's how it actually works, because legislatively, there's no parameters that would allow it.

### **Funding for Councillor expenses**

*Q3. There have been discussions on social media regarding legal proceedings connected to the Gingin Shire electoral process and other matters. Could Council please clarify whether the Shire of Gingin is funding or has funding any legal proceedings involving Councillors in relation to electoral matters or other matters? Were the Councillors covered in the associated travel expenses, legal costs or remuneration for time spent attending such proceedings?*

#### Response by Presiding Member

*No, not that we know of. No.*

### **4.2.8 Wayne Fewster – Lennard Brook**

#### **Mogumber Mission Site**

*Q1. As you and Council would be aware, significant damage occurred at the Mogumber Mission site recently after a fire incident. And the Mission has been closed to public and all unauthorised people due to risks associated with asbestos and other things because of the damage. After speaking to a local authorised contractor who was up there last week, I understand two Councillors, Councillor Stewart and Councillor Wilkie, visited the Mogumber Mission site recently. Recently was last week. This is a site with clear signs in clear vision for everyone to see and warn of the dangers of the contaminated site. Can you inform me if Council had any involvement in authorising this visit?*

#### Response by Presiding Member

No, we did not.

#### **Mogumber Mission Site**

*Q2. If Council did not in fact sanction the visit, is Council aware of who did?*

#### Response by Presiding Member

Taken on notice.

### **Annual Report - Councillor Liability**

*Q3. A follow-up to Mr Beckwith's earlier question. I know that the annual report is always reported on the Councillor meeting attendances. Will Council also consider reporting in future on how much any Councillor may be in debt financially to Council as part of that reporting process?*

Response by Presiding Member

Taken on notice, I wouldn't know the rules around that.

## 5 PUBLIC STATEMENT TIME

Unlike Public Question Time, Public Statement Time is not a requirement under the *Local Government Act 1995* and is not listed in the Order of Business as set out in the Shire of Gingin Meeting Procedures Local Law 2014.

Public Statement Time was introduced at the Ordinary Council Meeting (OCM) on 20 February 2024 on a trial basis to provide an additional opportunity for the public to address Council. At its OCM on 15 October 2024 Council resolved that statements made during Public Question Time must relate to matters listed on the agenda for the meeting, and that practice has continued. No final decision has been made as to whether Public Statement Time will become a permanent part of Council's meeting procedures.

As part of ongoing local government reform measures, the State has previously flagged that model meeting procedures will be drafted which every local government in Western Australia will be required to adopt. There is currently no indication as to what the model procedures will require, and therefore there is no benefit to be gained by undertaking a formal amendment of the Shire's Meeting Procedures Local Law to include Public Statement Time as part of the Order of Business. In the interim, Council will continue to agree to include Public Statement Time at each council meeting.

### COUNCIL RECOMMENDATION

**MOVED:** Councillor Woods

**SECONDER:** Councillor Weeks

**That Council resolve to amend the order of business for the meeting to include Public Statement Time.**

**CARRIED UNANIMOUSLY**

**9 / 0**

**FOR:** *Councillor Balcombe, Councillor Hyne, Councillor Kestel, Councillor Peczka, Councillor Stewart, Councillor Vis, Councillor Weeks, Councillor Wilkie and Councillor Woods*

**AGAINST:** *Nil*

## 6 PETITIONS

Nil

## 7 APPLICATIONS FOR LEAVE OF ABSENCE

Nil

## 8 CONFIRMATION OF MINUTES

### COUNCIL RESOLUTION

**MOVED:** Councillor Vis            **SECONDED:** Councillor Hyne

That Council confirm:

The Minutes of the Ordinary Council Meeting held on 20 January 2025 as a true and accurate record, noting the following errors which have now been corrected:

In Item 4.2.2 the exact wording in Questions 1, 2 and 3 were not reflected by the audio transcription, and have been replaced with written text provided, as follows:

- Q1:** An announcement made on 7th January stated charges had been laid against a member of the public regarding matters impacting on one, or more, of the Shire's Councillors. In such circumstances, any Councillor having close association to the person charged, would be expected to recuse themselves from Council until the Court proceedings are finalised. It appears this has not occurred, will Council explain why?
- Q2:** The announcement indicates that Council may not have been functioning cohesively and is in disarray, unable "to act in the best interests of the community". Under these circumstances would it not be preferable to place the Shire into administration pending the outcome of any investigations?
- Q3:** Due to these recent events, how can Shire residents have confidence that decisions reached by Council are unbiased, based on fair and even-handed consideration and are not influenced by outside interference, or personal prejudice?

That Council note:

The Minutes of the Annual Electors' Meeting.

The Motions 5.2.2, 5.2.3, 5.2.5, 5.2.13, 5.2.14, 5.2.15, 5.2.27 and 5.2.28 will be discussed in the Ordinary Council Meeting on 17 March 2026.

**CARRIED UNANIMOUSLY**  
9 / 0

**FOR:** *Councillor Balcombe, Councillor Hyne, Councillor Kestel, Councillor Peczka, Councillor Stewart, Councillor Vis, Councillor Weeks, Councillor Wilkie and Councillor Woods*

**AGAINST:** *Nil*

## **9 ANNOUNCEMENTS BY THE PRESIDING MEMBER**

### Official Report

21 January 2026 - Interview with ABC Midwest regarding Council meeting and the WAPOL housing in Guilderton for the Christmas and Easter periods also discussed the Beermulah fire.

24 January 2026 - Attended the Wannamal long table dinner, it was a lovely evening. It was great to talk to some of our Shire community that live in Wannamal.

26 January 2026 - Attended the Neergabby Breakfast Citizenship Ceremony and Community Citizen awards. It was fantastic to see such a good turnout. I felt privileged to be able to officiate in the citizenship ceremony. Congratulations to all the nominees and award winners, all well deserved.

4 February 2026 - Interview with the ABC Midwest regarding the WALGA submission to the Federal government for coastal erosion to the amount of \$50 million and how that could assist local governments.

9 February 2026 - I attended the Renewable Energy Planning Code - Elected members session via TEAMS it was a very informative session run by Janine Egan DPLH.

9 February 2026 - I attended the Gingin Scouts group first session and presented certificates those graduating to next levels.

10 February 2026 – I attended Lancelin with the CEO to meet with Bob James and discuss St Johns in Lancelin and Woodridge and how to split the reserve money. We also discussed the shortage of volunteers and the need to advocate for more community paramedics.

11 February 2026 - I chaired the LEMC meeting in Gingin. It had a very good turnout with some positive outcomes to come out of it.

16 February 2026 - Interview with ABC Midwest regarding the amount of pole top fires we have had. It was discussed how these are affecting our volunteers, farmers and community and the need for a better response time by Western Power to confirm the risk and isolate the lines.

Finally I would like to thank all the volunteers who attended the fires over the last month. It has been incredibly busy and we are very grateful to those who look out for the rest of the community. A special thank you to those who also have been seconded to other fires in the state and those that have volunteered to help other states of Australia with their fires.

## **10 UNRESOLVED BUSINESS FROM PREVIOUS MEETINGS**

Nil

## **11 QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN**

### **11.1 Cr L Stewart**

#### ***CHRMAP Information***

***11.1.1 I seek information from the administration to be considered as part of our CHRMAP adoption and to provide some clarity around the urgency of the adoption of the policy. Council has been advised on various occasions by our CEO and President that we are not eligible for any further funding from the state or federal governments until we adopt our draft CHRMAP policy. What are the funding options available to the Shire of Gingin once we adopt CHRMAP that currently aren't available?***

#### **Response by CEO**

The Shire can access the Coastal Adaptation and Protection Funding which is supplied through the Department of Transport. This is what has been used for sand renourishment at Grace Darling and North Lancelin.

Department of Planning, Lands, and Heritage have a Coastal Management Plan Assistance Program, which is what can be used for implementing actions within CHRMAs related to planning, investigations, and economic analysis as well as developing Coastal Management Plans. It can also be used for developing or refreshing CHRMAs and CMS documents, which is what the Shire currently have funding for that is still unacquitted thus impacting our ability to apply for more of this type of funding.

The Department of Transport also have Hotspot Coastal Adaptation and Protection Grants which is for more major coastal adaptation design and implementation works (up to \$1.75m), however, to be eligible to apply the Shire needs an endorsed CHRMAs. Whilst the 2019 version does exist the State is cognisant that they part funded a revision that is now not endorsed.

I am unsure of the implied reference to the Federal Government, as the administration understands that the Federal Government provides funding for the State's to administer through agencies such as CoastWA. Access to a Federal funding pool, if one exists, is likely to be limited if no strategic linkage back to an endorsed coastal management plan can be shown.

## **11.2 Cr L Stewart**

### ***Asset Management***

**11.2.1** *A Shire of Gingin registered asset (cleat roller) was sent to the property of the father of a previous leading hand staff member at the Shire depot under the direction of Vanessa Crisp:*

1. *Was there a loan agreement or contract in place when this happened?*

Response by CEO

Assume a verbal agreement as nothing written/recorded that is easy to find.

2. *Did the Shire receive any monetary gain from loaning out the cleat roller?*

Response by CEO

No.

3. *Was the cleat roller returned in the same condition and as of the same value to the Shire as to when it was loaned out?*

Response by CEO

Yes.

4. *Are there any records on our Shire database of this asset being privately loaned to the Head of departments staff members family?*

Response by CEO

Not that are easy to find.

5. *If there was no contract or loan agreement that the Shire can present, have we concluded that this asset was stolen for a period of time?*

Response by CEO

No, assume a verbal agreement.

6. *Have we had to spend money servicing or making any repairs to this asset once we recovered it?*

Response by CEO

*No.*

## 12 REPORTS - OFFICE OF THE CEO

### 12.1 REVIEW OF COUNCIL ADVISORY/WORKING GROUPS

File	GOV/33
Author	Scott Wildgoose - Chief Executive Officer
Reporting Officer	Scott Wildgoose - Chief Executive Officer
Refer	Nil
Appendices	<ol style="list-style-type: none"> <li>1. Coastal Erosion Advisory Group TOR [12.1.1 - 3 pages]</li> <li>2. Aged Housing &amp; Care Service Provision Advisory Group TOR [12.1.2 - 3 pages]</li> <li>3. Guilderton Caravan Park &amp; Foreshore Development Advisory Group TOR [12.1.3 - 3 pages]</li> <li>4. Current GU Foreshore Development Working Group TOR [12.1.4 - 3 pages]</li> <li>5. Current Medical Facilities Advisory Group TOR [12.1.5 - 3 pages]</li> <li>6. Current Plant Advisory Group TOR [12.1.6 - 3 pages]</li> <li>7. Current Waste Management Advisory Group TOR [12.1.7 - 3 pages]</li> <li>8. Current Upper Coastal Sporting Facilities Working Group TOR [12.1.8 - 3 pages]</li> </ol>

### DISCLOSURES OF INTEREST

Nil

### PURPOSE

For Council to review its Advisory and Working Groups, membership and value proposition, and consider an alternative way forward.

### BACKGROUND

This item was presented to Council on 16 December 2025 and was deferred until February 2026 by simple majority. This report is essentially the same report as presented in December 2025 with a few minor edits.

**MINUTES  
ORDINARY COUNCIL MEETING  
17 FEBRUARY 2026**

The Shire of Gingin currently has nine advisory and working groups providing inputs on a variety of topics.

<b>Group Name</b>	<b>Established</b>	<b>Purpose</b>	<b>Membership</b>
Aged Housing and Care Services Advisory Group	June 2022	Identify options for progressing aged housing and care services in the Shire.	Three Councillors and a maximum of six community representatives.
Coastal Erosion Advisory Group	October 2019	Assist in addressing coastal erosion issues.	Four Councillors.
Guilderton Caravan Park and Foreshore Development Advisory Group	July 2022	Assist Council with progressing improvements and developments to the Caravan Park and Foreshore in Guilderton.	Four Councillors.
Guilderton Foreshore Development Working Group	July 2022	To assist the Guilderton Caravan Park and Foreshore Development Advisory Group with respect to identifying options for the future development of the Guilderton Foreshore Precinct.	Four Councillors (appointed to the Guilderton Caravan Park and Foreshore Development Advisory Group) and a maximum of five community representatives.
Medical Facilities Advisory Group	2023	Advise Council in relation to medical service needs in the Shire and oversee the viable operation of medical centres in Gingin and Lancelin.	Four Councillors.
Plant Advisory Group	Existed in some format since pre-1990.	Oversee the preparation of and advise Council about the Plant Replacement Program.	Five Councillors.
Reconciliation Action Plan Working Group	May 2012	To develop and review the RAP.	One Councillor, representatives from Yued Corporation or their appointed

Group Name	Established	Purpose	Membership
			representatives, CEO, CDO, and an external facilitator.
Waste Management Advisory Group	November 2019	Have oversight of and provide advice to council in relation to waste management.	Three Councillors.
Upper Coastal Sporting Facilities Working Group	September 2022	Reviewing the Upper Coastal Sporting Facilities Masterplan.	Three Councillors, one representative from each member sporting club of the Lancelin Community Sporting Complex, one representative from each member sporting club of the Ledge Point Country Club, one representative from the Lancelin Community and Sporting Club Inc, one representative from the Ledge Point Country Club Inc.

## COMMENT

Whilst Council would normally review the membership of its advisory and working groups after each election, the administration believed this period posed an opportune time to review the purpose and value of, and outcomes from, each group recognising that the administration of nine groups is somewhat administratively burdensome if they aren't delivering valuable outputs.

In 2023 Council correctly determined that none of the groups should be deemed committees as they don't perform a statutory function of Council as outlined in legislation. The groups are in fact aimed at informing and contributing towards improved decision-making and discussion.

The 2025 resident perception survey scored the performance of the Shire quite low and whilst recommending the Shire as a place to live was marginally higher scoring it was still quite a low score given the beauty and amenity of the district. When looking at the relative importance areas, the two highest scoring areas were opportunities for the community to be consulted and provide feedback about local issues, and the quality, frequency and accessibility of Shire information. Relative importance is important as strong performance in these areas can have the biggest impact on overall performance and perception. This is particularly true in coastal areas of the Shire that feel disconnected from the main administration and decision-making.

The administration believes that the Shire could gain more value from its advisory group mechanisms by re-orientating them to provide a broader capacity for consultation and place-orientated engagement.

When looking at the existing groups and topics, the administration believes there is scope for more community discussion in most areas, especially if applying a place-making lens to broader decision making.

The author is of the belief that the Plant Advisory Group is not a relevant group in modern local government operations. Procurement and asset management are operational functions wholly under the remit of the CEO and the administration. Council should be adopting policy parameters and approving asset management/replacement programs as part of the Long-Term Financial Plan and Corporate Business Planning processes, with the ultimate decision around asset renewal being aligned to a whole-of-Council decision during the budget process.

The CEO is cognisant that some of these processes and the related policy positions don't currently exist, thus creating a sense that the Plant Advisory Group has a role to play. To overcome this situation, it is recommended that Council appoint representatives to the Plant Advisory Group at this meeting with the understanding that the group will evolve and potentially disband once Council adopts a Council policy providing governance oversight to plant renewal planning.

The Reconciliation Action Plan (RAP) Working Group was formed to adopt the initial RAP and then be part of its annual review process. The Shire needs to reinvigorate and renew its RAP and relationship with the Yued Corporation, and it will be expected that a Council Member is part of the Working Group once it becomes active again. As such, it is recommended that Council appoint a member and proxy to this group.

The author believes that all other groups should be disbanded as they either have fulfilled their original purpose, confuse the governance role of Council with a perception of influencing operational areas, or generally aren't delivering strong value for the time involved with administering them. Project or plan-orientated community working groups should be managed by operational functions, which aligns to project management and stakeholder engagement practices that fall within normal operational service delivery parameters as opposed to contributing an advisory function towards Council decision making.

The author recommends that Council establish three new Advisory Groups to foster inclusive, place-based community engagement. The new groups suggested would be:

1. Gingin and Inland Areas Advisory Group – all communities not adjacent to Indian Ocean Drive.
2. Upper Coastal Advisory Group – communities adjacent to Indian Ocean Drive north of the Greenwood Coast Road/McCormick Road/Indian Ocean Drive intersection.
3. Lower Coastal Advisory Group - communities adjacent to Indian Ocean Drive south of the Greenwood Coast Road/McCormick Road/Indian Ocean Drive intersection.

These groups represent a relatively even split of the Shire's population and aligns communities with similar interests and amenity needs to enhance place-based planning and decision making.

Community values and focus areas differ significantly by geography. Place-based advisory groups capture these local variations and foster realistic, community-informed advocacy. The Shire is often criticised for not undertaking enough place-based and face to face communication and engagement with the community. A collection of broad focussed advisory groups recognises the geographical nuances of the Shire and provides for sub-district discussions and ideas to be shared.

Each group will combine discussions of service access, health, project delivery, ageing and community wellbeing within broader place-based agendas, promoting efficiency and consistent representation across dispersed townsites.

It is envisaged that each group would have a similar spectrum of topic areas but with an area-specific lens such as:

- Facilities
  - Sporting;
  - Community; and
  - Medical.
- Services
  - Waste;
  - Seniors; and
  - Youth.
- Community Groups and Events
  - Inputs from local groups; and
  - Events in the area.

- Projects
  - Planned;
  - Needed; and
  - Desired.
  
- Advocacy and Local Issues
  - Tourism;
  - Coastal Erosion;
  - Water Carting/Licencing;
  - Fire Mitigation;
  - Utilities; and
  - Environmental Protection.

The groups would generally discuss topics and provide broad insights; they wouldn't necessarily vote or make recommendations, but would provide a consultative mechanism that has been lacking in the Shire.

It is envisaged that each group would be allocated three Council members, with one Councillor appointed to Chair the meetings to ensure they run in an orderly manner.

Shire employees will receive discussion items from group members and present discussion papers that the Shire is seeking input on and participate in discussions and debate as needed to provide technical inputs.

It is suggested that each group have no more than 13 members (plus Shire staff), with the non-Council members to be drawn from existing non-topic/facility specific community organisations in the areas and a broad area Expression of Interest process (EOI) with subsequent Council appointments.

At a minimum the groups should meet twice a year in the periods August-October and February-April.

If Council resolves to support this approach, then the administration will develop appropriate terms of reference for each group to be formally adopted at the April meeting, to enable the first meetings to occur in the August to October 2026 period. It is recommended that Council at least appoint Council members to the groups so the administration can liaise with relevant members when drafting the terms of reference and proposed membership.

It is the author's opinion that Council and the Shire don't really have anything to lose by making the suggested change given the community's perception of the Shire and its performance has been declining over the last decade. The CEO was set a KPI for the 2025/2026 financial year to develop a strategic community and stakeholder engagement framework, and this strategic goal has been a key driver when making this recommendation.

If Council does not wish to entertain a new approach, then an alternative motion will need to be put to allocate members to the existing groups under their existing terms of reference (**see appendices**).

### **RISK IMPLICATIONS**

Given Council retains governance oversight over service delivery, it is not envisaged that the proposed change would impact operational effectiveness or service delivery in any way.

The biggest risk to the Shire is reputational if the removal of some of these groups is seen by the community as a dampening of input into key topics. However, the counter argument could be made that by establishing the new groups the Shire is broadening community engagement and involvement in decision making processes which could enhance its reputation.

### **STATUTORY/LOCAL LAW IMPLICATIONS**

The *Local Government Act 1995* (the Act) establishes a clear division of roles: under section 2.7, the Council governs the local government's affairs and determines its policies, and under section 5.41, the CEO manages day-to-day operations and implements Council's decisions.

#### *Section 2.7. Role of council*

- (1) *The council governs the local government's affairs and, as the local government's governing body, is responsible for the performance of the local government's functions.*
- (2) *The council's governing role includes the following –*
  - (a) *overseeing the allocation of the local government's finances and resources;*
  - (b) *determining the local government's policies;*
  - (c) *planning strategically for the future of the district;*
  - (d) *determining the services and facilities to be provided by the local government in the district;*
  - (e) *selecting the CEO and reviewing the CEO's performance;*
  - (f) *providing strategic direction to the CEO.*
- (3) *For the purpose of ensuring proper governance of the local government's affairs, the council must have regard to the following principles –*
  - (a) *the council's governing role is separate from the CEO's executive role as described in section 5.41;*
  - (b) *it is important that the council respects that separation.*

Committees, as established under section 5.8, are formal governance mechanisms to assist the Council with its legislative powers and duties.

*5.8. Establishment of committees*

*A local government may establish\* committees of 3 or more persons to assist the council.*

*\* Absolute majority required.*

*Note for this section: A local government may delegate powers and duties to a committee under section 5.16.*

They operate under statutory rules for membership, quorum and meetings, and may exercise delegated authority under sections 5.16–5.17. Essentially, the legislative intent is that committees assist Council with performing its functions as outlined in Section 2.7 of the Act. The Act does not intend to provide the power for Council to form committees for administrative or operational matters. This legislative design intentionally prevents elected members from encroaching on the CEO’s management functions.

The Department of Local Government’s *Guide to Council and Committee Meetings (2025)* reinforces that committees should be used only where formal decision-making or statutory governance oversight is required. Informal advisory, reference or working groups are the recommended alternative to ensure flexibility and community engagement without invoking the full compliance burden of the Act.

**POLICY IMPLICATIONS**

The suggested approach aligns with Council Policy 1.41 - Community and Stakeholder Engagement. The approach seeks to harness local knowledge of local issues and needs.

**BUDGET IMPLICATIONS**

The change from nine to five groups may save the Shire administration time and resources in administering the groups, but otherwise the change is not envisaged to impact upon the budget.

**STRATEGIC IMPLICATIONS**

Shire of Gingin Strategic Community Plan 2024-2034

<b>Aspiration</b>	3. Planning & Sustainability - Plan for Future Generations
<b>Strategic Objective</b>	3.4 Community Engagement - Facilitate community engagement for residents/ratepayers to provide input into shaping our future.

**VOTING REQUIREMENTS - SIMPLE MAJORITY**

## OFFICER RECOMMENDATION

That Council:

1. In relation to the Plant Advisory Group:
  - a. Appoint Cr \_\_\_\_\_, Cr \_\_\_\_\_, Cr \_\_\_\_\_ and Cr \_\_\_\_\_ to the Group;
  - b. Appoint Cr \_\_\_\_\_ and Cr \_\_\_\_\_ as proxy members of the Group;
  - c. Direct the CEO to develop in consultation with the Plant Advisory Group a Council policy in relation to the future management of plant.
2. In relation to the Reconciliation Action Plan Working Group:
  - a. Appoint Cr \_\_\_\_\_ to the Group as its representative; and
  - b. Appoint Cr \_\_\_\_\_ to the Group as proxy representative.
3. Resolve to disband the Aged Housing and Care Services Advisory Group, Coastal Erosion Advisory Group, Guilderton Caravan Park and Foreshore Development Advisory Group and its associated working group, Medical Facilities Advisory Group, Waste Management Advisory Group and Upper Coastal Sporting Facilities Working Group.
4. Resolve to:
  - a. Establish the Gingin and Inland Areas Advisory Group, Upper Coastal Advisory Group and Lower Coastal Advisory Group, and direct the CEO to develop draft terms of reference for each new advisory group for adoption by Council at the April 2026 Ordinary Council meeting;
  - b. Appoint Cr \_\_\_\_\_, Cr \_\_\_\_\_ and Cr \_\_\_\_\_ to the Gingin and Inland Advisory Group, with Cr \_\_\_\_\_ appointed as Chair;
  - c. Appoint Cr \_\_\_\_\_, Cr \_\_\_\_\_ and Cr \_\_\_\_\_ to the Upper Coastal Advisory Group, with Cr \_\_\_\_\_ appointed as Chair; and
  - d. Appoint Cr \_\_\_\_\_, Cr \_\_\_\_\_ and Cr \_\_\_\_\_ to the Lower Coastal Advisory Group with Cr \_\_\_\_\_ appointed as Chair.

**AMENDMENT MOTION**

**MOVED: Councillor Balcombe**

**SECONDED: Councillor Weeks**

**That Council:**

**Appoint the following:**

- 1. Plant Advisory Group:**
  - a. Cr Vis, Cr Peczka, Cr Wilkie and Cr Kestel to the Group;**
  - b. Cr Weeks and Cr Hyne as proxy members of the Group;**
  - c. Direct the CEO to develop in consultation with the Plant Advisory Group a Council policy in relation to the future management of plant**
- 2. Reconciliation Action Plan Working Group:**
  - a. Cr Wilkie to the Group as its representative; and**
  - b. Cr Stewart to the Group as proxy representative.**
- 3. Resolve to disband the Aged Housing and Care Services Advisory Group, Coastal Erosion Advisory Group, Guilderton Caravan Park and Foreshore Development Advisory Group and its associated working group, Medical Facilities Advisory Group, Waste Management Advisory Group and Upper Coastal Sporting Facilities Working Group.**
- 4. Establish:**
  - a. The Gingin and Inland Areas Advisory Group, Upper Coastal Advisory Group and Lower Coastal Advisory Group, and direct the CEO to develop draft terms of reference for each new advisory group for adoption by Council at the April 2026 Ordinary Council meeting;**

**Appoint:**

- b. Cr Wilkie, Cr Woods and Cr Kestel to the Gingin and Inland Advisory Group, with Cr Kestel appointed as Chair;**
- c. Appoint Cr Peczka, Cr Stewart and Cr Hyne to the Upper Coastal Advisory Group, with Cr Peczka appointed as Chair; and**
- d. Appoint Cr Vis, Cr Weeks and Cr Balcombe to the Lower Coastal Advisory Group with Cr Weeks appointed as Chair.**

**CARRIED UNANIMOUSLY**

**9 / 0**

**FOR:** *Councillor Balcombe, Councillor Hyne, Councillor Kestel, Councillor Peczka, Councillor Stewart, Councillor Vis, Councillor Weeks, Councillor Wilkie and Councillor Woods*

**AGAINST:** *Nil*

Reason for Amendment

To nominate Councillors to the Groups.

**AMENDMENT MOTION**

**MOVED:** Councillor Kestel

**SECONDED:** Councillor Weeks

**That Council:**

That the words "Gingin and" should be removed from 4a and 4b.

**CARRIED UNANIMOUSLY  
9 / 0**

**FOR:** *Councillor Balcombe, Councillor Hyne, Councillor Kestel, Councillor Peczka, Councillor Stewart, Councillor Vis, Councillor Weeks, Councillor Wilkie and Councillor Woods*

**AGAINST:** *Nil*

Reason for Amendment

It is not appropriate to include Gingin in the Advisory Group title, when other towns in the upper and lower coastal areas are not mentioned.

**SUBSTANTIVE MOTION WITH AMENDMENTS**

**MOVED:** Councillor Stewart

**SECONDED:** Councillor Hyne

**That Council:**

**Appoint the following:**

**1. Plant Advisory Group:**

- a. Cr Vis, Cr Peczka, Cr Wilkie and Cr Kestel to the Group;
- b. Cr Weeks and Cr Hyne as proxy members of the Group;

- c. Direct the CEO to develop in consultation with the Plant Advisory Group a Council policy in relation to the future management of plant
2. Reconciliation Action Plan Working Group:
  - a. Cr Wilkie to the Group as its representative; and
  - b. Cr Stewart to the Group as proxy representative.
3. Resolve to disband the Aged Housing and Care Services Advisory Group, Coastal Erosion Advisory Group, Guilderton Caravan Park and Foreshore Development Advisory Group and its associated working group, Medical Facilities Advisory Group, Waste Management Advisory Group and Upper Coastal Sporting Facilities Working Group.
4. Establish:
  - a. The Inland Areas Advisory Group, Upper Coastal Advisory Group and Lower Coastal Advisory Group, and direct the CEO to develop draft terms of reference for each new advisory group for adoption by Council at the April 2026 Ordinary Council meeting;

**Appoint:**

- b. Cr Wilkie, Cr Woods and Cr Kestel to the Inland Areas Advisory Group, with Cr Kestel appointed as Chair;
- c. Appoint Cr Peczka, Cr Stewart and Cr Hyne to the Upper Coastal Advisory Group, with Cr Peczka appointed as Chair; and
- d. Appoint Cr Vis, Cr Weeks and Cr Balcombe to the Lower Coastal Advisory Group with Cr Weeks appointed as Chair.

**CARRIED UNANIMOUSLY  
9 / 0**

**FOR:** *Councillor Balcombe, Councillor Hyne, Councillor Kestel, Councillor Peczka, Councillor Stewart, Councillor Vis, Councillor Weeks, Councillor Wilkie and Councillor Woods*

**AGAINST:** *Nil*



**TERMS OF  
REFERENCE**

**COASTAL EROSION ADVISORY GROUP**

**July 2023**

Name:	Coastal Erosion Advisory Group
Role/Purpose:	Identify options for addressing Shire of Gingin coastal erosion and inundation issues.
Aims & Functions:	<ol style="list-style-type: none"> <li>1. To consider all existing information and reports to Council and additional information and guidance from experts in the field to identify a preferred course or courses of action.</li> <li>2. To make recommendations to Council with respect to the preferred course or courses of action with respect to managing coastal erosion and inundation along the Shire of Gingin coastline.</li> <li>3. To request Council Officers, as required, to facilitate discussions on behalf of the Group with communities and experts in the field to identify potential options.</li> </ol>
Membership:	<ol style="list-style-type: none"> <li>1. The Group shall consist of the following representation: <ul style="list-style-type: none"> <li>• four Councillor representatives.</li> </ul> </li> <li>2. The CEO and employees are not members of the Group (s7.1.A(3) and (4) <i>Local Government Act 1995</i>).</li> <li>3. The CEO will attend all meetings to provide technical advice and guidance to the Group. Executive Managers and other officers will attend in an advisory capacity as required.</li> <li>4. Membership shall be for a period of up to two years terminating on the day of the next ordinary Council elections, with retiring members eligible to re-nominate.</li> <li>5. Membership shall be appointed or removed by the Council.</li> <li>6. Members must comply with the Shire's Code of Conduct for Council Members, Committee Members and Candidates.</li> <li>7. The Group has authority to second external individuals, on a voluntary basis, for their expert advice.</li> </ol>
Operating procedures:	<ol style="list-style-type: none"> <li>1. Presiding Member: <ol style="list-style-type: none"> <li>a) The members of the Group are to elect a Presiding Member from amongst themselves at the first meeting of the Group and at each subsequent first meeting of the Group and at each subsequent first meeting following an ordinary local government election.</li> </ol> </li> </ol>

	<ul style="list-style-type: none"> <li>b) Following the election of a Presiding Member, the members of the Group may also elect a Deputy Presiding Member.</li> <li>c) The CEO or delegated nominee will attend the first meeting to conduct the election of the Presiding Member or at a subsequent meeting if a new Presiding Member is to be elected.</li> <li>d) The Presiding Member will preside at all meetings.</li> <li>e) In the absence of the Presiding Member, the Deputy Presiding Member (if one has been elected by the Group) will assume the chair.</li> <li>f) In the absence of both the Presiding Member and the Deputy Presiding Member, or if a Deputy Presiding Member has not been elected, then a person is to be elected by the Group members present to assume the Chair for that meeting.</li> <li>g) The Presiding Member is responsible for the proper conduct of the Group.</li> </ul> <p>2. Meetings:</p> <ul style="list-style-type: none"> <li>a) The Group shall meet as required, but must hold a minimum of two meetings in any one calendar year.</li> <li>b) Meetings can be scheduled by the Chief Executive Officer, by a written request of the Presiding Member to the Chief Executive Officer, or by a decision of the Council or the Group.</li> <li>c) A Notice of Meeting, including an agenda, will be circulated to the Group members (including deputy members) at least 72 hours prior to each meeting where possible.</li> <li>d) The Presiding Member shall ensure that detailed minutes of all meetings are kept and shall provide the Group members (including deputy members) with a copy of such minutes within seven working days of the Group meeting.</li> </ul> <p>3. Quorum:</p> <p>The quorum for a meeting shall be at least 50% of the number of endorsed members.</p> <p>4. Reporting:</p> <ul style="list-style-type: none"> <li>a) The Minutes of every Group meeting will be circulated for the information of all Councillors within seven working days of the Group meeting.</li> <li>b) Any Group resolution requiring action on the part of the Council or requiring a Council commitment will be listed as a separate report on the Agenda for the next ordinary Council meeting.</li> </ul>
Appointing legislation:	N/A
Delegated Authority:	The Group has no delegated power and has no authority to implement its recommendations without approval of Council.

<b>Version</b>	<b>Decision Reference</b>	<b>Synopsis</b>
1.	22/10/2019 – Item 14.1.9	Committee established
2.	17/08/2021 – Item 11.1	Aims and Functions cl. 2 amended. Membership cl. 6 amended. Operating Procedures cl. 2d) and 4a) amended.
3.	18/07/2023 – Item 11.1	Renamed as Coastal Erosion Advisory Group



**TERMS OF  
REFERENCE**

**Aged Housing and Care Service Provision Advisory Group**

**July 2023**

Name:	Aged Housing and Care Service Provision Advisory Group
Role/Purpose:	To identify options for progressing aged housing and care service provision within the Shire of Gingin.
Aims & Functions:	<ol style="list-style-type: none"> <li>1. To assess the current situation relating to aged housing and care services across the Shire, review all existing relevant information and reports, obtain additional information and guidance from experts in the field as required.</li> <li>2. To identify opportunities for action to be taken by the Shire (including by way of support, advocacy, promotion and education) with respect to improving aged housing and care service provision within the Shire of Gingin.</li> </ol>
Membership:	<ol style="list-style-type: none"> <li>1. The Group shall consist of the following representation: <ul style="list-style-type: none"> <li>• Three Councillor representatives</li> <li>• A maximum of six community representatives</li> <li>• CEO</li> <li>• Executive Manager Corporate &amp; Community Services</li> </ul> </li> <li>2. Other Shire of Gingin officers may attend meetings in an advisory capacity as required.</li> <li>3. Community representatives must be ratepayers or residents of the Shire of Gingin with an interest and/or experience in the provision of housing and care services for aged persons.</li> <li>4. Nominations for community representatives will be sought by giving local public notice.</li> <li>5. Membership shall be for a period of up to two years, with all positions terminating on the day of the next ordinary Council election. Local public notice will be given seeking nominations for community representative positions following each election. Previous members are eligible to re-nominate, but will be required to submit a new nomination.</li> <li>6. Group membership shall be approved or terminated by decision of Council.</li> <li>7. If a community representative misses two or more consecutive meetings then their membership may be terminated by decision of Council.</li> <li>8. Members may resign from the Group by submitting a written resignation to the CEO.</li> </ol>

	<p>9. In the event that a community representative resigns from the Group, or their membership is terminated, prior to the end of their term, then Council may appoint a replacement from other nominations received during the most recent nomination period.</p> <p>10. All members must comply with the Shire's Code of Conduct for Council Members, Committee Members and Candidates.</p> <p>11. All members must commit to:</p> <ul style="list-style-type: none"> <li>a) actively participating in and contributing to meetings in a constructive and objective manner; and</li> <li>b) reviewing any agenda or other material that may be provided prior to a meeting.</li> </ul> <p>12. The Group has authority to second external individuals, on a voluntary basis, for their expert advice.</p>
<p>Operating procedures:</p>	<p>1. Presiding Member:</p> <ul style="list-style-type: none"> <li>a) The members of the Group are to appoint a Councillor representative as Presiding Member at the first meeting of the Group, and thereafter at each first meeting following a Shire of Gingin local government election.</li> <li>b) The Presiding Member will preside at all meetings.</li> <li>c) In the absence of the Presiding Member another Councillor representative is to be appointed by the Group members present to lead the meeting.</li> <li>d) The Presiding Member is responsible for the proper conduct of the Group.</li> </ul> <p>2. Meetings:</p> <ul style="list-style-type: none"> <li>a) The Group shall meet as required. When called, meetings will, in most cases, be held on the first or third Tuesday of the month prior to a Council Briefing Session or Ordinary Council Meeting.</li> <li>b) Meetings can be scheduled by the Chief Executive Officer, by a written request of the Presiding Member to the Chief Executive Officer, or by a decision of the Council or the Group.</li> <li>c) Meetings will primarily be held at the Shire's Gingin Administration Centre, but may be held at other venues as required,</li> <li>d) Group members will be given at least 72 hours' notice of a proposed meeting where possible. However, if convenient and necessary, impromptu meetings may be held on occasions when all Group members are able to attend.</li> <li>e) The Presiding Member shall ensure that minutes of all meetings are kept and that Group members are provided with a copy of such minutes.</li> </ul>

	<p>3. Quorum: The quorum for a meeting shall be at least 50% of the number of endorsed members.</p> <p>4. Reporting: a) The Minutes of every Group meeting will be circulated for the information of all Councillors within seven working days of the Group meeting. b) Any Group consensus requiring action on the part of the Council or requiring a Council commitment will be listed as a separate Officer's report on the Agenda for the next ordinary Council meeting.</p> <p>6. Remuneration: Membership is voluntary and Group members will not be remunerated for their participation.</p>
Appointing legislation:	N/A
Delegated Authority:	The Group has no delegated power and has no authority to implement any recommendations without approval of Council, or to direct staff to expend funds or undertake any action or duties.

Version	Decision Reference	Synopsis
1.	OCM 21/06/2022 Item 11.5	Terms of Reference adopted.
2.	OCM 19/07/2022 Item 11.2	No. of community representative positions amended.
3.	OCM18/07/2023 Item 11.1	Renamed as Aged Housing & Care Service Provision Advisory Group.



**TERMS OF  
REFERENCE**

**GUILDERTON CARAVAN PARK AND FORESHORE  
DEVELOPMENT ADVISORY GROUP**

**July 2023**

Name:	Guilderton Caravan Park and Foreshore Development Advisory Group.
Role/Purpose:	To assist Council in progressing improvements to and further development of the Guilderton Caravan Park and Guilderton Foreshore Precinct in an integrated and consistent manner.
Aims & Functions:	<p>To:</p> <ol style="list-style-type: none"> <li>1. Provide a forum for the discussion of issues and the formulation of suggestions and recommendations with respect to the Guilderton Caravan Park and the Guilderton Foreshore precinct, recognising the synergies between both facilities; and</li> <li>2. Receive and consider input from the Guilderton Foreshore Development Working Group in relation to the improvement and future development of the Guilderton Foreshore precinct and make recommendations to Council as required.</li> </ol>
Membership:	<ol style="list-style-type: none"> <li>1. Council will appoint four elected members as members of the Group.</li> <li>2. Council will appoint two elected members as deputy members of the Group.</li> <li>3. The Executive Manager Regulatory and Development Services and Executive Manager Operations and Assets will attend all meetings of the Group to provide technical advice and guidance only.</li> <li>4. A senior representative of the Guilderton Caravan Park management will attend meetings by invitation only.</li> <li>5. Membership shall be for a period of up to two years terminating on the day of the next ordinary Council elections, with retiring members eligible to re-nominate.</li> <li>6. Group membership shall be appointed or removed by the Council.</li> <li>7. Members must comply with the Shire's Code of Conduct for Council Members, Committee Members and Candidates.</li> <li>8. The Group has authority to second individuals from outside of the Group, on a voluntary basis, for their expert advice.</li> </ol>

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Operating procedures:	<p>1. Presiding Member and Deputy Presiding Member:</p> <ul style="list-style-type: none"> <li>a) The members of a Group are to elect a Presiding Member from amongst themselves at the first meeting of the Group and at each subsequent first meeting following an ordinary local government election.</li> <li>b) Following the election of a Presiding Member, the members of the Group may also elect a Deputy Presiding Member.</li> <li>c) The CEO or delegated nominee will attend the first meeting to conduct the election of the Presiding Member or at a subsequent meeting if a new Presiding Member is to be elected.</li> <li>d) The Presiding Member will preside at all meetings.</li> <li>e) In the absence of the Presiding Member, the Deputy Presiding Member (if one has been elected by the Group) will assume the chair.</li> <li>f) In the absence of both the Presiding Member and the Deputy Presiding Member, or if a Deputy Presiding Member has not been elected, then a person is to be elected by the Group members present to assume the Chair for that meeting.</li> <li>g) The Presiding Member is responsible for the proper conduct of the Group.</li> </ul> <p>2. Meetings:</p> <ul style="list-style-type: none"> <li>a) The Group shall meet as required but must hold a minimum of two meetings in any one calendar year.</li> <li>b) Meetings can be scheduled by the Chief Executive Officer, by a written request of the Presiding Member to the Chief Executive Officer, or by a decision of the Council or the Group.</li> <li>c) A Notice of Meeting, including an agenda, will be circulated to the Group members (including deputy members) at least 72 hours prior to each meeting where possible.</li> <li>d) The Presiding Member shall ensure that detailed minutes of all meetings are kept.</li> </ul> <p>3. Quorum:</p> <p>The quorum for a meeting shall be at least 50% of the number of endorsed members.</p> <p>4. Reporting:</p> <ul style="list-style-type: none"> <li>a) The Minutes of every Group meeting will be circulated for the information of all Councillors within seven working days of the Group meeting.</li> <li>b) Any Group resolution requiring action on the part of the Council or requiring a Council commitment will be listed as a separate report on the Agenda for the next ordinary Council meeting.</li> </ul>
Appointing legislation:	N/A

Delegated Authority:	The Group has no delegated power and has no authority to implement its recommendations without approval of Council.
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<b>Version</b>	<b>Decision Reference</b>	<b>Synopsis</b>
1.	OCM 19/07/2022 Item 11.4	Terms of Reference adopted.
2.	OCM 18/07/2023 Item 11.1	Renamed as Guilderton Caravan Park & Foreshore Development Advisory Group.



**TERMS OF  
REFERENCE**

**Guilderton Foreshore Development Working Group**

**July 2022**

Name:	Guilderton Foreshore Development Working Group
Role/Purpose:	To assist the Guilderton Caravan Park and Foreshore Development Management Committee with respect to identifying options for the future development of the Guilderton Foreshore Precinct.
Aims & Functions:	<ol style="list-style-type: none"> <li>1. To contribute, when requested by the Committee, to identifying options for the Foreshore Precinct redevelopment; and</li> <li>2. To provide input from a community perspective on redevelopment proposals.</li> </ol>
Membership:	<ol style="list-style-type: none"> <li>1. The Working Group shall consist of the following representation: <ul style="list-style-type: none"> <li>• Members of the Guilderton Caravan Park and Foreshore Development Management Committee;</li> <li>• A maximum of five community representatives;</li> <li>• Executive Manager Regulatory and Development Services;</li> <li>• Executive Manager Operations and Assets; and</li> <li>• CEO.</li> </ul> </li> <li>2. Other Shire of Gingin officers may attend meetings in an advisory capacity as required.</li> <li>3. Community representatives must be ratepayers or residents of the Shire of Gingin with an interest in the Guilderton Foreshore Precinct.</li> <li>4. Nominations for community representatives will be sought by giving local public notice.</li> <li>5. Membership shall be for a period of up to two years, with all positions terminating on the day of the next ordinary Council election. Local public notice will be given seeking nominations for community representative positions following each election. Previous members are eligible to re-nominate, but will be required to submit a new nomination.</li> <li>6. Working Group membership shall be approved or terminated by consensus of Council.</li> <li>7. If a community representative misses two or more consecutive meetings then their membership may be terminated by decision of Council.</li> <li>8. Members may resign from the Working Group by submitting a written resignation to the CEO.</li> </ol>

	<p>9. In the event that a community representative resigns from the Working Group, or their membership is terminated, prior to the end of their term, then Council may appoint a replacement from other nominations received during the most recent nomination period.</p> <p>10. All members must comply with the Shire's Code of Conduct for Council Members, Committee Members and Candidates.</p> <p>11. All members must commit to:</p> <ul style="list-style-type: none"> <li>a) actively participating in and contributing to meetings in a constructive and objective manner; and</li> <li>b) reviewing any agenda or other material that may be provided prior to a meeting.</li> </ul> <p>12. The Working Group has authority to second external individuals, on a voluntary basis, for their expert advice.</p>
<p>Operating procedures:</p>	<p>1. Presiding Member:</p> <ul style="list-style-type: none"> <li>a) The members of the Working Group are to appoint a Councillor representative as Presiding Member at the first meeting of the Working Group.</li> <li>b) The Presiding Member will preside at all meetings.</li> <li>c) In the absence of the Presiding Member another Councillor representative is to be appointed by the Working Group members present to lead the meeting.</li> <li>d) The Presiding Member is responsible for the proper conduct of the Working Group.</li> </ul> <p>2. Meetings:</p> <ul style="list-style-type: none"> <li>a) The Working Group shall meet as required. When called, meetings will, in most cases, be held on the first or third Tuesday of the month prior to a Council Briefing Session or Ordinary Council Meeting.</li> <li>b) Meetings will primarily be held at the Shire's Gingin Administration Centre, but may be held at other venues as required,</li> <li>c) Working Group members will be given at least 72 hours' notice of a proposed meeting where possible. However, if convenient and necessary, impromptu meetings may be held on occasions when all Working Group members are able to attend.</li> <li>d) The Presiding Member shall ensure that minutes of all meetings are kept and that Working Group members are provided with a copy of such minutes.</li> </ul> <p>3. Quorum:</p> <p>The quorum for a meeting shall be at least 50% of the number of endorsed members.</p> <p>4. Reporting:</p> <p>Outcomes from Working Group meetings will be the subject of a separate Officer's report on the agenda for the next meeting of the Guilderton Caravan Park and Foreshore Development Advisory Committee.</p>

	6. Remuneration:  Membership is voluntary and Working Group members will not be remunerated for their participation.
Appointing legislation:	N/A
Delegated Authority:	The Working Group has no delegated power and has no authority to implement any recommendations without approval of Council, or to direct staff to expend funds or undertake any action or duties.

<b>Version</b>	<b>Decision Reference</b>	<b>Synopsis</b>
1.	OM19/07/2022 Item 11.4	Adopted by Council.
2.	OM16/08/2022 Item 11.3	Community representatives amended from 3 to 5.



**TERMS OF  
REFERENCE**

**MEDICAL FACILITIES ADVISORY GROUP**

**July 2023**

Name:	Medical Facilities Advisory Group
Role/Purpose:	To oversee, at a strategic level, the continued operation of a viable medical centre for the Gingin community, and to advise Council with respect to other matters related to the provision of medical services within the Shire of Gingin.
Aims & Functions:	<ol style="list-style-type: none"> <li>1. To liaise with the CEO with respect to overseeing the lease arrangements for the Gingin Medical Centre and to advise Council with respect to matters requiring Council's formal consideration.</li> <li>2. To liaise with the CEO and advise Council with respect to the payment of a subsidy to Jupiter Health and Medical Services towards the employment of an additional GP at the Lancelin Medical Centre.</li> <li>3. To consider and advise Council with respect to other matters relating to medical facilities within the Shire of Gingin, as required.</li> </ol>
Membership:	<ol style="list-style-type: none"> <li>1. The Group shall consist of the following representation: <ul style="list-style-type: none"> <li>• Four Councillor representatives</li> </ul> </li> <li>2. The CEO and employees are not members of the Group.</li> <li>3. The CEO or his/her nominee is to attend all meetings to provide technical advice and guidance to the Group.</li> <li>4. A nominated deputy member may attend in place of the endorsed representative member.</li> <li>5. Membership shall be for a period of up to two years terminating on the day of the next ordinary Council elections, with retiring members eligible to re-nominate.</li> <li>6. Group membership shall be appointed or removed by the Council.</li> <li>7. Members must comply with the Shire's Code of Conduct for Council Members, Group Members and Candidates.</li> <li>8. The Group has authority to second individuals from outside of the Group, on a voluntary basis, for their expert advice.</li> </ol>
Operating procedures:	<ol style="list-style-type: none"> <li>1. Presiding Member: <ol style="list-style-type: none"> <li>a) The members of the Group are to elect a presiding member from amongst themselves at the first meeting of the Group and at each subsequent first meeting following an ordinary local government election.</li> </ol> </li> </ol>

	<ul style="list-style-type: none"> <li>b) Following the election of a Presiding Member, the members of the Group may also elect a Deputy Presiding Member.</li> <li>c) The CEO or delegated nominee will attend the first meeting to conduct the election of the Presiding Member or at a subsequent meeting if a new Presiding Member is to be elected.</li> <li>d) The Presiding Member will preside at all meetings.</li> <li>e) In the absence of the Presiding Member, the Deputy Presiding Member (if one has been elected by the Group) will assume the chair.</li> <li>f) In the absence of both the Presiding Member and the Deputy Presiding Member, or if a Deputy Presiding Member has not been elected, then a person is to be elected by the Group members present to assume the Chair for that meeting.</li> <li>g) The Presiding Member is responsible for the proper conduct of the Group.</li> </ul> <p>2. Meetings:</p> <ul style="list-style-type: none"> <li>a) The Group shall meet as required, but must hold a minimum of two meetings in any one calendar year.</li> <li>b) Meetings can be scheduled by the Chief Executive Officer, by a written request of the Presiding Member to the Chief Executive Officer, or by a decision of the Council or the Group.</li> <li>c) A Notice of Meeting, including an agenda, will be circulated to the Group members (including deputy delegates) at least 72 hours prior to each meeting where possible.</li> <li>d) The Presiding Member shall ensure that detailed minutes of all meetings are kept and shall provide the Group members (including deputy members) with a copy of such minutes within seven working days of the Group meeting.</li> </ul> <p>3. Quorum:</p> <p>The quorum for a meeting shall be at least 50% of the number of endorsed members.</p> <p>4. Reporting:</p> <ul style="list-style-type: none"> <li>a) The Minutes of every Group meeting will be circulated for the information of all Councillors within seven working days of the Group meeting.</li> <li>b) Any Group resolution requiring action on the part of the Council or requiring a Council commitment will be listed as a separate report on the Agenda for the next ordinary Council meeting.</li> </ul>
Appointing legislation:	N/A
Delegated Authority:	The Group has no delegated power and has no authority to implement its recommendations without approval of Council.

**MINUTES  
ORDINARY COUNCIL MEETING  
17 FEBRUARY 2026**

**APPENDIX  
12.1.5**

<b>Version</b>	<b>Decision Reference</b>	<b>Synopsis</b>
1.	22/10/2019 – Item 14.1.5	Committee established
2.	17/08/2021 – Item 11.1	Aims & Functions amended. Membership cl. 7 amended. Operating Procedures cl. 2d) and 4a) amended.



**TERMS OF  
REFERENCE**

**PLANT ADVISORY GROUP**

**July 2023**

Name:	Plant Advisory Group.
Role/Purpose:	To provide input and advice to Council with respect to the Shire of Gingin's plant replacement program.
Aims & Functions:	To oversee the preparation of, and make recommendations to Council with respect to, the Shire's plant replacement program.
Membership:	<ol style="list-style-type: none"> <li>1. The Group shall consist of the following representation: <ul style="list-style-type: none"> <li>• Five Councillors</li> </ul> </li> <li>2. The Chief Executive Officer, Executive Manager Operations and Plant Mechanic will attend all meetings of the Group to provide technical advice and guidance only.</li> <li>3. A nominated deputy member may attend in place of the endorsed representative member.</li> <li>4. Membership shall be for a period of up to two years terminating on the day of the next ordinary Council elections, with retiring members eligible to re-nominate.</li> <li>5. Group membership shall be appointed or removed by the Council.</li> <li>6. Members must comply with the Shire's Code of Conduct for Council Members, Committee Members and Candidates.</li> <li>7. The Group has authority to second individuals from outside of the Group, on a voluntary basis, for their expert advice.</li> </ol>
Operating procedures:	<ol style="list-style-type: none"> <li>1. Presiding Member and Deputy Presiding Member: <ol style="list-style-type: none"> <li>a) The members of a Group are to elect a Presiding Member from amongst themselves at the first meeting of the Group and at each subsequent first meeting following an ordinary local government election.</li> <li>b) Following the election of a Presiding Member, the members of the Group may also elect a Deputy Presiding Member.</li> <li>c) The CEO or delegated nominee will attend the first meeting to conduct the election of the Presiding Member or at a subsequent meeting if a new Presiding Member is to be elected.</li> </ol> </li> </ol>

	<p>d) The Presiding Member will preside at all meetings.</p> <p>e) In the absence of the Presiding Member, the Deputy Presiding Member (if one has been elected by the Group) will assume the chair.</p> <p>f) In the absence of both the Presiding Member and the Deputy Presiding Member, or if a Deputy Presiding Member has not been elected, then a person is to be elected by the Group members present to assume the Chair for that meeting.</p> <p>g) The Presiding Member is responsible for the proper conduct of the Group.</p> <p>2. Meetings:</p> <p>a) The Group shall meet as required, but must hold a minimum of two meetings in any one calendar year.</p> <p>b) Meetings can be scheduled by the Chief Executive Officer, by a written request of the Presiding Member to the Chief Executive Officer, or by a decision of the Council or the Group.</p> <p>c) A Notice of Meeting, including an agenda, will be circulated to the Group members (including deputy members) at least 72 hours prior to each meeting where possible.</p> <p>d) The Presiding Member shall ensure that detailed minutes of all meetings are kept and shall provide the Group members (including deputy members) with a copy of such minutes within seven working days of the Group meeting.</p> <p>3. Quorum:</p> <p>The quorum for a meeting shall be at least 50% of the number of endorsed members.</p> <p>4. Reporting:</p> <p>a) The Minutes of every Group meeting will be circulated for the information of all Councillors within seven working days of the Group meeting.</p> <p>b) Any Group resolution requiring action on the part of the Council or requiring a Council commitment will be listed as a separate report on the Agenda for the next ordinary Council meeting.</p>
Appointing legislation:	N/A
Delegated Authority:	The Group has no delegated power and has no authority to implement its recommendations without approval of Council.

<b>Version</b>	<b>Decision Reference</b>	<b>Synopsis</b>
1.	22/10/2013 – Item	Committee established and Terms of Reference adopted.
2.	18/08/2015 – Item 11.1.6	Terms of Reference reviewed. Membership amended to include Plant Mechanic as non-voting member. Operating Procedure 2a amended to reduce the minimum number of meetings from 3 to 2. Reference to Standing Orders Local Law deleted from Operating Procedure 2b and replaced with Meeting Procedures Local Law 2014. Reference to provision of Committee Minutes via Information Bulletin deleted from Operating Procedure 4a.
3.	16/08/2016 – Item 11.1.4	Chief Executive Officer, Executive Manager Operations and Plant Mechanic removed from Committee membership.
4.	19/09/2017 – Item 11.1.3	Terms of Reference reviewed. Operating Procedures cl. 2c deleted.
5.	15/10/2019 – Item 11.1.1	Operating Procedures cl. 1a), 1b), 1e), 1f) and 2b) amended.
6.	17/08/2021 – Item 11.1	Aims & Functions amended. Membership cl. 6 amended. Operating Procedures cl. 2d) and 4a) amended.
7.	18/07/2023 – Item 11.1	Renamed as Plant Advisory Group.



**TERMS OF  
REFERENCE**

**WASTE MANAGEMENT ADVISORY GROUP**

**July 2023**

Name:	Waste Management Advisory Group
Role/Purpose:	To have oversight and provide expert advice on waste management and recommendations to Council. This includes the ongoing development of the Waste Management Operational Plan and the Refuse Collection and Recycling Contract.
Aims & Functions:	<ol style="list-style-type: none"> <li>1. To advise Council on the strategic direction of waste management within the Shire of Gingin.</li> <li>2. To advise Council on legislative requirements that impact on environmental, planning and engineering issues of waste management operations and facilities.</li> <li>3. To advise on consultation with relevant government and private stakeholders, service providers, and the community as appropriate.</li> </ol>
Membership:	<ol style="list-style-type: none"> <li>1. The Group shall consist of the following representation: <ul style="list-style-type: none"> <li>• Three Shire Councillors with one being the Chairperson.</li> </ul> </li> <li>2. The CEO and employees are not members of the Group.</li> <li>3. The CEO or his/her nominee, Executive Manager Regulatory and Development Services, Executive Manager Operations and Assets, Principal Environmental Health Officer and Executive Manager Corporate and Community Services are to attend all meetings to provide technical advice and guidance to the Group.</li> <li>4. A nominated proxy member may attend in place of the endorsed representative member.</li> <li>5. Membership shall be for a period of up to two years terminating on the day of the next ordinary Council elections, with retiring members eligible to re-nominate.</li> <li>6. Group membership shall be appointed or removed by the Council.</li> </ol>

	<p>7. Members must comply with the Shire's Code of Conduct for Council Members, Committee Members and Candidates.</p> <p>8. The Group has authority to second individuals from outside of the Group, on a voluntary basis, for their expert advice.</p>
<p>Operating procedures:</p>	<p>1. Presiding Member:</p> <ul style="list-style-type: none"> <li>a) The members of a Group are to elect a presiding member from amongst themselves at the first meeting of the Group and at each subsequent first meeting following an ordinary local government election.</li> <li>b) Following the election of a Presiding Member, the members of the Group may also elect a Deputy Presiding Member.</li> <li>c) The CEO or delegated nominee will attend the first meeting to conduct the election of the Presiding Member or at a subsequent meeting if a new Presiding Member is to be elected.</li> <li>d) The Presiding Member will preside at all meetings.</li> <li>e) In the absence of the Presiding Member, the Deputy Presiding Member (if one has been elected by the Group) will assume the chair.</li> <li>f) In the absence of both the Presiding Member and the Deputy Presiding Member, or if a Deputy Presiding Member has not been elected, then a person is to be elected by the Group members present to assume the Chair for that meeting.</li> <li>g) The Presiding Member is responsible for the proper conduct of the Group.</li> </ul> <p>2. Meetings:</p> <ul style="list-style-type: none"> <li>a) Meetings shall be held not more frequently than every 2 months, unless a special meeting of the Group is called by specific resolution of the Group for the specified purpose(s).</li> <li>b) Meetings can be scheduled by the Chief Executive Officer, by a written request of the Presiding Member to the Chief Executive Officer, or by a decision of the Council or the Group.</li> <li>c) A Notice of Meeting, including an agenda, will be circulated to the Group members (including deputy delegates) at least 72 hours prior to each meeting where possible.</li> <li>d) The Presiding Member shall ensure that detailed minutes of all meetings are kept and shall provide the Group members (including deputy members) with a copy of such minutes within seven working days of the Group meeting.</li> </ul>

	<p>3. Quorum: The quorum for a meeting shall be at least 50% of the number of endorsed members.</p> <p>4. Reporting:</p> <p>a) The Minutes of every Group meeting will be circulated for the information of all Councillors within seven working days of the Group meeting.</p> <p>b) Any Group resolution requiring action on the part of the Council or requiring a Council commitment will be listed as a separate report on the Agenda for the next ordinary Council meeting.</p>
Appointing legislation:	N/A
Delegated Authority:	The Group has no delegated power and has no authority to implement its recommendations without approval of Council.

<b>Version</b>	<b>Decision Reference</b>	<b>Synopsis</b>
1.	19/11/2019 - Item 11.3.4	Adopted
2.	17/08/2021 – Item 11.1	Membership cl. 7 amended. Operating Procedures cl. 2d) and 4a) amended.
3.	18/07/2023 – Item 11.1	Renamed as Waste Management Advisory Group



**TERMS OF  
REFERENCE**

**UPPER COASTAL SPORTING FACILITIES WORKING GROUP**

**20 September 2022**

Name:	Upper Coastal Sporting Facilities Working Group
Role/Purpose:	To review the Upper Coastal Master Sporting Facilities Master Plan 2021 including the priorities, timing, and funding opportunities.
Aims & Functions:	<ol style="list-style-type: none"> <li>1. Review and prioritise the development of sporting facilities within the upper coastal region, including those detailed with the Upper Coastal Sporting Facilities Master Plan</li> <li>2. Review the progress, if any, of implementation agreed priorities of the Upper Coastal Sporting Facilities Master Plan 2021 as amended.</li> <li>3. Ensure that the Upper Coastal Master Plan 2021 core priorities of Long-term Sustainability are adhered to in accordance with the strategic direction of Council.</li> </ol>
Membership:	<ol style="list-style-type: none"> <li>1. The Working Group shall consist of the following representation: <ul style="list-style-type: none"> <li>• three Councillors;</li> <li>• One representative from each of member sporting clubs of the Lancelin Community Sporting Complex;</li> <li>• One representative from each of the member sporting clubs of the Ledge Point Country Club;</li> <li>• One representative from the Lancelin Community and Sporting Club Inc.</li> <li>• One representative from the Ledge Point Country Club Inc.</li> </ul> </li> <li>2. The Shire's Coordinator Community Development and Services will attend all meetings to provide technical advice and guidance to the Working Group. Other officers may attend in an advisory capacity as required.</li> <li>3. Membership shall be for a period of up to two years terminating on the day of the next ordinary Council elections, with retiring members eligible to re-nominate.</li> <li>4. Working Group membership shall be appointed or terminated by decision of Council.</li> <li>5. If a representative of a member body misses two or more consecutive meetings then their membership may be terminated by decision of Council.</li> <li>6. Members may resign from the Working Group by submitting a written resignation to the CEO.</li> <li>7. In the event that a member body representative resigns from the Working Group, or their membership is terminated, prior to the end of their term, then the relevant member body will be required to nominate a replacement representative.</li> </ol>

	<p>8. Members must comply with the Shire's Code of Conduct for Council Members, Committee Members and Candidates.</p> <p>9. All members must commit to:</p> <ul style="list-style-type: none"> <li>a) actively participating in and contributing to meetings in a constructive and objective manner; and</li> <li>b) reviewing any agenda or other material that may be provided prior to a meeting.</li> </ul> <p>10. The Working Group has authority to second external individuals, on a voluntary basis, for their expert advice.</p>
Operating procedures:	<p>1. Presiding Member:</p> <ul style="list-style-type: none"> <li>a) Council will appoint a Councillor representative as Presiding Member at the first meeting of the Working Group, and thereafter at each first meeting following a Shire of Gingin local government election.</li> <li>b) The Presiding Member will preside at all meetings.</li> <li>c) In the absence of the Presiding Member another Councillor representative is to be appointed by the Working Group members present to lead the meeting.</li> <li>d) The Presiding Member is responsible for the proper conduct of the Working Group.</li> </ul> <p>2. Meetings:</p> <ul style="list-style-type: none"> <li>a) The Working Group shall meet as required.</li> <li>b) Working Group members will be given at least 72 hours' notice of a proposed meeting where possible. However, if convenient and necessary, impromptu meetings may be held on occasions when all Working Group members are able to attend.</li> <li>c) The Presiding Member shall ensure that notes of all meetings are kept and that Working Group members are provided with a copy of such notes.</li> </ul> <p>3. Quorum:</p> <p>The quorum for a meeting shall be at least 50% of the number of endorsed members.</p> <p>4. Reporting:</p> <p>Any Working Group consensus requiring action on the part of the Council or requiring a Council commitment will be listed as a separate report on the agenda for the next ordinary Council meeting.</p>
Appointing legislation:	N/A
Delegated Authority:	The Working Group has no delegated power and has no authority to implement its recommendations without approval of Council, or to direct staff to expend funds or undertake any action or duties.

<b>Version</b>	<b>Decision Reference</b>	<b>Synopsis</b>
1.	16/10/2018 – Item 11.1.1	Adopted
2.	16/04/2019 – Item 11.1.1	Working Group name changed to Upper Coastal Sporting Facilities Working Group
3.	19/07/2022 – Item 15.1.1	Amended Terms of Reference to provide clarity on the role and purpose of the Upper Coastal Sporting Facilities Working Group and provide a timeframe for it to undertake its functions.
4.	20/9/2022 – Item 12.5	Amended Terms of Reference to provide further clarity on role and purpose of the Working Group.

## 13 REPORTS - CORPORATE SERVICES

### 13.1 SHIRE OF GINGIN CATS AMENDMENT LOCAL LAW 2026

File	LAW/1
Author	Lee-Anne Burt - Coordinator Governance
Reporting Officer	Rachael Wright - Executive Manager Corporate Services
Refer	OCM 16 September 2025 - Item 13.3
Appendices	1. Shire of Gingin Cats Amendment Local Law 2026 [13.1.1 - 2 pages]

#### DISCLOSURES OF INTEREST

Nil

#### PURPOSE

To consider the final adoption of the Shire of Gingin Cats Amendment Local Law 2026 in accordance with s. 3.12(4) of the *Local Government Act 1995* (the Act).

#### BACKGROUND

The Shire of Gingin Cats Amendment Local Law (the Amendment Local Law) is being progressed as a result of an undertaking provided by Council at its Ordinary Meeting on 15 July 2025 to the Joint Standing Committee on Delegated Legislation (JSCDL) to amend the Shire of Gingin Cats Local Law 2025 within 6 months.

The Amendment Local Law was adopted by Council at its Ordinary Meeting on 16 September 2025 for the purpose of advertising for public comment.

Local public notice advising of Council's intention and of the purpose and effect of the Amendment Local Law was given in accordance with s.3.12 of the Act, with the required public submission period closing on 5 December 2025. As required by the *Local Government (Administration) Regulations 1996*, four methods of giving public notice were utilised as follows:

- Publication on the Shire's website on 30 October 2025;
- Publication on the Shire's Facebook page on 30 October 2025;
- Displayed on official Shire of Gingin noticeboards from 30 October 2025; and
- Publication under Local Government Notices in The West Australian newspaper on 1 November 2025.

## **COMMENT**

No public submissions were received in relation to the proposed local law. In addition, the Department of Local Government, Industry Regulation and Safety confirmed that it has no comments to make.

In the event that Council resolves to make the local law as presented, then the following sequence of events will commence:

1. The adopted local law will be published in the Government Gazette and a further copy provided to the Minister for Local Government. The local law will come into effect two weeks after gazettal.
2. After gazettal, local public notice will be given stating the title of the local law, its purpose and effect (including the date it will come into operation) and advising where copies of the local law may be inspected or obtained.
3. A copy of the local law, together with the accompanying explanatory memorandum, will then be submitted to the JSCDL for scrutiny.

Council should be aware that it is possible that, after reviewing the local law, the JSCDL may make a recommendation to Parliament that the local law be amended or disallowed. If a particular amendment is not considered to be critical then Council may be required to give an undertaking that the amendment will be attended to by the required date.

## **RISK IMPLICATIONS**

It is not considered that there is any risk associated with complying with the requirements of the JSCDL.

## **STATUTORY/LOCAL LAW IMPLICATIONS**

*Local Government Act 1995*

Part 3 – Functions of local governments

Division 2 – Legislative functions of local governments

Section 3.12 – Procedure for making local laws

## **POLICY IMPLICATIONS**

Nil

## **BUDGET IMPLICATIONS**

Nil

## **STRATEGIC IMPLICATIONS**

Shire of Gingin Strategic Community Plan 2024-2034

<b>Aspiration</b>	4. Excellence & Accountability - Deliver Quality Leadership and Business Expertise
<b>Strategic Objective</b>	4.2 Effective Governance - Apply systems of compliance which assists Council to make informed decisions within a transparent, accountable, and principled environment.

**VOTING REQUIREMENTS - ABSOLUTE MAJORITY**

**COUNCIL RESOLUTION/OFFICER RECOMMENDATION**

**MOVED: Councillor Weeks      SECONDED: Councillor Vis**

**That Council:**

1. Adopt the Shire of Gingin Cats Amendment Local Law 2026 as presented in Appendix 13.1.1; and
2. Authorise the affixing of the Common Seal to the adopted local law.

**CARRIED UNANIMOUSLY  
9 / 0**

**FOR:**            *Councillor Balcombe, Councillor Hyne, Councillor Kestel, Councillor Peczka, Councillor Stewart, Councillor Vis, Councillor Weeks, Councillor Wilkie and Councillor Woods*

**AGAINST:**    *Nil*

LOCAL GOVERNMENT ACT 1995  
CAT ACT 2011

SHIRE OF GINGIN

CATS AMENDMENT LOCAL LAW 2026

Under the powers conferred by the *Cat Act 2011*, the *Local Government Act 1995* and all other powers enabling it, the Council of the Shire of Gingin resolved on \_\_\_\_\_ to adopt the following local law.

**1. Citation**

This local law may be cited as the *Shire of Gingin Cats Amendment Local Law 2026*.

**2. Commencement**

This local law comes into operation 14 days after the date of its publication in the *Government Gazette*.

**3. Principal local law**

This local law amends the *Shire of Gingin Cats Local Law 2025* published in the *Government Gazette* on 14 March 2025.

**4. Clause 1.5 amended**

In clause 1.5 –

- (a) delete the definition ***effective control***; and
- (b) in the definition of ***set fee*** replace the word ‘Act’ with the words ‘*Local Government Act 1995*’.

**5. Clause 3.4 amended**

In clause 3.4(3)(b) replace the words ‘which has been approved’ with the word ‘operated’.

**6. Clause 3.8 amended**

In clause 3.8(4) replace the words ‘clause 3.4(2)’ with the words ‘clause 3.4(3)’.

**7. Clause 3.9 amended**

In clause 3.9 delete subclause (1)(b) and renumber remaining subclauses.

**8. Clause 3.12 amended**

In clause 3.12(1) delete the words ‘for an application under clause 3.4(1)(c)’.

**9. Clause 6.3 amended**

In clause 6.3(1) replace the words ‘section 9.16(1)’ with the words ‘section 62’.

**10. Schedule 2 amended**

In Schedule 2 –

- (a) In item 2, replace the words ‘clause 2.1(2)’ with the words ‘clause 2.1(4)’; and
- (b) in item 10 replace the words ‘clause 6.1(2)’ with the words ‘clause 6.1’.

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**MINUTES  
ORDINARY COUNCIL MEETING  
17 FEBRUARY 2026**

**APPENDIX  
13.1.1**

Dated \_\_\_\_\_

The Common Seal of the Shire of Gingin was affixed)  
by authority of a resolution of the Council in the )  
presence of: )

\_\_\_\_\_  
COUNCILLOR LINDA BALCOMBE  
PRESIDENT

\_\_\_\_\_  
SCOTT WILDGOOSE  
CEO

### 13.2 SHIRE OF GINGIN PARKING AND PARKING FACILITIES AMENDMENT LOCAL LAW 2026

File	LAW/1
Author	Lee-Anne Burt - Coordinator Governance
Reporting Officer	Rachael Wright - Executive Manager Corporate Services
Refer	21 October 2025 - Item 15.4
Appendices	1. Shire of Gingin Parking and Parking Facilities Amendment Local Law 2026 [13.2.1 - 2 pages]

#### DISCLOSURES OF INTEREST

Nil

#### PURPOSE

To consider the final adoption of the Shire of Gingin Parking and Parking Facilities Amendment Local Law 2026 in accordance with s. 3.12(4) of the *Local Government Act 1995* (the Act).

#### BACKGROUND

The Shire of Gingin Parking and Parking Facilities Amendment Local Law (the Amendment Local Law) is being progressed as a result of an undertaking provided by Council at its Ordinary Meeting on 15 July 2025 to the Joint Standing Committee on Delegated Legislation (JSCDL) to amend the Shire of Gingin Parking and Parking Facilities Local Law 2004 within 6 months.

The Amendment Local Law was adopted by Council at its Ordinary Meeting on 21 October 2025 for the purpose of advertising for public comment.

Local public notice advising of Council's intention and of the purpose and effect of the Amendment Local Law was given in accordance with s.3.12 of the Act, with the required public submission period closing on 5 December 2025. As required by the *Local Government (Administration) Regulations 1996*, four methods of giving public notice were utilised as follows:

- Publication on the Shire's website on 30 October 2025;
- Publication on the Shire's Facebook page on 30 October 2025;
- Displayed on official Shire of Gingin noticeboards from 30 October 2025; and
- Publication under Local Government Notices in The West Australian newspaper on 1 November 2025.

## **COMMENT**

No public submissions were received in relation to the proposed local law. In addition, the Department of Local Government, Industry Regulation and Safety confirmed that it has no comments to make.

In the event that Council resolves to make the local law as presented, then the following sequence of events will commence:

1. The adopted local law will be published in the Government Gazette and a further copy provided to the Minister for Local Government. The local law will come into effect two weeks after gazettal.
2. After gazettal, local public notice will be given stating the title of the local law, its purpose and effect (including the date it will come into operation) and advising where copies of the local law may be inspected or obtained.
3. A copy of the local law, together with the accompanying explanatory memorandum, will then be submitted to the JSCDL for scrutiny.

Council should be aware that it is possible that, after reviewing the local law, the JSCDL may make a recommendation to Parliament that the local law be amended or disallowed. If a particular amendment is not considered to be critical then Council may be required to give an undertaking that the amendment will be attended to by the required date.

## **RISK IMPLICATIONS**

It is not considered that there is any risk associated with complying with the requirements of the JSCDL.

## **STATUTORY/LOCAL LAW IMPLICATIONS**

*Local Government Act 1995*

Part 3 – Functions of local governments

Division 2 – Legislative functions of local governments

Section 3.12 – Procedure for making local laws

## **POLICY IMPLICATIONS**

Nil

## **BUDGET IMPLICATIONS**

Nil

**STRATEGIC IMPLICATIONS**

Shire of Gingin Strategic Community Plan 2024-2034

<b>Aspiration</b>	4. Excellence & Accountability - Deliver Quality Leadership and Business Expertise
<b>Strategic Objective</b>	4.2 Effective Governance - Apply systems of compliance which assists Council to make informed decisions within a transparent, accountable, and principled environment.

**VOTING REQUIREMENTS - ABSOLUTE MAJORITY**

**COUNCIL RESOLUTION/OFFICER RECOMMENDATION**

**MOVED:** Councillor Peczka      **SECONDED:** Councillor Vis

**That Council:**

1. Adopt the Shire of Gingin Parking and Parking Facilities Amendment Local Law 2026 as presented in Appendix 13.2.1; and
2. Authorise the affixing of the Common Seal to the adopted local law.

**CARRIED UNANIMOUSLY  
9 / 0**

**FOR:**            *Councillor Balcombe, Councillor Hyne, Councillor Kestel, Councillor Peczka, Councillor Stewart, Councillor Vis, Councillor Weeks, Councillor Wilkie and Councillor Woods*

**AGAINST:**    *Nil*

LOCAL GOVERNMENT ACT 1995

**SHIRE OF GINGIN**

**PARKING AND PARKING FACILITIES AMENDMENT LOCAL LAW 2026**

Under the powers conferred by the *Local Government Act 1995* and all other powers enabling it, the Council of the Shire of Gingin resolved on \_\_\_\_\_ to adopt the following local law.

**1. Citation**

This local law may be cited as the *Shire of Gingin Parking and Parking Facilities Amendment Local Law 2026*.

**2. Commencement**

This local law comes into operation 14 days after the date of its publication in the *Government Gazette*.

**3. Principal local law**

This local law amends the *Shire of Gingin Parking and Parking Facilities Local Law 2004* published in the *Government Gazette* on 13 September 2004 and amended in the *Government Gazette* on 10 October 2006, 11 December 2018 and 14 March 2025.

**4. Clause 1.3 amended**

In clause 1.3, in the definition of **permissive parking**, replace the second occurrence of 'parking' with 'parking area'.

**5. Clause 3.4 amended**

Delete clause 3.4 and replace with –

**3.4 Event parking**

- (1) For the purpose of this clause –
  - (a) **local public notice** has the meaning given to it by s.1.7 of the *Local Government Act 1995*.
  - (b) **event** means –  
Any single, one off event either indoor or outdoor, where people assemble for sporting, entertainment, concerts, fairs, festivals or other common purposes (excluding private functions) which warrants the setting aside of any parking facility or the establishment of additional parking facilities on a reserve or local government property; and
  - (c) **set aside or setting aside** means to save or keep for a particular purpose.
- (2) The local government may –
  - (a) by giving local public notice and the use of any type of sign, temporary or otherwise, and for the period specified on the sign –
    - (i) set aside all or part of a parking facility for a period not exceeding 4 weeks for the parking of vehicles by persons attending an event; or
    - (ii) establish additional parking facilities on a reserve or local government property for a period not exceeding 4 weeks for the parking of vehicles by persons attending a public event.
  - (b) by resolution of Council and by giving a minimum of 14 days local public notice and the use of a sign, temporary or otherwise, and for the period specified on the sign –
    - (i) set aside parking facilities for a period exceeding 4 weeks for the parking of vehicles by those attending a public event; or
    - (ii) establish additional parking facilities on a reserve or local government property for a period exceeding 4 weeks for the parking of vehicles by those attending a public event.
- (3) A person must not park a vehicle in a parking facility set aside or established under subclause (2) during the period for which it is set aside or established unless –
  - (a) authorisation is first gained from the local government; or

- (b) the person complies with any alternate method of payment for parking authorised by the local government.

**6. Schedule 2 amended**

In Schedule 2, after Item 1 insert the following –

2	3.4(3)	Parking in a parking facility set aside for an event	150
---	--------	--	-----

\_\_\_\_\_

Dated \_\_\_\_\_

The Common Seal of the Shire of Gingin was affixed )  
by authority of a resolution of the Council in the )  
presence of: )

\_\_\_\_\_  
COUNCILLOR LINDA BALCOMBE  
PRESIDENT

\_\_\_\_\_  
SCOTT WILDGOOSE  
CEO

### 13.3 LIST OF PAID ACCOUNTS JANUARY 2026

File	FIN/25
Author	Alexis Knight – Finance Officer
Reporting Officer	Rachael Wright – Executive Manager Corporate Services
Refer	Nil
Appendices	1. Voucher List January 2026 [ <b>13.3.1</b> - 7 pages]

#### DISCLOSURES OF INTEREST

Nil

#### PURPOSE

For Council to note the payments made in January 2026.

#### BACKGROUND

Council has delegated authority to the Chief Executive Officer (CEO) to exercise the power to make payments from the Municipal Fund (Delegation 1.1.13 Payments from the Municipal or Trust Funds). The CEO is required to present a list to Council of those payments made since the last list was submitted.

#### COMMENT

Accounts totalling \$1,369,308.36 were paid during the month of January 2026.

A payment schedule is included as **an appendix** to this report.

The schedule details:

• Municipal Fund electronic funds transfers (EFT)	\$1,069,409.29
• Municipal Fund cheques	\$570.00
• Municipal Fund direct debits	\$299,329.07
<b>TOTAL MUNICIPAL EXPENDITURE</b>	<b>\$1,369,308.36</b>
<b>TOTAL EXPENDITURE</b>	<b>\$1,369,308.36</b>

All invoices have been verified, and all payments have been duly authorised in accordance with the Shire’s procedures.

#### RISK IMPLICATIONS

Nil

## **STATUTORY/LOCAL LAW IMPLICATIONS**

*Local Government Act 1995*  
s.6.4 – Financial Report

*Local Government (Financial Management) Regulations 1996*  
Reg. 13 – Payments from municipal fund or trust by CEO  
Reg. 13A – Payments by employees via purchasing cards

Shire of Gingin Delegation Register – Delegation 1.1.13 Payments from the Municipal or Trust Funds

## **POLICY IMPLICATIONS**

Nil

## **BUDGET IMPLICATIONS**

Resource requirements are in accordance with existing budgetary allocations.

## **STRATEGIC IMPLICATIONS**

Shire of Gingin Strategic Community Plan 2024-2034

<b>Aspiration</b>	4. Excellence & Accountability - Deliver Quality Leadership and Business Expertise
<b>Strategic Objective</b>	4.4 Strategic & Sustainable Financial Planning - Undertake long-term resource planning and allocation in accordance with the Integrated Planning and Reporting Framework

**VOTING REQUIREMENTS - SIMPLE MAJORITY**

**COUNCIL RESOLUTION/OFFICER RECOMMENDATION**

**MOVED:** Councillor Woods      **SECONDED:** Councillor Weeks

That Council note all payments made by the Chief Executive Officer under Delegation 1.1.13 for January 2026 totalling \$1,369,308.36 as detailed in the appendices to this report, comprising:

- |   |                |
|---|----------------|
| • Municipal Fund electronic funds transfers (EFT) | \$1,069,409.29 |
| • Municipal Fund cheques                          | \$570.00       |
| • Municipal Fund direct debits                    | \$299,329.07   |

**CARRIED UNANIMOUSLY  
9 / 0**

**FOR:** *Councillor Balcombe, Councillor Hyne, Councillor Kestel, Councillor Peczka, Councillor Stewart, Councillor Vis, Councillor Weeks, Councillor Wilkie and Councillor Woods*

**AGAINST:** *Nil*

# MINUTES ORDINARY COUNCIL MEETING 17 FEBRUARY 2026

# APPENDIX 13.3.1

## Payments made under Delegated Authority 2.1 Payment of Creditors for the period 01/01/2026 - 31/01/2026

TYPE	DATE PAID	NAME	Payment Category	AMOUNT	
			L - Local, R - Reimbursement, F - Funded, S - Staff, PF - Partially Funded, C - Councillor		
			DETAILS		
EFT-46137	5/01/2026	Australian Taxation Office (PAYG)	Payroll deduction for PE: 30/12/2025	49918.00	S
EFT-46138	5/01/2026	CarBon Leasing & Rentals Pty Ltd	Salary Sacrifice Novated Lease Payment	1024.60	S
EFT-46139	5/01/2026	CFMEU	Payroll deduction for PE: 30/12/2025	60.00	S
EFT-46140	5/01/2026	Child Support Agency	Payroll deduction for PE: 30/12/2025	394.99	S
EFT-46141	5/01/2026	LGRCEU (WA Division)	Payroll deduction for PE: 30/12/2025	48.00	S
EFT-46142	5/01/2026	WEX Australia Pty Ltd	Caltex Fuel Card Purchases	6173.96	
EFT-46143	5/01/2026	Helen Sampson	Gingin Waste Facility Management	1806.75	L
EFT-46144	7/01/2026	AFGR1 Equipment Pty Ltd	GG001: Service parts	1045.81	
EFT-46145	7/01/2026	Aurora Delta Pty Ltd	Pre Employment Medical	185.00	L
EFT-46146	7/01/2026	Avantgarde Technologies	Service Desk Support & System Administration Support Councillor Replacement Laptops Service Desk Support & System Administration Support	11163.44	
EFT-46147	7/01/2026	Avon Waste	Kerbside Collection Services	47895.29	
EFT-46148	7/01/2026	BOC Pty Ltd	Gas & Oxygen Supplies for the Workshop & Gingin Medical Centre	114.48	
EFT-46149	7/01/2026	Borrello Beef	Bond Refund	500.00	R
EFT-46150	7/01/2026	Boya Equipment	GG041/GG034: Mower deck parts GG009: Pollen filters	1810.58	
EFT-46151	7/01/2026	Brightmark Group Pty Ltd	Cleaning Shire Facilities, Cleaning Council Chambers, Lancelin Unit Vacate Clean, Cleaning Gingin Medical Centre	30368.62	
EFT-46152	7/01/2026	Bullsbrook and Districts Glass and Aluminium	Administration Building: Install heavy duty door Ledge Point Country Club: Repair doors	4991.00	
EFT-46153	7/01/2026	Cellarbrations Gingin	Brigade Ice	13.50	L
EFT-46154	7/01/2026	Complete Office Supplies Pty Ltd	Gingin Administration Kitchen Refreshments & Stationery Order	405.31	
EFT-46155	7/01/2026	Cooee Couriers & Transport	Courier Charges	615.62	
EFT-46156	7/01/2026	Corsign	Guilderton Caravan Park: Speed bump signs	3309.90	
EFT-46157	7/01/2026	Country Values Real Estate - Trust Account	Rental - Robinson Street, Gingin	2320.00	L
EFT-46158	7/01/2026	Cromag Pty Ltd T/A Sigma Telford Group	Palintest Lumiso Pool test Aquatic Centre & Tubes	2154.90	
EFT-46159	7/01/2026	Data#3	Microsoft 365 Business Premium License	344.05	
EFT-46160	7/01/2026	Digital Surveying Solutions	Brook & Edwards Street: Feature Survey	8415.00	
EFT-46161	7/01/2026	Eagleye Technical Services	Lancelin Recreation Grounds: Relocate Reticulation Controller	154.00	L
EFT-46162	7/01/2026	Ecowater Services	Granville ATU System Maintenance	420.40	
EFT-46163	7/01/2026	Everjazz Pty Ltd T/A Alarm Assets Group & Austech Surveillance	Quarterly Alarm Monitoring GESC	146.00	
EFT-46164	7/01/2026	Gingin Fuel and Tyres Pty Ltd	GG003: Supply, Fit & Dispose Tyres GG013: Battery GG041: Tyre Repair GG076: Fuel Bushfire Brigade Fuel GG02: Hino Tyre	13635.55	L
EFT-46165	7/01/2026	Gingin Trading	Hardware Store Purchases Gingin	2799.75	L
EFT-46166	7/01/2026	Gull Gingin Pty Ltd	Bushfire Brigade Refreshments Small Parts ULP & Bushfire Brigade Refreshments	1650.24	L
EFT-46167	7/01/2026	Honeycomb Estate B&B	Accommodation for CESH during incident #765629	500.00	L
EFT-46168	7/01/2026	Iron Mountain Australia Group Services Pty Ltd	Storage Business Cartons	164.84	
EFT-46169	7/01/2026	JLT Risk Solutions Pty Ltd	Regional Risk Coordinator Program	8978.20	
EFT-46170	7/01/2026	Jupiter Health and Medical Services (Lancelin Medical Centre)	Accommodation Reimbursement: Lancelin Doctor	1200.00	
EFT-46171	7/01/2026	K B Riley & Sons Pty Ltd t/a Lancelin Sands	Bootoo Street: Drainage Works	8576.70	L
EFT-46172	7/01/2026	L J & M R Crowe	Firebreak Installation	6160.00	L
EFT-46173	7/01/2026	Lancelin Gull Roadhouse	Fuel Purchases December 2025	1620.64	L
EFT-46174	7/01/2026	Lancelin Trade and Rural Supplies	Hardware Store Purchases Lancelin	1268.48	L
EFT-46175	7/01/2026	Landgate	GRV - Interim Valuation	320.67	
EFT-46176	7/01/2026	LD Total	Guilderton Foreshore: Wetting Agent Application	808.23	
EFT-46177	7/01/2026	Ledge Point Volunteer Bush Fire Brigade	Ledge Point BFB: Incident #765629 Fuel (GG21029 & GG081) & Starlink Reimbursement	575.80	R
EFT-46178	7/01/2026	Moore Clothes Inc.	Public Liability Insurance Contribution	480.00	G
EFT-46179	7/01/2026	Moore River Electrical Services	Guilderton Foreshore: Test bore pump & RCD Aged Unit 7: Test RCD and Unit DADA Lancelin: Lighting	407.00	L
EFT-46180	7/01/2026	Moore Septics	Guilderton Foreshore: Pump out Septics	1375.00	L
EFT-46181	7/01/2026	PFD Food Services Pty Ltd	Gingin Aquatic Centre: Kiosk Supplies	764.15	
EFT-46182	7/01/2026	Property Valuation & Advisory (WA) Pty Ltd	Valuation Fees: EV Charging Bays License 8 Rock Way Lancelin	3025.00	
EFT-46183	7/01/2026	RingCentral Australia Pty Ltd	Gingin Administration: Monthly Phone Service	1178.10	
EFT-46184	7/01/2026	Team Global Express Pty Ltd	Courier Charges	35.55	
EFT-46185	7/01/2026	The Freo Hire Company Pty Ltd	Australia Day Outdoor Cinema Hire Lancelin	500.00	

**MINUTES  
ORDINARY COUNCIL MEETING  
17 FEBRUARY 2026**

**APPENDIX  
13.3.1**

**Payments made under Delegated Authority 2.1 Payment of Creditors for the period 01/01/2026 - 31/01/2026**

TYPE	DATE PAID	NAME	Payment Category	AMOUNT
			L - Local, R - Reimbursement, F - Funded, S - Staff, PF - Partially Funded, C - Councillor	
			DETAILS	
EFT-46186	7/01/2026	Thermal Engineering Pty Ltd	All Shire Buildings: Air Conditioner Servicing Guilderton Visitors Centre: Replace Air conditioner Unit	10857.00
EFT-46187	7/01/2026	Tutt Bryant Equipment (BT Equipment Pty Ltd T/As)	Pedestrian Roller Scrapers	210.52
EFT-46188	7/01/2026	Western Australian Local Government Association	Councillor Member Essentials: Mandatory Training x2	1089.00
EFT-46189	7/01/2026	Windmill Roadhouse	Brigade Refreshments	144.50
EFT-46190	7/01/2026	Helen Sampson	Gingin Waste Facility Management	1806.75 L
EFT-46191	9/01/2026	Nicholas Smith	Ippolo Road Reserve Resumption of Land Settlement	23100.00
PAY-176	15/01/2025	Shire of Gingin	Net Pays PE 13/01/2026	183,491.64 S
EFT-46192	15/01/2026	ACS Swan Express Print	Ranger Books	418.00
EFT-46193	15/01/2026	Altus Planning Pty Ltd	Planning Services: Met Mast, Nilgen Planning Services: Lot 5707 Indian Ocean Drive	3168.00
EFT-46194	15/01/2026	AMPAC Debt Recovery WA Pty Ltd	Rates Debt Recovery Costs & Commissions	615.50
EFT-46195	15/01/2026	Avantgarde Technologies	Service Desk Support & System Administration Support	17926.67
EFT-46196	15/01/2026	B Waddell Consulting Engineers	Sovereign Hill: Entry wall Engineering Drawings	935.00
EFT-46197	15/01/2026	Boya Equipment	GG041/GG034: Mower Deck Pins	70.60
EFT-46198	15/01/2026	Bullsbrook Water Carriers	Lancelin Sporting Complex: Potable Water	2200.00
EFT-46199	15/01/2026	Bunnings Buildings Supplies Pty Ltd	Safety signage	12.46
EFT-46200	15/01/2026	Civil Engineering Assignments	Secondment Civil Designer for Capital Works Designs	3257.37
EFT-46201	15/01/2026	Cohesis Pty Ltd	Review Draft Technical Specification for a Managed ICT Service Provider	3300.00
EFT-46202	15/01/2026	CU@Park	Reimbursement Damaged Cake Fridge	6103.85 R,L
EFT-46203	15/01/2026	Department of Biodiversity, Conservation and Attractions	Rent: Lot 14226 (Reserve 14226) Nilgen Road, Retransmission Mast	1830.64
EFT-46204	15/01/2026	Department of Local Government Industry Regulation and Safety - Bonds ADMIN	BSL Payments December 2025	20542.68 F
EFT-46205	15/01/2026	Department of Transport	Release of Information fee for the Shire of Gingin Parking Infringement Notice	132.60
EFT-46206	15/01/2026	Dibbles Plumbing Service	Guilderton Foreshore: Repair shower & replace basin taps Gingin Hardcourt: Leach Drains Inspection Granville Park: Unblock toilets Gingin Aquatic Centre: Plumbing Repair	1562.00 L
EFT-46207	15/01/2026	Eagleye Technical Services	Ocean Farms Fire Station: Generator	7409.60 L
EFT-46208	15/01/2026	Element Advisory Pty Ltd	Community Consultation for Development of the Strategic Community Plan	8117.12
EFT-46209	15/01/2026	Everjazz Pty Ltd T/A Alarm Assets Group & Austech Surveillance	Alarm Subscription	120.00
EFT-46210	15/01/2026	Five Senses Coffee Pty Ltd	Gingin Aquatic Centre: Kiosk Coffee	409.90
EFT-46211	15/01/2026	Full Flow Plumbing and Gas	Paperbark Avenue Redfield Park: Upgrade to stand pipe	1375.00 L
EFT-46212	15/01/2026	Gingin District Community Resource Centre Inc (CRC)	Printing Portraits Advertising Country & Coast in Gingin Buzz 2026	2204.00 L
EFT-46213	15/01/2026	Gingin Florist	Condolence Arrangement	180.00 L
EFT-46214	15/01/2026	Gingin Fuel and Tyres Pty Ltd	GG098: Replacement Battery GG074: Supply and Install Tyre GG034: Repair 2x Kubota Mower Tyres GG059: Supply and Install Front Tyres GG076: Fuel GG002: Fuel GG002: Fuel Bulk Gingin Depot Diesel	25896.21 L
EFT-46215	15/01/2026	Gingin Golf Club	Christmas Party 2025 : Refreshments	1172.00 L
EFT-46216	15/01/2026	Gingin West Volunteer Bush Fire Brigade	GG077: Fuel Reimbursement GG082: Fuel Reimbursement	321.01 R
EFT-46217	15/01/2026	Grand Toyota	GG074: Side Step Cover	1104.75
EFT-46218	15/01/2026	Guilderton Country Club Inc.	Reimbursement of Electricity	200.73 R
EFT-46219	15/01/2026	Heidelberg Materials Australia Pty Ltd	Ledge Point Recreation Grounds: Quartz Sand	343.20
EFT-46220	15/01/2026	Kleen West Distributors	Lower Coastal Ablutions: Supply Toiletries Upper Coastal: Ablution Supplies Hand Soap Dispensers	2315.28
EFT-46221	15/01/2026	Lancelin Tree Services	Philby Place Lancelin: Tree pruning	1100.00 L
EFT-46222	15/01/2026	LD Total	Lefroy Street: Mowing	1652.20
EFT-46223	15/01/2026	Ledge Point Reticulation & Refrigeration	Ledge Oval: Repair Pressure Relief Valve	110.00 L
EFT-46224	15/01/2026	Ledge's Kanga Service and Skip Bin Hire	Lancelin Jetty: Skip Bin Hire	2640.00 L
EFT-46225	15/01/2026	Lo-Go Appointments	Finance Officer Temp Contract	2784.63
EFT-46226	15/01/2026	Moore River Electrical Services	Guilderton Foreshore: Bore pump testing and replace RCD	528.00 L
EFT-46227	15/01/2026	Moore River News Inc	Advertising Country & Coast	1210.00 L

**MINUTES  
ORDINARY COUNCIL MEETING  
17 FEBRUARY 2026**

**APPENDIX  
13.3.1**

**Payments made under Delegated Authority 2.1 Payment of Creditors for the period 01/01/2026 - 31/01/2026**

TYPE	DATE PAID	NAME	Payment Category	
			DETAILS	AMOUNT
EFT-46228	15/01/2026	Moore River Roadhouse	Fuel Purchases	2258.92 L
EFT-46229	15/01/2026	Moore River Tree Services	Gingin Waste Facility: Remove Trees and Stump Grind	1980.00 L
EFT-46230	15/01/2026	NAPA a division of GPC Asia Pacific Pty Ltd	GG036: Replacement Plug GG004/GG059: Batteries	1170.95
EFT-46231	15/01/2026	N-Grave Pty Ltd	Citizen Medallion Engraving	80.00
EFT-46232	15/01/2026	PFD Food Services Pty Ltd	Kiosk Items	2227.04
EFT-46233	15/01/2026	Pingarning Pty Ltd	WHS Management System: Review	2200.00
EFT-46234	15/01/2026	Plunkett Homes (1903) Pty Ltd	Development Application: Refund	1343.62 R
EFT-46235	15/01/2026	Repco Division of Asia Pacific Pty Ltd	PGG060: Reducer VRL	361.90
EFT-46236	15/01/2026	Seek Limited	Employment Advertisement	522.50
EFT-46237	15/01/2026	Sherrin Rentals Pty Ltd	Water Truck Hire	9076.38
EFT-46238	15/01/2026	Shire of Gingin	BSL Commission December 2025	165.00 F
EFT-46239	15/01/2026	Sonic HealthPlus Pty Ltd	Pre Employment Medicals	688.60
EFT-46240	15/01/2026	Supagas Pty Limited	Guilderton Caravan Park: Bulk Gas Lefroy Street: LPG Bottle Rental Charge	3206.14
EFT-46241	15/01/2026	Thermal Engineering Pty Ltd	Lefroy Street: Install Ducted Air Conditioner	15070.00
EFT-46242	15/01/2026	Total Green Recycling	Shire Waste Facilities: EWaste Pick Up	3137.40
EFT-46243	15/01/2026	Uniforms at Work	Uniform: Shirts	214.75
EFT-46244	15/01/2026	Waterlogic Australia Pty Ltd	SD5 Cool & Cold Countertop and Stream Rental Service	173.97
EFT-46245	15/01/2026	Windmill Roadhouse	Brigade Fuel	77.72 L
EFT-46246	15/01/2026	Helen Sampson	Gingin Waste Facility Management	1806.75 L
EFT-46247	15/01/2026	Helen Sutherland	Reimbursement: Lancelin Library App Subscription	55.00 S
EFT-46248	15/01/2026	Iain Campbell	Dog Registration Sterilization Refund	30.00 R
EFT-46249	15/01/2026	Jennifer Rule	Bond Refund	200.00 R
EFT-46250	15/01/2026	Thomas Kusters	Ledge Oval: Mains water pipe replacement	350.00 L
EFT-46251	15/01/2026	Tony Pisconeri	Seabird Waste Facility Management Lancelin Waste Facility Management	18000.00
EFT-46252	20/01/2026	Janice Weinman	Payment Refund	357.83 R
EFT-46253	22/01/2026	Adform Engraving & Signs	Artwork Plaque	121.00
EFT-46254	22/01/2026	Aflex Technology (NZ) Ltd	Gingin Aquatic Centre: Pool Inflatable	4017.20
EFT-46255	22/01/2026	AMPAC Debt Recovery WA Pty Ltd	Rates Debt Recovery Costs & Commissions	110.00
EFT-46256	22/01/2026	Australian Taxation Office (PAYG)	Payroll deduction for PE: 15/01/2026	53438.00 S
EFT-46257	22/01/2026	Belgravia PRO Pty Ltd	Guilderton Caravan Park: Pure Glamping & Equipment Hire Guilderton Caravan Park: RMS Licensing Fees Guilderton Caravan Park: Management Fee	55903.95
EFT-46258	22/01/2026	Brightmark Group Pty Ltd	Cleaning Lancelin Hall	237.60
EFT-46259	22/01/2026	CarBon Leasing & Rentals Pty Ltd	Salary Sacrifice Novated Lease Payment	1024.60 S
EFT-46260	22/01/2026	CFMEU	Payroll deduction for PE: 15/01/2026	60.00 S
EFT-46261	22/01/2026	Child Support Agency	Payroll deduction for PE: 15/01/2026	394.99 S
EFT-46262	22/01/2026	Civil Engineering Assignments	Secondment Civil Designer for Capital Works Designs	3036.00
EFT-46263	22/01/2026	Commercial Locksmiths	Beermullah Ski Club: Padlock & Replacement Keys	627.28
EFT-46264	22/01/2026	Complete Office Supplies Pty Ltd	Lancelin Office: Stationary Order	741.15
EFT-46265	22/01/2026	Corsign	Road Projects: Signage	655.60
EFT-46266	22/01/2026	Dibbles Plumbing Service	Guilderton Store: Replace Sink Pumps Guilderton Hall: Ablution Replacement Guilderton Foreshore Ablutions: Unblock Drain Gingin Aquatic Centre: Replace Tap	3757.60 L
EFT-46267	22/01/2026	Dielectric Security Systems	Guilderton Caravan Park: Alarm monitoring fees Gingin Medical Centre: Alarm monitoring fees Gingin Office: Alarm monitoring fees Lancelin Office: Alarm monitoring fees	919.16
EFT-46268	22/01/2026	Gingin Arts and Craft Group Inc	Public Liability Insurance Contribution	500.00 G
EFT-46269	22/01/2026	Gingin Fuel and Tyres Pty Ltd	Gingin Aquatic Centre Changerooms: Gas	391.00 L
EFT-46270	22/01/2026	Gingin West Volunteer Bush Fire Brigade	Reimbursement Fuel	28.12 R
EFT-46271	22/01/2026	Indian Ocean Pest Control	Wells Street: Inspect tree for termite damage Neergabby Showgrounds: Tick Treatment	715.00 L
EFT-46272	22/01/2026	Jupiter Health and Medical Services (Lancelin Medical Centre)	Lancelin Medical Centre Doctor: Accommodation Reimbursement.	1400.00
EFT-46273	22/01/2026	Kleenit Pty Ltd	Constable and Robinson Street: Line Marking Cockram Road (Lennard's Bridge): Line Marking	2444.20
EFT-46274	22/01/2026	Lancelin IGA Local Grocer	Supermarket Purchases Lancelin	31.37 L
EFT-46275	22/01/2026	LGRCEU (WA Division)	Payroll deduction for PE: 15/01/2026	48.00 S
EFT-46276	22/01/2026	Lo-Go Appointments	Finance Officer Temp Contract	3090.78
EFT-46277	22/01/2026	Mills Oakley Lawyers	Legal Document Drafting	1408.00
EFT-46278	22/01/2026	Moore River Electrical Services	Gabbadah Park: Install 4x weatherproof GPO'S & RCD'S Redfield Fire Shed: Replace faulty LED batten	880.00 L
EFT-46279	22/01/2026	Naja Business Consulting Services	Guilderton Caravan Park: Business Plan	7920.00
EFT-46280	22/01/2026	Northern Valley News	Advertising	450.00 L

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**Payments made under Delegated Authority 2.1 Payment of Creditors for the period 01/01/2026 - 31/01/2026**

			<b>Payment Category</b>	
			<b>L - Local, R - Reimbursement, F - Funded, S - Staff, PF - Partially Funded, C - Councillor</b>	
<b>TYPE</b>	<b>DATE PAID</b>	<b>NAME</b>	<b>DETAILS</b>	<b>AMOUNT</b>
EFT-46281	22/01/2026	Offshore Diving Services	Moore River Guilderton: Inspect pontoon mooring and install pontoon	3850.00
EFT-46282	22/01/2026	Ohura Consulting	IR Advice	390.00
EFT-46283	22/01/2026	PFD Food Services Pty Ltd	Gingin Aquatic Centre: Kiosk Items	622.75
EFT-46284	22/01/2026	Rowe Group	Planning Services	435.60
EFT-46285	22/01/2026	St John Ambulance Western Australia Ltd	St John First Aid Kits Service	32.85
EFT-46286	22/01/2026	Stewart & Heaton Clothing Co Pty Ltd	Name Badges	52.72
EFT-46287	22/01/2026	Strooth Consulting Pty Ltd	Edward Street: Drainage Design Peer Review	792.00
EFT-46288	22/01/2026	The Gingin Butcher	Christmas Hamper Project Vouchers	625.00
EFT-46289	22/01/2026	The Stable Fly Action Group Inc	Public Liability Insurance Contribution	474.89
EFT-46290	22/01/2026	West Australia Newspaper Pty Ltd	Advertisement	385.00
EFT-46291	22/01/2026	Western Australia Police Force	National Police Checks: BFB Volunteers	17.60
EFT-46292	22/01/2026	Western Australian Local Government Association	Governance Training	682.00
EFT-46293	22/01/2026	Frank Peczka	Councillor Travel Expenses 01/10/2025 - 31/12/2025	1471.32
EFT-46294	22/01/2026	Gavin Henry	Rate Refund	2500.24
EFT-46295	22/01/2026	Helen Sampson	Gingin Waste Facility Management	1806.75
EFT-46296	22/01/2026	Kevin Vine	Guilderton Foreshore & Silver Creek: Bin Collection Services	5505.50
EFT-46297	22/01/2026	Linda Balcombe	Councillor Travel Expenses 01/10/2025 - 31/10/2025	553.21
EFT-46298	22/01/2026	LJ Hughes	Reimbursement: Water Service Charges Lancelin Administration Office	409.26
PAY -177	29/01/2026	Shire of Gingin	Net Pays PE 27/01/2026	188,539.42
EFT-46299	29/01/2026	Australia Post	Reply Paid Letters Small	3.39
EFT-46300	29/01/2026	Brown Acres WA Pty Ltd t/as Brown Automotive	Repairs to Red Gully LT GG08	205.00
EFT-46301	29/01/2026	Complete Office Supplies Pty Ltd	Gingin Administration Office: Stationary Supplies	1075.27
EFT-46302	29/01/2026	Corsign	Landfill Signage	1732.50
EFT-46303	29/01/2026	Country Values Real Estate - Trust Account	Rental - Robinson Street, Gingin	2320.00
EFT-46304	29/01/2026	Duncan Solutions	Guilderton Parking Meters: Credit Card Transactions and Monthly Support	386.98
EFT-46305	29/01/2026	Frontline Fire and Rescue Equipment	Brigade Respirators	6004.02
EFT-46306	29/01/2026	Gingin Fuel and Tyres Pty Ltd	Fire Fighting Trailer: Parts	852.00
EFT-46307	29/01/2026	Guilderton & Districts Volunteer Bush Fire Brigade	Reimbursement Grounds Keeping	221.06
EFT-46308	29/01/2026	IGA Local Grocer Gingin	Supermarket Purchases Gingin	751.02
EFT-46309	29/01/2026	Iron Mountain Australia Group Services Pty Ltd	Storage Business Cartons	150.82
EFT-46310	29/01/2026	Karakin Lakes Pty Ltd	Rate Refund	2773.13
EFT-46311	29/01/2026	LD Total	Shire Parks: Reticulation Fault Finding	4158.00
EFT-46312	29/01/2026	Lo-Go Appointments	Finance Officer Temp Contract	1315.78
EFT-46313	29/01/2026	Office of the Auditor General	Financial Report Audit	46970.00
EFT-46314	29/01/2026	Rural Urban Fire Safety	Community Workshops: Fire Awareness	355.24
EFT-46315	29/01/2026	Seaview Services	Firebreak Installation	1000.00
EFT-46316	29/01/2026	Stewart & Heaton Clothing Co Pty Ltd	Brigade Boots	323.64
EFT-46317	29/01/2026	Team Global Express Pty Ltd	Courier Charges	102.03
EFT-46318	29/01/2026	The National Trust of Australia (WA)	Gingin Railway Station - Rent	255.37
EFT-46319	29/01/2026	Tiffany's Catering	Catering: Council Meeting	1063.00
EFT-46320	29/01/2026	W & J Greenwell	Catering: Training	
EFT-46321	29/01/2026	David Wilson	Hardware Store Purchases	898.35
<b>EFT TOTAL</b>			Community Resilience Coordinator	<b>2450.00</b>
				<b>1,069,409.29</b>

**CHEQUES**

CHQ-116506	21/01/2026	Shire of Gingin (Petty Cash)	Shire of Gingin Petty Cash Float	570.00
<b>CHEQUES TOTAL</b>				<b>570.00</b>

**DIRECT DEBIT**

DE-7532	1/01/2026	Go Go Media	Monthly Message On Hold	75.90
DE-7540	1/01/2026	Bendigo Bank	Bendigo Bank: Transfer Fees	62.50
DE-7541	1/01/2026	Bendigo Bank	Bendigo Bank: BPay Biller Fee	992.64
DE-7472	2/01/2026	Synergy	Electricity Charges Lot 41 Weld Street Gingin	3289.01
DE-7470	2/01/2026	Synergy	Electricity Charges Lot 12 Dewar St Guilderton	185.19
DE-7471	2/01/2026	Synergy	Electricity charges Sovereign Hill Dr, Gabbadah	166.60
DE-7473	2/01/2026	Synergy	Electricity charges Lot 244 Sovereign Hill Dr, Gabbadah	180.46
DE-7474	2/01/2026	Synergy	Electricity charges 25007 Dewar St Guilderton	2274.36
DE-7543	2/01/2026	Bendigo Bank	Bendigo Bank Fee	8.06
DE-7544	2/01/2026	Bendigo Bank	SB Waste Facility Fee November 2025	44.37
DE-7545	2/01/2026	Bendigo Bank	Bendigo Bank: Tyro Fees November 2025	1384.09

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**Payments made under Delegated Authority 2.1 Payment of Creditors for the period 01/01/2026 - 31/01/2026**

TYPE	DATE PAID	NAME	DETAILS	AMOUNT
DE-7546	2/01/2026	Bendigo Bank	Bendigo Bank: Tyro Fees November 2025	125.02
DE-7547	2/01/2026	Bendigo Bank	Bendigo Bank: Tyro Fees November 2025	152.32
DE-7565	2/01/2026	Synergy	Electricity charges 7 Brockman St Gingin	1103.15
DE-7535	3/01/2026	Business Service Brokers T/A TeleChoice	Mobile Phone Charges	207.00
DE-7479	5/01/2026	Synergy	Electricity charges 1 Weld St Gingin	2803.32
DE-7482	5/01/2026	Synergy	Electricity Charges Lot 47 Chalon Avenue, Seabird WA	452.98
DE-7478	5/01/2026	Synergy	Electricity Charges Lot 236 Brockman St Guilderton	348.02
DE-7480	5/01/2026	Synergy	Electricity charges Lot 86 Gingin Road, Lancelin	137.98
DE-7542	5/01/2026	Telstra	Telephone charges Guilderton Caravan Park	240.15
DE-7549	5/01/2026	Bendigo Bank	CBA Merchant Fee	64.00
DE-7553	5/01/2026	Bendigo Bank	CBA Merchant Fee	876.00
DE-7554	5/01/2026	Bendigo Bank	CBA Merchant Fee	519.47
DE-7488	5/01/2026	Synergy	Electricity charges Street Lights	11266.84
DE-7484	6/01/2026	Synergy	Electricity Charges Lot 11 Dewar Street, Guilderton	752.61
DE-7485	6/01/2026	Synergy	Electricity charges Loc 3 Ocean Farm Drive	1513.22
DE-7483	6/01/2026	Synergy	Electricity Charges Dewar Street Guilderton	293.39
DE-7555	6/01/2026	Bendigo Bank	Bendigo Bank Fees	1.05
DE-7487	7/01/2026	Synergy	Electricity Charges Lot 232 Wedge St, Guilderton WA	338.07
DE-7486	7/01/2026	Synergy	Electricity Charges Fraser Street, Guilderton WA	281.64
DE-7556	7/01/2026	Department of Transport	Department of Transport - Licensing 05.01.2026	5073.85
DE-7559	8/01/2026	Department of Transport	Department of Transport - Licencing 06.01.2026	3896.15
DE-7560	8/01/2026	Bendigo Bank	Bendigo Bank Fees	7.05
DE-7497	8/01/2026	Synergy	Electricity Charges 60 King Dr Woodridge	922.20
DE-7570	9/01/2026	Bendigo Bank	Bendigo Bank DE Fees	0.15
DE-7571	9/01/2026	Department of Transport	Department of Transport - Licencing 07.01.2026	1593.15
DE-7550	10/01/2026	QPC Group	Epson WF-C21000 Click Charges	575.64
DE-7512	12/01/2026	Synergy	Electricity charges 13 King Dr Woodridge	2589.18
DE-7511	12/01/2026	Synergy	Electricity Charges Lot 99 Weld St Gingin	1277.99
DE-7562	12/01/2026	Telstra	Telstra Group Plan up to 13/12/2025	1578.57
DE-7572	12/01/2026	Department of Transport	Department of Transport - Licensing 08.01.2026	6390.50
DE-7563	13/01/2026	Telstra	Telstra Integrated Messaging up to 21/12/2025	2765.47
DE-7564	13/01/2026	Telstra	Telstra Group Plan up to 21/12/2025	1027.85
DE-7561	13/01/2026	Synergy	Electricity Charges 708 Ocean Farm Dr, Nilgen	705.94
DE-7514	13/01/2026	Synergy	Electricity charges Lot 889 Gingin Brook Road, Neergabby	379.86
DE-7576	13/01/2026	Department of Transport	Department of Transport Licensing 09.01.2026	1782.20
DE-7534	14/01/2026	Viva Energy Australia Pty Ltd	Shell Fuel Card Purchases	1146.42
DE-7519	14/01/2026	Synergy	Electricity Charges: Lot 269 Seaview Drive, Karakin	372.39
DE-7587	14/01/2026	Department of Transport	Department of Transport - Licensing 12.01.2026	2437.35
DE-7566	14/01/2026	Credit Card - Mechanic/Depot Controller	Credit Card Purchases	247.39
DE-7569	14/01/2026	Credit Card - EMO	Credit Card Purchases	531.00
DE-7567	14/01/2026	Credit Card - CESM	Credit Card Purchases	935.17
DE-7568	14/01/2026	Credit Card - EMRDS	Credit Card Purchases	20.66
DE-7575	14/01/2026	Credit Card - CEO	Credit Card Purchases	1831.64
DE-7603	14/01/2026	Credit Card - GG Aquatic Centre Manager	Credit Card Purchases	225.46
DE-7646	14/01/2026	Credit Card - EMCCS	Credit Card Purchases	962.38
DE-7583	15/01/2026	Precision Administration Services Pty Ltd	Payroll deduction for PE: 15/01/2026	35447.09
DE-7588	15/01/2026	Department of Transport	Department of Transport - Licensing 13.01.2026	2755.15
DE-7589	15/01/2026	Bendigo Bank	Bendigo Bank: DE Fees	9.00
DE-7590	15/01/2026	Bendigo Bank	Bendigo Bank: DE Fees	16.05
DE-7591	15/01/2026	Bendigo Bank	Bendigo Bank: BPoint Transaction Fees	73.35
DE-7530	16/01/2026	Synergy	Electricity charges Lot 390 U 54 Ledge Point Road, Ledge Point	2633.92
DE-7592	16/01/2026	Department of Transport	Department of Transport - Licensing 14.01.2026	966.95
DE-7602	19/01/2026	Department of Transport	Department of Transport - Licensing 15.01.2026	3472.25
DE-7604	20/01/2026	Department of Transport	Department of Transport - Licensing 16.01.2026	3354.35
DE-7605	20/01/2026	Bendigo Bank	Bendigo Bank Fees	0.15
DE-7606	20/01/2026	Windcave Pty Ltd	Windcave Transaction Fees WAU 3084122	2635.73
DE-7607	21/01/2026	Department of Transport	Department of Transport - Licensing 19.01.2026	2689.40
DE-7551	22/01/2026	Vocus Communications	GESC Internet 1/01/2026 - 22/01/2026	808.50
DE-7616	22/01/2026	Department of Transport	Department of Transport - Licensing 20.01.2026	15998.10
DE-7641	22/01/2026	Shire of Gingin	Term Deposit Transaction Ref 530211 - Interest Earned	6141.55
DE-7617	23/01/2026	Department of Justice	Lodgement fee for registering unpaid infringements	1062.00
DE-7531	23/01/2026	Synergy	Electricity charges Street Lights	10887.01
DE-7631	23/01/2026	Department of Transport	Department of Transport - Licensing 23.01.2026	1697.40
DE-7634	23/01/2026	Bendigo Bank	Bendigo Bank Fees	6.90
DE-7638	23/01/2026	Western Australian Treasury Corporation (WATC)	WATC Annuity Lending Guarantee Fee Audit Report for the period ending December 2025	7502.29
DE-7640	23/01/2026	Shire of Gingin	Term Deposit Transaction Ref 5196473 - Interest Earned	62761.64
DE-7533	24/01/2026	Australia Post	Postage Charges Up to 31/12/2025	1231.75

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**Payments made under Delegated Authority 2.1 Payment of Creditors for the period 01/01/2026 - 31/01/2026**

TYPE	DATE PAID	NAME	Payment Category	AMOUNT
			L - Local, R - Reimbursement, F - Funded, S - Staff, PF - Partially Funded, C - Councillor	
DE-7552	27/01/2026	Synergy	Electricity charges Lot 2 Brockman St, Gingin WA 6503	174.79
DE-7548	27/01/2026	Water Corporation	Sewerage charges Miragliotta St Lancelin Lot 85 RES 24018	119.31
DE-7635	27/01/2026	Western Australian Treasury Corporation (WATC)	LN-127-Seabird Seawall Extension Repayment: 19	12159.77
DE-7654	27/01/2026	Westnet Internet Services	Internet Service: CEO Residence 28/12/2025-27/01/2026	74.99
DE-7632	28/01/2026	Department of Transport	Department of Transport - Licensing 27.01.2026	2893.30
DE-7645	29/01/2026	Department of Transport	Department of Transport - Licensing 28.01.2026	2726.85
DE-7643	29/01/2026	Precision Administration Services Pty Ltd	Payroll deduction for PE: 29/01/2026	36027.82
DE-7586	29/01/2026	Viva Energy Australia Pty Ltd	Shell Fuel Card Purchases	330.39
DE-7655	29/01/2026	Department of Transport	Department of Transport - Licensing 29.01.2026	755.80
DE-7657	29/01/2026	Bendigo Bank	Bendigo Bank Fees	16.65
DE-7658	29/01/2026	Bendigo Bank	Bendigo Bank Fees	3.45
DE-7644	29/01/2026	QPC Group	Epson WF-C21000 Click Charges	433.98
DE-7656	30/01/2026	Department of Transport	Department of Transport - Licensing 30.01.2026	10448.35
DE-7659	30/01/2026	Synergy	Electricity charges Lot 5489 Red Gully Rd	161.25
DE-7573	31/01/2026	LJ Hughes	Allocation of Lease January 2026 Lancelin Office	688.25
DE-7574	31/01/2026	HP Financial Services (Australia) Pty Ltd	Allocation of Lease January 2026	748.57
<b>DIRECT DEBIT</b>				<b>299,329.07</b>
<b>TOTAL MUNICIPAL</b>				<b>1,369,308.36</b>

**CREDIT CARD BREAK-UP**

JANUARY	CEO			
		Mailchimp	Subscription	115.64
		Mailchimp	International Transaction Fee	3.47
		Booking.com	Accommodation	180.00
		Perth City Apartment Hotel	Accommodation Service Fee	20.50
		State Library Car Park	Parking Fees	10.60
		Gull Gingin	OGG Diesel:60.14L @ \$1.929	116.01
		Gingin Hotel	Councillor End of Year Celebrations	831.50
		Vibe Petroleum	OGG Diesel: 62.01L @ \$1.779	110.32
		Kmart	Quiet Zone Supplies	305.50
		Spotlight	Quiet Zone Supplies	44.00
		Gull Gingin	OGG Diesel: 46.71L @ \$1.929	90.10
		Bendigo Bank	Card Fee	4.00
				<b>1,831.64</b>
	EMRDS	Peir Street Car Park	Parking	16.66
		Bendigo Bank	Card Fee	4.00
				<b>20.66</b>
	EMCS	Crystal Water	Foyer Paper Cups	99.00
		Crystal Water	Feight Chargers for Foyer Paper Cups	40.29
		Crystal Water	Credit Card fees	1.39
		Quest Innaloo	DOT Training Accommodation	748.00
		Quest Innaloo	DOT Training Accommodation	60.00
		Quest Innaloo	Credit Card fees	9.70
		Bendigo Bank	Card Fee	4.00
				<b>962.38</b>
	CESM	Endeavour Tavern Lancelin	Brigade Refreshments	390.00
		Officeworks Joondalup	Office Supplies	84.00
		BART	Annual Subscription	165.00
		Gingin Home and Hardware	Storage Box	18.67
		Windmill Road House	Brigade Refreshments	273.50
		Bendigo Bank	Card Fee	4.00
				<b>935.17</b>
	EMOA	Shire of Gingin	Lot 744 Turner Street application fees	527.00
		Bendigo Bank	Card Fee	4.00
				<b>531.00</b>
	MECHANIC	Autobarn Butler	GG012 Antenna & USB	183.99
		Fluid Management Tech	Furl Fob	59.40
		Bendigo Bank	Card Fee	4.00
				<b>247.39</b>

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Payments made under Delegated Authority 2.1 Payment of Creditors for the period 01/01/2026 - 31/01/2026

TYPE	DATE PAID	NAME	DETAILS	AMOUNT
	AQUATIC	Campbells Balcatta	Kiosk Supplies	148.95
		Campbells Balcatta	Kiosk Supplies	41.08
		Bindoon IGA	Kiosk Milk	8.98
		Bindoon IGA	Kiosk Milk	22.45
		Bendigo Bank	Card Fee	4.00
				<b>225.46</b>
				<b>4,753.70</b>
<b>Total</b>				
<b>CALTEX CARD BREAKUP</b>				
DECEMBER		WEX Australia Pty Ltd	GG033: 141.22L	284.04
			GG070: 119.14L	232.31
			GG09: 198.95L	384.99
			GG005: 590.01L	1,174.85
			2GG: 171.28L	324.03
			6GG: 37.14L	71.64
			GG03: 168.55L	313.11
			GG04: 85.47L	169.65
			GG05: 176.29L	324.66
			GG051: 152.16L	299.09
			GG06: 106.45L	205.34
			GG073: 328.71L	649.93
			GG074: 20L	38.58
			GG077: 243.47L	469.65
			GG082: 56.21L	108.43
			GG084: 171.26L	330.37
			GG090: 66.20L	119.09
			Small Plant Jerry Cans: 30.97L	59.77
			Small Plant Jerry Cans: 29.48L ULP	59.84
			GG075: 43.95L ULP	90.54
			GG03: 190.31L ULP	392.04
			GG005: 6.08L ULP	12.40
			GG090: 23.21 ULP	41.75
			BP Surcharge	8.86
			Transaction Fees	9.00
				<b>6,173.96</b>
<b>Total</b>				
<b>SHELL CARD BREAKUP</b>				
		Viva Energy Australia Pty Ltd	GG01:123L	225.07
			GG069:130.91L	227.67
			GG072: 292L	535.00
			GG076: 44.73L	81.83
			GG038: 112.14L	205.14
			GG08: 37.63L	65.45
			GG083: 66.15L	120.99
			Card Admin Fees	15.00
				<b>1,476.15</b>
<b>Total</b>				

## 14 REPORTS - REGULATORY AND DEVELOPMENT SERVICES

### 14.1 APPLICATION FOR DEVELOPMENT APPROVAL - PROPOSED ANIMAL HUSBANDRY - INTENSIVE (POULTRY FARM) ON LOT 5707 INDIAN OCEAN DRIVE, LEDGE POINT

File	BLD/7733
Applicant	Leonard Sherman
Location	Lot 5707 Indian Ocean Drive, Ledge Point
Owner	Mokosica Pty Ltd
Zoning	General Rural
WAPC No	NA
Author	James Bayliss - Executive Manager Regulatory and Development Services
Reporting Officer	James Bayliss - Executive Manager Regulatory and Development Services
Refer	17 September 2024 – Item 14.2
Appendices	<ol style="list-style-type: none"> <li>1. Location Plan - Lot 5707 Indian Ocean Drive, Ledge Point [14.1.1 - 1 page]</li> <li>2. Aerial Map- Lot 5707 Indian Ocean Drive, Ledge Point [14.1.2 - 1 page]</li> <li>3. Applicants cover letter [14.1.3 - 3 pages]</li> <li>4. Applicant's Proposal [14.1.4 - 186 pages]</li> <li>5. Revised Development Plans [14.1.5 - 2 pages]</li> <li>6. Schedule of Submissions and Recommended Responses [14.1.6 - 17 pages]</li> </ol>

#### DISCLOSURES OF INTEREST

Nil

#### PURPOSE

To consider an Application for Development Approval for an Animal Husbandry – Intensive (Poultry Farm) on Lot 5707 Indian Ocean Drive, Ledge Point.

#### BACKGROUND

Council previously considered this proposal at the Ordinary Meeting (OCM) on 17 September 2024 and resolved to refuse the application for the following reasons:

1. *The development has not demonstrated compliance with Clause 67(2)(a) of the Deemed Provisions and clause 3.2.7 objective (c) of Local Planning Scheme No. 9, as the development does not maintain or enhance the landscape, vegetation and soils from damage.*

2. *The development has not demonstrated compliance with Clause 67(2)(c), (o) and (q) of the Deemed Provisions, as the supporting information has not sufficiently demonstrated that adverse environmental impacts will not arise.*
3. *The development has not demonstrated compliance with Clause 67(2)(b) of the Deemed Provisions, as approval of the development is viewed as being inconsistent with the principles of orderly and proper planning.*

*Advice Notes*

1. *If you are aggrieved by the conditions of this approval, you have the right to request that the State Administrative Tribunal (SAT) review the decision under Part 14 of the Planning and Development Act 2005.*

The applicant prepared a revised package of documents and subsequently re-lodged a new application which was accepted on 19 August 2025. Development proposals have a 90 day determine period, after which appeal rights are enlivened as a 'deemed refusal'. The decision maker can 'stop the clock' to request further information and/or request an extension of time from the applicant.

In this instance, the 90 day assessment period lapsed on 18 November 2025 and the officer was unable to prepare a report to the 17 November 2025 OCM. The officer advised the applicant that the matter will be presented to Council on 16 December 2025, of which consent was not provided.

The applicant chose to lodge an appeal to SAT on 27 November 2025 as a 'deemed refusal'. The matter was programmed to mediation on 7 January 2026, of which the Tribunal Orders are as follows:

1. *The applicant is to provide additional information as discussed at mediation to the respondent by 21 January 2026.*
2. *Pursuant to S 31 (1) of the State Administrative Tribunal Act 2004 (WA) the respondent is invited to reconsider the decision on or before 27 February 2026.*
3. *The matter is listed to a directions hearing to be conducted by teleconference at 9:30am on 6 March 2026.*

The officer took this opportunity to request a set of legible development plans in accordance with order one above.

### Proposal

The subject land is 162 hectares in area and contains an existing shed set back 700m from the southern boundary which abuts Greenwood Coast Road, and 550m from the eastern boundary where the land abuts Indian Ocean Drive (IOD).

The proposed poultry farm is to be located next to the existing shed. The land topography results in the development area being largely out of view from motorists using IOD. The proposal comprises of the following:

- Ten free range 'mobile caravans' housing up to 6000 laying hens.
- One 'mobile caravan' dedicated to rearing chicks for bird replacement.
- The mobile caravans will be rotated over a 13.5 hectare footprint.
- Two existing 40 foot sea containers provide storage, with one being retrofitted to a cool room/freezer to temporarily store dead birds before removal offsite.
- A purpose-built storage shed to hold up to 32 tonnes of poultry waste (in case removal is delayed by one month). The shed may measure approximately eight metres in length, six metres in width with an overall height of 3.5 metres. It will include a concrete floor and 1.5 metre high internal concrete walls.
- The development generates a maximum of six vehicle movements per week related to feed, manure and egg collection using a light van and/or trailer.

A location plan and aerial photograph is provided (**see appendices**).

The applicant's cover letter and proposal are provided (**see appendices**).

A copy of the revised development plans in accordance with the Tribunal Orders is provided (**see appendices**).

### **COMMENT**

#### Stakeholder Consultation

The application was advertised in accordance with clause 64 of the *Planning and Development (Local Planning Scheme) Regulations 2015*. This included advertising to surrounding landowners within a one kilometer radius of the development area, a development sign placed on the verge of the property and a notification on the Shire's website, all for a period of 28 days.

The Shire received three (3) comments from ratepayers objecting to the development, generally for reason of adverse amenity impacts. One comment questioned the reliability of the information lodged in support of the proposal, which has been partly resolved by lodgment of additional information (legible site plan) agreed via the mediation process.

The application was referred to the following agencies for a period of 42 days in accordance with clause 66 of the *Planning and Development (Local Planning Scheme) Regulations 2015*:

- Department of Water and Environmental Regulation (DWER);
- Department of Mines, Industry Regulation and Safety (DMIRS);
- Department of Planning, Lands and Heritage (DPLH);
- DPLH – Aboriginal Heritage Council;
- Department of Health (DoH);
- Department of Biodiversity, Conservation and Attractions (DBCA);
- Department of Primary Industries and Regional Development (DPIRD); and
- Main Roads Western Australia (MRWA).

Comments from state agencies were varied. DWER provided limited comment, which is not unusual. DPIRD provided broad support, MRWA requested road/intersection upgrades and restrictive covenants to prevent access onto IOD. The DBCA reiterated earlier advice that insufficient information has been provided to enable a thorough assessment to be undertaken and hold concerns that the property contains potential foraging habitat suitable for black cockatoos that remains unresolved under the new proposal.

It's rather unhelpful that the States environmental specialists, being DWER and the DBCA provide such differing views.

A copy of the officer's response to the Schedule of Submissions is provided (**see appendices**).

## **PLANNING FRAMEWORK**

### Local Planning Scheme No. 9 (LPS 9) Planning Assessment

The subject lot is zoned General Rural – Uncoded (GR) under LPS 9, the objectives of which are to:

- a) *Manage land use changes so that the specific local rural character of the zone is maintained or enhanced;*
- b) *Encourage and protect broad acre agricultural activities such as grazing and more intensive agricultural activities such as horticulture as primary uses, with other rural pursuits and rural industries as secondary uses in circumstances where they demonstrate compatibility with the primary use;*
- c) *Maintain and enhance the environmental qualities of the landscape, vegetation, soils and water bodies, to protect sensitive areas especially the natural valley and watercourse systems from damage; and*
- d) *Provide for the operation and development of existing, future and potential rural land uses by limiting the introduction of sensitive land uses in the General Rural zone.*

The GR zone is the appropriate area to accommodate a poultry farm.

Animal Husbandry – Intensive is defined under LPS 9 as follows:

*Means premises used for keeping, rearing or fattening of pigs, poultry (for either egg or meat production), rabbits (for either meat or fur production) and other livestock in feedlots.*

The above use class is an ‘A’ use in the zone, which means that the use is not permitted unless the local government has exercised its discretion by granting development approval after giving special notice in accordance with clause 64 of the Deemed Provisions.

The proposal has been assessed against the relevant requirements of LPS 9, various State planning policies, guidance statements and fact sheets as outlined under the ‘Statutory and Policy Implications’ section of the report below. The following matters have been identified as key considerations for the determination of this application which subsequently addresses the suite of applicable planning documents.

### Separation Buffer

A separation distance relates to the shortest distance between the boundary of the area that may potentially be used by the development, and the boundary of the area of the sensitive land use. Separation distances are intended to avoid conflicts between incompatible land uses.

Clause 5.7 of SPP 2.5, West Australian Planning Commission (WAPC) Poultry Farms Fact Sheet and the Environmental Code of Practice all outline the importance of having adequate buffer distances between poultry farms and sensitive receptors.

The proposed land use is typically compatible with the rural environment, mainly due to rural landholdings generally being larger in area and best suited to providing adequate buffer distances to adjoining properties and sensitive land uses.

SPP 2.5 defines 'sensitive land uses' as follows:

*Land uses that are residential or institutional in nature, where people live or regularly spend extended periods of time. These include dwellings, short-stay accommodation, schools, hospitals and childcare centres. Generally, excludes commercial or industrial premises.*

It is also prudent to outline that SPP 2.5 defines 'rural amenity' as follows:

*A standard of residential amenity that is rural in nature, which may include impacts from primary production. May also include biodiversity conservation, natural resource management, some public purposes and protection of landscapes and views.*

'Amenity' is defined under the EPA Guidance Statement as follows:

*Factors which combine to form the character of an area and include the present and likely future amenity. For the purpose of this Guidance Statement, consideration of loss of amenity is limited to unreasonable impact on a person from gaseous, dust, noise and odorous emissions and risk.*

The Model Provisions outline that 'primary production' takes on the same meaning as referenced under the *Income Tax Assessment Act 1997*, which relevantly states:

*Primary production business - you carry on a primary production business if you carry on a business of:*

*(b) maintaining animals for the purpose of selling them or their bodily produce (including natural increase);*

...

Clause '5.12.2 – Planning approach for sensitive land uses in rural zones potentially affected by a rural land use' of SPP 2.5 states:

- (b) *single dwellings and other sensitive land use on rural land should be afforded a reasonable standard of rural amenity.*

Clause '5.12.1 - Avoiding land use conflict' states:

...

- (a) *where a development is proposed for a land use that may generate off-site impacts, there should be application of the separation distances used in environmental policy and health guidance prescribed standards, accepted industry standards and/or Codes of Practice, followed by considering –*
  - (i) *whether the site is capable of accommodating the land use; and/or*
  - (ii) *whether surrounding rural land is suitable, and can be used to meet the separation distances between the nearest sensitive land use and/or zone, and would not limit future rural land uses; and*
  - (iii) *whether if clauses (i) and/or (ii) are met, a statutory buffer is not required.*
- (b) *where a development is proposed for a land use that may generate off-site impacts and does not meet the standard outlined in clause 5.12.1 (b) then more detailed consideration of off-site impacts will be required, in accordance with clause 5.12.3 of this policy; and*
- (d) *where a development is proposed that could be contemplated in the zone and has been assessed under clause 5.12.3 as having unacceptable offsite impacts that cannot be further mitigated or managed, the proposal should be refused.*

Table 2 below is derived from 'Appendix 2 Comparison of Separation Distances Between Rural Land Uses and Sensitive Land Uses' under SPP 2.5 - Rural Planning Guidelines for Poultry Farms:

Environmental Protection Authority (EPA)		National Industry Standard	State Industry Standard	Consistency and explanation of variations
Current	Draft version			
300–1000m	300–1000m	250–500m	300–500m	Low variation

Environmental Protection Authority (EPA)		National Industry Standard	State Industry Standard	Consistency and explanation of variations
Current	Draft version			
Provided: >1000m  Compliant	Compliant	Compliant	Compliant	The national and state industry standards recommended a smaller buffer to sensitive land uses than the EPA. Meeting the recommendations of the EPA will result in satisfying the industry standard.

*Table 1 - SPP 2.5 - Separation distance comparison*

Table 3 below outlines recommended distances under the 'Environmental Code of Practice for Poultry Farms in Western Australia'.

Provision	Requirement	Proposal	Assessment
Poultry Shed (same farm operator)	20m between sheds	Mobile	Compliant
Poultry Sheds (different operator)	1000m	>1000m	Compliant
Existing or future residential zone land	500m	NA	NA
Farm boundary	100m	>100m	Compliant
Water supply bores	50m from discharge area	>50m	Compliant
Wetlands, waterways & flood ways	50m	>50m	Compliant
Water Table	2m	>2m	Compliant

*Table 2 - Environmental Code of Practise provisions*

Officer Comment

There is no consistency between the EPA guidelines, state and national industry standards in relation to buffer distances. The proposal nevertheless seems to adhere to the various requirements with no sensitive land uses within one km of the site.

#### Access to Water

The issuing of a water licence under the *Rights in Water and Irrigation Act 1914* to extract and use water is at the discretion of the DWER.

The property has a 9,900kl water license which includes poultry purposes for egg production.

#### Vehicle Access

The decision maker must be satisfied that clause 67(s) of the Deemed Provisions are satisfied, which states:

- (s) *The adequacy of -*
  - (i) *The proposed means of access to and egress from the site; and*
  - (ii) *Arrangements for the loading, unloading, manoeuvring and parking of vehicles;*
  
- (t) *The amount of traffic likely to be generated by the development, particularly in relation to the capacity of the road system in the locality and the probable effect on traffic flow and safety;*

The applicant advises that the development generates a maximum of six vehicle movements per week related to feed, manure and egg collection using a light van and/or trailer.

The previous report suggested that a Transport Impact Statement (TIS) be provided in support of a commercial poultry development. The applicant has referenced a flow chart under the 'Transport Impacts Assessment Guidelines' (TIAG) prepared by the WAPC as a basis for not requiring a TIS given peak usage is less than ten vehicle movements in the peak hour.

However, the TIAG is not intended to be applied in that manner. Section 6 references various land uses under Table 1, and notes that '*other uses*' not listed are to be discussed with the approving authority. Section 6 goes on to empower approving authorities (i.e. the Shire of Gingin) to confirm the level of assessment required. To apply the applicants position, the development could generate nine trucks per hour over a ten hour period, seven days a week, 365 days per year and that would not warrant a TIS being required. This approach is flawed.

Notwithstanding the above, the development doesn't seem to generate high volumes of vehicle movements.

If supported, the proposal should be conditioned to restrict heavy vehicles from accessing the property and limit the number of passenger vehicle movements. This is on the understanding that heavy vehicles create additional wear and tear on local roads in comparison to light vehicles, and road upgrades and maintenance contributions may be required should this mode of transport be used.

The officer notes that the crossover, access driveway and Greenwood Coast Road are unsealed and generally in a poor condition. MRWA has requested remedial works to the intersection between IOD and Greenwood Coast Road. The applicant has no objection to this request by MRWA.

### Environmental Considerations

State Planning Policy 2.9 – Water (SPP 2.9) was endorsed in December 2025.

The relevant policy outcomes from section 6 of SPP2.9 are as follows:

*6.1 Planning and development maintains or enhances water quality and hydrological regimes to protect public health and support healthy ecosystems through the:*

*iii. appropriate siting and management of land uses;*

7.2 state that an application should:

- i) minimise export of nutrient and non-nutrient contaminants entering water resources.*
- l) demonstrate that infrastructure and site management practices are in place to manage contaminants, particularly within sensitive water resource areas and public drinking water source areas.*

The officer is of the view that waste management practices are a critical component of a poultry operation to ensure that environmental degradation does not arise. Poultry litter and manure, spilt feed and decaying birds are all potential sources of nutrients or the accumulation of nitrogen and phosphorus over a period of time. Nutrient-rich water (stormwater) could enter the ground or surface water through run-off or seepage, and from leaching through stockpiled waste if not appropriately managed.

The proposal provides a suite of management plans that provide details to demonstrate that leachates and nutrient loading is unlikely to arise, combined with adequate separation to the groundwater table.

Stable Fly is a declared pest under the *Biosecurity and Agriculture Management Act 2007* and is managed by the *Biosecurity and Agriculture Management (Stable Fly) Management Plan 2016*. The Shire is required to be satisfied that waste is managed appropriately on the site to avoid raw poultry manure being stored in a manner that provides a breeding habitat. If the manure storage shed is managed as outlined, the breeding of stable fly should not arise.

General Comments:

The DBCA are on the record of raising concerns with the integrity of the supporting information lodged and the vegetation clearing undertaken onsite. Their views generally align with the officers. Notwithstanding this, DWER have provided little assistance, and given the states specialist environmental regulator has little regard for the clearing undertaken, the officer doesn't intend to press the issue.

The flora and fauna information provided as part of the proposal was undertaken by the landowner. This does not represent good practise and would not ordinarily be accepted as a legitimate technical document. Again, DWER have provided little assistance and the officer doesn't intend to press the point.

MRWA have requested a restrictive covenant pursuant to Section 129 BA of the *Transfer of Land Act 1893* (as amended) be imposed on the Certificate of Title to prevent access from Indian Ocean Drive to the benefit of Main Roads WA. This request is not viewed a fairly and reasonably relating to the proposed development. The officer does not intend to impose a condition to this effect.

Summary

While the officer has reservations in relation to elements of the proposal, it is of a relatively small scale and the management commitments are likely to prevent unreasonable impacts to the locality. On that basis, the proposal is supported subject to conditions.

**RISK IMPLICATIONS**

In the event Council resolves to refuse the development, the matter will be programmed to a Final Hearing for determination by the SAT.

**STATUTORY/LOCAL LAW IMPLICATIONS**

*Planning and Development Act 2005*

*Environmental Protection (Noise) Regulations 1997* (Noise Regulations).

*Planning and Development (Local Planning Scheme) Regulations 2015*

Shire of Gingin - Local Planning Scheme No.9 (LPS 9)

**POLICY IMPLICATIONS**

State Planning Policy 2.5 - Rural Planning (SPP 2.5) and the Accompanying Guidelines

State Planning Policy 3.7 - Bushfire (SPP3.7)

Western Australian Planning Commission (WAPC) - Poultry Farms Fact Sheet

Environmental Code of Practice for Poultry Farms in Western Australia (Environmental Code of Practice)

*Note: The Environmental Code of Practice is not a legislative or regulatory document and is intended to encourage a strong environmental ethic within the industry and its adoption is voluntary. However, SPP 2.5 stipulates that poultry farms should take into consideration the guidelines within this code in relation to design, siting and management of poultry farms.*

Environmental Protection Authority - Guidance for the Assessment of Environmental Factors - Separation Distances between Industrial and Sensitive Land Uses No. 3 (2005) (EPA Guidance Statement)

Environmental Protection Authority – Environmental Assessment Guideline for Separation Distances Between Industrial and Sensitive Land Uses (2015) (draft)

Environmental Protection Authority – Environmental Guidance for Planning and Development – Guidance Statement No. 33’ (EPA Guidance Statement No. 33).

Australian Government (Department of Agriculture, Fisheries and Forestry) - National Farm Biosecurity Manual for Poultry Production.

Department of Water and Environmental Regulation - Odour Emission Guidelines (June 2019) (Odour Emissions guidelines)

**BUDGET IMPLICATIONS**

Nil

**STRATEGIC IMPLICATIONS**

Shire of Gingin Strategic Community Plan 2024-2034

<b>Aspiration</b>	3. Planning & Sustainability - Plan for Future Generations
<b>Strategic Objective</b>	3.3 Planning and Land Use - Plan the use of the land to meet future requirements, incorporating economic development objectives and community amenity.

## VOTING REQUIREMENTS - SIMPLE MAJORITY

### OFFICER RECOMMENDATION

MOVED: Councillor Weeks      SECONDED: Councillor Vis

That Council grant development approval for an Animal Husbandry Intensive (Poultry Farm) and associated structures on Lot 5707 Indian Ocean Drive, Ledge Point subject to the following conditions:

1. The development plans and accompanying documentation (as amended), together with any requirements and annotations detailed thereon, are the plans approved as part of this application and shall form part of the development approval issued, unless conditioned otherwise.
2. Prior to the commencement of the approved use, the landowner/applicant is required to submit a Farm Management Plan to the Shire of Gingin for approval, and on advice from relevant stage agencies, that at a minimum includes the following:
  - a) Environmental Management Plan;
  - b) Odour Management Plan;
  - c) Pasture and Free Range Management Plan;
  - d) Animal Welfare and Regulatory Compliance;
  - e) Traffic Management Plan;
  - f) Dust Management Plan;
  - g) Noise Management; and
  - h) Soil and nutrient monitoring program.

The approved Farm Management Plan is to be implemented and adhered to thereafter for the life of the development, to the satisfaction of the Shire of Gingin.

3. The landowner shall keep an up-to-date soil and nutrient monitoring log as per the approved Farm Management Plan, that is to be made available to the Shire of Gingin within 28 days upon written request.
4. Prior to the commencement of site works, the landowner shall demonstrate to the Shire of Gingin that an agreement has been entered into with Main Roads Western Australia (MRWA) for an upgrade to the intersection between Greenwood Coast Road and Indian Ocean Drive. The landowner shall be responsible for all costs related to the agreement, including any drafts.
5. Prior to the commencement of the approved use, the landowner shall demonstrate to the Shire of Gingin that road intersection upgrades between Greenwood Coast Road and Indian Ocean Drive have been completed in consultation with and to the

satisfaction of MRWA. The landowner shall be responsible for all costs related to the intersection upgrades and any associated works.

6. General Access Vehicles (GAV) and Restricted Access Vehicles (RAV) associated with the approved development are prohibited from accessing the property.
7. Prior to the commencement of the approved use, the internal access way, car parking and manoeuvring areas shall be constructed in accordance with the development approval and thereafter maintained to the satisfaction of the Shire of Gingin.

#### Advice Notes

1. If you are aggrieved by the conditions of this approval, you have the right to request that the State Administrative Tribunal (SAT) review the decision under Part 14 of the *Planning and Development Act 2005*.
2. Further to this approval, the applicant is required to submit working drawings and specifications to comply with the requirements of the *Building Act 2011* and *Health Act 2016*, which are to be approved by the Shire of Gingin.
3. The requested Farm Management Plan (FMP) is to incorporate the listed sub plans that formed part of the information package lodged in support of the development proposal. One singular plan is requested for ease of compliance.
4. It is advised that the proposal should at all times comply with the *Environmental Code of Practice for Poultry Farms (2004)*.
5. In relation to the required intersection upgrade between Greenwood Coast Road and Indian Ocean Drive, MRWA advise that a Design Report for the intersection upgrade will need to include a Transport Impact Assessment (TIA) to consider how the intersection can be upgraded to meet current design standards and ensure the safety and efficiency of Indian Ocean Drive. The TIA shall be completed in accordance with WAPC TIA Guidelines and Main Roads Driveway Policy.
6. In relation to the intersection between Greenwood Coast Road and Indian Ocean Drive, MRWA advise that an initial assessment notes that the current intersection is unsealed and has inadequate sight distances. With 32 reported traffic crashes within the past 9 months on Indian Ocean Drive, 2 of which two were fatalities, it is critical that the proposed development demonstrates how access issues will be resolved.
7. In relation to the intersection between Greenwood Coast Road and Indian Ocean Drive, MRWA advise that an application form to undertake works within the road reserve prior to undertaking any works within the road reserve. Application

forms and supporting information about the procedure can be found on the Main Roads website.

8. The upgrading/widening of the Indian Ocean Drive is not in Main Roads current 4 year forward estimated construction program and all projects not listed are considered long term. Please be aware that timing information is subject to change and that Main Roads assumes no liability for the information provided. For further information on the Indian Ocean Drive future, please refer the following fact sheet: [indian-ocean-drive-fact-sheet-april-2021.pdf](#) ([mainroads.wa.gov.au](#))
9. For further detail considerations on development adjacent to the IOD, please refer to the Shires planning documents and the WAPC IOD Planning Guideline [Indian Ocean Drive Planning Guideline](#) ([digital.wa.gov.au](#))
10. Please be advised that the property may be re-rated to reflect the change in intensification and use approved as part of this application.
11. The production and processing of eggs intended for sale must comply with relevant provisions of the *Food Act 2008*, *Food Regulations 2009*, and relevant standards of the Australia New Zealand Food Standards Code, and in particular Standard 4.2.5 Primary Production and Processing Standard for Egg and Egg Product. This includes the requirement to register the food business under the *Food Act 2008* with the Shire of Gingin.

#### AMENDMENT MOTION

MOVED: Councillor Hyne

SECONDED: Councillor Vis

That Council:

**Add condition 8 to read that native vegetation shall not be cleared unless and until a clearing permit has been obtained under the *Environmental Protection Act 1986* (if required). A copy of the clearing permit (if required) is to be provided to the Shire of Gingin prior to removal of any native vegetation.**

CARRIED UNANIMOUSLY  
9 / 0

FOR: *Councillor Balcombe, Councillor Hyne, Councillor Kestel, Councillor Peczka, Councillor Stewart, Councillor Vis, Councillor Weeks, Councillor Wilkie and Councillor Woods*

AGAINST: *Nil*

Reason for Amendment

The applicant has gone to significant lengths to explain that the property has been used continuously as a pastoral property since the 1950's (pages 21-30 and 40 of the application). Page 45 of the application (agenda p126) refers to Clause 4.8.6.6 of TPS9. "No natural vegetation shall be removed without the prior written consent of local government unless its removal is necessary for construction of a building, firebreak or boundary fence." By using movable poultry infrastructure, no clearing is proposed as part of this application." However, aerial photography shows that the land is not entirely cleared grazing land. This is despite recent burning, which reduced the vegetation cover. No recent ground photos of the paddock area have been included in the application, only aerial photos. Submission #6 on agenda p279 also questions the accuracy of the statement that the property contains a mix of open paddocks and shrubland regrowth.

I am surprised that there is no comment from DWER in relation to this application, but I acknowledge that there have been no Threatened or Priority Ecological Communities, Carnaby Cockatoo habitats or Environmentally Sensitive Areas identified by DBCA or DWER in the development area (p186).

**SUBSTANTIVE MOTION WITH AMENDMENT**

**MOVED: Councillor Hyne**

**SECONDED: Councillor Vis**

That Council grant development approval for an Animal Husbandry Intensive (Poultry Farm) and associated structures on Lot 5707 Indian Ocean Drive, Ledge Point subject to the following conditions:

1. The development plans and accompanying documentation (as amended), together with any requirements and annotations detailed thereon, are the plans approved as part of this application and shall form part of the development approval issued, unless conditioned otherwise.
2. Prior to the commencement of the approved use, the landowner/applicant is required to submit a Farm Management Plan to the Shire of Gingin for approval, and on advice from relevant stage agencies, that at a minimum includes the following:
  - a) Environmental Management Plan;
  - b) Odour Management Plan;
  - c) Pasture and Free Range Management Plan;
  - d) Animal Welfare and Regulatory Compliance;
  - e) Traffic Management Plan;
  - f) Dust Management Plan;
  - g) Noise Management; and
  - h) Soil and nutrient monitoring program.

The approved Farm Management Plan is to be implemented and adhered to thereafter for the life of the development, to the satisfaction of the Shire of Gingin.

3. The landowner shall keep an up-to-date soil and nutrient monitoring log as per the approved Farm Management Plan, that is to be made available to the Shire of Gingin within 28 days upon written request.
4. Prior to the commencement of site works, the landowner shall demonstrate to the Shire of Gingin that an agreement has been entered into with Main Roads Western Australia (MRWA) for an upgrade to the intersection between Greenwood Coast Road and Indian Ocean Drive. The landowner shall be responsible for all costs related to the agreement, including any drafts.
5. Prior to the commencement of the approved use, the landowner shall demonstrate to the Shire of Gingin that road intersection upgrades between Greenwood Coast Road and Indian Ocean Drive have been completed in consultation with and to the satisfaction of MRWA. The landowner shall be responsible for all costs related to the intersection upgrades and any associated works.
6. General Access Vehicles (GAV) and Restricted Access Vehicles (RAV) associated with the approved development are prohibited from accessing the property.
7. Prior to the commencement of the approved use, the internal access way, car parking and manoeuvring areas shall be constructed in accordance with the development approval and thereafter maintained to the satisfaction of the Shire of Gingin.
8. Native vegetation shall not be cleared unless and until a clearing permit has been obtained under the *Environmental Protection Act 1986* (if required). A copy of the clearing permit (if required) is to be provided to the Shire of Gingin prior to removal of any native vegetation.

#### Advice Notes

1. If you are aggrieved by the conditions of this approval, you have the right to request that the State Administrative Tribunal (SAT) review the decision under Part 14 of the *Planning and Development Act 2005*.
2. Further to this approval, the applicant is required to submit working drawings and specifications to comply with the requirements of the *Building Act 2011* and *Health Act 2016*, which are to be approved by the Shire of Gingin.
3. The requested Farm Management Plan (FMP) is to incorporate the listed sub plans that formed part of the information package lodged in support of the development proposal. One singular plan is requested for ease of compliance.

4. It is advised that the proposal should at all times comply with the *Environmental Code of Practice for Poultry Farms (2004)*.
5. In relation to the required intersection upgrade between Greenwood Coast Road and Indian Ocean Drive, MRWA advise that a Design Report for the intersection upgrade will need to include a Transport Impact Assessment (TIA) to consider how the intersection can be upgraded to meet current design standards and ensure the safety and efficiency of Indian Ocean Drive. The TIA shall be completed in accordance with WAPC TIA Guidelines and Main Roads Driveway Policy.
6. In relation to the intersection between Greenwood Coast Road and Indian Ocean Drive, MRWA advise that an initial assessment notes that the current intersection is unsealed and has inadequate sight distances. With 32 reported traffic crashes within the past 9 months on Indian Ocean Drive, 2 of which two were fatalities, it is critical that the proposed development demonstrates how access issues will be resolved.
7. In relation to the intersection between Greenwood Coast Road and Indian Ocean Drive, MRWA advise that an application form to undertake works within the road reserve prior to undertaking any works within the road reserve. Application forms and supporting information about the procedure can be found on the Main Roads website.
8. The upgrading/widening of the Indian Ocean Drive is not in Main Roads current 4 year forward estimated construction program and all projects not listed are considered long term. Please be aware that timing information is subject to change and that Main Roads assumes no liability for the information provided. For further information on the Indian Ocean Drive future, please refer the following fact sheet: [indian-ocean-drive-fact-sheet-april-2021.pdf](#) ([mainroads.wa.gov.au](#))
9. For further detail considerations on development adjacent to the IOD, please refer to the Shires planning documents and the WAPC IOD Planning Guideline Indian Ocean Drive Planning Guideline ([digital.wa.gov.au](#))
10. Please be advised that the property may be re-rated to reflect the change in intensification and use approved as part of this application.
11. The production and processing of eggs intended for sale must comply with relevant provisions of the *Food Act 2008*, *Food Regulations 2009*, and relevant standards of the Australia New Zealand Food Standards Code, and in particular Standard 4.2.5 Primary Production and Processing Standard for Egg and Egg Product. This includes the requirement to register the food business under the *Food Act 2008* with the Shire of Gingin.

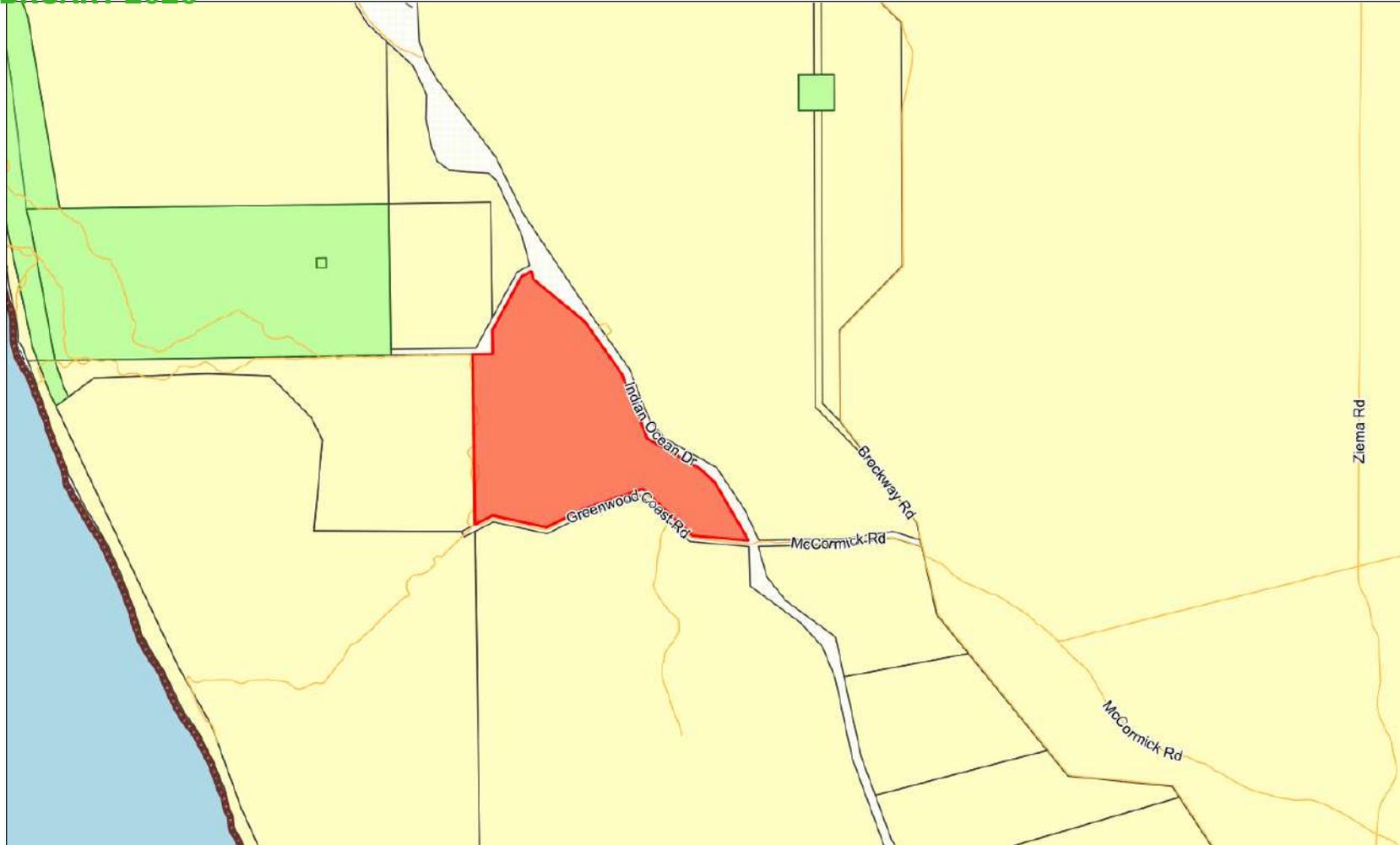
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**MINUTES  
ORDINARY COUNCIL MEETING  
17 FEBRUARY 2026**

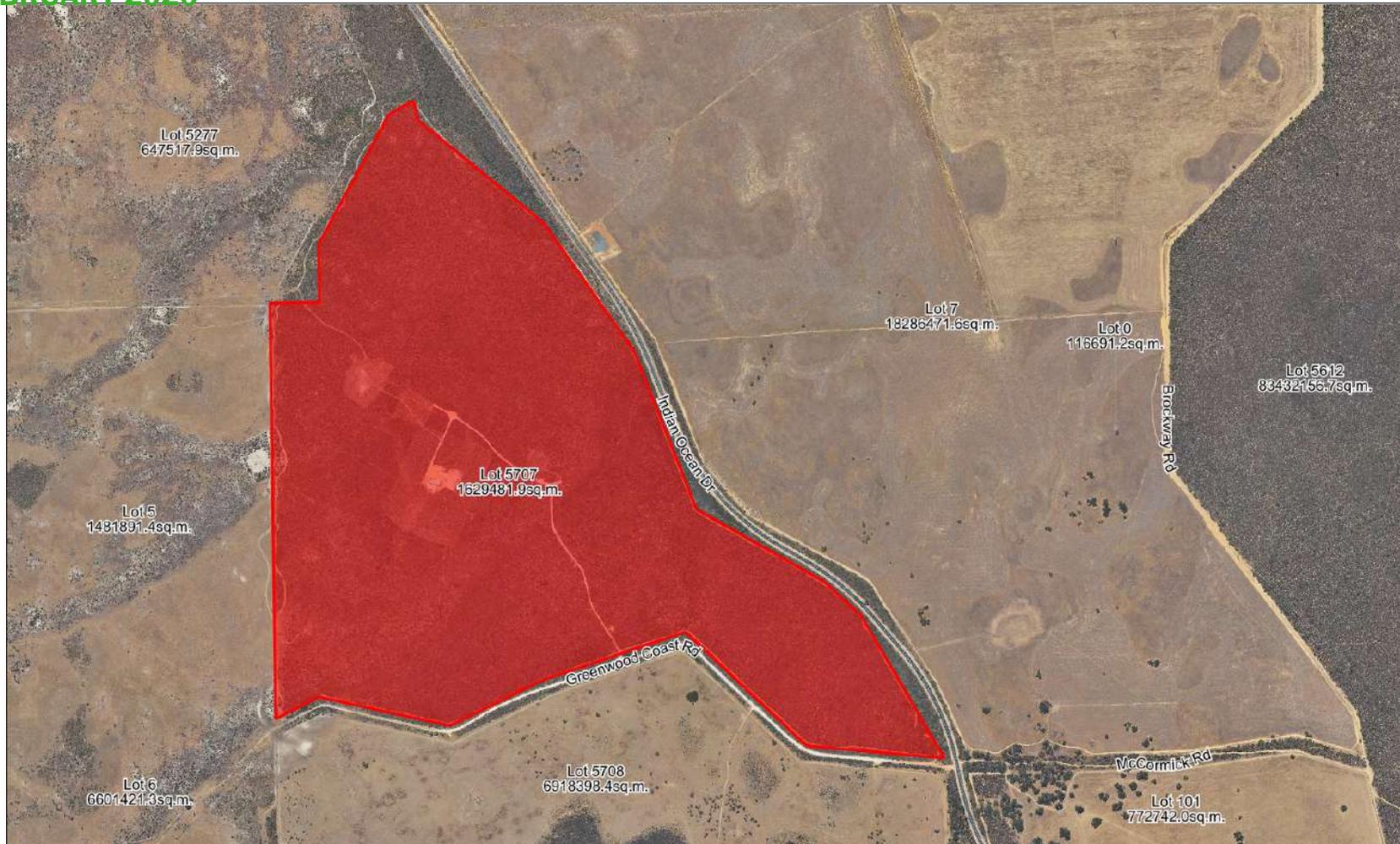


**FOR:** *Councillor Balcombe, Councillor Hyne, Councillor Kestel, Councillor Peczka, Councillor Stewart, Councillor Vis, Councillor Weeks, Councillor Wilkie and Councillor Woods*

**AGAINST:** *Nil*



 <p>SHIRE OF <b>GINGIN</b> HISTORY • BEAUTY • PROSPERITY</p>	<p>7 Brockman St Gingin WA 6503 P: 08 9575 5100 255 Vins Way Lancelin WA 6044 P: 08 9575 5155 E: <a href="mailto:mail@gingin.wa.gov.au">mail@gingin.wa.gov.au</a></p>	<p>Shire of Gingin does not warrant the accuracy of information in this publication and any person using or relying upon such information does so on the basis that Gingin Shire Council shall bear no responsibility or liability whatsoever for any errors, faults, defects or omissions in this information.</p>	<p>Location Plan - Lot 5707 Indian Ocean Drive, Ledge Point</p>	<p>Scale: 1:36239</p>	<p>Date: 09/04/2024</p> 
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 <p>SHIRE OF <b>GINGIN</b> HISTORY • BEAUTY • PROSPERITY</p>	<p>7 Brockman St Gingin WA 6503 P: 08 9575 5100 255 Vins Way Lancelin WA 6044 P: 08 9575 5155 E: mail@gingin.wa.gov.au</p>	<p>Shire of Gingin does not warrant the accuracy of information in this publication and any person using or relying upon such information does so on the basis that Gingin Shire Council shall bear no responsibility or liability whatsoever for any errors, faults, defects or omissions in this information.</p>	<p>Aerial Map- Lot 5707 Indian Ocean Drive, Ledge Point</p>	<p>Scale: 1:14843</p>	<p>Date: 09/04/2024</p> 
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**Leonard Sherman**  
PO Box 159 Ledge Point  
WA 6043  
15/08/2025

**Shire of Gingin**  
James Bayliss  
7 Brockman Street, Gingin WA 6503.

**RE: Development Application – Lot 5707 Greenwood Coast Road, Breton Bay  
Proposed Mobile Free-Range Poultry Farm**

Dear James

Please find enclosed our Development Application for the proposed mobile free-range poultry farm at Lot 5707, Greenwood Coast Road, Breton Bay. This submission incorporates:

- Drawings and site plans,
- The complete Sustainable Range-Land Poultry Plan – Lot 5707, comprising environmental management, odour control, drainage and nutrient management, erosion control, and traffic management measures.
- Supporting appendices and technical data aligned with State Planning Policy 2.5, State Planning Policy 2.9 – Water Resources, and the Environmental Code of Practice for Poultry Farms in WA.

The proposal has been designed to:

- Operate entirely within historically cleared pasture, with no vegetation clearing.
- Maintain rural character and minimise off-site impacts through mobile infrastructure, controlled stocking densities, and strict environmental care measures.
- Ensure environmental protection through a suite of management plans addressing nutrient runoff, erosion, odour, and biosecurity risks.

We believe the package addresses the Shire's assessment requirements and provides clear, detailed information for your consideration. We look forward to working with the Shire during the assessment process and are happy to provide any additional clarification if required.

Yours sincerely,  
Leonard Sherman  
[leosherman7@protonmail.com](mailto:leosherman7@protonmail.com)

0403690599

## **Development Application Summary**

**Lot 5707, Greenwood Coast Road, Breton Bay  
Proposed Mobile Free-Range Poultry Farm**

---

### **Applicant**

**Name:** Leonard Sherman

**Contact:** [0403690599] | [leosherman7@protonmail.com]

**Property Description:** Lot 5707 on Deposited Plan [207687], Volume/Folio [1890/142]

**Local Government Area:** Shire of Gingin

---

### **Proposal Overview**

The proposal seeks development approval for the operation of a small-scale, mobile free-range poultry farm on a 13.5 ha paddock within Lot 5707. Key characteristics include:

- Mobile chicken caravans with rotational grazing to maintain groundcover and reduce nutrient concentration.
  - Stocking density aligned with free-range standards; ~10 % of manure deposited in-field, remainder collected and removed.
  - Infrastructure limited to mobile units and one small shed; no permanent buildings within the paddock area.
  - No vegetation clearing – operations confined to historically cleared pasture.
- 

### **Environmental & Amenity Management**

The proposal includes the Sustainable Range-Land Poultry Plan – Lot 5707, incorporating:

- Drainage and Nutrient Management Plan to prevent runoff and protect water quality.
  - Erosion Management Plan to maintain soil stability under rotational grazing.
  - Odour Management Plan to minimise nuisance to neighbouring properties.
  - Traffic Management Plan detailing low-impact, infrequent vehicle movements.
- 

### **Planning Context**

The development is consistent with:

- State Planning Policy 2.5 – Rural Planning
- State Planning Policy 2.9 – Water Resources
- Environmental Code of Practice for Poultry Farms in Western Australia
- Shire of Gingin Local Planning Scheme No. 9

The design and management approach ensure compatibility with the rural landscape and neighbouring land uses.

---

### **Supporting Documents Submitted**

1. Cover Letter
2. Development Application Drawings & Site Plans
3. Sustainable Range-Land Poultry Plan – Lot 5707 (full report)
4. Technical Appendices (A–O) including environmental, biosecurity, and traffic assessments

*L. Sherman*

## **Development Application – Free-Range Mobile Poultry Farm**

Lot 5707, Greenwood Coast Road, Breton Bay



**Supporting Documents Attached:**

- Certificate of Title
- Supporting Licenses and Authorizations

**Date:** July 2025

**Email:** leosherman7@protonmail.com

Sustainable Rangeland Mobile Poultry Farm – LOT 5707 Greenwood Coast, Breton Bay

Appendix C Manure shed site plan

Appendix D Manure shed detail

•

**Proponents** Tanya and Leonard Sherman **Phone:** 0403690599

**Prepared by:** Leonard Sherman

**Leonard Sherman**  
Director, Mokosica Pty Ltd

**Prepared for:**  
Shire of Gingin

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Sustainable Rangeland Mobile Poultry Farm – LOT 5707 Greenwood Coasd, Breton Bay

Sustainable Rangeland Mobile Poultry Farm – LOT 5707 Greenwood Coast, Breton Bay

## **1.0 Executive Summary**

This Development Application (DA) seeks approval for the establishment of a mobile free-range layer poultry enterprise at Lot 5707, Greenwood Coast Road, Breton Bay, within the Shire of Gingin. The proposed farm operation comprises mobile chicken caravans operating on rotationally grazed pasture, supported by a fixed manure storage shed and compliant access infrastructure. The enterprise is designed to operate within the General Rural Zone under Local Planning Scheme No. 9 (LPS 9) and reflects a strong commitment to sustainable agriculture, Environmental care, and biosecurity best practice.

The application is supported by a suite of management plans addressing drainage and nutrient management, erosion control, waste handling, odour mitigation, traffic and access, and pasture management. The mobile nature of infrastructure minimises land disturbance, while the remote location ensures no off-site amenity impact.

This submission demonstrates that the proposal is consistent with the strategic intent of the Shire of Gingin Local Planning Strategy, aligns with state environmental and agricultural policy, and meets the objectives of the General Rural Zone under LPS 9. The farm is expected to make a positive contribution to the local economy through diversified agricultural production without compromising environmental or community values.

## **2.0 Introduction**

### **2.1 Purpose of the Submission**

The purpose of this submission is to obtain development approval from the Shire of Gingin for a proposed mobile free-range poultry farm on Lot 5707, Greenwood Coast Road, Breton Bay. This application provides the necessary planning, environmental, and operational documentation to enable a full assessment of the development against relevant statutory frameworks and policy instruments.

### **2.2 Overview of the Farm Enterprise**

The proposed enterprise will accommodate up to 6,000 layer hens, housed within mobile chicken caravans that are rotated through a 13.5-hectare pasture area. The system is designed to improve soil health, support pasture regeneration, and eliminate the need for fixed poultry sheds. A manure storage facility is proposed in a pre-cleared area, located within the existing Asset

Sustainable Rangeland Mobile Poultry Farm – LOT 5707 Greenwood Coasd, Breton Bay

Protection Zone (APZ), to collect and temporarily store poultry waste before it is removed off-site. As the site is already cleared for the APZ, no additional vegetation clearing is required.

**2.3 Key operational features include:**

- Use of mobile caravans to house hens, avoiding permanent structures .
- Bore-sourced water supply, licensed under the Rights in Water and Irrigation Act 1914;
- Rotational grazing and minimum no-return periods for paddocks;
- Strict compliance with biosecurity, environmental, and planning guidelines.

**2.4 Summary of Attached Documents**

<b>Document</b>	<b>Category</b>	<b>Description</b>	<b>Document</b>	<b>Category</b>	<b>Description</b>
<b>Drainage and Nutrient Management Plan</b>	Environmental Management	Details nutrient loads, leaching risk, and mitigation measures.	Drainage and Nutrient Management Plan	Environmental Management	Details nutrient loads, leaching risk, and mitigation measures.
<b>Erosion Management Plan</b>	Environmental Management	Describes strategies to preserve topsoil and prevent wind/water erosion.	Erosion Management Plan	Environmental Management	Describes strategies to preserve topsoil and prevent wind/water erosion.
<b>Dust Management Plan</b>	Environmental Management	Identifies dust generation risks and mitigation measures.	Dust Management Plan	Environmental Management	Identifies dust generation risks and mitigation measures.
<b>Noise Management Plan</b>	Environmental Management	Outlines strategies to minimise noise	Noise Management Plan	Environmental Management	Outlines strategies to minimise noise

Sustainable Rangeland Mobile Poultry Farm – LOT 5707 Greenwood Coast, Breton Bay

		emissions from operations.			emissions from operations.
<b>Odour Management Plan</b>	Environmental Management	Assesses odour risks and describes proactive mitigation strategies.	<b>Odour Management Plan</b>	Environmental Management	Assesses odour risks and describes proactive mitigation strategies.
<b>Landscaping Management Plan</b>	Environmental Management	Details screening to enhance amenity and reduce visual impacts.	<b>Landscaping Management Plan</b>	Environmental Management	Details screening to enhance amenity and reduce visual impacts.
<b>Threatened Species and Ecological Communities Overlay</b>	Environmental Management	Maps and describes DBCA data on threatened species and communities relevant to the site, including assessment of potential impacts and avoidance measures.	<b>Threatened Species and Ecological Communities Overlay</b>	Environmental Management	Maps and describes DBCA data on threatened species and communities relevant to the site, including assessment of potential impacts and avoidance measures.
<b>Waste and Manure Management Plan</b>	Operational Management	Outlines manure collection, storage, and	<b>Waste and Manure Management Plan</b>	Operational Management	Outlines manure collection, storage, and

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		off-site disposal practices.			off-site disposal practices.
<b>Pest Management Plan</b>	Operational Management	Outlines monitoring and control strategies for pest species.	Pest Management Plan	Operational Management	Outlines monitoring and control strategies for pest species.
<b>Stable Fly Management Plan</b>	Operational Management	Describes control measures to prevent fly breeding and reduce nuisance impacts.	Stable Fly Management Plan	Operational Management	Describes control measures to prevent fly breeding and reduce nuisance impacts.
<b>Biosecurity and Disease Prevention Plan</b>	Operational Management	Details measures to minimise the risk of disease introduction and spread.	Biosecurity and Disease Prevention Plan	Operational Management	Details measures to minimise the risk of disease introduction and spread.
<b>Purpose Feed and Potable Water Plan</b>	Operational Management	Specifies feed types, nutrition schedules, and potable water supply arrangements.	Purpose Feed and Potable Water Plan	Operational Management	Specifies feed types, nutrition schedules, and potable water supply arrangements.
<b>Pasture and Free-Ranging Management Plan</b>	Operational Management	Sets out rotation schedules, pasture regeneration strategies, and	Pasture and Free-Ranging Management Plan	Operational Management	Sets out rotation schedules, pasture regeneration strategies, and

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		free-range stocking density management.			free-range stocking density management.
<b>Traffic and Access Management Plan</b>	Operational Management	Sets out access routes, frequency of vehicle movements, and traffic safety.	Traffic and Access Management Plan	Operational Management	Sets out access routes, frequency of vehicle movements, and traffic safety.
<b>Planning Framework Assessment</b>	Planning & Supporting Information	Aligns the proposal with the LPS 9 and State Planning Policy.	Planning Framework Assessment	Planning & Supporting Information	Aligns the proposal with the LPS 9 and State Planning Policy.
<b>Site Layout Map</b>	Planning & Supporting Information	Shows paddock boundaries, caravan zones, manure shed, and access points.	Site Layout Map	Planning & Supporting Information	Shows paddock boundaries, caravan zones, manure shed, and access points.
<b>Aerial Photographs</b>	Planning & Supporting Information	Contextual imagery showing vegetation, buffers, and existing land use.	Aerial Photographs	Planning & Supporting Information	Contextual imagery showing vegetation, buffers, and existing land use.
		n preferred in planning documents.			n preferred in planning documents.

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### 3.0 Site Description and Land Use History

#### 3.1 Property Location and Context

Lot 5707 Greenwood Coast Road, Breton Bay is a freehold rural land parcel located within the Shire of Gingin and zoned General Rural under Local Planning Scheme No. 9 (LPS 9). The site is situated approximately 18 km northwest of Guilderton and is accessed via Greenwood Coast Road, which connects to Indian Ocean Drive, a key regional transport corridor.



**Figure 3.1.1: Aerial view of Lot 5707, Greenwood Coast Road.**

*Lot 5707 comprises a mix of open paddocks with shrubland regrowth, reflecting its long history of clearing and livestock grazing. Historically, the property supported predominantly grassland cover, with periodic shrub encroachment. “A fire event substantially reduced shrub cover, leaving the present landscape as mostly grassy paddocks with regrowth.” The surrounding rural landscape is similarly characterised by cleared pasture and livestock use on adjoining lots. The proposed poultry operation will utilize existing pasture areas, with no vegetation clearing required.*

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The subject lot is located within a rural landscape dominated by broadacre grazing properties, consistent with the area’s General Rural zoning. Adjacent and nearby landholdings are primarily used for extensive livestock grazing, with no sensitive land uses or intensive agricultural activities in the immediate vicinity. The area is sparsely populated, and the nearest off-site dwelling is located approximately 6.8 km from the development footprint. The lot is naturally screened from Indian Ocean Drive by surrounding ridgelines and vegetation, reducing visual exposure.

3.2 Lot Size and Tenure

Lot 5707 Greenwood Coast Road, Breton Bay, has a total area of 162.97 hectares. The land was originally allocated as a conditional purchase lease (Lease No. 347/12379) under Section 47 of the Land Act 1933. This lease required the clearing and progressive sowing of pasture or crops as a condition of purchase. After meeting the lease requirements, the lot was converted to freehold in 1968. The current owners purchased the property in 2021. Title Reference: Lot 5707 on Plan 207687  
Volume 1890 / Folio 142 (see Appendix A – Certificate of Title)

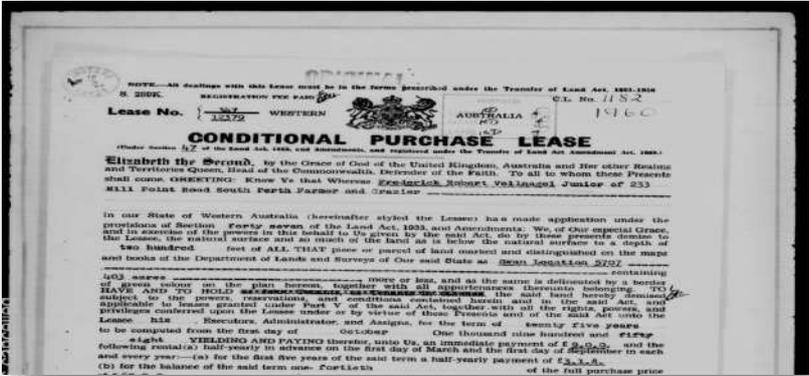


Figure 3.2.1 Extract from Conditional Purchase Lease No. 347/12379 (Landgate Certified Copy), issued under Section 47 of the Land Act 1933. This lease established clearing and pasture development as legal preconditions for purchase.

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#### Continued Pastoral Use and Infrastructure

Lot 5707 has operated continuously as a pastoral property since the 1950s. It is fully enclosed by old ringlock fencing with barbed wire, originally used to contain sheep and cattle. The aged condition of this fencing is consistent with long-term livestock use. The surrounding lots are all cleared and also used for cattle grazing, reinforcing the regional agricultural character. Evidence of Historical and Ongoing Grazing

At the time of purchase in 2021, Lot 5707 was still being used for light grazing, with sheep and a small number of cattle already present on the property. These animals were not introduced by the new owners but formed part of the existing land use at settlement. Cattle from adjoining properties were also observed entering the lot through a largely open and unmaintained rear fence, which provided easy passage for livestock and contributed to additional grazing pressure.

Approximately seven years ago, part of the western boundary fence was replaced. According to J. Shanks (personal communication, July 19 2025), the original fence had fully deteriorated, allowing unrestricted movement of cattle from the neighbouring western Lot 5 into Lot 5707. The

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replacement works covered only about 60 per cent of the boundary, with the remaining section left unmaintained, permitting continued livestock access. through Lot 5706. Into Lot 5707.

Local testimony supports this land use history. According to Cr Wayne Fewster (personal communication, 2024), cattle were historically brought from Gingin to graze on Lot 5707 during winter, as the property remained relatively dry compared to surrounding areas. The entire lot was reportedly burned annually to encourage green pick growth, which attracted both livestock and native fauna such as kangaroos.

#### Photographic and Physical Evidence

These images show bone remains in different locations across the property, suggesting that livestock movement and grazing occurred widely and over an extended timeframe. The variation in bone weathering and dispersion affirms the site's long-term function as open pasture, used both intentionally and incidentally by livestock over many years. Additional photographic evidence, such as the dung image, further corroborates recent livestock presence and continued use of the lot as open pasture



**Figures 3.4.1 & 3.4.2** *Weathered bone fragments, including a scapula, observed in different locations across Lot 5707. The variation in bone size suggests remains from animals of different ages, supporting evidence of sustained grazing activity over time.*

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**Figure 3.4.3.** Large weathered femur fragment found in the central paddock of Lot 5707. The size and degree of weathering are consistent with long-term surface exposure, further supporting the site's historical use for livestock grazing.



**Figure 3.4.4** Degraded rear boundary Lot 5706 fencing with visible breach allowing livestock access.



**Figure 3.4.5** Cattle dung observed on-site near pasture zone

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### 3.3 Historical Mechanization Indicator

Local oral history supports this interpretation of the site's condition. According to J. Shanks (personal communication, July 2025), the lot was once heavily overstocked with sheep, resulting in widespread vegetation loss: *"The sheep had eaten it right down to the sand back then."*

The observed vehicle remains, now partially buried in wind-blown sand and surrounded by regrown vegetation, provide visual evidence of that degradation phase and reinforce the long-standing agricultural use of Lot 5707. Adding to this evidence, the rusted remains of a 1930 Dodge vehicle remain on-site. This relic not only reflects the early mechanisation of farming in the region but also stands as a visual testament to the property's continuous agricultural use over generations. Its location—within the proposed poultry paddock area—further demonstrates that the area was historically cleared and maintained to a degree that supported vehicle access, reinforcing the land's long-established functionality and openness.



**Figure 3.5.1** 1930 Dodge representative of vehicles used in the early mechanization era on and around Lot 5707.

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**Figure 3.5.2:** *Remains of a 1930s Dodge vehicle on Lot 5707, partially buried by wind-blown sand. The advanced corrosion and sediment deposition reflect decades of exposure and minimal recent disturbance. This aligns with local testimony that the lot was historically overstocked with sheep, resulting in vegetation loss and surface erosion down to bare sand in some areas.*

### **3.4 Aerial Imagery Analysis – Lot 5707**

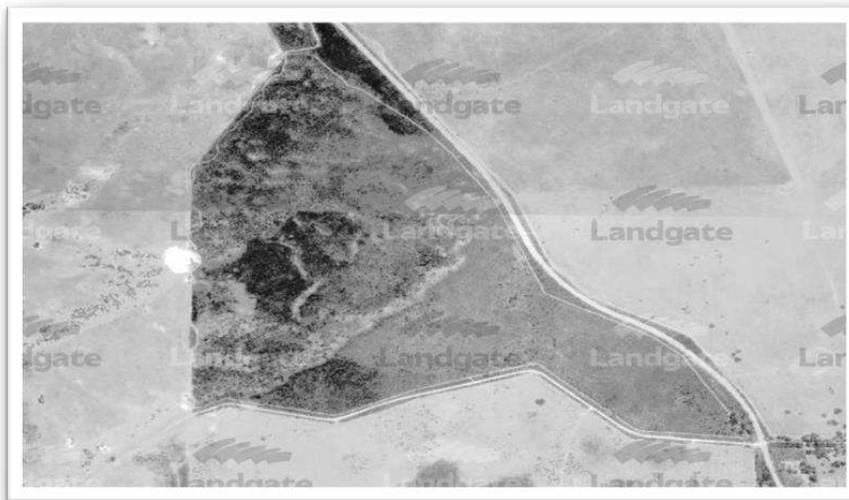
A time series of aerial imagery clearly demonstrates the evolving land use and vegetation condition across Lot 5707 over several decades. These images support the property's history of lawful clearing and low-intensity agricultural use, while also highlighting its natural regenerative capacity and the active management of bushfire risk.

### **3.5 1999**

The earliest available image, dating to 1999 (Figure 3.7.1), shows Lot 5707 in a mostly cleared state, with large internal areas already devoid of native canopy. The patterns of clearing appear consistent with historical grazing practices and light mechanised use. Notably, this early image also shows signs of vegetation suppression, reflected in the relatively lighter tones and patchy vegetation density compared to later imagery. While exposed sand is not clearly visible in the 1999 aerial photograph, the irregular canopy coverage and open areas suggest that groundcover was reduced, due to historical grazing pressure. This interpretation aligns with local accounts of overstocking, in which vegetation was grazed down to the sand in certain areas. The lack of clear sand exposure in the imagery may reflect either partial regeneration or the presence of low, non-woody cover not readily distinguishable at the image resolution. The fence lines are also clearly visible in the aerial image and have been confirmed through on-ground inspection. The fencing is constructed of ringlock and barbed wire, consistent with use for both sheep and cattle. The

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entire boundary fence has been documented and is consistent in design, materials, and condition with construction periods that align with the historical use of the lot as grazing land.



**Figure 3.7.1**-1999 aerial image showing Lot 5707 in a largely cleared state, with significant internal areas devoid of native canopy. Patchy vegetation and lighter tones suggest active grazing and vegetation suppression. Visible fence lines have been confirmed on site, with documented ringlock and barbed wire construction consistent with historical use for sheep and cattle.

### **3.6 2012**

In the 2012 aerial imagery (Figure 3.8.1), the lot appears in a transitional state, with reduced grazing pressure evident across previously cleared areas. Lower stocking levels in the years leading up to 2012 resulted in limited pasture utilisation, allowing vegetation—particularly non-woody species—to become overgrown in many areas. While parts of the lot still appear patchy or lightly

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vegetated, the absence of consistent grazing pressure contributed to the accumulation of biomass and a shift away from maintained pasture condition.

The imagery also shows a large, well-defined cleared area near the centre of the lot where vegetation is notably absent and the sandy soil surface is visible. The shape and scale of this feature distinguish it from surrounding areas,



**Figure 3.8.1** 2012 aerial image showing reduced groundcover in several areas, including a large central zone cleared down to sand. This image reflects a period of decreased pasture maintenance and reduced stocking rates, leading to patchy regrowth and exposure of underlying sandy soil.

### 3.7 2014

Although the regrowth seen in the 2014 image is dense and shrubby in appearance, it has established over previously cleared and grazed areas and should not be mistaken for remnant native vegetation. The return of this vegetation occurred rapidly—within just two years—following

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a reduction in stocking pressure, demonstrating the regenerative resilience of the soil. While the structure and tone of the regrowth may resemble natural bushland in aerial imagery, it primarily represents opportunistic shrubby colonisation over former pasture zones, rather than undisturbed native vegetation.



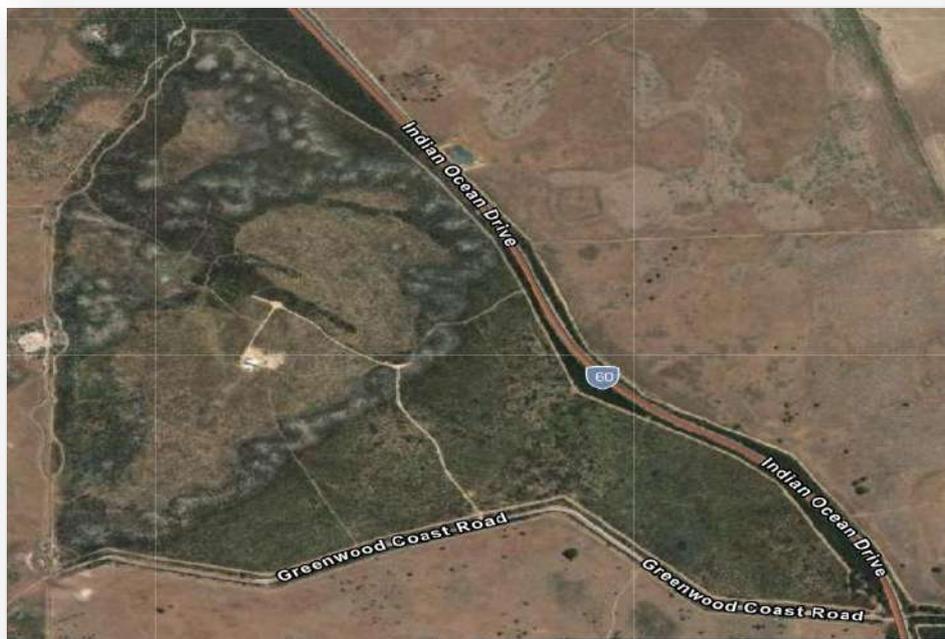
**Figure 3.9.1:** 2014 aerial image showing strong regrowth across previously bare and lightly vegetated areas. The regrowth occurred within a two-year period and is dominated by shrubby species, illustrating the soil's regenerative capacity and the rapid return of vegetation when grazing pressure is reduced.

### **3.8 2023**

The most recent aerial image (Figure 3.10.1) shows the condition of the lot following a controlled burn carried out across the entire property. The burn was conducted lawfully under Regulation 5, Item 3 of the Environmental Protection (Clearing of Native Vegetation) Regulations 2004, with coordination by the Gingin and Ledge Point Volunteer Fire Brigades. The imagery clearly shows broad-

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scale burning patterns and a substantial reduction in canopy density, revealing the underlying structure of the vegetation. Large areas now appear distinctly grassy, with a lighter, more uniform texture than previous images. This supports the view that much of the regrowth consists of secondary vegetation over previously cleared land, including a strong grassy component more consistent with post-pasture regrowth than with intact remnant bushland. The burn has further clarified the site's condition, showing that the lot remains open in structure and shaped by its pastoral history.



**Figure 3.10.1** Most recent aerial image following a controlled burn carried out across the entire lot under Regulation 5, Item 3. The image reveals the open structure of the regrowth and large areas with grassy appearance. This supports local accounts of annual burning to promote green pick for cattle and suppress the fast-returning shrubby regrowth common to the site.

### **3.9 Summary of Historical Land Use and Vegetation Patterns**

Taken together, the aerial imagery provides a clear visual record of Lot 5707's long-standing use as cleared grazing land. Earlier images show the lot in a mostly cleared state, with open paddocks consistent with historical pasture use. In subsequent years, regrowth occurs rapidly—particularly following reductions in stocking pressure—demonstrating the regenerative capacity of the soil.

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This regrowth is often shrubby in nature, and grassy, and can quickly obscure the open character of the land if unmanaged. According to local testimony, the lot was historically burned every year not only to control this regrowth, but also to promote green pick for cattle. These annual fires helped suppress woody vegetation and maintain an open pasture condition, allowing livestock to access fresh regrowth. The use of fire as part of ongoing land management reflects a traditional and practical response to the site's quick vegetative rebound, and reinforces the interpretation of the lot as an actively managed, pasture-based landscape rather than intact native bushland.

### **3.10 Planning Context and Zoning**

Lot 5707 is situated within a rural zoning framework consistent with surrounding pastoral land uses. The broader area includes small rural estates, state forest, and low-density agricultural allotments. The location is approximately 14 km north of Seabird and directly accessed via Indian

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Ocean Drive. These maps illustrate the strategic rural setting and confirm alignment with regional planning intent.



**Figure 3.12.1** Zoning map showing Lot 5707 (blue outline) designated as rural, surrounded by cleared agricultural land and low-density land use, consistent with Shire of Gingin planning framework

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Sustainable Rangeland Mobile Poultry Farm – LOT 5707 Greenwood Coast, Breton Bay



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- **Figure 3.12.2** Location map showing Lot 5707 (Outline in Black) approximately 14 km north of Seabird and west of Gabbadah, with direct access from Indian Ocean Drive via Greenwood Coast Road.
- 

## 4.0 Proposed Development and Operations

### 4.1 Overview of the Proposed Use

The proposed development at Lot 5707 involves a low-impact, free-range egg production system utilising mobile poultry caravans. These self-contained, towable units will house laying hens on rotational pasture-based paddocks, with no need for fixed poultry sheds or large-scale built infrastructure. A total of 11 caravans will be used — 10 to accommodate up to 6,000 laying hens, and 1 dedicated to rearing chicks for flock replacement. The birds will be nutritionally

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sustained by a complete feed ration, ensuring that pasture is not relied upon as a significant food source.

The system is designed to maintain environmental compatibility, animal welfare, and minimal visual or acoustic impact. Operations will be conducted in line with biosecurity, environmental, and animal welfare best practices. See Appendix H – Feed and Water Supply Management Plan for supporting details.

## **5.0 Infrastructure and Layout**

### **5.1 Mobile Poultry Caravans:**

Towable units housing hens,(see Figure 5.6.1) fitted with perches, nesting boxes, and impermeable steel floors. At the exit point of each caravan, a steel grate is installed to capture manure dislodged from the birds' feet. This manure is collected in a shallow collection pan located beneath the grate. Manure is also removed regularly from the impermeable steel floors inside the caravan, ensuring hygiene and preventing accumulation. These features ensure effective containment and simplified removal without contaminating the surrounding pasture.

### **5.2 Feed and Water Trailers:**

Compact, covered trailers stationed adjacent to each caravan, supplying feed (approx. 0.115 kg/hen/day) and potable water. These trailers ( see Figure 5.6.2, Figure 5.6.3 ) are mobile and replenished as needed, eliminating the need for fixed external feed or water storage sheds elsewhere on the property.

### **5.3 Electric Poultry Fencing:**

Each poultry caravan is encircled by a 1 m high, low-voltage electric fence, enclosing approximately 450 m<sup>2</sup> of pasture. This portable fencing moves with the caravan as part of the rotation system, providing a secure area for hens to freerange while preventing predator access and minimising off-site movement. Its use supports animal welfare without requiring permanent infrastructure or additional clearing.

Occasional tractor access to caravans is achieved without the need for designated access tracks. The site's open paddock layout and dry soil profile support seasonal access across pasture ground, reducing soil disturbance and preserving the natural landscape.

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#### **5.4 Turnaround Bays and Entry Points**

: On-site turning areas ensure all transport vehicles (feed, manure, bird pickup) leave the property in a forward motion.

#### **5.5 Storage Containers**

Two existing 40-foot sea containers, located more than 500 m from Indian Ocean Drive, provide secure on-site storage. One container will be fitted with a freezer/cool room compartment for the temporary storage of deceased birds, ensuring biosecurity and hygiene compliance.

#### **5.6 Manure Shed**

A purpose-built enclosed manure storage shed will be constructed on-site to securely hold up to 32 tonnes of poultry manure, in case removal is delayed for up to one month. The shed will measure approximately 6 m wide × 8 m deep × 3.5 m high and include a concrete floor and 1.5 m high internal concrete retaining walls. The upper wall sections and roof will be clad with steel sheeting, supported by a structural steel frame. A roller door will allow access for a small skid steer loader, which will transfer manure into a trailer positioned on an adjoining 6 m × 8 m concrete apron. The structure will be designed and built in accordance with applicable environmental, biosecurity, and building standards. See Appendix C – Waste and Manure Management Plan.

“Photographs illustrating key infrastructure components are provided below (Figures 5.6.1-4 ).”



•  
**Figure 5.6.1** *Example of a mobile poultry caravan with steel flooring, showing side access, ventilation, and nesting compartments.*

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• **Figure 5.6.2, Figure 5.6.3** *Feed and Water Trailers: Compact, covered trailers stationed adjacent to each caravan, supplying feed (approx. 0.115 kg/hen/day) and potable water. These trailers are mobile and replenished as needed, eliminating the need for fixed external feed or water storage sheds elsewhere on the property.*

- This aerial view (Figure 5.6.4 ) demonstrates how the infrastructure components are integrated across the paddock landscape, in accordance with setback and rotation requirements.
- Minimum 500 m buffers to boundaries,
- A 520 m setback from Indian Ocean Drive, and
- A 13.5 ha paddock footprint for the rotational free-range operation.

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• **Figure 5.6.4** Aerial site layout showing the 13.5 ha poultry paddock with measured separation distances to Indian Ocean Drive and surrounding boundaries

The poultry paddocks are divided and rotated to allow pasture recovery and nutrient management in accordance with environmental regulations. Refer to Appendix A – Drainage and Nutrient Management Plan.

## 6.0 Operational Details

### 6.1 Bird Number

:Maximum of 6,000 laying hens housed across 10 mobile poultry caravans, plus 1 additional caravan for rearing chicks.

### 6.2 Caravan Rotation and Resting Regime

The 13.5 ha free-range area is divided into three paddocks of ~4.5 ha each. Within each paddock,

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ten mobile poultry caravans are rotated fortnightly with a 450 m<sup>2</sup> free-range area per unit at each placement. Over a 12-week (3-month) rotation in a given paddock, each caravan is moved six times, resulting in 60 caravan positions (10 × 6) that collectively occupy 27,000 m<sup>2</sup>, well within the 45,000 m<sup>2</sup> paddock area. After three months in Paddock 1, the operation shifts to Paddock 2 and then Paddock 3, giving each paddock an approximate six-month rest period before reuse. This cycle promotes pasture recovery, nutrient uptake, and reduced pathogen build-up. The system yields a stocking rate of ~444 birds/ha, i.e. less than one-third of the 1,500 birds/ha benchmark in the Victorian Poultry Farm Planning Permit Guidelines.

### **6.3 Feed Management**

Delivered via 3.6 tonne covered trailer (max. 2 deliveries per week). Feed is nutritionally complete and provided in sufficient quantities to fully meet the hens' dietary needs without relying on pasture intake. (See Appendix K Traffic Management Plan, Appendix H Purpose feed and potable water.)

### **6.4 Manure Management**

Manure is collected in sealed trays beneath exit grates and from caravan floors, temporarily stored in the on-site manure shed, and then removed off-site using covered trailers (no on-site spreading). A small tractor tows a collection trailer during scheduled cleaning runs, transferring manure to the secure shed. From there, the manure is taken off-site to a licensed and regulation-approved disposal or reuse facility in accordance with industry standards and environmental regulations. (See Appendix C – Waste and Manure Management Plan.)

### **6.5 Hen Lifecycle and Rehoming**

The hens will range in age from 2–3 months up to approximately 2 years. Throughout their productive life, they will be fed a complete pelletised grain ration delivered via mobile feeders adjacent to each trailer. Water is supplied from a licensed on-site bore (Instrument No. GWL211868(2)) using mobile drinker systems.

### **6.6 (ii) Transport of animals:**

Birds are hatched and grown entirely on-site. At this stage of the operation, there is no off-site transport of birds for laying or processing. All activity remains contained within the boundaries of Lot 5707, eliminating any external transport impacts related to bird movement. At the end of their laying life, hens will be transported off-site using covered trailers to approved agricultural traders or rehoming channels and aligning with ethical livestock transition practices.. This approach avoids

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unknown buyer transport, minimises interactions with Indian Ocean Drive, and maintains control over logistics and biosecurity. conducted in accordance with relevant animal welfare and handling standards. No mass transport off-site by the operator is anticipated. See Appendix K– Traffic Management Plan

#### **6.7 Noise and Odour:**

Low-profile infrastructure and setback distances mitigate acoustic and air quality concerns. Natural topography and prevailing wind directions further reduce potential impact. See Appendix G– Odour Management Plan and Appendix M– Noise Management Plan.

#### **6.8 Vehicle Movements**

Low traffic volume; limited to weekly feed and manure transfers and occasional bird pickup. Refer to Appendix K – Traffic Management Plan.

#### **6.9 Staff Facilities and Effluent Disposal**

Staff sanitation will be managed via a standalone septic tank and leach drain system, consistent with rural infrastructure requirements.

#### **6.10 Environmental Integration**

The system has been specifically designed to align with:

- Environmental Code of Practice for Poultry Farms in WA (2010)
- EPA Guidance Statement No. 3: Separation Distances
- Water Quality Protection Note No. 33 (DoW, 2010)
- National Farm Biosecurity Manual for Poultry Production (2015)

#### **6.11 Protective measures include:**

- Use of existing pasture
- Pasture rotation and manure collection to prevent nutrient build-up
- Water-efficient delivery systems
- Minimal off-site impact due to remote location (>6.8 km from nearest dwelling)

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These measures are described in detail in the relevant appendices:

### **6.12 Planning Compatibility**

The proposal is compatible with the Rural zoning of Lot 5707 and surrounding pastoral/grazing uses, and aligns with the Shire’s strategic direction for diversified rural production and relevant State planning policies (SPP 2.5; SPP 2.9).

**Zoning & context:** Rural zoning confirmed; operations confined to historically cleared pasture within the 13.5 ha free-range .

**Policy alignment:** Amenity and environmental care measures are addressed through the EMPs (drainage/nutrient, odour, noise, traffic).

**Traffic & access:** Caravan movements are on-site only; no public road upgrades are required and external traffic remains within typical rural volumes (*refer Traffic section; Appendix K* )

**Servicing:** On-site effluent via septic and leach drain consistent with rural environmental health requirements.

**Environmental interface:** Activities avoid mapped constraints and are managed to minimise off-site impacts (*see Appendix O – Threatened Species & Ecological Communities Overlays, e.g. Figure O.2.3.1*).

#### **Supporting documents:**

Appendix A – Certificate of Title,

Appendix B Groundwater Well Licence (Instrument No. GWL211868(2))

Appendix C Manure shed site plan

Appendix D Manure shed detail

Environmental Management Plan Lot 5707, Greenwood Coast Road, Breton Bay Mobile Free-Range Poultry Operation

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## **7.0 Site Location, Layout and Zoning Context**

Lot 5707 Greenwood Coast Road, Breton Bay, is 162.97 hectares in size and lies approximately 14 km from Seabird and 55 km from Gingin. The property is zoned “General Rural” and is surrounded by similarly zoned lots used for cattle and sheep grazing, none of which contain dwellings.



**Figure 7.0.1: Aerial view of Lot 5707, Greenwood Coast Road.**

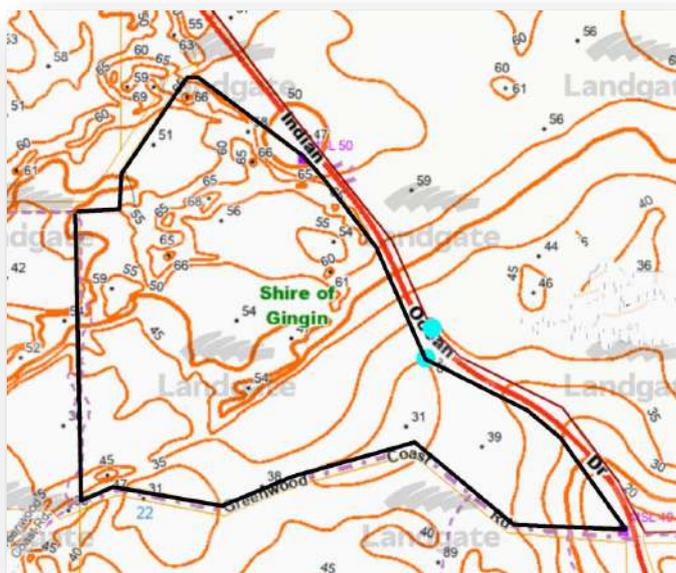
Lot 5707 contains a mix of open paddocks and areas of shrubland regrowth, reflecting its long history of clearing and livestock grazing. The central and southern portions of the lot are predominantly light-toned pasture consistent with historical grassland use, while shrub regrowth is concentrated in the north-western and eastern areas. Access tracks and firebreaks are visible across the property, supporting ongoing farm management. The proposed poultry operation will be located within existing pasture areas, with no vegetation clearing required.

### **7.1 Existing Infrastructure:**

The lot contains two 40 ft sea containers and shed, which are set back approximately 550 m from the eastern boundary (Indian Ocean Drive). The poultry farm is to be located adjacent to the existing shed footprint, with direct access from Greenwood Coast Road approximately 660 m north of the southwestern corner of the property.

### **7.2 Topography:**

Topography ranges from 66 m AHD (northeast) to 20 m AHD at the Indian Ocean Drive boundary. The free-range paddocks sit at a relatively flat 54 m AHD, naturally screened by surrounding hills, reducing landscape visibility and noise transmission.(see Figure 7.3.1)



**Figure 7.2.1** Topographic contours across Lot 5707 showing natural elevation gradients. The poultry paddocks are situated on a 54m AHD plateau, surrounded by low hills that shield the site from Indian Ocean Drive and neighbouring lots.

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### 7.3 Setbacks and Amenity

The poultry infrastructure maintains a separation of over 500 m from all lot boundaries, exception one side where a 200 m buffer applies (see Figure 5.6.4 ). The nearest off-site dwelling is 6.8 km away, well beyond the recommended EPA separation distances. *Figure 6.15.1 (Photo 1)* shows the eastern boundary of Lot 5707 on Greenwood Coast Road, approximately 600 m north of its intersection with Indian Ocean Drive, looking north. The view is oriented northwest toward an existing 5.5 m-high shed, which remains invisible from this vantage point.



**Figure 7.3.1** Aerial site layout showing the 13.5 ha poultry paddock (outlined in black), with measured separation distances to Indian Ocean Drive and surrounding boundaries

Sustainable Rangeland Mobile Poultry Farm – LOT 5707 Greenwood Coast, Breton Bay



**Figure 7.3.2** (Photo Eastern boundary of Lot 5707 Greenwood Coast rd.) approximately 600 m North of intersection of Greenwood Coast rd. along Indian Ocean Drive looking North .Looking (North West) in direction of existing 5.5 m high shed which is invisible.

#### **7.4 Sanitary System**

Staff sanitation will be provided through a standalone septic tank and leach drain system. This system will comply with all applicable public health and building requirements under the Shire of Gingin's rural land use provisions. The anticipated staffing levels (two persons) and low water demand make a compact system feasible, with installation details to be confirmed in coordination with the Shire's Environmental Health Officer during final development approvals.

#### **7.5 Dust Management**

Dust generation is inherently limited by the mobile, pasture-based nature of operations and the absence of exposed, unsealed traffic routes through paddocks. Internal access is via a compacted limestone farm track only; caravan moves occur at low speed across pasture. The combination of

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low vehicle speeds, pasture groundcover, and limited internal trips minimises airborne dust. During dry seasonal conditions, water carting/wetting of the limestone track and any high-traffic areas will be undertaken as required.

Operational controls (apply as standard):

Speed limit:  $\leq 15$  km/h on internal roads and during towing across pasture.

Moisture management: Water the limestone track and turning bays during dry/windy periods and before scheduled deliveries.

Maintenance: Keep the limestone surface well-compacted, free of loose fines; avoid grading on hot, windy days.

Traffic management: Minimise unnecessary passes; schedule deliveries for cooler parts of the day where practicable.

Monitoring & triggers: Visual checks during site rounds; implement watering if visible dust plumes are observed or if complaints are received; record actions in the site log.

## **7.6 Chemical Management**

No agricultural chemicals are stored or used routinely on-site. Cleaning agents for mobile infrastructure are non-toxic and biodegradable, stored in sealed containers within the designated sea container. Fuel, if present, is stored in approved, bunded containers in accordance with WorkSafe WA requirements. If monitoring indicates fly or stable fly activity requiring treatment, only APVMA-registered products will be used under label directions, kept in small quantities in a locked, ventilated chemical cabinet within the sea container with secondary containment and SDS available; use will be by competent personnel and recorded in a Chemical Use Register. Herbicides or other chemicals are not stored on-site as a matter of course; any occasional targeted weed control, if required, will be undertaken by a licensed contractor or managed under the same storage, handling and record-keeping controls.

## **7.7 Community Participation**

Given the remote location and lack of immediate neighbors, no direct community engagement has been required. Nonetheless, the proponent is committed to transparency and open communication. If concerns arise, clear contact details will be made available through the Shire of Gingin and via on-site signage.

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## 8.0 Planning Framework

### 8.1 Zoning and Land Use Permissibility

*Clause 67(2)(a): The aims and provisions of this Scheme and any other local planning scheme operating within the Scheme area*

The proposed development aligns with the aims and provisions of the Shire of Gingin Local Planning Scheme No. 9, specifically the provisions applicable to the General Rural zone under Clause 4.8.6 – Development in the General Rural Zone.

#### **Clause 4.8.6 – Development in the General Rural Zone**

*Clause 4.8.6.6: "No natural vegetation shall be removed without prior written approval of local government, unless its removal is necessary for construction of a building, firebreak or boundary fence."*

By using moveable poultry infrastructure, no clearing is proposed as part of this application. However, The proponent reserves all rights and entitlements available under the *Environmental Protection (Clearing of Native Vegetation) Regulations 2004*.

**Clause 4.8.6.7:** *"The siting and design of any buildings on any lot should not significantly impact on the natural vegetation or visual landscape amenity of the site."*

No buildings are proposed as part of this application that would impact areas of natural vegetation or alter the existing landscape. The development consists of non-permanent mobile poultry caravans, which are low-profile, movable structures designed to operate entirely within existing pasture areas. These caravans do not require site works or permanent foundations and are relocated regularly as part of the farm's pasture rotation system.

A single 6 m × 8 m manure shed is proposed to be constructed within the cleared Asset Protection Zone (APZ) adjacent to the existing shed. This area is already devoid of natural vegetation and has been maintained as part of the property's bushfire protection measures. Clearing for the shed is exempt under Schedule 6, Item 1 of the *Environmental Protection (Clearing of Native Vegetation)*

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Regulations 2004, which permits clearing necessary to establish or maintain firebreaks or asset protection zones.

The caravans and the manure shed are located more than 500 metres from Indian Ocean Drive (See Figure 7.3.1 ) and are completely obscured from view by surrounding hills and elevation. Figure 7.3.2 illustrates the view from Indian Ocean Drive, confirming that neither the shed nor the poultry paddocks are visible from the road, thereby preserving the visual amenity of the locality. As such, the development is sensitively sited to maintain the rural and visual character of the locality.

Accordingly, the proposal is consistent with Clause 67(2)(a) and demonstrates compliance with the applicable zoning and development provisions, with no adverse impact on vegetation or the rural landscape.

It should be noted that LPS 9 does not contain specific development provisions for 'Animal Husbandry – Intensive' or poultry farm developments in the General Rural zone.

Furthermore, in accordance with Clause 3.2.7 of LPS 9, the objectives of the General Rural zone include:

- *(a) Managing land use changes so that the specific local rural character of the zone is maintained or enhanced;*
- *(b) Encouraging and protecting broad acre agricultural activities such as grazing and more intensive agricultural activities such as horticulture as primary uses, with other rural pursuits and rural industries as secondary uses in circumstances where they demonstrate compatibility with the primary use;*
- *(c) Maintaining and enhancing the environmental qualities of the landscape, vegetation, soils and water bodies, to protect sensitive areas, especially natural valleys and watercourse systems;*
- *(d) Providing for the operation and development of existing, future, and potential rural land uses by limiting the introduction of sensitive land uses in the General Rural zone.*

The proposed free-range poultry activity is consistent with the above objectives, as it involves vegetation retention, does not alter the rural landscape or introduce new permanent structures. The existing shed and sea containers already located on site will remain, and the only new fixed structure proposed is a small manure storage shed, to be located adjacent to the existing shed within an already cleared fire protection zone. The agricultural nature of the activity is consistent with the landscape protection intent of the zone. The site is not visible from Indian Ocean Drive due to existing topography and vegetation. This limited visibility has been verified through on-

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site observations and supports the proposal's compatibility with the landscape protection objectives of LPS 9. This assessment is supported by photographic evidence provided in Figure 7.3.2, which shows the view west from Indian Ocean Drive approximately 1,400m north of the Greenwood Coast Road intersection .The existing 5.5 m high shed and proposed poultry paddocks are fully screened from view due to topography and natural terrain. This view confirms that the development does not affect the visual amenity of Indian Ocean Drive or surrounding properties.

The application is focused solely on land use, with no significant physical alterations to the landscape. Any potential environmental impacts are addressed through appropriate operational procedures, including the use of comprehensive environmental management plans. These plans, collectively forming the Environmental Management Plan (EMP), mitigate risk and support the preservation and enhancement of landscape and environmental values .

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### 8.1.1 Local Planning Strategy – Key Objectives and Mapping Context

The Shire of Gingin Local Planning Strategy provides the strategic vision for the Shire’s long-term planning, including the direction for land use, zoning, subdivision, and development. It emphasises the ongoing importance of rural land for agricultural production and identifies an increasing trend towards diversified and intensive agricultural land uses, including poultry farming.

**Table 8.1.1.1:** *Strategic Alignment with Shire of Gingin Local Planning Strategy* The table below summarises how the proposal responds to key objectives and planning issues identified in the Strategy.

Ref	Strategy Objective	Alignment Summary
(h)	Facilitate more intensive and diversified use of rural land for higher value products, including horticulture, intensive animal husbandry and farm forestry, which are compatible with surrounding farming practices	Proposal supports diversified rural activity through small-scale free-range poultry farming.
(i)	Ensure that the use and development of rural land is both compatible and complementary to traditional livestock, grazing and agricultural activities	Compatible with existing livestock and agricultural operations; maintains rural character.
(l)	Promote processing and value-adding industries to be located within the Shire	Contributes to egg production and supports local supply chains.
(t)	Recognise the importance of highways and main roads (Brand Highway and Indian Ocean Drive) as transport corridors ensuring safe and efficient	Vehicle movements are infrequent and controlled, with access to the site via Greenwood Coast Road. Internal operations follow defined paths for egg collection, feed delivery, and manure removal, ensuring predictability and avoiding crossover at

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	travel with minimised traffic interaction	critical entry points. These measures reduce the potential for delays or queuing on Greenwood Coast Road and help maintain safe and efficient conditions at the Indian Ocean Drive intersection, consistent with regional transport objectives under the State Planning Strategy.
<b>Key Issue</b>	Protect quality agricultural land	Uses land sustainably without degradation or displacement of rural activity.
<b>Key Issue</b>	Increase local employment and economic diversity	Contributes to local rural enterprise and self-employment.

**8.1.2 Key objectives of the Strategy relevant to this proposal include:**

- **(h)** *Facilitate more intensive and diversified use of rural land for higher value products, including horticulture, intensive animal husbandry and farm forestry, which are compatible with surrounding farming practices.*

The proposed poultry farm is a small-scale intensive animal husbandry use that aligns with this objective. It complements the existing agricultural character and is compatible with nearby grazing and livestock areas.

- **(i)** *Ensure that the use and development of rural land is both compatible and complementary to traditional livestock, grazing and agricultural activities.*

Free-range poultry farming is consistent with surrounding land uses and is regarded as a rural activity. The use of chicken caravans (mobile poultry trailers) aligns with standard agricultural practices and is considered consistent with the function of agricultural vehicles. These trailers are used exclusively for livestock rearing and are mobile in nature, supporting their classification as agricultural vehicles. This interpretation reinforces compatibility with the General Rural zone and the broader objectives of maintaining traditional forms of rural production.

- **(l)** *Promote processing and value-adding industries to be located within the Shire.*

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The proposed egg production contributes to local agricultural processing and value-adding supply chains.

- **(t)** *Recognise the importance of highways and main roads (Brand Highway and Indian Ocean Drive) as transport corridors ensuring safe and efficient travel with minimised traffic interaction.*

The development will generate minimal traffic, limited to infrequent service by a van and enclosed trailer. Access is primarily from Greenwood Coast Road, with only light vehicle use extending to Indian Ocean Drive. Vehicle movements are limited in frequency and scale, and are managed through designated access points and defined internal circulation zones specific to the farm layout. Entry is via Greenwood Coast Road, and all vehicle activities, including egg collection, feed delivery, and manure removal, occur along established pathways that avoid sensitive areas and minimise crossover. This arrangement promotes safety and efficiency within the operational footprint while reducing interaction with regional traffic corridors. By ensuring that vehicle activities on the farm are orderly, predictable, and confined to designated internal areas, the risk of unplanned or obstructive movements at the Greenwood Coast Road access point is minimised. This contributes to maintaining safe and efficient use of Indian Ocean Drive as a regional transport corridor, in line with State Planning Strategy objectives. Given the low frequency and scale of movements, traffic impacts are expected to be negligible and within the capacity of the road network. For further detail regarding vehicle movements, site access, and intersection use with Indian Ocean Drive, (refer to the Traffic Management Plan Appendix K)

The subject land is located within a mapped Rural Land Priority Area under the Strategy, reinforcing its suitability for ongoing and diversified agricultural use. Strategic mapping supports agricultural intensification in this area, including poultry, horticulture, and grazing activities.

In addition to the above objectives, the Strategy identifies two key planning issues of relevance:

The protection of quality agricultural land is essential for ensuring long-term agricultural sustainability and preserving its role as an economic and employment base within the regional context;

There is a recognised need to increase local employment opportunities and reduce outward commuting by retaining and promoting diverse forms of rural-based employment.

This proposal directly supports both of these aims by utilising agricultural land for a sustainable poultry operation that contributes to the local rural economy.

Overall, the development proposal is consistent with the vision, goals, and strategic directions of the Shire's Local Planning Strategy. It supports rural economic diversification and intensification

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of land use in a manner that is appropriate for the site's capability and surrounding agricultural activities.

### **8.1.3 Indian Ocean Drive Planning Guidelines Compliance**

#### **Context**

Lot 5707, Greenwood Coast Road, Breton Bay, has direct frontage to Indian Ocean Drive (IOD) and secondary access via Greenwood Coast Road, which connects to IOD. The proposed mobile free-range poultry operation has been designed to ensure compliance with the Western Australian Planning Commission's Indian Ocean Drive Planning Guidelines in relation to landscape protection, access management, and signage control.

#### **Landscape and Visual Amenity**

- Poultry paddocks and mobile infrastructure are located approximately 520 metres from the IOD frontage and at an elevated position that, combined with intervening vegetation and landform, renders them invisible from the IOD road corridor.
- This siting maintains the scenic rural coastal character identified in the guidelines and avoids any requirement for artificial screening.
- The development footprint is entirely within historically cleared areas, with no alteration to the natural roadside vegetation along IOD.

#### **Access and Traffic Safety**

- No new or modified crossovers to IOD are proposed for routine operations.
- Primary operational access will be via Greenwood Coast Road, utilising existing local road connections to IOD.
- This approach reduces potential safety risks by avoiding direct heavy-vehicle turning movements onto IOD.
- All vehicle movements for the poultry operation will be undertaken using light vehicles with trailers only — no heavy truck transport is required. This minimises road wear, traffic conflicts, and noise impacts

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### **Signage**

- No large-scale advertising signage is proposed on the IOD frontage.
- Any identification signage, if installed, will be low-scale, rural in character, and compliant with Main Roads WA requirements, ensuring it does not detract from the visual quality of the IOD corridor.

### **Conclusion**

The proposed poultry operation on Lot 5707 is consistent with the *Indian Ocean Drive Planning Guidelines*. It maintains the visual quality of the corridor, manages access to preserve traffic safety, and avoids intrusive signage. The design ensures the IOD's scenic rural coastal character is preserved while enabling compatible agricultural use of the property.

**Clause 67(b)** – *the requirements of orderly and proper planning including any proposed local planning scheme or amendment to this Scheme that has been advertised under the Planning and Development (Local Planning Schemes) Regulations 2015 or any other proposed planning instrument that the local government is seriously considering adopting or approving;*

The proposal aligns with the principles of orderly and proper planning by:

Locating the operation on land zoned General Rural, where Animal Husbandry – Intensive is a discretionary use;

Avoiding any fragmentation or alienation of productive rural land;

Complying with the Shire of Gingin Local Planning Strategy and Local Planning Scheme No. 9;

Meeting relevant State Planning Policies, including SPP 2.5 – Rural Planning and SPP 3.7 – Planning in Bushfire Prone Areas;

Ensuring consistency with the Environmental Code of Practice for Poultry Farms in WA and Water Quality Protection Note No. 33;

Integrating appropriate separation distances, environmental controls, biosecurity measures, and traffic management protocols to mitigate off-site impacts.

The development does not introduce sensitive land uses into a rural zone, does not rely on extensions to public infrastructure, and is supported by comprehensive environmental and

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operational management plans. As such, the proposal demonstrates a considered and sustainable approach to land use, consistent with the long-term planning vision for the locality.

**(Clause 67(c)) any approved State planning policy;**

In accordance with Schedule 2, Part 9, Clause 67(c) of the Planning and Development (Local Planning Schemes) Regulations 2015, due regard must be given to any approved State Planning Policy, including State Planning Policy 2.5 – Rural Planning (SPP 2.5), 3.7 – Bushfire Prone Areas, SPP 2.9 – Water Resources (if applicable)

Applies if development could impact water quality or natural hydrology.

**State Planning Policy 2.5 – Rural Planning**

State Planning Policy 2.5 (SPP 2.5) applies to development in rural areas, including the establishment and operation of animal premises such as poultry farms. The policy outlines key environmental and land use planning considerations, particularly relating to rural amenity, land use compatibility, and off-site impacts.

**Clause 5.7(a): Rural Amenity and Support for Animal Premises**

Animal premises are a rural land use, and are generally supported and encouraged on rural land provided rural amenity and environmental impacts can be effectively managed.”

**Rural amenity** is defined in SPP 2.5 as a standard of residential amenity that is rural in nature, which may include impacts from primary production such as noise, odour, dust, and also conservation values, landscape protection, and resource management.

The EPA defines *amenity* more specifically as the likely impact of gaseous, dust, odorous and noise emissions and associated risks on a person's experience.

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**Primary production** is defined under the *Income Tax Assessment Act 1997 (Cth)* as including “maintaining animals for the purpose of selling them or their bodily produce (including natural increase)”.

**Response:**

The subject site and surrounding properties are zoned General Rural, where Animal Husbandry – Intensive is a discretionary use.

The proposal aligns with Clause 5.7(a), recognizing poultry operations as legitimate rural land uses.

The project supports rural amenity by:

- Operating within historically cleared pasture areas, with no vegetation clearing proposed;
- Retaining existing vegetation across the lot in accordance with permitted exemptions for ongoing rural land use;

Using mobile, non-intrusive infrastructure .

Maintaining substantial setbacks from all boundaries;

Avoiding conflict with mapped TECs, PECs, and priority flora;

Implementing EMPs to control odour, dust, and nutrient export;

Maintaining the visual landscape, as no new buildings or vegetation clearing is proposed.

No sensitive receptors are located nearby, and the site is visually buffered and remote. Amenity values are preserved.

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**Clause 5.7(d):** *"In addition to environmental issues, planning decision-makers must consider the following matters in assessing proposals."*

**(i) Staging and ultimate design capacity:**

The application seeks approval for the full design capacity of 10 mobile poultry caravans, each housing approximately 600 birds, allowing for a total of up to 6,000 birds. However, operations will commence at a smaller scale, with fewer caravans initially deployed. This staged approach

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allows for the condition of the paddocks to be carefully monitored and ensures that stocking levels are matched to pasture resilience and erosion risk. The rotational grazing and pasture recovery strategy—detailed in the Environmental Management Plan (EMP) and Drainage and Nutrient Management Plan (Appendix C)—will guide the timing and scale of expansion. There are no plans to exceed the proposed 10-unit capacity..

***(ii) the transport of animals to and from the site::***

Birds are hatched and grown entirely on-site. At this stage of the operation, there is no off-site transport of birds for laying or processing. All activity remains contained within the boundaries of Lot 5707, eliminating any external transport impacts related to bird movement. At the end of their laying life, hens will be transported off-site in small batches using covered trailers to approved agricultural traders or rehoming channels and aligning with ethical livestock transition practices.. This approach avoids unknown buyer transport, minimises interactions with Indian Ocean Drive, and maintains control over logistics and biosecurity. conducted in accordance with relevant animal welfare and handling standards. No mass transport off-site by the operator is anticipated.

***(iii) the handling and disposal of deceased or 'retired' animals on or off-site::***

Mortality rates are estimated at approximately 5 birds per month per caravan (9 – 11.5 kg). All deceased birds will be collected daily and stored under refrigeration, as specified in the EMP. Carcasses will be disposed of at approved rendering, incineration, or landfill sites in accordance with the National Farm Biosecurity Manual and the AUSVETPLAN Disease Strategy. In the event of a large mortality incident, contingency protocols detailed in the EMP will be activated, including temporary storage, expanded refrigeration if needed, and notification of the relevant authorities..

All unusable, cracked, or underdeveloped eggs will be collected daily, stored under refrigeration, and disposed of off-site at an approved facility authorised to accept animal by-products. No eggs will be left within the enclosures for consumption by birds, in order to maintain strict biosecurity standards and prevent habit-forming behaviours. This approach aligns with the National Farm Biosecurity Manual and local waste regulations. Any excess or spoiled eggs are removed and disposed of in accordance with the EMP and local waste regulations. → Refrigeration is a compliant and widely accepted method for temporary on-farm storage of mortalities. It prevents odour, vermin access, and contamination, and aligns with the National Farm Biosecurity Manual, AUSVETPLAN, and the Environmental Code of Practice for Poultry Farms in WA.

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***(iv) the transport, handling and/or disposal of animal feed and/or waste on or off-site***

Feed and manure are managed entirely through the use of covered light trailers to minimise noise, dust, and odour. Feed is delivered once or twice per week using a car and enclosed trailer. Manure is manually collected from inside each poultry caravan and transferred to a weatherproof on-site manure shed. (See Appendix C Manure shed site plan, Appendix D Manure shed detail). From there, it is transported off-site fortnightly to a licensed composting or waste management facility.

Internal manure handling is conducted using dedicated on-farm trailers that are dry-handled, travel only short distances, and are not used on public roads. These trailers do not require washdown due to their enclosed design and low contamination risk. External trailers used for off-site removal are cleaned and washed down off-site before returning to the property, eliminating the need for on-site washdown infrastructure.

All movements are scheduled during daytime hours, and the Environmental Management Plan (EMP) contains specific controls to ensure that feed and waste handling remains safe, biosecure, and compliant with environmental and planning guidelines. These practices align with the National Farm Biosecurity Manual, the Environmental Code of Practice for Poultry Farms in Western Australia, and Water Quality Protection Note No. 33.

***(v) outdoor pens or roaming areas for animals:***

No outdoor pens are proposed. Birds roost inside the mobile poultry caravans at night and are free to range during daylight hours within fenced pasture areas surrounding each caravan. These areas are enclosed by a 1-metre-high low-voltage electric fence and provide approximately 450m<sup>2</sup> of foraging space per unit. This system is consistent with accepted mobile free-range poultry practices.

Poultry operations inherently function as continuous, 24-hour systems to ensure animal welfare and environmental management. However, all scheduled on-site activities involving motorised vehicles or equipment are restricted to between 6:00 am and 6:00 pm, Monday to Sunday. No routine activity occurs outside of these hours unless under emergency conditions.

Noise emissions are mitigated through multiple strategies outlined in the EMP. These include:

- Use of light vehicles for feed and manure transport, with covered trailers to reduce vibration and spillage noise;
- Low-rev, low-speed movement for poultry caravan relocation (once per fortnight);
- Equipment maintenance in line with manufacturer specifications to prevent excess mechanical noise;
- Avoidance of unnecessary idling and reduced engine load near boundary lines;

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- Significant setbacks from all lot boundaries (ranging from 200 m to over 570 m), acting as natural buffers;
- Naturally ventilated poultry caravans, eliminating the need for mechanical exhaust systems.
- The relocation of poultry caravans occurs only once per fortnight and uses low-rev, low-speed tractors

These measures are supported by the site's remote location and substantial spatial separation from any sensitive receptors. Together, they ensure that any potential noise associated with operational hours is minimised, well-contained, and consistent with the expectations of rural amenity.

***(vii) shed configuration, including rotation and/or automation; Mobile infrastructure configuration:***

The mobile poultry caravans (See Figure 5.6.1 ) are used, which are naturally ventilated through side-opening awnings that allow for passive airflow. These caravans are not automated and do not rely on powered systems for temperature, humidity, or air quality control. Their mobility supports rotational grazing and minimises environmental footprint. This low-impact infrastructure is consistent with best practice for free-range poultry operations and aligns with animal welfare and land use planning principles.

***(viii) servicing, including location and size of effluent disposal ponds***

:The mobile poultry caravans are not connected to any effluent discharge system and do not produce liquid waste requiring direct treatment. Manure is dry-deposited onto the trailer floors and then manually removed to a dedicated on-site manure storage shed, designed in accordance with environmental and planning regulations. From there, manure is loaded into covered trailers and transported off-site to a licensed composting or waste management facility. These trailers are cleaned and washed down off-site before returning to the property, eliminating the need for on-site washdown infrastructure.

Trailers used for internal manure movement are dedicated to on-farm use only, do not travel on public roads, and are dry-handled. Routine washdown is not required due to short distances, lack of contamination risk, and covered handling systems. After manure removal, the caravans are dry cleaned and, if required, lightly pressure washed using low-volume systems. Any washwater is absorbed into pasture or evaporates naturally.

Routine washing of poultry caravans is not a regulatory requirement under this mobile free-range model, provided the current Environmental Management Plan (EMP) protocols are followed. This approach is consistent with the National Farm Biosecurity Manual, the Environmental Code of Practice for Poultry Farms in Western Australia, and aligns with the Department of Water and Environmental Regulation (DWER) expectations for non-prescribed premises. These controls

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ensure biosecurity, environmental safety, and efficient operation without the need for effluent disposal infrastructure.

This is supported by the procedures in the EMP, which outline dry manure removal, minimal washwater generation, natural ventilation, and biosecurity protocols that limit the need for regular washing of trailers.

**(ix) biosecurity (based on advice from the industry);**

Comprehensive biosecurity protocols are in place and aligned with industry best practice. Biosecurity measures are documented and managed through strict adherence to the Environmental Management Plan (EMP), which is reviewed regularly. These protocols include:

- Controlled access points and designated vehicle routes to limit cross-contamination;
- Procedures for the sanitation of vehicles, equipment, and footwear;
- Secure storage and covered transport of manure and mortalities to prevent pathogen spread;
- Daily mortality checks and refrigeration of deceased birds;
- Immediate response protocols for disease detection, including quarantine procedures and authority notification;
- Restriction of non-essential visitors and contractor induction requirements.

All transport, waste removal, and vehicle access are managed in accordance with industry standards such as the National Farm Biosecurity Manual for Poultry Production and supported by internal farm protocols. These controls minimise the risk of disease introduction or spread and maintain compliance with both regulatory expectations and voluntary audit schemes such as Egg Standards Australia.

**Clause 5.7(e):** *"Where an animal premises proposal may affect the nutrient load of a river, estuary or associated tributary and the system and/or its receiving water body has no further capacity to assimilate nutrients without an adverse impact on ecosystem health, a reduction in nutrient export is to be demonstrated."*

There are no mapped rivers, estuaries, or tributaries traversing or adjoining Lot 5707. Therefore, Clause 5.7(e) does not directly apply. Nonetheless, nutrient export is carefully managed through rotational grazing, manure removal, and the implementation of a Drainage and Nutrient Management Plan (DNMP) (refer Appendix A Drainage and Nutrient Management Plan). This plan

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ensures compliance with best practice standards and mitigates any potential off-site nutrient impacts through soil-based retention and export control.

**5.12.1 Avoiding Land Use Conflict –**

Clause 5.12.1 of *State Planning Policy 2.5 – Rural Planning* states:

*Planning decision-makers shall take the following approach to avoid land use conflict:*

**(a)** *where an existing land use that may generate impacts is broadly compatible with surrounding zones and land uses, a separation distance should be indicated in a local planning strategy so there is broad awareness of the land use;*

**(b)** *where a development is proposed for a land use that may generate off-site impacts, there should be application of the separation distances used in environmental policy and health guidance, prescribed standards, accepted industry standards and/or Codes of Practice, followed by considering:*

**(i)** *whether the site is capable of accommodating the land use; and/or*

**(ii)** *whether surrounding rural land is suitable, and can be used to meet the separation distances between the nearest sensitive land use and/or zone, and would not limit future rural land uses; and*

**(iii)** *whether if clauses (i) and/or (ii) are met, a statutory buffer is not required;*

**(c)** *where a development is proposed for a land use that may generate off-site impacts and does not meet the standard outlined in clause 5.12.1(b) then more detailed consideration of off-site impacts will be required, in accordance with clause 5.12.3 of this policy; and*

**(d)** *where a development is proposed that could be contemplated in the zone, and has been assessed under clause 5.12.3 as having unacceptable off-site impacts that cannot be further mitigated or managed, the proposal should be refused.*

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**Response to Clause 5.12.1 – Avoiding Land Use Conflict**

The proposed mobile free-range poultry operation at Lot 5707 complies with the approach outlined in Clause 5.12.1, as follows:

**(a)** The proposal is compatible with the *General Rural* zoning of Lot 5707 and surrounding lots, which are used primarily for grazing and broadacre rural purposes. There are no residential, commercial, or tourism uses in proximity that would be sensitive to potential off-site impacts.

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**(b)** The development meets the minimum 500 m separation distance from sensitive receptors as recommended in *EPA Guidance Statement No. 3*.

**(i)** The site is fully capable of accommodating the land use, with sufficient space for operations, buffers, paddock rotation, and environmental management infrastructure.

**(ii)** Surrounding rural land remains suitable for agricultural purposes and is not sterilised by the proposed buffers. The mobile nature of infrastructure reduces any perceived land-use conflict.

**(iii)** Because these criteria are met and the standard separation is achieved, no statutory buffer is required.

**(c)** Not applicable. The proposal meets the standards under Clause 5.12.1(b) and therefore does not trigger the need for further impact assessment under Clause 5.12.3.

**(d)** Not applicable. The proposal does not result in unacceptable off-site impacts and complies with all relevant policy guidance and rural amenity expectations.

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**12.2 – Planning approach for sensitive land uses in rural zones potentially affected by a rural land use**

*Clause 5.12.2(b) of State Planning Policy 2.5 – Rural Planning states:*

*(b) single dwellings and other sensitive land use on rural land should be afforded a reasonable standard of rural amenity.*

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**Response to Clause 5.12.2(b)**

The proposed poultry operation has been designed to ensure that all nearby single dwellings and sensitive land uses retain a reasonable standard of rural amenity:

**Separation distances** – The nearest sensitive receptor is more than 1,000m from the operational area, exceeding the *EPA Guidance Statement No. 3* recommendation for poultry facilities (500 m).

**Noise and odour control** – Odour management measures, manure removal practices, and rotational grazing with mobile chicken caravans reduce potential off-site amenity impacts to levels consistent with rural expectations.

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**Visual impact** – Mobile structures are low in profile, non-reflective, and placed within historically cleared grazing paddocks, minimising visibility from neighbouring dwellings and public roads.

**Rural character consistency** – The activity is compatible with surrounding agricultural land uses and will not introduce urban-style impacts inconsistent with rural amenity expectations.

### **5.12.3 Determining a Buffer**

Clause 5.12.3 of *State Planning Policy 2.5 – Rural Planning* states:

*In addition to those matters required under a scheme, where detailed consideration of off-site impacts is required in accordance with clause 5.12.1(c), determination of a buffer should take into account:*

- (a) separation distances recommended in Government policy and guidance;*
- (b) whether the design and/or operation of the proposal is in accordance with prescribed standards, accepted industry standards or codes of practice;*
- (c) whether, prior to issuing an approval, any management plans associated with the proposal are capable of being implemented;*
- (d) the existing or potential requirement for environmental licensing and/or works approval;*
- (e) potential cumulative impacts;*
- (f) whether modelling is required where impacts on sensitive land uses outside the property boundary are anticipated to exceed the parameters used in environmental policy, prescribed standards, accepted industry standards and/or codes of practice; and*
- (g) odour modelling, when required, is to be undertaken in accordance with a methodology outlined in Government policy or guideline, or an agreed equivalent, by the proponent of the primary production or the proponent of the sensitive zone or land use.*

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### **Response to Clause 5.12.3 – Determining a Buffer**

The proposed development at Lot 5707 does not trigger Clause 5.12.1(c), as it meets the relevant separation distances and impact thresholds. However, to assist in comprehensive assessment, the following information is provided in alignment with Clause 5.12.3:

#### **(a) Separation distances**

The proposal meets and exceeds the 500 m separation distance recommended by *EPA Guidance Statement No. 3* for poultry operations. The nearest dwelling is more than 1,000 m from the proposed operational area.

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**(b) Design and operation in accordance with standards**

The design and management of the poultry operation align with the *Environmental Code of Practice for Poultry Farms in Western Australia*, the *National Farm Biosecurity Manual for Egg Production*, and relevant DPIRD and RSPCA standards.

**(c) Implementable management plans**

All associated management plans—including those addressing odour, nutrient export, drainage, erosion, biosecurity, and waste—are practical, appropriately scaled, and capable of being implemented. These are consolidated in the Environmental Management Plan (EMP) for ongoing compliance and review.

**(d) Environmental licensing or works approval**

The development does not exceed thresholds that would require licensing under the *Environmental Protection Regulations 1987*. It is not a prescribed premises and does not trigger the need for works approval under Part V of the *Environmental Protection Act 1986*.

**(e) Cumulative impacts**

No other poultry farms or intensive agricultural operations are located nearby. The risk of cumulative environmental or amenity impacts is negligible.

**(f) Environmental modelling**

The proposal has been designed to operate well within industry and regulatory thresholds for emissions (dust, odour, noise). As such, no formal environmental modelling is required.

**(g) Odour modelling**

Odour modelling is not required under the *Guidance Statement No. 3* or the *Environmental Code of Practice*, as the development is small-scale, low-density, and mobile. Nevertheless, odour mitigation strategies have been embedded into the management plan, including regular manure removal, rotational placement of caravans, and passive separation through paddock layout.

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**Buffer Guidance:**

While SPP 2.5 does not provide specific poultry farm buffer distances, the *Rural Planning Guidelines – Version 3* and the EPA's *Separation Distances between Industrial and Sensitive Land Uses* recommend a minimum 300 m buffer from the poultry area to any sensitive land use.

In this case, the minimum 300 m separation is exceeded many times over, with the nearest residence located more than 7.7 km from the proposed poultry operation. The proposed site therefore meets — and far exceeds — the recommended separation distances.

Together, these factors demonstrate that the proposal satisfies Clause 67(c) of the Planning and Development (Local Planning Schemes) Regulations 2015 by addressing relevant State Planning Policy (SPP 2.5) through proper site selection, operational design, and environmental safeguards.

**Additional Compliance – Environmental Code of Practice Buffer Distances**

The *Environmental Code of Practice for Poultry Farms in Western Australia* outlines minimum buffer distances to ensure environmental and amenity protections are maintained.

The proposal has been assessed against these standards, as shown below.

Recommended Minimum Buffer Distances – Environmental Code of Practice for Poultry Farms in Western Australia

*Source: Department of Agriculture and Food WA (2004). Table adapted from the Environmental Code of Practice for Poultry Farms in Western Australia, illustrating required buffer distances from poultry infrastructure to sensitive receptors and environmental features. Source: Department of Agriculture and Food WA*

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**Table 8.1.3.1:** Recommended Minimum Buffer Distances (Lot 5707 – Proposed Free-Range Poultry Operation)

Facility	Poultry Shed (same operator)	Poultry Sheds (different operator)	Existing/future residential zone	Existing/future rural residential zone	Farm boundary	Water supply bores	Wetlands, waterways & floodways	Water table
<b>New free-range poultry sheds</b>	20m between enclosures	1000 m	500m	300 m	100 m	50 m from discharge area	50 m	3 m
<b>Lot 5707 Proposal</b>	Complies – >20m between caravans	Complies – No other sheds nearby	Not applicable – No residential zoning nearby	Not applicable – No rural residential zoning nearby	Complies – > 100 m	Complies – No discharge near existing bores	Not applicable – No wetlands or floodways present	Not applicable – >50 m depth

**Summary of Compliance:**

- Setback to farm boundary exceeds 100 m
- No residential zones or sensitive receptors within 300–1000 m
- Water supply bores not impacted
- Wetlands, floodways, and water table separation not applicable

The proposal is therefore deemed to fully comply with the Environmental Code of Practice with respect to all relevant buffer distances. These clear exceedances further demonstrate the low risk of offsite impact from the development.

Additionally, it is important to note that a poultry farm is not classified as a ‘prescribed premises’ under the Environmental Protection Regulations 1987. As such, potential impacts are regulated entirely through the land use planning system. State Planning Policy 2.5 and its associated

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guidelines emphasise that decision-makers must consider off-site amenity impacts while supporting the establishment of rural animal premises.

One of the key mechanisms used to achieve this is the implementation of appropriate buffer distances, which are demonstrated to be exceeded in this proposal.

**State Planning Policy 3.7 – Planning in Bushfire Prone Areas (SPP 3.7)**

SPP 3.7 provides the policy foundation for land use planning in bushfire-prone areas. The subject site, Lot 5707, is mapped as bushfire prone under the DFES bushfire-prone spatial layer.

However, Planning Bulletin 111/2016 clarifies that Animal Husbandry – Intensive uses such as poultry farms are not required to submit a Bushfire Attack Level (BAL) assessment where no habitable structures are proposed. This proposal involves only:

- Mobile poultry caravans (non-habitable);
- Two existing sea containers (non-residential), manure shed
- No permanent staff accommodation.

As such, a BAL assessment is not required, and the proposal is considered compliant with the intent and provisions of SPP 3.7.

**State Planning Policy 2.9 – Water Resources**

**Current Policy (Clause 5.1)**

*(ii) Aim to prevent or, where appropriate, ameliorate the following potential impacts:*

*Increased nutrient loads into receiving waters.*

**Response:**

The proposed mobile free-range poultry operation incorporates a Nutrient and Drainage Management Plan (NDMP) that limits manure deposition to approximately 10% in the range area at any time, with rotational free ranging to avoid nutrient hotspots. Collected manure from mobile caravans is removed from site and managed in accordance with best practice guidelines. These measures prevent nutrient leaching and ensure no increase in nutrient loads to receiving waters.

*(iii) Promote improved outcomes such as:*

- *Reduction in nutrient export to receiving waters to a level lower than existing.*

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**Response:**

Current land use consists of low-intensity grazing with no structured nutrient management. Implementation of the NDMP will reduce nutrient export through controlled manure collection, strategic caravan placement, and vegetative groundcover maintenance, achieving nutrient outputs lower than existing baseline conditions.

**Draft SPP 2.9 – Water Resources (August 2021)**

*Once gazetted, this will supersede the current version of SPP 2.9.*

**Relevant Policy Outcomes (Section 6.1):**

Planning and development maintains or enhances water quality and hydrological regimes to protect public health and support healthy ecosystems through:

- (iii) Appropriate siting and management of land uses.

**Response:**

The poultry operation is sited over 50m above the groundwater table and outside mapped sensitive water resource areas. Infrastructure is mobile and positioned to avoid drainage lines. Management plans ensure operations are consistent with EPA, DWER, and Department of Agriculture and Food WA guidelines for nutrient management in rural land uses.

**Relevant Policy Measures (Section 7.2):**

(i) Minimise export of nutrient and non-nutrient contaminants entering water resources.

**Response:**

Nutrient export is minimised through:

Mobile infrastructure allowing poultrycaravan relocation to prevent nutrient build-up.

Off-site removal of collected manure (90% of total manure output).

Vegetative cover maintained across the range to reduce erosion and nutrient runoff.

•

(l) Demonstrate that infrastructure and site management practices are in place to manage contaminants, particularly within sensitive water resource areas and public drinking water source areas.

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**Response:**

Infrastructure and operational measures include:

- Sealed feed and water systems to prevent spillage.
- Regular collection and off-site disposal of manure from poultry caravans.
- Siting away from drainage lines and watercourses.
- Compliance with the National Farm Biosecurity Technical Manual for Egg Production (2015) and the Environmental Code of Practice for Poultry Farms in Western Australia.

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**Clause 67(d) – Environmental Protection Policy**

*Clause 67(d) of the Planning and Development (Local Planning Schemes) Regulations 2015 requires decision-makers to consider:*

*“Any environmental protection policy approved under the Environmental Protection Act 1986.”*

Although the proposed poultry operation does not trigger formal referral to the Environmental Protection Authority (EPA) or licensing under Part V of the *Environmental Protection Act 1986*, the development has been designed to align with the objectives and requirements of applicable environmental protection policies and guidance, including:

**Environmental Code of Practice for Poultry Farms in Western Australia (2004)**

The proposal complies with the recommended buffer distances for free-range poultry operations, as outlined in Table 1 of the Code. These include setbacks to boundaries, water bores, and sensitive land uses. All relevant buffer distances are met or significantly exceeded. The use of mobile infrastructure and passive ventilation further reduces environmental risk.

**Water Quality Protection Note No. 33 – Nutrient and Irrigation Management Plans (WQPN 33)**

Nutrient export is addressed through the Drainage and Nutrient Management Plan (DNMP) (see Appendix A), which ensures that phosphorus loads remain within WQPN 33 thresholds (10 kg P/ha/year). Approximately 90% of manure is removed off-site, with only light in-field deposition occurring during pasture rotation. Groundwater is situated more than 50 m below the surface, and no discharge or irrigation occurs.

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**EPA Guidance Statement No. 3 – Separation Distances between Industrial and Sensitive Land Uses**

The nearest sensitive receptor is located more than 1,000m from the operational area, significantly exceeding the 500m minimum recommended for poultry farms.

The development also aligns with the broader environmental protection intent of State Planning Policy 2.5 – Rural Planning and the Rural Planning Guidelines – Version 3, by ensuring that land use is compatible with its rural context, minimises environmental risk, and maintains appropriate buffers to prevent off-site impact.

**Summary:**

While the development is not a prescribed premises and does not require environmental licensing, the proposal reflects best-practice environmental management. All relevant policies under the *Environmental Protection Act 1986* have been considered and incorporated into the site design, operations, and supporting environmental plans.

*(e) any policy of the Commission.”*

**Response:**

This proposal has been prepared with due regard to relevant policies of the Western Australian Planning Commission (WAPC), including:

**Planning Bulletin 111/2016 – Animal Premises**, which clarifies the planning approach for land uses such as poultry farms and reinforces the need to consider SPP 2.5 in development assessment;

The **WAPC Rural Planning Guidelines (2016)**, which guide strategic land use planning and environmental considerations in rural zones;

The **SPP 2.5 Poultry Farm Fact Sheet**, which outlines specific planning, waste, and amenity expectations for poultry proposals, including buffer management, odour control, and biosecurity.

These documents have directly informed the siting, buffer distances, operational design, and environmental protection measures embedded in the Environmental Management Plan (EMP), Drainage and Nutrient Management Plan (DNMP), and supporting materials.

Further detail is provided under Clause 67(2)(c) and within the relevant State Planning Policy response sections.

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“—

*(f) any policy of the State.”*

**Response:**

The proposal has been developed with due regard to relevant policies of the State Government of Western Australia, including environmental, agricultural, and land use management policies that support sustainable rural development.

Key policies considered include:

**WA Climate Policy (2020)** – which encourages emissions reduction and sustainable land use. The proposed mobile poultry operation uses low-impact infrastructure, limits soil disturbance, and integrates regenerative grazing and nutrient recycling practices consistent with climate-resilient agriculture.

**State Natural Resource Management (NRM) Program objectives** – which promote improved soil health, water quality, and biodiversity. The project implements manure management and erosion control measures that protect soil function and minimise off-site impacts, in line with NRM principles.

**DPIRD Livestock Welfare Standards and Biosecurity Policies** – the operation complies with DPIRD-aligned animal welfare protocols and implements biosecurity measures in accordance with the National Farm Biosecurity Manual for Poultry Production.

These State policies are operationalised within the development’s Environmental Management Plan (EMP), Nutrient Budget, and Waste and Manure Management Plan. The proposal reflects the State’s broader policy objectives for climate resilience, biosecurity, and rural productivity.

**Clause 67(2)(fa):** *Any Local Planning Strategy for this Scheme Endorsed by the Commission*

In accordance with Clause 67(2)(fa) of the *Planning and Development (Local Planning Schemes) Regulations 2015*, due regard has been given to the Shire of Gingin Local Planning Strategy (2019), as endorsed by the Western Australian Planning Commission (WAPC).

The Strategy identifies the importance of rural land as a finite resource essential to the Shire’s economic future and long-term land use flexibility. It supports the continuation of agricultural

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activities and encourages diversification into intensive and small-scale rural enterprises where appropriate.

This proposal is consistent with the Strategy's intent and actions in the following key areas:

**Diversified and Intensive Agriculture:**

Section 2.5.2 acknowledges a trend toward intensive land uses such as poultry farms and supports diversification of agriculture, particularly where compatible with surrounding land uses and land capability.

**Preservation of Rural Land:**

The Strategy opposes rural subdivision (Section 2.3.6.2) and emphasises retaining large rural lots for productive use. This application proposes no subdivision and maintains the existing landholding configuration.

**Environmental Management:**

Sections 2.6 and 3.6 emphasise protecting soil, groundwater, vegetation, and rural landscapes. This proposal avoids vegetation clearing and includes a comprehensive Environmental Management Plan to mitigate runoff, erosion, nutrient export, and odour.

**Support for Agricultural Employment and Value-Adding:**

Section 3.5 encourages rural employment and the localised value-adding of primary production. The mobile poultry operation is designed to support local supply chains and low-impact rural employment.

**Infrastructure Compatibility:**

The site is accessible via regional freight routes and not reliant on townsite infrastructure, aligning with regional infrastructure planning noted in Section 2.4.4.

In summary, the development supports the strategic vision of a resilient rural economy integrated with environmental care, as outlined throughout the Local Planning Strategy. It demonstrates compatibility with both the economic and environmental objectives of the Shire's long-term planning framework.

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**Clause 67(2)(g) – Any Local Planning Policy for the Scheme Area**

**Response:**

In accordance with Clause 67(2)(g), due regard has been given to Local Planning Policy 1.6 – Agriculture Intensive, which applies to intensive agricultural proposals in the Shire of Gingin, including poultry farms.

While the policy contains examples and provisions tailored to horticulture, it clearly applies more broadly to all intensive agricultural land uses, consistent with the definition in the Shire of Gingin Local Planning Scheme No. 9. This includes proposals involving the keeping of poultry in mobile systems where stocking density exceeds that of traditional grazing.

**Policy Summary and Application to Lot 5707:**

<b>Policy Requirement</b>	<b>Lot 5707 Compliance</b>
<b>No clearing of remnant native vegetation without approval</b>	No vegetation is proposed to be cleared; all operations are located within historically cleared land.
<b>Manure management must prevent odour and fly breeding</b>	A Waste and Manure Management Plan ensures off-site removal of manure, eliminating fly and odour risks.
<b>Nutrient export and runoff must be controlled</b>	Addressed through the Drainage and Nutrient Management Plan and 90% manure export commitment.
<b>Buffer distances to sensitive receptors should be maximised</b>	The nearest sensitive receptor is over 1,000 m away—significantly exceeding recommended buffers.
<b>Intensive uses must be compatible with rural character and land capability</b>	Mobile infrastructure and rotational grazing protect soils and preserve rural landscape values.

**Clause 67(2)(i) – Any report of the review of the local planning scheme that has been published under the Planning and Development (Local Planning Schemes) Regulations 2015**

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The Shire of Gingin completed a review of its Local Planning Scheme No. 9 in accordance with Regulation 65 of the *Planning and Development (Local Planning Schemes) Regulations 2015*. The review was endorsed and published by the Western Australian Planning Commission.

As of the time of this application, Local Planning Scheme No. 9 remains the operative scheme, and no draft replacement scheme or amendment arising from the review is currently advertised that would affect the status of Lot 5707 or its suitability for rural development.

The proposed development is consistent with the objectives of the existing Scheme and with the rural planning direction expressed in the Shire's endorsed Local Planning Strategy, which supports sustainable and diversified agricultural land uses within the General Rural zone.

**Clause 67(2)(j) – Reserved Land and its Objectives and Uses**

This clause requires that, in the case of land reserved under the Scheme, the objectives for the reserve and any additional or permitted uses identified in the Scheme for the reserve are to be considered.

Lot 5707 is not reserved land. It is zoned General Rural under the Shire of Gingin Local Planning Scheme No. 9. Therefore, Clause 67(2)(j) is not applicable to this proposal.

Nevertheless, the proposed land use—Animal Husbandry – Intensive (free-range poultry)—is a discretionary ('D') use in the General Rural zone, and has been assessed accordingly in alignment with the objectives of the zone and relevant State and local planning policies.

**Clause 67(2)(k) – Built Heritage Conservation of Places of Cultural Significance**

This clause requires that due regard be given to:

*“the built heritage conservation of any place that is of cultural significance.”*

There are no heritage-listed buildings, structures, or culturally significant built places on Lot 5707 or in its immediate vicinity, according to available mapping and the Heritage Council of Western Australia database.

Therefore, **Clause 67(2)(k)** is not applicable to this proposal.

**Clause 67(2)(l) – Effect on Cultural Heritage Significance of the Area**

This clause requires consideration of:

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*"the effect of the proposal on the cultural heritage significance of the area in which the development is located."*

There are no registered Aboriginal heritage sites or non-Indigenous culturally significant heritage areas within or immediately adjacent to Lot 5707, based on current data from the Department of Planning, Lands and Heritage (DPLH) and the Heritage Council of Western Australia.

As such, the proposed free-range poultry development will not impact the cultural heritage significance of the area, and Clause 67(2)(l) is not triggered by this application.

Assessment Against Clause 67 of the Planning Regulations

**Clause 67(2)(m) – Compatibility of the Development with its Setting**

This clause requires consideration of:

"the compatibility of the development with its setting, including —

- (i) the compatibility of the development with the desired future character of its setting; and
- (ii) the relationship of the development to development on adjoining land or on other land in the locality including, but not limited to, the likely effect of the height, bulk, scale, orientation and appearance of the development."

#### **Application to Lot 5707**

The development is proposed in a rural setting on land zoned General Rural. The use of mobile poultry caravans is consistent with the rural context and character of Lot 5707 and its surroundings. All adjacent landholdings are similarly zoned and used for agricultural purposes. The chicken caravans themselves are considered agricultural vehicles due to their function in housing free-range poultry and their integration into rotational pasture management. Their low-profile design, lack of fixed built form, and metal-framed, mesh-clad structure result in minimal bulk or scale compared to traditional sheds or permanent infrastructure. The caravans are non-obtrusive, visually screened by terrain, and not visible from Indian Ocean Drive. Their use, appearance, and mobility ensure compatibility with surrounding rural land uses and the visual amenity expectations of the zone.

The development aligns with the desired future character of the locality as outlined in the Shire of Gingin Local Planning Strategy, which supports diversified, sustainable agricultural production and protection of rural landscape values. The mobile, reversible nature of the infrastructure

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preserves the open paddock form of the site and does not introduce any permanent built form inconsistent with its zoning.

There are no built structures on adjoining land that would be visually or functionally impacted, and the proposal avoids bulk, scale, or orientation effects that could undermine the area's rural character.

**Conclusion:** The proposal is compatible with both the present and future rural character of its setting and maintains a respectful relationship with adjoining land uses.

**Clause 67(2)(n) – Amenity of the Locality**

This clause requires consideration of:

“the amenity of the locality including the following —

- (i) environmental impacts of the development;
- (ii) the character of the locality;
- (iii) social impacts of the development.”

**application to Lot 5707**

**(i) Environmental impacts of the development:**

The proposal has been designed to minimise environmental impacts through a comprehensive suite of management strategies. A detailed Environmental Management Plan (EMP) addresses nutrient management, erosion control, odour, and biosecurity. The site has a groundwater depth of approximately 50m, and only ~10% of manure is deposited on-site via in-field grazing; the remaining 90% is collected and removed. Mobile infrastructure reduces land disturbance, and all activities are confined to historically cleared areas, with no proposed clearing required.

**(ii) Character of the locality:**

Lot 5707 and its surrounds are zoned General Rural and characterised by large agricultural landholdings used for grazing and broadacre farming. The use of mobile poultry caravans is aligned with the rural character, and the proposal preserves the open paddock form of the land. No permanent sheds or buildings are introduced, with the exception of a small manure shed. Visual impacts are minimal due to the low-profile nature of the caravans, their placement away from

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public roads, and natural topographic screening. The development is not visible from Indian Ocean Drive and does not detract from the rural landscape.

**(iii) Social impacts of the development:**

The proposal supports local food production, agricultural diversity, and rural employment, contributing positively to the Shire's economic and social fabric. No adverse social impacts are expected. The operation complies with recommended buffers (>1,000m to nearest sensitive receptor) and implements proactive odour and dust controls to protect surrounding landholders' amenity. The low-intensity, seasonal nature of the enterprise further reduces the potential for nuisance or land use conflict.

**Conclusion:**

The proposed mobile poultry operation maintains rural amenity, avoids off-site environmental or social impacts, and is consistent with the existing and desired character of the locality.

**Clause 67(o)** – *"The likely effect of the development on the natural environment or water resources and any means that are proposed to protect or to mitigate impacts on the natural environment or the water resources."*

The proposed development is designed to minimise environmental impacts through both proactive management and the inherent environmental advantages of the site. Lot 5707 does not contain any mapped wetlands, floodways, or environmentally sensitive hydrological features. Additionally, the proposed poultry paddocks lie on well-drained sandy soils with greater than 50 metres separation to the groundwater table, significantly reducing the risk of nutrient leaching, surface runoff, or waterway contamination.

All poultry caravans are fitted with impermeable steel floors that retain manure. Birds are rotated fortnightly across pasture paddocks to prevent nutrient buildup, and less than 10% of manure is deposited directly to land through free-ranging. The remaining manure is manually removed to a concreted, weatherproof manure storage shed and transported off-site via covered trailers to licensed composting or waste management facilities.

Additional safeguards include:

Low stocking rates aligned to the phosphorus-holding capacity of the soil (as outlined in the Drainage and Nutrient Management Plan, Appendix B);

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Dry manure management systems that eliminate liquid effluent discharge;

Internal manure transport trailers used only on-farm, with no washdown required;

External transport trailers cleaned off-site before re-entry;

Pasture groundcover maintained >50% to minimise erosion and nutrient mobility;

No vegetation clearing, and infrastructure is mobile and non-invasive.

This nutrient application rate is below the background phosphorus threshold of 10 kg P/ha/year outlined in Water Quality Protection Note No. 33 (WQPN 33) for general agricultural activities, ensuring the proposal remains within acceptable limits and is compliant with WA government nutrient management guidelines.

These combined site characteristics and operational controls demonstrate that the proposal presents a low environmental risk, with adequate mitigation measures in place to protect the natural environment and water resources in accordance with Clause 67(o) of the Planning and Development (Local Planning Schemes) Regulations 2015.

**Clause 67(q)** – *"The suitability of the land for the development taking into account the possible risk of flooding, tidal inundation, subsidence, landslip, bushfire, soil erosion, land degradation or any other risk."*

The land at Lot 5707 is considered highly suitable for the proposed mobile free-range poultry operation, with minimal inherent risk across all categories identified under Clause 67(q). The site is not within any mapped floodplain, tidal area, or landslip-prone terrain. The paddocks are gently sloping and underlain by deep sandy soils, which are naturally well-draining and help mitigate erosion and nutrient leaching.

No vegetation is proposed to be cleared, and the mobile infrastructure ensures no permanent soil disturbance. The site maintains pasture groundcover above 50% and uses rotational grazing to avoid overgrazing or soil compaction. The stocking rates have been matched to the nutrient-holding capacity of the soil, further reducing the potential for land degradation or environmental harm.

In terms of bushfire, the property is located within a designated bushfire prone area, however, the nature of the development—comprising mobile structures, minimal built form, and extensive

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internal setbacks—means the proposal is exempt from Bushfire Attack Level (BAL) assessment under Planning Bulletin 111/2016.

No effluent or wastewater is generated by the caravans, and all manure is dry-handled and stored in a compliant shed prior to off-site disposal. These operational features ensure no discharge risk to surface or groundwater.

The overall risk profile for flooding, subsidence, erosion, bushfire, or nutrient pollution is low, and the management strategies presented in the Environmental Management Plan (EMP) ensure all potential hazards are appropriately addressed in the design and operation of the proposal.

**Clause 67(s):** *“The adequacy of— (i) the proposed means of access to and egress from the site; and (ii) arrangements for the loading, unloading, manoeuvring and parking of vehicles.”*

Access to the site is provided exclusively via Greenwood Coast Road, a local road under the care of the Shire of Gingin. No access to Indian Ocean Drive is proposed or intended as part of this development. This complies with WAPC Development Control Policy 5.1, which discourages new or intensified access to regional roads.

All vehicle movements—including those related to feed delivery, egg collection, manure transport, and staff access—occur within the property boundary. A gravel loop road and hardstand area near the existing shed provide safe, all-weather areas for manoeuvring, parking, loading, and unloading. Chicken caravan relocation occurs fortnightly using a low-speed tractor and is confined to internal paddock lanes, avoiding interference with external roads.

The proposed arrangements comply with the Western Australian Planning Commission’s Transport Impact Assessment Guidelines, with daily vehicle volumes well below the 10 vehicle trip threshold that would trigger a formal Transport Impact Statement. Additional details are provided in the Traffic Management Plan (Appendix K).

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**Clause 67(t)** – *"The amount of traffic likely to be generated by the development, particularly in relation to the capacity of the road system in the locality and the probable effect on traffic flow and safety."*

→ The proposed development generates a low volume of traffic, generally limited to:

Twice-weekly egg collections using a light commercial van;

1–2 feed deliveries per week using covered trailers;

1–2 manure removals per week using similar trailers;

Daily utility vehicle movements for farm operations;

Fortnightly internal relocation of poultry caravans using a small tractor.

All site access occurs via Greenwood Coast Road, with no direct entry from Indian Ocean Drive. Internal vehicle circulation is managed via defined paths, avoiding congestion or crossover at entry points. Movements are infrequent and predictable, supporting safe and efficient use of the local road network. This approach aligns with State Planning Strategy Objective (t) and the WAPC Transport Impact Assessment Guidelines. For additional detail, refer to the Traffic Management Plan (Appendix K).

**Clause 67(2)(p)** – *Availability and Adequacy of Services and Facilities*

This clause requires consideration of:

“the availability and adequacy for the development of the following —

(i) public transport services;

(ii) public utility services;

(iii) storage, management and collection of waste;

(iv) access for pedestrians and cyclists (including end of trip storage, toilet and shower facilities);

(v) access by older people and people with disability;

(vi) the potential loss of any community service or benefit resulting from the development other than potential loss that may result from economic competition between new and existing businesses.”

#### **Application to Lot 5707**

##### **(i) Public transport services:**

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The proposal does not require or rely on public transport. The site is located in a rural zone, consistent with the absence of public transport services. All transport needs (e.g. staff, supplies, egg collection) are met via private vehicles.

**(ii) Public utility services:**

The development requires only minimal utility services. No scheme water or reticulated sewer is required. Water is sourced from a licenced bore on the property, and solar/battery power is used for auxiliary operations. There is no connection to mains power or sewer, consistent with rural infrastructure norms.

**(iii) Storage, management and collection of waste:**

Waste is well managed in accordance with the Environmental Management Plan. Key features include:

A roofed manure storage shed to contain and dry collected waste before off-site removal.

All manure trays are cleaned regularly and waste is transferred to the shed before being transported to an off-site composting facility or reused on-farm under controlled conditions.

General waste is minimal and removed as part of regular site management procedures.

**(iv) Access for pedestrians and cyclists (including end-of-trip facilities):**

Not applicable. The site is not open to the public and is not expected to attract pedestrian or cyclist traffic. Staff access the site via private vehicles and do not require end-of-trip facilities.

**(v) Access by older people and people with disability:**

The site is not a public premises and does not include permanent facilities for visitation. Nonetheless, the flat topography and open paddock layout provide basic accessibility for staff and visitors.

**(vi) Potential loss of any community service or benefit:**

There is no anticipated loss of community services or public benefits arising from the proposal. The development is consistent with existing rural uses and does not interfere with recreational or

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community land. It also does not compete economically with existing businesses in a manner that would reduce community service provision.

**Clause 67(w)** – *"The history of the site where the development is to be located."*

The site at Lot 5707 Greenwood Coast Road has historically been used for rural purposes, including sheep and cattle grazing, with supporting infrastructure such as fencing, internal limestone-surfaced tracks, and a 5.5 m high shed. There are no known records of intensive development, sensitive land uses, or environmental contamination. The proposed development continues this agricultural use by introducing mobile poultry caravans in a manner consistent with the site's historical function and rural land capability.

**Clause 67(2)(x) – Impact on the Community as a Whole**

*"the impact of the development on the community as a whole notwithstanding the impact of the development on particular individuals."*

The proposed free-range poultry operation at Lot 5707 is designed to contribute positively to the broader community by supporting sustainable agricultural practices, enhancing local food production, and preserving rural land for primary production. The mobile nature of the infrastructure ensures minimal land disturbance, no vegetation clearing, and low visual or environmental impact.

While individual concerns may occasionally arise in response to rural activities, the proposal is consistent with the Shire's strategic emphasis on protecting and diversifying agricultural land use. It does not remove any community service or benefit, does not constrain urban development, and avoids sensitive receptors by maintaining significant buffers. The development aligns with State and local planning policies that seek to sustain the economic viability of rural communities and reduce land use conflict through appropriate siting, design, and environmental controls.

By retaining Lot 5707 for productive, non-urban use, the proposal helps preserve the rural character and economic resilience of the Shire of Gingin. On balance, the development's overall impact on the community is considered positive.

**Clause 67(2)(y) – Any Submissions Received on the Application**

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At the time of writing, the application has not yet proceeded to public advertising and no formal submissions have been received. Should submissions be lodged during the statutory consultation period, they will be reviewed in detail and addressed through a supplementary response or addendum, as appropriate.

The proponent remains open to constructive engagement and is committed to responding to any concerns raised by the community or relevant stakeholders in a transparent and solution-oriented manner.

**Clause 67(2)(za) – Comments or Submissions from Authorities**

*“any comments or submissions received from any authority consulted under clause 66”*

Consultation with relevant authorities under Clause 66 is ongoing. To date, formal comments have not yet been received or provided to the proponent. However, the proponent has proactively engaged with key agencies, including the Department of Biodiversity, Conservation and Attractions (DBCA), Department of Primary Industries and Regional Development (DPIRD), and the Department of Water and Environmental Regulation (DWER), and has incorporated relevant policy guidance and technical standards into the design and management of the proposal.

Should any comments or formal submissions be received during the referral process, they will be reviewed and responded to in good faith. Where necessary, the Environmental Management Plan and associated sub-plans will be updated to reflect regulatory feedback.

**Clause 67(2)(zb) – Other Relevant Planning Considerations**

*“any other planning consideration the local government considers appropriate”*

In addition to the matters outlined in Clause 67(2)(a)–(za), the following planning considerations are relevant to this proposal:

**Landscape Protection:**

The site is located within a rural landscape that contributes to the scenic character of the Gingin hinterland. The proposal does not involve clearing of vegetation and has been designed to maintain the open, pastoral appearance of the land. The mobile nature of the chicken caravans and absence of permanent built form supports compatibility with the existing rural character.

**Environmental Safeguards:**

The proposal incorporates a comprehensive Environmental Management Plan (EMP) and sub-plans for erosion control, nutrient management, odour and dust suppression, and biosecurity.

Sustainable Rangeland Mobile Poultry Farm – LOT 5707 Greenwood Coast, Breton Bay

These plans ensure the operation meets or exceeds environmental protection standards set by DWER and the EPA.

**Precautionary Approach:**

Consistent with the principles of sustainable land use and environmental care, the proposal adopts a low-impact, adaptive management approach. This includes seasonal rotation of flocks, low stocking density, and ongoing monitoring of pasture condition and off-site impacts.

**Compliance History and Proponent Capability:**

The proponent has demonstrated a willingness to comply with relevant standards and engage with regulatory authorities. The proposed farm management practices align with current animal welfare, environmental, and planning guidelines.

This proposal therefore presents a low-risk, strategically located, and well-managed rural development that supports agricultural diversification, environmental protection, and regional economic resilience.

## **9.0 Conclusion**

The proposed mobile free-range poultry operation at Lot 5707 has been carefully designed to align with the planning objectives and statutory requirements of the Shire of Gingin Local Planning Scheme No. 9, State Planning Policy 2.5 – Rural Planning, and other relevant policy instruments. The land use is consistent with the General Rural zoning and supports the strategic direction outlined in the Shire of Gingin Local Planning Strategy for diversified, sustainable agricultural development.

Environmental considerations—including nutrient management, biosecurity, odour, noise, threatened species, and visual amenity—have been addressed through detailed supporting management plans. The proposal avoids all mapped Threatened and Priority Ecological Communities, threatened flora, and fauna habitat polygons, and it complies with all relevant buffer and spatial separation requirements. The development also avoids mapped breeding buffers for

Sustainable Rangeland Mobile Poultry Farm – LOT 5707 Greenwood Coasd, Breton Bay

Carnaby's Black-Cockatoo and lies outside all confirmed or suspected core habitat areas.(See EMP Appendix O Threatened Species and Ecological Communities Overlay)

The development relies on mobile infrastructure to minimise land disturbance, and it preserves the visual and landscape values of the site by operating entirely within historically cleared pasture. No vegetation clearing is proposed.

Given the site's physical characteristics, and significant setbacks from sensitive receptors and public roads, the proposed development can be accommodated without adverse impacts on the environment, rural amenity, or infrastructure. The application represents a compatible, low-impact agricultural use of rural land.

As demonstrated through the planning assessment and compliance summary, the proposal meets the principles of orderly and proper planning and represents a sustainable rural development outcome for the locality.

## 10.0 Compliance

**Table 10.0.1** Compliance Summary – Regulatory Instruments

<b>Regulatory Instrument</b>	<b>Requirement / Objective</b>	<b>Proposal Compliance Summary</b>
<b>Local Planning Scheme No. 9 (LPS 9)</b>	Animal Husbandry – Intensive is discretionary ('A') in General Rural Zone; development to avoid native vegetation impacts	Complies: Land use is discretionary and supported; mobile infrastructure avoids vegetation clearing; permanent shed located in cleared APZ
<b>LPS 9 Clause 4.8.6.6</b>	No clearing of natural vegetation unless for building, firebreak or fence	Complies: manure shed sited in existing cleared area within APZ
<b>LPS 9 Clause 4.8.6.7</b>	Siting and design should not significantly impact natural vegetation or visual landscape amenity	Complies: Mobile caravans are low-profile; all infrastructure obscured from Indian Ocean Drive; development consists of non-permanent mobile poultry caravans

Sustainable Rangeland Mobile Poultry Farm – LOT 5707 Greenwood Coasd, Breton Bay

<b>Regulatory Instrument</b>	<b>Requirement / Objective</b>	<b>Proposal Compliance Summary</b>
<b>Shire of Gingin Local Planning Strategy</b>	Support for diversified/intensive agriculture; protect rural landscape; manage visual amenity	Complies: Poultry farm supports rural diversification; development avoids visual impacts and aligns with agricultural character
<b>SPP 2.5 – Rural Planning (including Clause 5.7)</b>	Support rural land uses; consider amenity, buffers, nutrient risk, environmental impacts	Complies: 570 m setbacks, no sensitive land uses nearby, nutrient loads within WQPN 33 thresholds; EMP in place to manage amenity and environment
<b>SPP 3.7 – Bushfire Prone Areas</b>	Address bushfire risk; assess BAL if relevant	Complies: Sheds for poultry are exempt from BAL under Planning Bulletin 111/2016; location within APZ supports bushfire mitigation
<b>Environmental Protection (Clearing of Native Vegetation) Regulations 2004</b>	Clearing exemptions for pasture maintenance, APZ establishment	Complies: No clearing proposed; proponent reserves the right to rely on Regulation 5, Item 14 Clearing to maintain existing cleared areas for pasture, cultivation or forestry
<b>Water Quality Protection Note No. 33 (WQPN 33)</b>	Phosphorus application <10 kg/ha/year	Complies: Nutrient export from pasture deposition is below this threshold
<b>Government Sewerage Policy (2019)</b>	Appropriate effluent management; avoid nutrient leaching	Complies: No liquid effluent generated; dry handling only; covered storage and off-site disposal
<b>National Farm Biosecurity Manual (Egg Industry)</b>	Implement site hygiene, waste handling, mortality disposal	Complies: EMP incorporates all required protocols including

Sustainable Rangeland Mobile Poultry Farm – LOT 5707 Greenwood Coasd, Breton Bay

<b>Regulatory Instrument</b>	<b>Requirement / Objective</b>	<b>Proposal Compliance Summary</b>
		mortality refrigeration and off-site egg/waste disposal
<b>Egg Standards Australia (ESA)</b>	Monitor bird health, welfare, and transport	Complies: EMP and management plan align with ESA practices, including bird rotation, transport protocols, and welfare standards
<b>Environmental Code of Practice for Poultry Farms (WA)</b>	Manage odour, noise, water, waste, setbacks	Complies: EMP and site design address all relevant impacts, including odour mitigation, rotational manure handling, and appropriate set
<b>Clause 67(c), (m)–(t), (x) – Planning Regulations 2015</b>	Statutory considerations relating to land use compatibility, amenity, environmental impact, traffic, infrastructure, and submissions	Addressed in Section 6.1 – each relevant sub-clause (67(c) through 67(x)) is discussed with respect to rural amenity, visual impact, buffers, environmental safeguards, and infrastructure suitability
<b>LPS No. 9 – Zoning Table</b>	Animal Husbandry – Intensive’ is an ‘A’ use in the General Rural zone	Proposal is consistent with General Rural objectives and subject to advertising and Development Approval
<b>LPS No. 9 – Table 2 – Setbacks</b>	20 m minimum setback from all lot boundaries	All structures (mobile caravans and manure shed) exceed minimum setback distances (200–570 m)
<b>LPS No. 9 – Landscape Protection Area</b>	Additional protection of scenic values and rural landscape	Development is obscured from view (e.g. Indian Ocean Drive); low visual impact

Sustainable Rangeland Mobile Poultry Farm – LOT 5707 Greenwood Coast, Breton Bay

<b>Regulatory Instrument</b>	<b>Requirement / Objective</b>	<b>Proposal Compliance Summary</b>
<b>Environmental Protection (Clearing of Native Vegetation) Regulations 2004</b>	Avoid clearing of remnant vegetation and protect Threatened Ecological Communities (TEC), Priority Ecological Communities (PEC), and Priority Flora	<b>Complies:</b> All infrastructure is sited in historically cleared areas. Existing ground cover is retained. The proposal does not intersect any mapped TEC, PEC, or Priority Flora polygons
<b>DBCA Threatened and Priority Ecological Communities Data (DBCA-038)</b>	Avoid development within mapped TEC/PEC or Priority Flora locations	<b>Complies:</b> Operational area is outside all mapped TEC and PEC polygons, including DBCA-038; Priority species locations are avoided entirely
<b>Carnaby's Black-Cockatoo Habitat Planning Guidance</b>	Avoid development in or near confirmed habitat, roost sites, or breeding buffers	<b>Complies:</b> The site lies outside the outer edge of a mapped 12 km buffer around a Carnaby's breeding polygon but contains no confirmed nesting or foraging habitat. All proposed works are outside the species' core habitat area

## 11.0 References

*List of all documents, policies, datasets, and personal communications cited in the report.*

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## **1. Table of Contents – Appendices Section**

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Appendix B – Supporting Licences and Authorisations

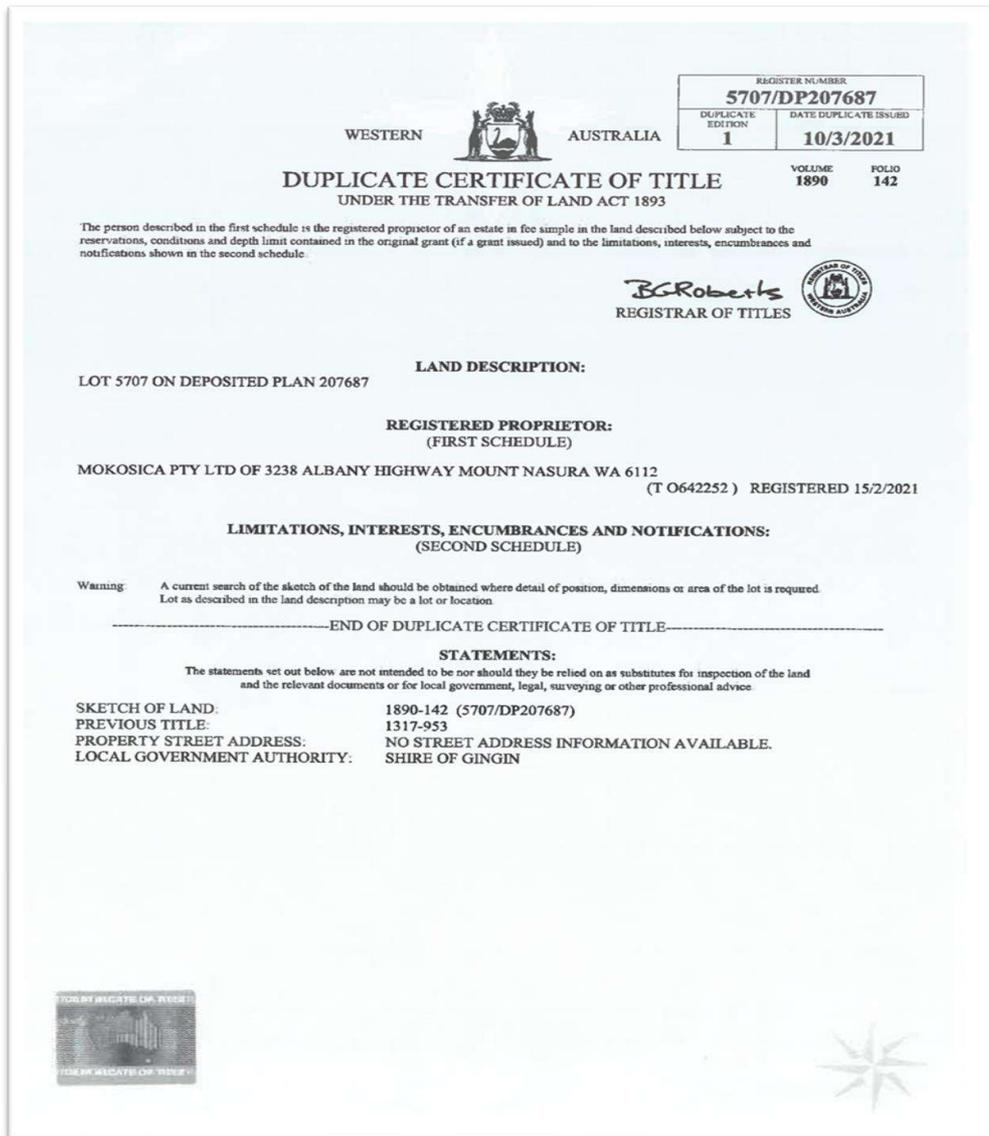
Appendix C Manure shed site plan

Appendix D Manure shed detail

Sustainable Rangeland Mobile Poultry Farm – LOT 5707 Greenwood Coasd, Breton Bay

## **12.0 Appendix A Certificate of Title**

Sustainable Rangeland Mobile Poultry Farm – LOT 5707 Greenwood Coasd, Breton Bay



*Certified copy of Certificate of Title for Lot 5707 Greenwood Coast Road (Landgate extract).*

Sustainable Rangeland Mobile Poultry Farm – LOT 5707 Greenwood Coast, Breton Bay

### **13.0 Appendix B water licence**

Sustainable Rangeland Mobile Poultry Farm – LOT 5707 Greenwood Coasd, Breton Bay

File No: DWERVT18249		Government of Western Australia Department of Water and Environmental Regulation	Page 1 of 1 Instrument No. GWL211868(2)
<b>LICENCE TO TAKE WATER</b>			
Granted by the Minister under section 5C of the Rights in Water and Irrigation Act 1914			
<b>Licensee(s)</b>	Mokosica Pty Ltd as the trustee for Vela Trust		
<b>Description of Water Resource</b>	Gingin Perth - Superficial Swan	<b>Annual Water Entitlement</b>	9,900kL
<b>Location of Water Source</b>			
<b>Authorised Activities</b>	<b>Taking of water for</b>	<b>Location of Activity</b>	
	Domestic use	LOT 5707 ON PLAN 207687 - Volume/Folio 1890/142 - Lot 5707	
	Irrigation of up to 0.15 ha of lawns and gardens	LOT 5707 ON PLAN 207687 - Volume/Folio 1890/142 - Lot 5707	
	Irrigation of up to 1 ha of pasture	LOT 5707 ON PLAN 207687 - Volume/Folio 1890/142 - Lot 5707	
	Poultry purposes for egg production	LOT 5707 ON PLAN 207687 - Volume/Folio 1890/142 - Lot 5707	
<b>Duration of Licence</b>	From 12 May 2025 to 11 May 2035		
<b>This Licence is subject to the following terms, conditions and restrictions:</b>			
1. The annual water year for water taken under this licence is defined as 1 August to 31 July.			
2. The licensee shall not use water for non-commercial between 9 am and 6 pm except for the establishment of newly planted areas. For newly planted areas water may be used within these hours for a period of up to 28 consecutive days, commencing from the date of planting.			
<b>End of terms, conditions and restrictions</b>			

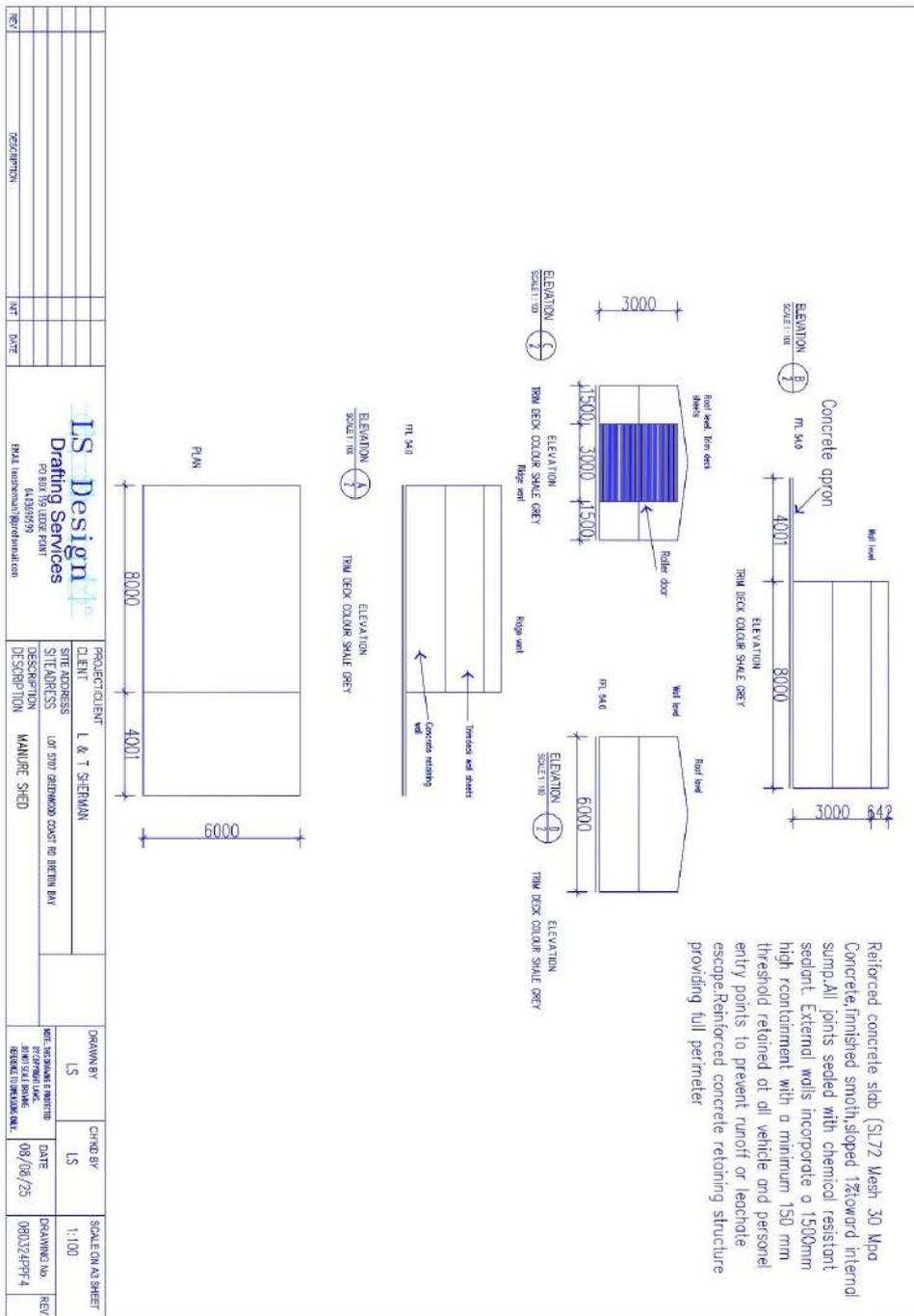
*Groundwater Well Licence (Instrument No. GWL211868(2)) issued under the Rights in Water and Irrigation Act 1914  
This licence authorises water abstraction for poultry operations and irrigation of pasture at Lot 5707. It is regulated by the Department of Water and Environmental Regulation (DWER).*



Sustainable Rangeland Mobile Poultry Farm – LOT 5707 Greenwood Coast, Breton Bay

## **15.0 Appendix D Manure shed details**

Sustainable Rangeland Mobile Poultry Farm – LOT 5707 Greenwood Coasd, Breton Bay



REV	DESCRIPTION	DATE			PROJECT/CLIENT	DRAWN BY	CHKD BY	SCALE ON AS SHEET
			L.S. Design Drafting Services P.O. Box 156, Ledge Point 4139/9793 Email: l.s.design@optusnet.com.au		L & T SHERMAN	LS	LS	1:100
			SUSTAINABLE RANGELAND MOBILE POULTRY FARM LOT 5707 GREENWOOD COASD RD BRETON BAY		MAINTENANCE SHED	DATE	DRAWING NO.	REV
						08/08/25	080324PPT4	

A

Sustainable Rangeland Mobile Poultry Farm – LOT 5707 Greenwood Coasd, Breton Bay

Sustainable Range-Land Poultry Plan – Lot 5707, Greenwood Coast Road EMP

## **Environmental Management Plan**

**Lot 5707, Greenwood Coast Road, Breton Bay  
Mobile Free-Range Poultry Operation**

---

**Prepared for:**  
Shire of Gingin

**Prepared by:**  
Leonard Sherman  
leosherman7@protonmail.com ,0403690599

---

**Date:**  
29 July 2025

**Document Reference:**  
EMP-Lot5707-V1.0

Sustainable Range-Land Poultry Plan – Lot 5707, Greenwood Coast Road EMP

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Sustainable Range-Land Poultry Plan – Lot 5707, Greenwood Coast Road EMP

## **1.0 Introduction**

### **1.1 Purpose of the EMP**

This Environmental Management Plan (EMP) has been prepared to guide the sustainable operation of a mobile free-range poultry farm at Lot 5707, Greenwood Coast Road, Breton Bay. It outlines measures to mitigate environmental impacts, align with regulatory requirements, and demonstrate responsible land use.

### **1.2 Scope of the Proposal**

The proposal involves a low-density, mobile poultry operation utilising relocatable caravans to house up to 6,000 laying hens on rotational pasture. The system is designed to preserve land condition, minimise odour and waste, and avoid clearing native vegetation.

### **1.3 Proponent and Site Details**

**Proponents:** Tanya and Leonard Sherman

**Property Address:** Lot 5707, Greenwood Coast Road, Breton Bay

**Land Area:** 162.97 ha

**Land Use Zoning:** Rural (Shire of Gingin Local Planning Scheme No. 9)

**Existing Use:** Pasture and low-density grazing

---

## **2.0 Regulatory and Planning Context**

### **2.1 Relevant Legislation and Policies**

The proposal complies with the following frameworks:

- *Environmental Protection Act 1986 (WA)*
- *Biodiversity Conservation Act 2016 (WA)*
- *Environment Protection and Biodiversity Conservation Act 1999 (Cth)*
- *State Planning Policy 2.5 – Rural Planning*
- *Shire of Gingin Local Planning Scheme No. 9*
- *Environmental Code of Practice for Poultry Farms in Western Australia (2010)*

### **2.2 Permits and Approvals**

Sustainable Range-Land Poultry Plan – Lot 5707, Greenwood Coast Road EMP

No vegetation clearing is proposed.

A development application has been submitted to the Shire of Gingin.

*The proposal complies with the Environmental Protection Act 1986 (WA) and the Environmental Protection (Clearing of Native Vegetation) Regulations 2004.*

*No EPBC referral is required.*

---

### **3.0 Environmental Values and Site Description**

#### **3.1 Landform and Soils**

The site comprises Quindalup South (Qr) phase soils—shallow calcareous sands over limestone. These soils are well-drained but erosion-prone if vegetation cover is not maintained.

#### **3.2 Soil Type Consideration:**

While the soil type is noted as having low traditional grazing capacity, this operation differs significantly from conventional intensive grazing. Poultry density is low and mobile, and the operation does not rely on soil productivity or pasture growth to sustain animals, reducing pressure on the land.

#### **3.3 Vegetation and Groundcover**

The site consists primarily of historically cleared pasture and regrowth vegetation, with no mapped Threatened Ecological Communities (TECs) or Priority Flora intersecting the proposed operational areas. The mobile poultry infrastructure will be sited entirely within this area..

Sustainable Range-Land Poultry Plan – Lot 5707, Greenwood Coast Road EMP



**Figure 0-1** The image reveals the open structure of the regrowth and large areas with grassy appearance. This supports local accounts of annual burning to promote green pick for cattle and suppress the fast-returning shrubby regrowth common to the site.

No vegetation clearing is proposed as part of this development, and the proponent retains all rights available under the Environmental Protection Act 1986 (WA) and the Environmental Protection (Clearing of Native Vegetation) Regulations 2004.

Vegetation composition may change over time due to grazing patterns, seasonal variation, and pasture rotation. However, ground cover will be maintained to prevent erosion and preserve soil health, consistent with sustainable land use principles.

Sustainable Range-Land Poultry Plan – Lot 5707, Greenwood Coast Road EMP

### **3.4 Wetlands and Water**

There are no mapped wetlands or waterways within Lot 5707. Drainage is internal and disperses via natural infiltration.

### **3.5 Fauna**

A single Carnaby's Black Cockatoo was historically recorded in 2021, approximately 200 m downslope from the development area. This lone observation is considered transient, with no further records since that date. No nesting, roosting, or foraging signs were found on site, and the area lacks suitable hollow-bearing trees ..

---

## **4.0 Environmental Management Framework**

The EMP includes specific management plans addressing:

- Drainage and Nutrient Management
- Erosion Control
- Dust Management
- Odour and Waste
- Purpose feed and potable water
- Biosecurity and Animal Welfare
- Pest and Stable Fly Control
- Landscaping
- Pasture and Manure Management
- Traffic, Noise, and Visual Impact
- Threatened Species and Ecological Communities

Each plan sets out objectives, strategies, monitoring requirements, and responsibilities.

---

### **4.1 Implementation and Monitoring**

- The Farm Manager is responsible for day-to-day implementation.
- Regular inspections, logs, and photo records are kept.
- Key activities are reviewed annually or after any complaint.
- Transport and manure logs are maintained in accordance with Appendix templates.
- Adjustments are made as required to improve environmental performance.

## **5.0 Planning Framework**

### **5.1 Zoning and Land Use**

Lot 5707 is zoned *Rural* under the Shire of Gingin Local Planning Scheme No. 9. The proposed use is consistent with this zoning.

### **5.2 Alignment with Local and State Policy**

- The mobile poultry system avoids clearing and uses existing pasture.
- Infrastructure is visually low-impact and set back from Indian Ocean Drive.
- Nutrient and odour management is integrated with environmental codes and WQPN 33.
- No significant traffic impacts are expected; vehicle movements are well below TIA thresholds.

### **5.3 Bushfire Risk**

The subject site is located within a designated bushfire-prone area, as mapped by the Department of Fire and Emergency Services (DFES) and published under OBRM-021 (effective 24 September 2024).

However, the proposal does not involve any habitable structures, and all infrastructure associated with the poultry operation is mobile, non-residential. In accordance with State Planning Policy 3.7 – Planning in Bushfire Prone Areas, a Bushfire Attack Level (BAL) assessment and Bushfire Management Plan (BMP) are not required.

Furthermore, Planning Bulletin 111/2016 issued by the Western Australian Planning Commission clarifies that Animal Husbandry – Intensive land uses, such as poultry farms, are not subject to mandatory BAL assessments where no habitable buildings are proposed.

This proposal involves only:

Mobile poultry caravans,

Temporary fencing, and

Non-habitable support infrastructure such as feed and water storage units.

Sustainable Range-Land Poultry Plan – Lot 5707, Greenwood Coast Road EMP

**5.4 Environmental Commitments**

Vegetation and ground cover will be managed through rotational grazing practices to maintain land stability and environmental function.

90% manure collection and off-site removal

All operations limited to daylight hours

Use of low-speed, low-impact equipment

Ongoing engagement with regulatory authorities

Annual review of the EMP and all sub-plans

No clearing is proposed under this application; The proponents retain all rights under the Environmental Protection Act 1986 (WA) and the Environmental Protection (Clearing of Native Vegetation) Regulations 2004.

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## **1.0 Appendix A Drainage and Nutrient Management Plan**

### **1.1 Background notes**

Manure generation rates for layer hens can vary depending on the data source, production system, and intended application. For this nutrient management plan, a manure production rate of 0.19 kg per bird per day has been adopted, consistent with the values provided in the Department of Water's Water Quality Protection Note 33 – Nutrient and Irrigation Management Plans (June 2010). This figure reflects the wet weight of raw poultry excreta (excluding litter or spilled material) and is considered the most accurate value for calculating collectable manure quantities and nutrient loading for land application in free-range and barn-based operations.

This differs from the broader estimate of 0.13 tonnes per bird per year provided in the related Water Quality Protection Note 33 – Nutrient and Pollutant Loads from Poultry Farms (2010), which includes manure along with litter, feathers, spilled feed, and broken egg material. That higher composite figure is typically used to estimate total waste load for environmental licensing, waste containment, or composting facility sizing.

Similarly, the Environmental Code of Practice for Poultry Farms in Western Australia (2010) cites a figure of 0.12 tonnes per bird per year for free-range layer operations. Like the 0.13 t/year estimate, this value represents total waste output (including bedding and floor waste), and is primarily intended for planning-level impact assessments and development approvals.

While these broader figures are suitable for high-level pollutant load estimates or composting system design, they may overstate the nutrient content of collectable manure. By using the more precise 0.19 kg/day per bird, this plan provides an accurate estimate for nutrient budgeting and land application planning — which is critical for ensuring pasture rotation, fertiliser substitution, and environmental compliance.

## **2.0 Introduction**

This Drainage and Nutrient Management Plan (DNMP) is designed to support environmentally sustainable poultry farming practices at Lot 5707. It aligns with:

- *National Farm Biosecurity Technical Manual for Egg Production (2015)*
- *Environmental Code of Practice for Poultry Farms in Western Australia*
- *Code of Practice for Poultry in Western Australia*

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This DNMP identifies risks and outlines mitigation strategies for nutrient runoff, groundwater contamination, odour, and appropriate manure management.

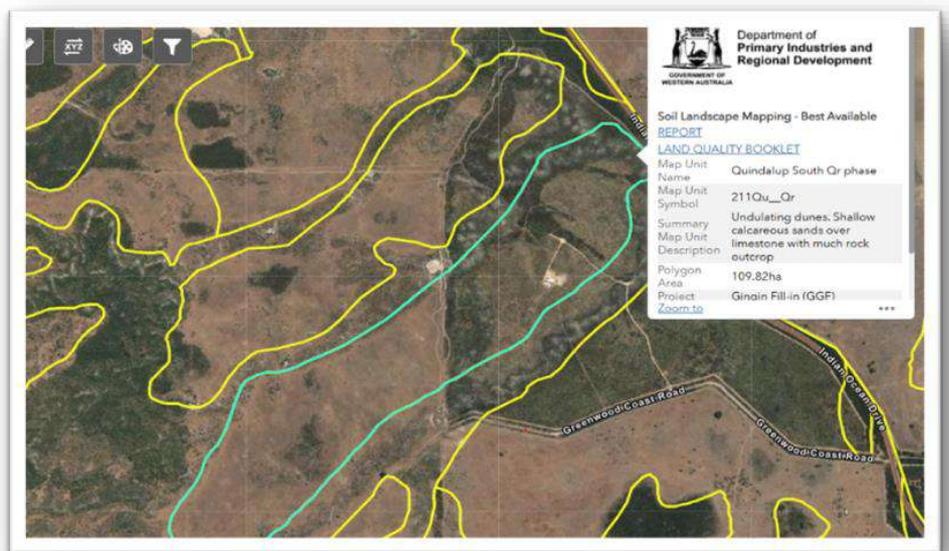
### 3.0 Site and Environmental Context

#### 3.1 Soils and Landscape

The site is located on the Quindalup South Qr phase dunes:

- Loose, shallow calcareous sands over limestone
- Moderate water repellence (90%)
- Very low water storage (100%)
- High phosphorus export risk (35%)
- High wind erosion risk (70%)

Soils are not acid sulfate-prone and have low inherent fertility, further supporting the need for targeted nutrient management.



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**Figure 3.1.1:** *Soil Landscape Mapping for Lot 5707 and surrounds, showing Quindalup South Qr phase (211Qu\_Qr) – undulating dunes with shallow calcareous sands over limestone and frequent rock outcrop (DPIRD).*

**3.2 Soil Sampling and Analysis**

Soil samples were taken at three locations within the paddock area and tested for phosphorus retention index (PRI), Colwell P, Total Phosphorus (TP), and Nitrate Nitrogen (NO3-N) at an accredited laboratory:

**Table 3.2-1:** *Soil phosphorus and nitrogen results*

Analyte	TP1	TP2	TP3
PRI (mL/g)	1.3	2.3	2.5
Colwell P (mg/kg)	6.8	2.1	2.0
TP (mg/kg)	72.1	47.6	30.3
Nitrate-N (mg/kg)	0.740	0.850	1.370

- PRI indicates very low phosphorus retention in all test pits.
- Colwell P values suggest very low plant-available phosphorus.
- Nitrate-N availability is low, which is typical for sandy, well-drained soils with low organic matter.
- These results highlight the potential for nutrient leaching if not effectively mitigated. However, the DNMP implements proactive measures—including infrastructure controls, pasture management, and compliant nutrient loads—to minimise this risk and protect soil and groundwater quality.

The nitrogen and phosphorus added through manure play a vital role in promoting vigorous plant growth, which in turn sustains continuous ground cover. This ground cover protects environmental values by improving soil structure, reducing erosion, slowing surface water movement, enhancing infiltration, and increasing nutrient uptake within the root zone. In the sandy, low-organic soils present at the site, this cycle of nutrient contribution and plant uptake is

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essential for stabilising soil health, maintaining nutrient balance, and reducing the risk of nitrogen and phosphorus losses via leaching, runoff, or volatilisation.

Pasture cover functions as a key nutrient mitigation tool by supporting nutrient uptake, improving soil structure, and reducing the movement of nutrients beyond the root zone. The table below outlines the functional benefits of ground cover in relation to nutrient management and highlights its relevance to the soil conditions present on site:

**3.3 Nutrient Risk Assessment**

**Table 3.3-1:** Nutrient risk assessment – functions, benefits, and site relevance

<b>Function</b>	<b>Benefit</b>	<b>Site Relevance</b>
<b>Nutrient uptake</b>	Actively growing plants absorb nitrogen and phosphorus from the root zone.	Reduces leaching risk in low-PRI, sandy soils with low organic matter and high infiltration.
<b>Ground cover and erosion control</b>	Vegetative cover stabilises soil, reducing wind and water erosion.	Critical on high wind erosion risk soils (70%) and loose Quindalup sands.
<b>Infiltration improvement</b>	Root systems enhance soil structure and water absorption.	Supports infiltration over runoff on flat terrain; reduces potential for surface nutrient transport.
<b>Slows water movement</b>	Surface vegetation slows overland flow, increasing time for infiltration and plant uptake.	Enhances nutrient retention in root zone; prevents transport to offsite receptors.
<b>Organic matter input</b>	Root turnover and plant residue increase soil organic carbon.	Improves soil structure, microbial activity, and nutrient retention in otherwise low-fertility soils.
<b>Pasture cycling and regrowth</b>	Rotational grazing allows pasture recovery, boosting root mass and nutrient demand.	Matches nutrient input with plant demand; helps maintain nutrient balance across paddocks.

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These pasture-driven benefits are particularly critical in the sandy, highly permeable soils found on-site, where nutrient retention is naturally limited and ground cover is essential to sustaining environmental integrity.

### 3.4 Stocking and Nutrient Load

- Free-range paddocks: 13.5 ha (three 4.5 ha rotational areas)
- Total birds: 6,000 (444 birds per hectare)
- Manure contribution (WQPN 33, DoW 2010):
- 
- **Table 3.4-1:** Stocking and nutrient load calculations

<b>Item</b>	<b>Value</b>
Total manure (t/year)	416
Manure on paddocks (t/year) 41 (10% assumption)	
Nitrogen (kg/ha/year)	27
Phosphorus (kg/ha/year)	9.7

Rotational grazing (2-week moves) and 6-month paddock rest periods reduce the risk of nutrient accumulation, pasture damage, and over-fertilisation. This approach also limits odour and pest attraction through regular movement of the birds. (For calculations see Appendix I – Pasture and Free-Ranging Management)

This nutrient application rate is below the background phosphorus application rate threshold of 10 kg P/ha/year outlined in Water Quality Protection Note No. 33 (WQPN 33) for general agricultural activities, ensuring compliance with WA government nutrient management guidelines.

## **4.0 Drainage and Groundwater Risk Mitigation**

### **4.1 Infiltration and Runoff Management**

The 1-year, 1-hour ARI rainfall (16.6 mm) will infiltrate onsite.

Runoff risk is negligible under normal and storm conditions.

### **4.2 Nutrient Mobility Risk**

**Topography:** The site comprises relatively flat terrain with no defined surface drainage features, resulting in slow, diffuse overland flow during heavy rainfall events.

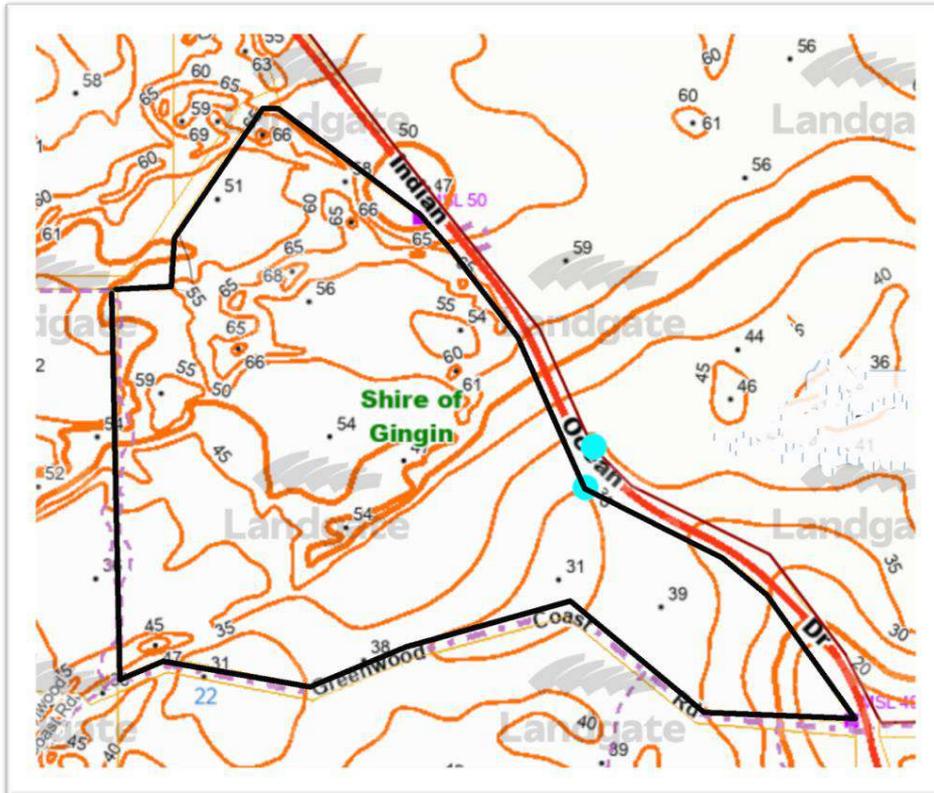
**Soil:** High infiltration rates (~20 mm/hr)

**Hydrology:** No wetlands or surface water bodies nearby

**Groundwater:** Depth varies from 17 m to 52 m

Nutrient transport via surface water is highly unlikely due to flat topography, sandy soils with high infiltration, and deep groundwater levels. The significant depth to groundwater—ranging from approximately 17 to 52 metres below ground level—acts as a buffer, further reducing the likelihood of nutrient leaching reaching the water table.

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*Figure 3.4-1: Topographic contour map showing flat site conditions and shallow drainage patterns within the 13.5 ha free-range paddock area (Landgate)*

### 4.3 Groundwater Protection

Understanding the depth to groundwater is essential in assessing the risk of nutrient leaching and potential contamination. Across the site, groundwater levels vary significantly. On the southeastern and northeastern ends of the property, groundwater occurs at approximately 1.25 m AHD, as reported by BW1 and BW2 respectively (Figure 2). At BW2, a private bore, this

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corresponds to a depth of approximately 52 metres below ground level, indicating substantial vertical separation between nutrient sources and the water table.

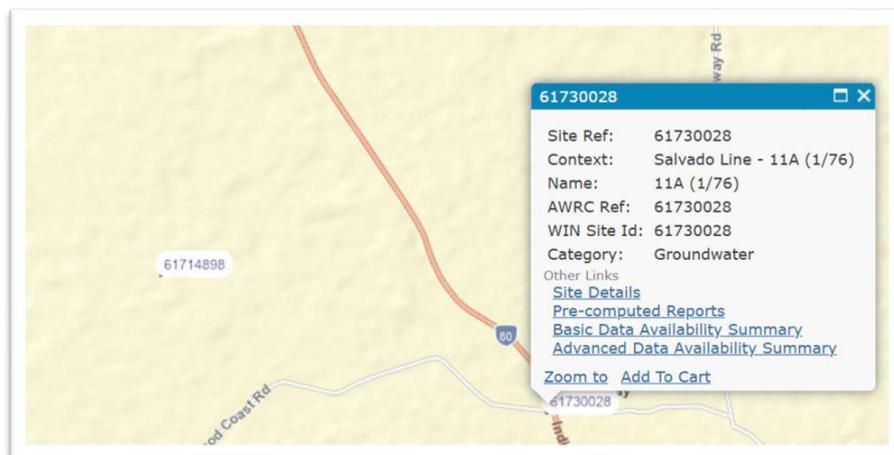


**Figure 4.3.1:** Location of monitoring bores BW1 and BW2 in relation to the proposed free-range paddock on Lot 5707. Groundwater occurs at approximately 1.25 m AHD at both sites, corresponding to a depth of ~52 m below ground level at BW2, providing substantial vertical separation between nutrient sources and the water table.

Additional groundwater data from the Department of Water and Environmental Regulation (DWER) monitoring bore 61730028, located at the corner of Greenwood Coast Road and Indian

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Ocean Drive, confirms a groundwater depth of approximately 17 metres below ground level (2024). This depth is illustrated in the time series graph published on [Water Information Reporting](#).



**Figure A.4-2:** Groundwater monitoring bore location 61730028, showing site context and surrounding area (Water Information Reporting, 2024)

These observations demonstrate that the Western portion of the site offers the lowest risk of nutrient leaching, owing to its greater depth to groundwater. Combined with the site's sandy, well-drained soils and high infiltration capacity, the overall risk of nutrient export to groundwater remains low when managed under the mitigation strategies outlined in this plan.

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## 5.0 Infrastructure and Nutrient Mitigation Measures

The DNMP incorporates integrated infrastructure and management practices that minimise the potential for nutrient loss to the environment. Key controls include:

**Mobile Housing Infrastructure:** Chicken trailers are designed with solid, impermeable steel floors and underfloor manure trays. These features prevent the leaching of waste materials directly to soil.

**Manure Capture and Handling:** Manure is collected and removed from trailers during relocations, reducing direct nutrient deposition into the soil.

**Pasture Management:** Rotational grazing ensures that paddocks are not overburdened with nutrient inputs and have sufficient rest periods for vegetation recovery. This supports robust plant uptake of nitrogen and phosphorus.

**Ground Cover Maintenance:** Sustained vegetative cover helps prevent erosion and acts as a biological buffer for nutrient uptake and retention.

**Site Suitability:** The flat terrain and deep groundwater across most of the property—particularly in the eastern sector—provide a natural safeguard against nutrient leaching.

**Infiltration Capacity:** Sandy soils with high infiltration rates reduce surface runoff and encourage nutrient absorption within the root zone.

Together, these measures form a comprehensive approach to nutrient mitigation, maintaining environmental compliance and protecting surrounding land and water resources.

### 5.1 Shed and Infrastructure Design

Mobile chicken trailers are fitted with a grate at the exit door, where manure is rubbed off the chickens' feet as they exit. The manure falls through the grate into a collection box, effectively capturing waste at the source and preventing accumulation in the paddocks.

The floors of the mobile chicken caravans are made of impermeable steel, ensuring that manure remains contained within the caravan until it is removed for disposal or reuse.

This significantly reduces manure transfer into paddocks, beyond the 10% standard assumption.

Trailers rotated every 2 weeks; no trailer returns to a paddock for at least 6 months.

These infrastructure and movement strategies reduce nutrient deposition, help maintain soil and pasture health, and support long-term nutrient tracking.

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## **5.2 Soil Monitoring Program**

To ensure that nutrient levels remain within acceptable limits:

Baseline soil sampling will be undertaken prior to commencement of operations.

Every 2 years soil testing will be conducted at representative fixed points across the development area.

Tests will include phosphorus retention index (PRI), Colwell P, Total Phosphorus (TP), and Nitrate Nitrogen (NO<sub>3</sub>-N) levels.

Results will be compared to thresholds recommended in WQPN 33: Nutrient and Irrigation Management Plans.

## **5.3 Contingency Measures**

If monitoring indicates rising nutrient levels:

- Rotation patterns will be adjusted to distribute nutrient loads more evenly.
- Sections may be temporarily rested.

## **6.0 Summary and Regulatory Alignment (Drainage & Nutrient-Focused)**

This DNMP addresses the core environmental and planning requirements outlined in:

- *State Planning Policy 2.5: Rural Planning*
- *Gingin Local Planning Scheme and Local Planning Strategy*
- *National Farm Biosecurity Technical Manual for Egg Production (2015)*
- *Environmental Code of Practice for Poultry Farms in WA*
- *Code of Practice for Poultry in WA*
- *Water Quality Protection Note No. 33 – Nutrient and Irrigation Management Plans*
- *Environmental Protection Act 1986 (WA)*
- *Biosecurity and Agriculture Management Act 2007 (WA)*
- *Australian Nutrient Management Guidelines (Fertcare/NFAS)*

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- *National Environmental Guidelines for Intensive Livestock Industries (ARMCANZ)*
- 

**6.1 Key alignment features include:**

Nutrient inputs (9.7 kg P/ha/yr) remain below WQPN 33 thresholds.

Manure is actively managed through infrastructure controls, rotational paddock use, and trailer design.

Groundwater protection is supported by depth to water table (17–52 m), sandy soils, and lack of surface water pathways.

Nutrient mitigation is achieved through continuous pasture cover, plant uptake, and erosion prevention.

Drainage is fully managed through infiltration with no offsite flow.

Together, these measures ensure the proposal is consistent with government expectations for nutrient export risk, water protection, and land capability.

This plan also reflects the nutrient export thresholds and groundwater protection targets outlined in WQPN 33. Nutrient application rates remain below the background phosphorus loading threshold (10 kg P/ha/year), and management practices reduce risk of nutrient leaching through maintenance of vegetative cover, deep groundwater, and nutrient balancing.

**6.2 Risk Assessment Matrix**

<b>Risk</b>	<b>Likelihood</b>	<b>Consequence</b>	<b>Risk Rating</b>	<b>Mitigation Measures</b>
<b>Nutrient leaching</b>	Possible	Moderate	Low	Ground cover, soil monitoring, deep groundwater, rotation
<b>Groundwater contamination</b>	Unlikely	Major	Low	Deep water table, paddock setbacks, nutrient load control
<b>Surface runoff</b>	Rare	Moderate	Low	Infiltrative soils, no slope, vegetation buffer
<b>Soil degradation</b>	Possible	Moderate	Low	Nutrient input balancing, rotational rest

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These measures collectively maintain environmental compliance and promote sustainability in free-range poultry operations.

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## **1.0 Appendix B – Erosion Management Plan**

### **1.1 Objectives**

The primary objective of this Erosion and Soil Management Plan is to prevent wind and water erosion, protect soil structure, and maintain pasture productivity across the mobile poultry operation. The plan aims to ensure that poultry activities are compatible with the soil capacity of the site and do not result in land degradation.

This plan is developed in alignment with the principles of State Planning Policy 2.5: Rural Planning (SPP 2.5), which promotes the sustainable use of rural land and protection of agricultural resources. The strategies outlined support the retention of productive land while minimising off-site impacts such as erosion and sedimentation. The farm's rotational grazing, infrastructure management, and erosion controls demonstrate compliance with SPP 2.5 objectives relating to land capability, environmental sustainability, and compatibility with surrounding rural land uses.

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### **1.2 Site Conditions**

Lot 5707 is situated on a dune system dominated by Quindalup South soil landscape units, including:

Quindalup South Qr phase: shallow calcareous sands over limestone with frequent rock outcrop.

These soils have low water-holding capacity, moderate to high water repellence, and high susceptibility to wind erosion. Ongoing management by the proponent is essential to prevent surface degradation and nutrient leaching.

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### **1.3 Topography and Landform Considerations**

The property ranges in elevation from 66 m AHD at the northeastern boundary to 20 m AHD at the southern boundary adjacent to Indian Ocean Drive. The free-range paddock area is located on relatively flat ground (~54 m AHD), which reduces the potential for concentrated water runoff and supports on-site infiltration.

The paddocks are surrounded by a ring of low hills, providing natural shelter from prevailing winds and contributing to high resistance to wind erosion. While this offers inherent protection, the proponent will still manage ground disturbance areas proactively, especially near infrastructure.

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**1.4 . Erosion Risk Factors**

Potential erosion risks include:

Poultry scratching and trampling, particularly near feeding/watering points.

Concentrated nutrient deposition from manure.

Overstocking or insufficient pasture recovery time.

Wind exposure during dry periods.

Soil exposure due to inadequate ground cover.

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**1.5 Soil and Erosion Risk Management**

The proponent recognises that these soils can sustain stable vegetative cover under well-managed grazing.

Key proponent-managed controls:

Relocating mobile infrastructure (chicken caravans, feeders, waterers) at a frequency determined by the proponent to prevent nutrient concentration and ground disturbance.

Setting and adjusting stocking density at the proponent's discretion, with rest and rotation of paddocks to allow cover to regenerate.

Maintaining a target of ~70% ground cover (minimum threshold 50%); if cover falls below this, paddocks will be rested or stocking adjusted as decided by the proponent.

Conducting visual monitoring from designated reference points at a frequency determined by the proponent; photographs may be taken where useful for management or record-keeping.

Implementing the Erosion Contingency Plan when, in the proponent's view, conditions require intervention.

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**1.6 Groundcover and Infrastructure Management**

Maintain a minimum of 50% vegetation cover, with a target of 70%, as assessed by the proponent.

Healthy cover reduces bare soil exposure, prevents erosion, and assists dust/odour control.

Initial stocking rates will be conservative; any increase will occur only when monitoring by the proponent indicates the site can sustain it without compromising groundcover.

Infrastructure will be relocated at intervals determined by the proponent to align with observed land condition and pasture recovery needs.

**1.7 Erosion Contingency Plan**

If erosion risks are identified through the proponent's monitoring:

Ground cover below 50% → stocking density reduced and paddocks rested for a period set by the proponent.

Visible soil disturbance/scalding → poultry temporarily removed and surface stabilisation measures applied where the proponent considers it beneficial.

Persistent wind erosion → mulch applied or reseeding undertaken at the proponent's discretion.

All corrective actions will be recorded by the proponent where considered useful for management or compliance purposes.

**1.8 Layout and Rotational Design**

13.5 ha divided into three paddocks of ~4.5 ha.

Rotational grazing with an indicative ~6 month rest period; timing and sequence determined by the proponent.

Rotation supports groundcover recovery, soil stability, and reduced compaction.

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**1.9 Visual Monitoring and Management**

Monitoring will be carried out by the proponent to assess:

Groundcover levels

Dust presence

Signs of erosion/disturbance

Methods may include:

Fixed-point photography where considered useful

Quadrat-based checks as determined by the proponent

Logging of infrastructure movement and grazing activity

Corrective actions, such as resting paddocks or temporary destocking, will be implemented when considered necessary by the proponent.

**1.10 Seasonal and Emergency Conditions**

During drought, intense rain, or other conditions affecting cover:

Stocking may be reduced at the proponent's discretion.

Rest periods may be extended.

Infrastructure movement frequency may be increased.

Recovery measures will be enacted promptly as decided by the proponent.

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**1.11 Implementation and Documentation**

This plan forms part of the farm's operational framework. The proponent will maintain records of:

Groundcover conditions

Infrastructure movement

Stocking levels and adjustments

Contingency actions during stress periods

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**1.12 Regulatory and Guidance References**

State Planning Policy 2.5: Rural Planning (WAPC)

Environmental Code of Practice for Poultry Farms in WA (2004)

Code of Practice for Poultry in WA (2003)

Environmental Protection Act 1986 (WA)

Biosecurity and Agriculture Management Act 2007 (WA)

National Farm Biosecurity Technical Manual for Egg Production (2015)

DPIRD Land Use and Pasture Management Recommendations

Victorian Low Density Mobile Outdoor Poultry Farm Planning Guidelines (2018)

## **1.0 Appendix C Waste and Manure Management Plan**

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### **2.0 Objective**

To minimise potential on-site and off-site environmental and biosecurity impacts associated with poultry manure, mortality, and waste management, in accordance with the Environmental Code of Practice for Poultry Farms in Western Australia, Environmental Guidelines for the Australian Egg Industry, and the National Farm Biosecurity Manual for Poultry Production.

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#### **2.1 Manure Management**

At full capacity, approximately 41 tonnes of manure per annum are expected, based on typical litter/manure production rates (Water Quality Protection Note No. 33, 2010).

Approximately 10% (4.1 tonnes/year) of manure is expected to be deposited onto paddocks from free-range birds (WABGA & PFAWA, 2004).

The remaining 36.9 tonnes will be removed off-site; manure will not be spread on the property.

Hen house floors are designed to retain manure; perches and wheel covers will be regularly cleaned to avoid build-up.

Litter will be removed a minimum of twice weekly and temporarily stored in a proposed manure storage compound with concrete floor, walls, and weatherproof roof.

Manure will be transferred to covered trailers for fortnightly off-site disposal to licensed composting or treatment facilities.

Transport covers and immediate cleanup of any spillage are mandatory to prevent environmental contamination.

Litter removal will consider weather and wind conditions to minimise odour and dust impacts.

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## **2.2 Mortality and Unwanted Eggs Management**

Based on standard mortality rates, each mobile caravan is expected to dispose of approximately 5 birds per month (12 kg total).

Dead birds will be collected daily or more frequently if required.

Storage of mortalities is limited to refrigerated, maintained according to manufacturer specifications and with standby power.

Dead birds disposal at approved rendering, incineration, or landfill sites. line with the National Farm Biosecurity Manual and AUSVETPLAN Disease Strategy.

In the event of high mortality—such as from disease outbreak or extreme heat—the Farm Manager will implement established contingency protocols. These include scaling up on-site refrigeration capacity, securing temporary carcass containment, and coordinating with licensed transport operators for transport to an approved disposal facility. Notification will be provided to relevant authorities (e.g. DPIRD and the local government) in accordance with regulatory requirements.

## **2.3 Unusable Egg Management**

All unusable, cracked, or underdeveloped eggs will be collected daily, stored under refrigeration, and disposed of off-site at an approved facility authorised to accept animal by-products. No eggs will be left within the enclosures for consumption by birds, in order to maintain strict biosecurity standards and prevent habit-forming behaviors. This approach aligns with the National Farm Biosecurity Manual and local waste regulations.

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## **2.4 Environmental Controls and Biosecurity**

More than 90% of manure is captured within mobile caravans using impermeable floors and exit grate containers to prevent tracking.

Ground cover on paddocks will be maintained at a minimum 50% coverage to reduce dust and nutrient runoff.

Frequent rotation of paddocks, light stocking densities, and mobile infrastructure relocation support pasture health.

Biosecurity measures include regular cleaning, controlled carcass management, and hygiene protocols to minimise pathogen spread.

### **3.0 Effluent and Washdown Management**

#### **3.1 Absence of Liquid Waste**

The mobile poultry caravans are not fitted with plumbed water systems or waste discharge lines.

All manure is dry-deposited, and no liquid effluent is produced from standard operations.

There are no water troughs or discharge outlets requiring collection or treatment.

#### **3.2 Poultry Caravan Cleaning**

Caravans are dry cleaned between rotations to remove accumulated manure and debris.

Where necessary (e.g., visible contamination or post-cycle), low-volume pressure washing may be used.

Any resulting washwater is absorbed by pasture or allowed to evaporate naturally, avoiding ponding or runoff.

#### **3.3 Internal Manure Transport Trailers**

Small trailers used to move manure between the caravans and the manure shed are dedicated to on-farm use only and do not travel on public roads.

These trailers handle dry manure under covered conditions, and routine washdown is not required due to:

Short internal distances

Minimal contamination risk

Fully contained, dry handling systems

#### **3.4 External Manure Transport**

Manure is removed from the manure shed and loaded into covered trailers for off-site disposal at licensed composting or treatment facilities.

These external-use trailers are cleaned and washed down off-site, eliminating the need for on-site washdown infrastructure or effluent disposal.

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**3.5 Compliance and Best Practice**

These procedures align with:

The National Farm Biosecurity Manual (DAFF)

The Environmental Code of Practice for Poultry Farms in Western Australia

The Department of Water and Environmental Regulation (DWER) guidance for non-prescribed premises

No separate effluent disposal infrastructure is required, and all practices meet relevant environmental and biosecurity expectations for mobile poultry operations.

**3.6 Contingency Plans**

Temporary on-site storage of manure and litter in the manure compound will accommodate delays in off-site transport.

Daily inspections to detect mortality or disturbance events (e.g., disease outbreaks, predator attacks) will support rapid response.

Treatment of dead birds with approved chemicals or refrigeration for short-term storage if immediate removal is not possible.

**3.7 Compliance Matrix**

<b>Plan Component</b>	<b>Key Requirements/Best Practices</b>	<b>Aligned Publication(s)</b>	<b>Implementation Notes</b>
<b>Manure Collection &amp; Storage</b>	Impermeable floors and walls; covered storage to reduce rain and odour ingress	Environmental Code of Practice for Poultry Farms (WA); Environmental	Proposed manure shed with concrete floor, walls, and weatherproof roof to contain manure and prevent contamination

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<b>Plan Component</b>	<b>Key Requirements/Best Practices</b>	<b>Aligned Publication(s)</b>	<b>Implementation Notes</b>
		Guidelines for the Australian Egg Industry	
<b>Manure Removal &amp; Transport</b>	Off-site disposal with covered trailers; spillage prevention; record keeping	Environmental Code of Practice (WA); Australian Egg Industry Guidelines	Fortnightly transport to licensed facilities using covered trailers; maintenance of disposal records
<b>Mortality Management</b>	Daily inspections and removal; refrigeration or composting; contingency planning	AUSVETPLAN Disease Strategy Manuals; Environmental Guidelines for Australian Egg Industry; National Farm Biosecurity Manual	Mortality stored in refrigerated conditions or composted; daily removal; contingency plans for delays
<b>Litter &amp; Waste Handling</b>	Twice weekly waste removal; temporary on-site storage with secure, impermeable containment	Environmental Code of Practice (WA); WABGA & PFAWA Guidelines; Australian Egg Industry Guidelines	Proposed litter storage compound with concrete floor, walls, and roof; controlled pile management
<b>Biosecurity &amp; Disease Prevention</b>	Prevent manure tracking; manage dead birds to avoid pathogen spread	National Farm Biosecurity Manual; AUSVETPLAN	Use of manure capture systems; regular cleaning of perches and wheel covers; controlled carcass handling
<b>Environmental Monitoring</b>	Routine inspections; odour and dust control; maintain vegetative ground cover	Environmental Code of Practice (WA); Water Quality Protection Note No. 33	Ground cover >50%; frequent paddock rotation; odour/dust mitigation strategies; inspection logs

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<b>Plan Component</b>	<b>Key Requirements/Best Practices</b>	<b>Aligned Publication(s)</b>	<b>Implementation Notes</b>
<b>Contingency Planning</b>	Temporary on-site storage; off-site disposal contractor agreements; disturbance event response	WABGA & PFAWA; Environmental Code of Practice (WA); AUSVETPLAN	Concrete storage sheds; contracts with removal services; monitoring and rapid response to disease or disturbance events
<b>Sustainability &amp; Reporting</b>	Maintain waste disposal registers; comply with reporting obligations	Australian Eggs Sustainability Framework; National Farm Biosecurity Manual	Detailed waste and mortality registers including dates, volumes, and disposal methods; compliance documentation

### 3.8 Record-Keeping and Reporting

All manure, mortality, and waste disposals will be recorded, including date, volume, location, and disposal method.

Contractors removing manure or carcasses will maintain corresponding records.

Routine inspections and cleaning activities will be documented to demonstrate compliance and support continuous improvement.

This Waste and Manure Management Plan aligns with current best practice guidelines and statutory requirements, ensuring environmentally responsible and biosecure poultry production.

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## **1.0 Appendix D Pest Management Plan**

### **1.1 Objective:**

To minimise the risk of pest and stable fly (*Stomoxys calcitrans*) breeding on-site, in accordance with the Biosecurity and Agriculture Management (Stable Fly) Management Plan 2019.

This plan must be read in conjunction with the Stable Fly Management Plan 2019 and complies with the requirements set forth under the Biosecurity and Agriculture Management Act 2007 (BAM Act).

## **2.0 Staff Training and Induction**

### **1.2 Training Requirements:**

All relevant personnel will undergo training on pest management procedures, including fly monitoring, spill management, and the use of baits and pesticides, as part of their formal induction process.

## **3.0 Feed Management and Spill Control**

### **1.3 Spill Management:**

Equipment and protocols for cleaning up feed spills will be available at all times. Any spillage will be cleaned up daily to prevent attracting pests.

### **1.4 System Inspections:**

Daily inspections of the feed system will be conducted to identify leaks or mechanical issues that may lead to spillage or breaches.

## **4.0 Rodent, Vermin, and Wild Bird Control**

### **1.5 Rodent and Vermin Control**

Rodents and other vermin will be managed using targeted baiting methods that are environmentally responsible and fully compliant with current Government regulations.

### **1.6 Wild Bird Exclusion**

All mobile poultry caravans and silos will be fitted with bird-proofing to prevent access by wild birds. These measures will be regularly inspected and maintained to ensure effectiveness.

## **5.0 Manure and Moisture Management**

### **1.7 Moisture Control:**

Daily monitoring of mobile poultry caravans and their surroundings will identify and address water leaks, broken waterers, or poor ventilation. Steps will be taken to ensure rapid drying of manure and litter, and to prevent surface water from entering caravans or manure storage areas.

### **1.8 Manure Aeration and Treatment:**

Manure in storage will be aerated daily.

Larvadex will be sprayed weekly as the primary treatment.

If manure remains after 3 weeks, Neporex will be applied for 2 weeks.

After 5 weeks, spraying will revert to Larvadex to complete a 6-week rotation, helping prevent chemical resistance.

If storage exceeds 6 weeks, Lorsban will be applied for 1 week, after which the rotation resumes.

Coopex will be applied weekly to the walls and roof of the manure storage compound and, if necessary, to mobile poultry caravans during stable fly outbreaks.

## **6.0 Fly Monitoring and Control**

### **1.9 Monitoring Frequency & Method**

Fly activity will be monitored at least weekly using traps, visual inspections, or spot cards. Traps will be positioned near the entrances of mobile poultry caravans, inside the machinery shed, and near the cool room.

### **1.10 Fly Trap Management:**

Traps will be changed every 3 days.

Fly numbers will be recorded by counting the total number of flies per trap and dividing by the number of days in use.

Records will include both the number and species of flies and be submitted to the Shire of Gingin upon request.

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**1.11 Fly Bait Rotation:**

Fly baits (Quickbait, Dy-Fly, and Stimukil) will be rotated to prevent resistance development in fly populations.

**1.12 Outbreak Response:**

In the event of a stable fly outbreak, **Larvadex** will be included in poultry feed for at least 7 consecutive days to interrupt the fly breeding cycle.

**7.0 Neighbor Communication and Reporting**

**1.13 Contact Details:**

The Poultry Farm Manager will provide all neighbouring property owners with contact details, including after-hours emergency numbers.

**1.14 Incident Reporting:**

Neighbours will be encouraged to report suspected stable fly issues. All reports will be assessed alongside farm records, and appropriate action will be taken within a reasonable timeframe to address the cause.

**8.0 Compliance with BAM Act**

**1.15 Declared Pest Status:**

Stable fly is classified as a declared pest under the BAM Act and requires mandatory management in designated local government areas, including the Shire of Gingin.

**1.16 Landholder Responsibility:**

As per the BAM Act, landholders must manage declared pests on their property. Failure to comply may result in enforcement actions or penalties of up to \$20,000.

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## **1.0 Appendix E Stable Fly Management Plan**

### **1.1 Objective**

To minimise the risk of stable fly (*Stomoxys calcitrans*) breeding, protect biosecurity and animal welfare, and reduce the risk of environmental, health and amenity impacts associated with poultry operations.

This plan is to be read in conjunction with the farm's Pest Management Plan and is consistent with the Biosecurity and Agriculture Management (Stable Fly) Management Plan 2019, and other industry best practice guidance.

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### **1.2 Legal and Regulatory Context**

Stable fly is a declared pest under Section 22 of the Biosecurity and Agriculture Management Act 2007 (WA).

All manure management activities must comply with the Stable Fly Management Plan 2019, which provides the regulatory framework for treatment, storage and disposal of potentially infested waste materials.

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## **2.0 Definitions**

### **2.1 Untreated Poultry Manure:**

Poultry waste from commercial operations that has not undergone a treatment process (e.g. composting or chemical treatment) to inhibit stable fly breeding.

### **2.2 Infested Material:**

Any manure, litter, or grain waste found to contain stable fly larvae or pupae.

### **3.0 Manure Management Procedures**

#### **3.1 Manure Generation and Handling**

Manure is collected from mobile free-range poultry caravans twice weekly.

Approximately 41 tonnes per year of manure is generated, with up to 10% (4.1 tonnes) deposited outside in free-range areas.

All hen houses are constructed with impermeable floors to facilitate manure collection and avoid seepage into the soil.

### **4.0 Proposed Onsite Manure Storage Compound**

#### **4.1 A proposed dedicated manure storage compound will be constructed with:**

A concrete floor and retaining walls

A roof to prevent moisture ingress

Leachate control and stormwater exclusion measures

Compliance with relevant buffer distances and drainage requirements

#### **4.2 Offsite Removal**

Manure is removed from the property twice per week using covered and sealed trailers, transported only to licensed facilities outside stable fly control zones.

All transporters are required to document origin, quantity, and destination of each manure load.

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#### **4.3 Monitoring and Inspection**

All poultry sheds and storage areas are inspected daily for signs of stable fly activity or infestation.

Manure stockpiles are monitored weekly using approved visual or trap-based methods (e.g. sticky tapes, white cards).

## **5.0 Fly Breeding Prevention and Control Measures**

### **5.1 General Sanitation**

Remove spilled feed promptly

Store manure in sealed containers or covered compounds

Remove dead birds daily and store in sealed vermin- and fly-proof bins

### **5.2 Water and Moisture Control**

Monitor for and repair leaking water lines or pipes

Ensure proper drainage around sheds

Ventilate manure storage to reduce moisture

### **5.3 Vegetation and Site Maintenance**

Maintain minimum 50% vegetative cover in paddocks to absorb nutrients and reduce odour

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## **6.0 Infestation Response Protocol**

### **6.1 If stable fly or larvae are detected:**

Remove the affected material from poultry enclosures immediately

Spread the manure in a thin layer in the storage compound to allow rapid drying

Treat with an approved pesticide (as per DAFWA guidance)

Cover the treated manure with plastic sheeting to suppress fly emergence

Maintain cover until material is confirmed not to be infested

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## **6.2 Treatment Restrictions**

No onsite manure treatment will occur unless formally approved by the Department of Primary Industries and Regional Development (DPIRD)

Composting or treatment (e.g. with phosphoric acid) is permitted only at licensed facilities or under specific permit conditions

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## **6.3 Contingency Measures**

In the event manure cannot be transported offsite:

Use the proposed covered storage compound to stockpile material

Monitor regularly for pests and dry thoroughly

Apply pesticide and cover if infestation is suspected

Maintain logs of inspections, treatment and volumes stored onsite

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## **7.0 Compliance and Documentation**

### **7.1 Record-Keeping**

The proponent will maintain daily logs of:

Manure volumes collected and removed from site.

Manure inspections and any stable fly monitoring observations, undertaken at times determined by the proponent.

Any treatment measures undertaken for pest management.

Manure movement registers, including transporter details.

Updated records of all pest management treatments applied.

Records will be retained at the proponent's discretion in a manner that supports operational decision-making and, if requested, demonstrates compliance with the *Biosecurity and Agriculture Management (Stable Fly) Management Plan 2019*.

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**7.2 Alignment with Industry Standards**

This Stable Fly Management Plan complies with and is informed by:

Environmental Code of Practice for Poultry Farms in Western Australia

Environmental Guidelines for the Australian Egg Industry

National Farm Biosecurity Manual for Poultry Production

AUSVETPLAN – Disease Strategy Manuals

Biosecurity and Agriculture Management (Stable Fly) Management Plan 2016

## **1.0 Appendix F Biosecurity and Disease Prevention**

Biosecurity is a central component of farm operations at Lot 5707. The biosecurity approach has been developed in accordance with the National Farm Biosecurity Manual, the Environmental Code of Practice for Poultry Farms in Western Australia, and best practice guidelines for free-range mobile poultry systems. The goal is to minimise the risk of disease introduction and spread, while protecting bird health, food safety, and the surrounding environment.

### **1.1 Staff and Visitor Access Control**

Access is restricted to authorised personnel only.

- All staff are trained in biosecurity protocols.
- Contractors and visitors are inducted and required to follow hygiene procedures.

### **1.2 Movement Between Paddocks and Caravans**

Staff avoid unnecessary movement between poultry caravans.

- Footwear, clothing, and tools are cleaned or changed between paddock areas.
- Dedicated equipment is used for each paddock where feasible.

### **1.3 Vehicle and Equipment Hygiene**

Internal manure trailers are used only on-site and remain on private farm roads; washdown is not required due to dry handling methods.

- External trailers (used for off-site manure disposal or egg delivery) are cleaned and sanitised off-site before re-entering the property.
- Low-speed vehicle movement and defined access tracks reduce contamination risk.

### **1.4 Mortality and Waste Management**

Dead birds are removed daily and stored in refrigerated units prior to off-site disposal at licensed facilities.

- In the event of a high-mortality event, contingency measures include additional refrigeration capacity and notification of regulatory authorities (e.g. DPIRD).
- Unusable eggs are collected daily and disposed of via off-site waste streams; no eggs are left in enclosures, in line with biosecurity best practice.

### **1.5 Cleaning and Sanitation Protocols**

- Poultry caravans are dry cleaned between rotations; low-volume pressure washing is only used when necessary (e.g. visible soiling or disease risk).

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- Routine washdown is not required for caravans or internal trailers under current conditions, as no liquid waste is generated.
- All cleaning procedures are managed in accordance with the EMP and relevant biosecurity guidance.

**1.6 Contingency Measures**

A documented response protocol is in place for disease outbreaks, including enhanced cleaning, isolation, and regulatory notifications.

Routine inspections are undertaken at a frequency determined by the proponent, having regard to seasonal conditions and operational requirements, to enable early identification of biosecurity risks or abnormal mortality.

This biosecurity framework complements the Waste and Manure Management Plan and is embedded across all operational procedures, ensuring environmental safety, compliance, and animal welfare standards are upheld.

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## **1.0 Appendix G Odour Management Plan**

Purpose This plan ensures that odour emissions from poultry operations do not unreasonably impact neighbouring properties or sensitive land uses. It provides a structured, preventative framework consistent with:

- Environmental Protection Act 1986 (WA)
- EPA Guidance Statement No. 3 – Separation Distances
- Environmental Code of Practice for Poultry Farms in WA (2004)
- National Farm Biosecurity Technical Manual for Egg Production (2015)
- State Planning Policy 2.5: Rural Planning
- Gingin Local Planning Strategy and Scheme

### **1.1 Glossary**

- Anaerobic conditions – Conditions lacking oxygen, where odour-producing bacteria thrive.
- Passive ventilation – Natural airflow through structures without mechanical equipment.
- Dispersion conditions – Atmospheric conditions that affect how odours spread in the air.
- Odour threshold – The concentration at which an odour becomes detectable by the human nose.
- 

### **1.2 Odour Risk Profile Odour risks are highest during periods of:**

- Wet or compacted litter conditions
- Carcass decomposition
- Manure removal and storage
- Poor ventilation, particularly in summer
- Adverse wind direction during operational activities

The primary sources include:

- Litter/manure in mobile housing
- Feed residues
- Deceased birds
- Disturbed manure during cleaning or transport

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Sources and Causes of Odour Generation Odours on poultry farms are primarily the result of biological and environmental interactions, particularly where organic material decomposes under warm, moist, or anaerobic conditions.

**1.3 Key odour sources include:**

- Manure and bedding decomposition – Breakdown of manure, feathers, bedding, and dust produces volatile compounds, especially under warm or humid conditions.

Litter conditions – High litter moisture and poor aeration promote anaerobic microbial activity. This process generates ammonia and other odorous gases, particularly when pH is low or oxygen is limited.

Feed-related factors – Feed formulation, medication, or poor bird health can cause digestive upset, leading to wetter manure and higher nitrogen output — both of which increase odour potential. Breath and intestinal gas (flatus) from birds may also contribute when digestion is suboptimal.

- Carcass management – Uncollected mortalities can rapidly contribute to localised odour, particularly in warm conditions.

Manure removal and handling – Odour emissions may spike when litter or manure is removed during still, hot, or low-dispersion weather conditions (e.g., early mornings or during temperature inversions).

- Operational oversights – Infrequent inspections, malfunctioning drinkers, and delayed litter management can compound these risks.

3. Odour Control and Prevention Measures 3.1 Feed and Nutrition

- Feed is sourced only from accredited mills capable of consistent quality.
- Diets are formulated to reduce nitrogen levels and associated odour emissions, in line with Fertcare and NFAS guidelines.

Water and Litter Management

- Drinker systems are best-practice and regularly maintained to prevent spillage.
- Litter condition is monitored daily to remain friable and dry.

Ventilation and Equipment

- All mobile infrastructure is ventilated to ensure internal temperatures do not promote anaerobic conditions.

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The mobile chicken caravans are not powered and instead rely on passive ventilation. Hinged side awnings along each unit enable consistent cross-flow airflow and thermal regulation, reducing the build-up of heat, moisture, and odour inside the housing without mechanical systems.

Figure 5.6.1: Mobile poultry housing with hinged ventilation awnings enabling passive climate control.

**1.4 Carcass and Mortality Management**

- Mortalities are collected and removed daily (or more frequently if required).
- Deceased birds are stored in sealed bins and removed offsite regularly.
- Mortality records are reviewed weekly. Action is triggered when rates exceed double the expected 7-day threshold.

**1.5 Manure Handling and Storage**

- Manure is removed promptly from mobile chicken caravans.
- Temporary storage is dry, covered, and positioned downwind and away from property boundaries.
- Removal timing considers wind direction and forecast conditions.

**1.6 Weather and Scheduling Controls**

- Weather and wind data are reviewed prior to activities such as:
  - Shed cleaning
  - Manure loading
  - Infrastructure relocation
- Activities are delayed or rescheduled when odour dispersal risk is elevated (e.g. strong winds toward residences).

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**1.7 Buffering and Separation**

The farm’s remote location further reduces odour risk. The nearest dwelling is 6.8 kilometres away. All nearby property boundaries are set back by at least 500 metres, except one with a 200 metre buffer, which is mitigated by prevailing wind patterns and natural topography.

The site’s topography (natural hill ring) offers natural shelter and wind buffering. Free-range areas are well set back from external property boundaries. Operations comply with the EPA Guidance Statement No. 3 recommendation of 100 m minimum separation from sensitive receptors.

**1.8 Monitoring and Records**

- The farm maintains a dedicated log to track odour-related variables and operational observations, including:
  - Litter and climate conditions
  - Water usage and system checks
  - Bird behaviour and feed intake
  - Carcass removal
- Records are reviewed to assess operational effectiveness and identify trends.

**1.9 Continuous Improvement**

- Odour risks are reassessed seasonally or following operational changes.
- Community concerns are recorded and used to inform system adjustments.
- Refresher training on odour-sensitive practices is conducted annually.

Odour Response Protocol The following table outlines the process to be followed in the event of an odour-related complaint. It demonstrates the farm’s commitment to community responsiveness and environmental accountability.

Step	Action	Timeframe
1	Receive and log complaint	Same day
2	Investigate site conditions (log review)	Within 24 hours

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3	Implement corrective measures	As soon as practical
4	Respond to complainant (if applicable)	Within 2 working days
5	Record outcome and file internally	Within 48 hours of resolution

**1.10 Seasonal Odour Risk Considerations**

Season	Primary Risks	Management Adjustments
Summer	High heat, wet litter, anaerobic breakdown	Increase inspections; ventilate more frequently
Winter	Low drying rates; humidity	Adjust water settings; dry litter strategies
Spring	Rapid bird growth; fluctuating temperatures	Monitor health, feed, and water intake closely
Autumn	Variable weather and cooling	Flex manure removal timing based on forecast

Air Quality Consideration Odour control measures implemented on site are intended to prevent emissions that would exceed the thresholds commonly associated with 'distinct' or 'unpleasant' odour intensity at the property boundary. While the farm does not conduct formal odour modelling, its design and management systems reflect best-practice standards for air quality compliance and community protection.

Summary The proposed Mobile Poultry Farm employs an integrated, risk-based odour control strategy aligned with WA regulatory frameworks and best-practice guidance. Daily monitoring, weather-responsive scheduling, and infrastructure design ensure operations remain compliant, neighbour-friendly, and environmentally responsible.

Commitment The farm is committed to continual improvement of its environmental practices and maintaining a respectful relationship with the surrounding community. This plan will be reviewed annually and revised as needed to reflect evolving best practices.

**1.11 Appendix I Odour Complaint Log Template**

Date Complainant (if known) Nature of Odour Weather Conditions Response Action

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## **1.0 Appendix H Purpose feed and potable water**

This plan outlines the systems and practices in place for the provision of feed and potable water to poultry, consistent with:

- Environmental Code of Practice for Poultry Farms in Western Australia
- National Farm Biosecurity Manual for Poultry Production (2015)
- Rights in Water and Irrigation Act 1914
- Australian Animal Welfare Standards and Guidelines for Poultry
- Local Government environmental and planning requirements

It supports animal welfare, environmental protection, and biosecurity while integrating with the broader Drainage, Waste, and Nutrient Management Plans.

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### **1.1 Feed Management**

The farm supports 6,000 layer hens, consuming approximately 4.8 tonnes of feed per week.

Feeders are housed within mobile poultry trailers to:

- Prevent exposure to rain and wildlife
- Avoid feed spillage onto pasture
- Comply with biosecurity and pest management requirements

Feed rations are calculated per bird, supporting consistent nutrition while reducing grazing pressure on vegetation.

### **1.2 Feed Delivery System:**

- Trough-based systems deliver clean, dust-free feed
- Troughs are cleaned weekly or more often if required
- Daily inspections detect obstructions, spoilage, or damage

### **1.3 Feed Spillage Control:**

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- Feed spills are cleaned up daily using designated tools

**1.4 Feed Storage:**

- Stored in sealed, weatherproof containers or silos
- Located on a raised, covered platform
- Protected from pests, moisture, and contamination

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**1.5 Water Supply and Delivery**

Water is sourced from an on-site bore, licensed under Section 5C of the *Rights in Water and Irrigation Act 1914*, License No. GWL211868(2), for:

- Poultry egg production
- Irrigation of pasture

**1.6 Water Delivery System:**

- Dripper system delivers potable water to each trailer
- Ensures low waste and constant availability

**1.7 Water Tank Management:**

- UV-resistant, covered tanks inspected and refilled daily
- Cleaned weekly, or more frequently if required
- Fitted with screened vents to exclude wild birds and mosquitoes

**1.8 Water Quality Monitoring:**

- Annual testing for microbial safety, salinity, pH, and other parameters
- Results retained for a minimum of five (5) years

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**1.9 Estimated Water Use:**

<b>Chicken Type</b>	<b>Cool Weather (L/day)</b>	<b>Hot Weather (L/day)</b>
<b>Laying hen (~2 kg)</b>	0.2 – 0.25 L (200 – 250 mL)	0.5 – 0.6 L (500 – 600 mL)

**2.0 Monitoring, Record-Keeping, and Emergency Preparedness**

**2.1 Daily Logbook:**

- Records feed/water usage, cleanings, deliveries, and inspections
- Water test results and pest control actions included
- Retained for five (5) years

**2.2 Contingency Measures:**

- Backup feed and water systems stored onsite
- Immediate action protocols in case of contamination

## **1.0 Appendix I – Pasture and Free-Ranging Management**

- The 13.5-hectare free-range poultry area is divided into three paddocks of approximately 4.5 hectares each. Within each paddock, mobile poultry caravans are rotated fortnightly.
- In Paddock 1:
  - Ten caravans are positioned with a 450 m<sup>2</sup> free-range area per unit.
  - Over a 12-week (3-month) rotation period, each caravan is moved every two weeks to a new area.
  - This results in 60 caravan positions (10 caravans × 6 moves) occupying 27,000 m<sup>2</sup>, well within the 45,000 m<sup>2</sup> paddock size.
  - After three months in Paddock 1, the operation shifts to Paddock 2, then to Paddock 3. This allows each paddock to rest for six months before reuse, promoting pasture regeneration, nutrient absorption, and reduced risk of pathogen build-up.

### **1.1 Rotational Paddocks and Stocking**

- Six-month pasture rest period between use of each paddock
- Maximum stocking density of fewer than 1,500 birds per hectare
- No permanent fencing; existing paddocks and vegetation retained
- Temporary fencing is low-impact and removed between uses

### **1.2 Reduced Grazing Pressure Through Increased Feed Provision**

To further protect vegetation and minimise grazing pressure, feed rations are increased to meet full nutritional requirements of the birds. This ensures that birds do not rely on pasture as a primary food source. As a result:

- Groundcover is better preserved
- Vegetation recovery is accelerated during and after occupation
- Soil structure and biodiversity are maintained

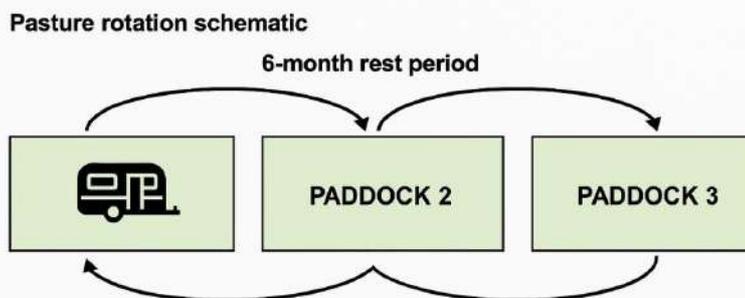
### **1.3 Additional Management Measures No-Return Period:**

- Minimum 6-month “no-return” period for each paddock
- Aids regrowth, parasite control, and nutrient balancing

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- Infrastructure and Ground Protection:
- Caravans placed on stabilised or reinforced areas
- Prevents compaction and nutrient hotspots
- Record-Keeping:
- Movement and rest schedules logged to demonstrate compliance
- This strategy aligns with the farm’s goals for sustainable land use, nutrient management, and environmental protection.

- Pasture rotation schematic – three paddocks used in sequence with six-month rest periods, detailed in rotation diagram



**Figure I.1.3.1.** Pasture rotation schematic for Lot 5707, showing three paddocks rotated with a six-month rest period to support nutrient retention and groundcover recovery.

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## **1.0 Appendix J: Animal Welfare and Regulatory Compliance**

This plan aligns with:

RSPCA Approved Farming Scheme

Australian Animal Welfare Standards and Guidelines for Poultry

Model Code of Practice for the Welfare of Animals – Domestic Poultry

It supports the Five Freedoms of Animal Welfare:

Freedom from hunger and thirst

Freedom from discomfort

Freedom from disease through hygiene and biosecurity

Freedom from pain, injury or disease

Freedom to express normal behaviour

### **1.1 Management of Birds**

#### **Objective:**

To keep the birds in good condition and ensure they are not vulnerable to predators or preventable health issues.

#### **Daily Bird Health Monitoring**

##### **Monitoring of Droppings and General Health**

Changes in odour or moisture content of bird droppings will be regularly monitored.

Poor health or signs of disease will be followed up immediately with intervention or bird removal if necessary.

##### **Mortality Management**

All disposal of dead birds will comply with planning approval conditions.

A freezer or composting system will be used daily to manage bird mortalities hygienically and in line with biosecurity standards.

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**Veterinary Oversight**

A veterinarian will be engaged as needed for the treatment of illnesses.

Scheduled visits will be used to administer vaccinations and health assessments.

Trailer and Equipment Inspections

Mobile chicken caravans will be inspected regularly for damage, hygiene, or other defects that may impact bird welfare or increase environmental risk.

**1.2 Environmental Protection and Integration**

Feed and water systems are designed to:

Prevent runoff and groundwater contamination

Minimise odour, pests, and soil damage

Support compliance with drainage, nutrient, and erosion control strategies

This plan is integrated with the Waste and Manure Management Plan, Nutrient Budget, and Erosion and Drainage Management Plans, including nutrient budgeting and erosion control.

**1.3 Training and Responsibility**

All staff involved in the management of feed and water systems receive site-specific training that covers:

Biosecurity protocols (aligned with the National Farm Biosecurity Manual for Poultry Production)

Animal welfare requirements (as per the Australian Animal Welfare Standards and Guidelines for Poultry)

Environmental protection obligations, including spill response and waste handling

Correct procedures for daily inspections, cleaning, and record-keeping

**1.4 A designated Farm Manager is responsible for:**

Ensuring feed and water systems are operated and maintained correctly

Overseeing the implementation of cleaning schedules and biosecurity measures

Maintaining the Feed and Water Logbook, including entries for inspections, water testing, spill clean-ups, and maintenance

Training records are retained for regulatory auditing and continuous improvement purposes.

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## 1.0 Appendix K Traffic Management Plan

### 1.1 Objective

To manage all on-site and off-site vehicle movements in a safe, efficient, and environmentally responsible manner. This plan addresses traffic volume, dust and noise control, infrastructure use, and compliance with relevant State and Local Government requirements.



**Figure K.1.1.1: Lot 5707 Site Layout**

*This figure illustrates the boundary of Lot 5707, including internal paddock area, infrastructure layout, and access points from the public road network. The full 13.5-hectare free-range paddock is represented without internal division lines. The map provides a general spatial overview of the proposed free-range poultry operation within the broader site context.*

### 1.2 Transport Context and Compliance

- The farm has minimal interaction with Indian Ocean Drive, a regional transport corridor, due to its low-frequency vehicle movements and limited reliance on external transport.
- Transport of feed and manure is conducted using covered trailers, towed by light vehicles, with no requirement for bulk freight trucks.

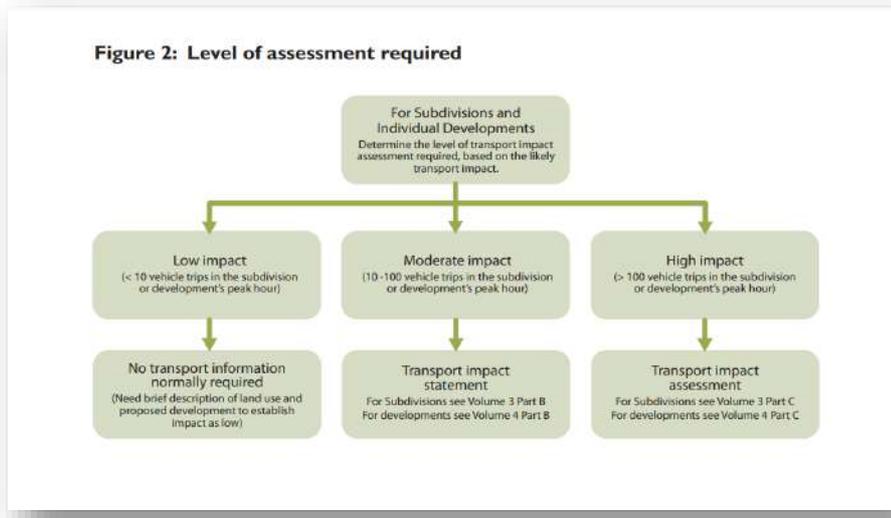
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- All traffic-related development approval conditions are met, including:
  - Use of existing crossover and entry point
  - All loading/unloading and turning conducted within the lot
  - Maintenance of on-site drainage, culverts, and all-weather access
  -
- Egg deliveries occur twice weekly using a light commercial van. Access is via Greenwood Coast Road, with no direct access from Indian Ocean Drive. This arrangement limits interaction with regional traffic corridors and supports safe, efficient travel in line with State Planning Strategy Objective (t).

The farm complies with the Western Australian Planning Commission's Transport Impact Assessment Guidelines (2016). As shown in Figure K.1.2.1 below, developments generating fewer than 10 vehicle trips during the peak hour are classified as low impact, requiring no formal transport impact statement or assessment.

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**Figure K.1.2.1** Level of assessment required for subdivisions and individual developments based on peak hour traffic generation (WAPC Transport Impact Assessment Guidelines)



The proposed poultry operation at Lot 5707 generates no more than 2–4 trips per day, all during off-peak, with no heavy vehicles and no congestion. Therefore, a Transport Impact Statement or Assessment is not required, and this plan serves as the brief description needed to demonstrate compliance.

**1.3 Vehicle Types and Movement Frequency**

In addition to feed and manure transport, the movement of mobile poultry caravans (trailers used for housing birds) is a regular part of farm operations. These caravans are repositioned across the pasture areas to support rotational grazing and manure distribution. Caravan relocation is carried out using a small tractor operating at low speed and during daylight hours. This movement typically occurs once per fortnight, aligned with pasture rotation schedules and stocking density limits. Caravan movement is also coordinated with the pasture and nutrient recovery strategies detailed in the Drainage and Nutrient Management Plan (Appendix A). Movement routes are

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restricted to designated internal tracks to minimise ground compaction and avoid conflict with other traffic.

The site generates a maximum of 6 vehicle movements per week related to feed, manure, and egg collection. Eggs are collected twice weekly using a light van, which is sufficient to manage output from 6,000 laying hens. Movements are spread across the week and scheduled during daylight hours to avoid impact on traffic flow. There are no staff commutes or customer visits.

**Table K.1.3.1:** Vehicle types, functions, and typical operating frequencies

Vehicle Type	Function	Frequency
Farm utility vehicles / UTVs	Staff movement, inspections	Daily
Covered trailer (feed delivery)	Transport of feed onto site	1–2 times per week
Covered trailer (manure removal)	Transport of manure off-site	1–2 times per week
Van (egg delivery)	Egg collection	Twice per week
Light service vehicles	Equipment maintenance/inspection	As needed
Small tractor (caravan relocation)	Moves poultry caravans across paddocks	1× per fortnight

Manure and feed are transported using light, covered trailers to contain dust and odour, reducing the need for heavy vehicle access.

#### 1.4 Bird Disposal and Transport Impact

At the end of the 18-month laying cycle, approximately 1,800 hens (equivalent to 3 caravans at 600 birds each) will be removed from the site. These birds will be transported in small batches using covered trailers. A 6 m × 2.5 m covered trailer can accommodate approximately 937 birds at

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standard welfare transport densities (~160 cm<sup>2</sup> per bird), requiring only 2 trailer trips to complete the removal.

Distributed over the 18-month cycle, this represents an average of just 0.025 trips per week, or 1 trailer movement every 5–6 weeks. This is well below the 10 vehicle trips per peak hour threshold outlined in the WAPC Transport Impact Assessment Guidelines (2016), confirming that the development does not require a formal Transport Impact Statement or Assessment. The traffic impact remains minimal and within the capacity of the local and regional road network

### **1.5 Manure and Feed Transport Volumes – Justification**

Note: Manure output is greater in weight than feed input due to the high moisture content of poultry manure (typically 60–80%), combined with metabolic waste, undigested feed, and water excretion. While feed is dry and concentrated, manure includes both solid and liquid waste, which significantly increases its total mass. This is a normal and well-documented aspect of poultry operations. Based on a manure production rate of 0.19 kg per bird per day (WQPN 33 – Nutrient and Irrigation Management Plans, DoW 2010), the operation generates approximately:

Daily Calculation:

- 6,000 birds × 0.19 kg/day = 1,140 kg/day (or 1.14 tonnes/day)

Weekly Calculation:

- 1,140 kg/day × 7 days = 7,980 kg/week, rounded to ~8 tonnes/week

Annual Calculation:

- 1,140 kg/day × 365 days = 416,100 kg/year = 416.1 tonnes/year

Collected vs Deposited:

- 10% of manure is deposited directly on pasture: 416.1 t/year × 10% = 41.61 tonnes/year
- 90% is collectable and removed: 416.1 t/year × 90% = 374.49 tonnes/year

Manure is collected and moved via covered trailers with a capacity of approximately 3.6 tonnes per load. This means:

- 2 trailer trips per week are sufficient to remove all collected manure
- All movements are scheduled during normal daylight hours to avoid disturbance

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This low-frequency, low-impact traffic is consistent with nutrient management and pasture rotation plans, and meets local expectations for environmental compliance and minimal disruption.

**1.6 Feed Transport Volume – Justification**

Based on an average feed intake of 115 grams per bird per day (industry standard for laying hens), the operation requires approximately:

Daily Calculation:

- $6,000 \text{ birds} \times 0.115 \text{ kg/day} = 690 \text{ kg/day}$

Weekly Calculation:

- $690 \text{ kg/day} \times 7 \text{ days} = 4,830 \text{ kg/week} = \sim 4.8 \text{ tonnes/week}$

Annual Calculation:

- $690 \text{ kg/day} \times 365 \text{ days} = 251,850 \text{ kg/year} = 251.85 \text{ tonnes/year}$

This intake reflects the full nutritional requirement of the birds and assumes no reliance on pasture grazing to meet dietary needs. As a result, dedicated feed deliveries are sufficient to support production and welfare without any need for pasture access to supplement diet.

Note: Because the formulated feed provides complete nutritional coverage at 0.115 kg/day per bird, pasture access is not required for nutritional reasons. Pasture remains part of the system primarily for welfare, enrichment, and environmental dispersion of manure (10% as per Section Appendix 3.4), but not for feed supplementation.

Feed is delivered to the property in covered trailers, each with a capacity of 3.6 tonnes. This means:

- 1–2 deliveries per week are sufficient to meet nutritional demand
- All deliveries are scheduled during daytime hours to minimise traffic impact

**1.7 Manure Estimation Comparison Table**

The following table compares commonly referenced manure generation rates for laying hens, depending on the purpose of the estimate:

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**Table K.1.7-1:** Comparison of commonly referenced manure generation rates for laying hens

Use Case	Best Source	Value	Purpose/Notes
Manure nutrient budgeting	WQPN 33 – Nutrient & Irrigation Plans (DoW, 2010)	0.19 kg/day	Precise daily figure, ideal for N/P budgeting and land application planning
Pollution load/environmental	WQPN 33 – Nutrient & Pollutant Loads (DoW, 2010)	0.13 t/year	Includes manure + litter; useful for composting or environmental load estimates
Planning statements/approvals	Environmental Code of Practice for Poultry Farms (2010)	0.12 t/year	Aligns with state-recognised planning and environmental documentation

These figures are context-dependent. This plan assumes that 10% of manure is deposited directly onto pasture during free-range movement, and the remaining 90% is collectable and removed off-site. To maintain a maximum of 2 transport trips per week for both manure and feed, a trailer with a minimum capacity of 3.6 tonnes is required. This size balances efficiency and frequency while supporting environmental compliance and road use minimisation.

### 1.8 Access and Internal Roads

- Internal roads and crossovers are surfaced with compacted gravel for all-weather access.
- All traffic areas are maintained to minimise dust, erosion, and compaction.
- Vehicles enter and leave the property in a forward direction, using a designated loop or turnaround.

### 1.9 Speed Limits, Dust and Noise Control

- Speed limit signage is posted at key locations across internal roads and paddock entry points. Drivers are also inducted into site access rules upon first arrival.
- Speed limits:
  - 15 km/h on internal farm roads

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- 5 km/h in production zones
- Dust control:
  - Dust suppression measures include road wetting and surface grading
  - Covered trailers prevent spillage and odour dispersion
- Noise minimisation:
  - No heavy diesel trucks used
  - Vehicles maintained to reduce noise
  - Activities restricted to daylight hours

**1.10 Driver Protocols and Safety**

- All farm and contract drivers are instructed to:
  - Follow posted speed limits
  - Avoid unnecessary idling
  - Adhere to designated movement paths
  - Leave the property in a forward direction
- Transport operators are provided with written instructions as part of contractor agreements and farm protocols.

**1.11 Traffic Log Template**

A transport log is maintained to document all movements of feed, manure, and related vehicles. A sample format is provided below:

Table K.1.11-1: Example transport log template for recording vehicle movements

<b>Date</b>	<b>Trailer Type</b>	<b>Load (t)</b>	<b>Origin/Destination</b>	<b>Driver</b>	<b>Notes</b>
2025-07-10	Feed Trailer	2.5	Co-op Mill → Lot 5707	L.S	On time, no issues

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2025-07-12	Manure Removal Trailer	3.6	Lot 5707 → Compost Depot	L.S	Covered, no odour observed
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**1.12 References**

- Department of Water (2010). *Water Quality Protection Note 33 – Nutrient and Irrigation Management Plans*
- Department of Water (2010). *Water Quality Protection Note 33 – Nutrient and Pollutant Loads from Poultry Farms*
- Poultry Farmers Association of WA (2010). *Environmental Code of Practice for Poultry Farms in Western Australia*
- Western Australian Planning Commission (2016). *Transport Impact Assessment Guidelines*

**2.0 Monitoring and Maintenance**

**2.1 Transport Incident Response:**

In the event of a spill, vehicle breakdown, or access issue, all drivers are instructed to report immediately to the Farm Manager. Spill kits and cleanup tools are kept on-site. Any feed or manure spills are to be promptly contained and removed to prevent contamination.

The Farm Manager is responsible for:

- Scheduling all trailer movements to avoid conflict or congestion
- Inspecting road surfaces regularly and repairing as needed
- Keeping records of all manure and feed transport events
- Ensuring dust and noise controls are upheld

All internal roads and access points are regularly inspected and repaired or upgraded as needed, especially after weather events or high-use periods.

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**2.2 Driver Induction Checklist**

<b>Item</b>	<b>Completed</b>	<b>Notes</b>
Site entry/exit points explained	<input type="checkbox"/>	
Speed limits and signage reviewed	<input type="checkbox"/>	
Dust and noise minimisation measures explained	<input type="checkbox"/>	
Spill response procedure provided	<input type="checkbox"/>	
Caravan movement zones explained (if applicable)	<input type="checkbox"/>	
Driver signed traffic code of conduct	<input type="checkbox"/>	

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**2.3 Internal Road Maintenance Log**

Date Inspected By Area Checked Action Needed Action Taken Notes

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**2.4 Access via Greenwood Coast Road (Road Construction)**

Greenwood Coast Road is a limestone-based unsealed rural road, consistent with many in the Shire that support commercial-scale grazing and cropping operations. The traffic impact of this proposal is comparable or less intensive than many such operations.

Notably, trucks already use Greenwood Coast Road to service livestock on the adjoining property, including feed delivery and cattle transport. The proposed use introduces no new vehicle classes or intensification beyond what is currently occurring.

The use of Greenwood Coast Road is considered appropriate for the following reasons:

Vehicle movements are low-frequency and dispersed

All operations occur in daylight hours, at reduced speeds (<20 km/h)

Delivery and manure vehicles are light- to medium-duty only

Movements are scheduled to avoid wet conditions where practical

The proponent is willing to liaise with the Shire regarding access timing or minor maintenance concerns, should they arise

**1.0 Appendix L Dust Management Plan**

Dust emissions from Lot 5707 are expected to be minimal due to the low-impact, mobile nature of the proposed free-range poultry operation and the retention of vegetative groundcover throughout the rotational grazing areas. Nevertheless, appropriate dust management measures will be implemented to prevent nuisance impacts during dry conditions or vehicle activity.

**Table L.1.0-1:** Dust mitigation measures for identified dust sources

<b>Dust Source</b>	<b>Management Measures</b>
<b>Unsealed access tracks</b>	- Enforce low-speed limit (max. 20 km/h) on internal roads. - Restrict access to essential vehicle movements only. - Light wetting of tracks with water cart during extended dry or windy periods (if required).
<b>Vehicle movements</b>	- Schedule feed delivery and manure removal during low-wind periods. - Avoid articulated or high-impact vehicles.
<b>Dry pasture surfaces</b>	- Aim to maintain approximately 50% groundcover" - Avoid overgrazing or disturbing bare soil during peak dry periods.

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<b>Dust Source</b>	<b>Management Measures</b>
<b>Mobile infrastructure</b>	- Move poultry shelters slowly and only during calm weather. - Avoid relocation during high wind events.
<b>Complaints response</b>	- Maintain a dust complaint register. - Respond to any dust-related complaints within 24 hours with mitigation (e.g. watering, activity pause).

**1.1 Compliance Statement**

All activities have been designed to minimise dust generation, in line with the Environmental Code of Practice for Poultry Farms in Western Australia (2018) and EPA Guidance Statement No. 18 – Prevention of Air Quality Impacts from Land Development Sites (1998). The reliance on mobile, low-speed equipment, pasture-based systems, and permanent vegetative cover ensures that the potential for dust emissions remains negligible.

## **1.0 Appendix M Noise Management Plan**

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### **1.1 Objective**

This Noise Management Plan forms part of the broader Environmental Management Strategy for the Proposed Mobile Poultry Farm at Lot 5707 Greenwood Coast Road, Breton Bay. It is designed to minimise the risk of adverse noise impacts on surrounding land users and the rural environment. The plan supports best practice animal welfare and environmental standards and is reviewed annually or in response to any substantiated complaint.

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### **1.2 Noise Sources and Context**

The farm's remote location further reduces the risk of noise impact. The nearest dwelling is 6.8 kilometres away. All nearby property boundaries are set back by at least 500 metres, except one with a 200 metre buffer, which is mitigated by prevailing wind patterns and natural topography. However, the following sources of operational noise have been identified:

- Vehicle movements on internal roads (UTVs, small tractors, service vehicles)
- Caravan relocation using a small tractor
- Feed and manure trailer movement
- General farm tasks (e.g., generator or pump operation)

No heavy trucks, construction equipment, or mechanical processing facilities are used. Operations are low-frequency and restricted to daytime hours.

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### **1.3 Noise Minimisation Measures**

- All activities involving motorised vehicles or equipment are limited to 7:00 am – 6:00 pm.
- No activities are scheduled for early mornings, late evenings, or Sundays unless in an emergency.
- Vehicles are maintained according to manufacturer specifications to reduce mechanical noise.
- Use of low-rev, low-speed movement for caravan relocation (once per fortnight only).
- Feed and manure trailers are towed by light vehicles with covered loads to reduce rattle, vibration, and spillage noise.

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- Drivers and operators are instructed to avoid unnecessary idling and to minimise engine load near boundary fences.

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#### **1.4 Monitoring and Response**

- The Farm Manager is responsible for responding to any neighbour complaints regarding noise.
- Any complaint is logged and investigated within 48 hours.
- Adjustments to procedures, routes, or timing are made as necessary to maintain compliance and goodwill.

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#### **1.5 Compliance Statement**

Operational noise levels are expected to remain compliant with the Environmental Protection (Noise) Regulations 1997 (WA), which establish allowable noise thresholds for rural and agricultural land uses. Contributing factors include thoughtful shed and equipment placement, natural buffer zones, and the use of light, low-speed machinery.

This Noise Management Plan is incorporated within the site's broader environmental strategy, alongside the Waste Management Plan, Odour Management Plan, and Nutrient & Grazing Strategy. It aligns with the following key regulatory and industry documents:

- Environmental Protection (Noise) Regulations 1997 (WA) – statutory limits for rural zone operations
- Environmental Code of Practice for Poultry Farms in Western Australia (2010) – guidance on site layout, odour/noise buffering, and best-practice production
- WQPN 33 – Nutrient and Irrigation Management Plans (DoW, 2010) – supports spatial design and environmental buffering for noise and nutrient impact
- Shire of Gingin Local Planning Scheme No. 9 and Local Planning Strategy – standards for rural land use, amenity protection, and complaint resolution
- WA Planning Commission – State Planning Policy 2.5 (Rural Planning) – guidance on land use compatibility, environmental separation, and infrastructure planning

#### **1.6 Review and Updating**

This plan will be reviewed annually by the proponent and updated as necessary to reflect relevant monitoring outcomes, operational adjustments, or verified concerns.

Updated versions will be retained in the farm's environmental records and provided to the Shire

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or other relevant authorities only if requested.

The Noise Management Plan forms part of the broader environmental management system, alongside the Waste, Odour, and Nutrient & Grazing Plans, supporting ongoing good practice and low-impact operations.Noise Complaint Log

Date Received	Name/Source of Complaint	Description of Noise	Time/Duration	Investigation Outcome	Action Taken	Resolved (Y/N)
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## **1.0 Appendix N Landscaping Management Plan**

### **1.1 Objective**

To preserve and improve the landscape quality and ecological resilience of Lot 5707 through sustainable site maintenance, retention of existing vegetation, and alignment with environmental regulations. This Landscaping Management Plan supports the broader environmental management system by improving biodiversity, maintaining visual amenity, and reducing land degradation.

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The property is 162.97 hectares and includes:

- One existing shed
  - Two sea containers
  - The proposed mobile poultry farm site is located adjacent to the existing shed
  - Access from Greenwood Coast Road, 660m north of the western boundary
- 

### **1.2 Wetlands:**

- No mapped geomorphic wetlands within or near the property (Swan Coastal Plain dataset, July 2025)

### **1.3 Vegetation and Biodiversity:**

- The site contains pasture grass and scattered regrowth shrubs
- No vegetation clearing is required for free-range operations
- Aerial analysis confirms coverage with regrowth in some areas due to low stocking rates. Historical aerial photography also shows that regrowth occurs rapidly.

### **1.4 Landscaping Design and Intent**

The landscaping approach at Lot 5707 focuses on low-impact site maintenance and continued use of historically cleared areas, without introducing new planting or vegetation obligations.

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Pasture composition may change over time through natural succession or routine farm management, provided groundcover is maintained. This approach minimises disturbance and reflects the site's long-term use as pasture since 1958.

Natural groundcover will be retained to help minimise erosion. The site's elevation, distance from Indian Ocean Drive, low-profile infrastructure, and surrounding hills ensure a low visual impact. No new planting is currently proposed. Vegetation will be managed passively by supporting existing groundcover and allowing self-regeneration where appropriate, consistent with the established character of the site.

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### **1.5 Management and Maintenance**

- Existing vegetated areas, including pastures, are intended to be inspected on a regular basis, generally monthly or as conditions require.
- Groundcover is maintained through routine pasture management, which assists in retaining soil moisture and reducing erosion.
- Monitoring is overseen by the Farm Manager, and may include photographic documentation, seasonal condition tracking, and recorded observations of vegetation cover and weed presence, as considered useful for management purposes.

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### **1.6 Regulatory Alignment**

This plan aligns with:

- Indian Ocean Drive Planning Guideline (WAPC 2010) – The site's topography, including a 34-metre elevation difference and surrounding low-lying hills, provides effective natural screening from Indian Ocean Drive. This aligns with the guideline's objective to protect the scenic and rural character of the corridor. As the poultry infrastructure is well set back and screened by natural terrain, the proposal maintains the visual amenity of Indian Ocean Drive and aligns with the planning intent to preserve the rural and scenic character of this corridor.
- Environmental Code of Practice for Poultry Farms in WA (2010) – vegetative screening and low-impact visual design
- Regulation 5 of the Environmental Protection (Clearing of Native Vegetation) Regulations 2004 –

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- Shire of Gingin Local Planning Strategy – land capability, visual amenity, and environmental protection
- WAPC State Planning Policy 2.5 (Rural Planning) – rural interface, environmental buffers, and visual integration

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**1.7 Landscape Monitoring Forms**

**Landscape Condition Monitoring Log**

<b>Date</b>	<b>Area Observed</b>	<b>Condition Summary</b>	<b>Erosion (Y/N)</b>	<b>Noted</b>	<b>Action Required</b>	<b>Follow-up Date</b>

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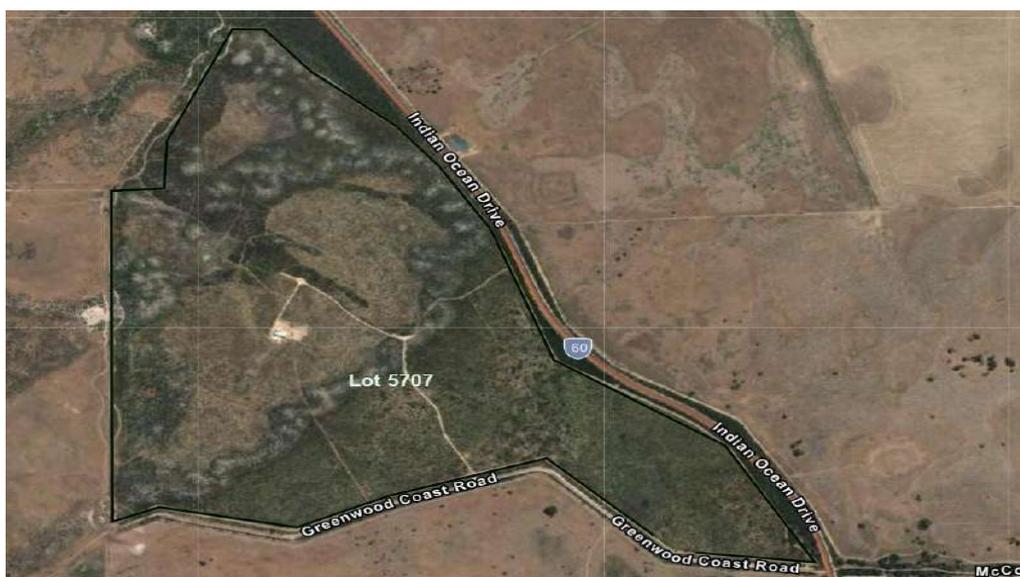
Sustainable Rangeland Mobile Poultry Farm – LOT 5707 Greenwood Coast Road, Breton Bay

## 1.0 Appendix O Threatened Species and Ecological Communities Overlay

### 1.1 Overview

This section provides a summary of mapped environmental values relevant to Lot 5707, based on data obtained from the Department of Biodiversity, Conservation and Attractions (DBCA). The analysis includes spatial overlays for threatened ecological communities (TECs), threatened and priority flora, and threatened fauna records, including species protected under the *Environment Protection and Biodiversity Conservation Act 1999* and the *Biodiversity Conservation Act 2016 (WA)*.

Each overlay has been reviewed in the context of the proposed free-range poultry operation. Site-specific mapping and field verification confirm that the development footprint does not intersect with any mapped ecological values. Where mapped records occur within the broader lot boundary, these have been assessed individually in the following subsections.



**Figure O.1.1-1:** Location of Lot 5707, Greenwood Coast Road, Breton Bay, showing cadastral boundary over recent aerial imagery.

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## **1.2 Threatened and Priority Ecological Communities (PECs).**

While the dataset is titled *Threatened Ecological Communities – Western Australia (DBCA-038)*, it includes both Threatened and Priority Ecological Communities (PECs). The mapped polygon over Lot 5707 is classified as a Priority 3 community. DBCA includes Priority communities in the same dataset for planning and conservation purposes; however, their presence does not trigger statutory obligations. As such, the mapped P3 polygon in this case does not impose regulatory constraints on the proposed activity.

The proposed poultry paddock and associated infrastructure are located entirely outside this polygon, more than 350m to the north, within existing pasture.

As such, the proposal does not impact any confirmed TEC, and does not trigger referral requirements under either the *Biodiversity Conservation Act 2016 (WA)* or the *EPBC Act 1999*.

## **1.3 Site Context**

- The mapped Priority 3 community polygon does not intersect with the proposed 13.5 ha free-range paddock area.
- The proposed activity — including poultry free-ranging and associated management — is confined to areas of existing natural pasture, outside the Priority 3 community boundary.
- The approximate distance from the edge of the proposed paddock to the mapped EC is ~350 metres, providing ample separation.

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**Figure O.1.3.1** A polygon from the DBCA's Priority 3 community polygon dataset (DBCA-038) partially overlaps the southern boundary of Lot 5707. Importantly, the mapping derived from regional-scale datasets does not intersect with the mobile poultry caravan free-range paddock area.

#### 1.4 Threatened and Priority Flora

Cropped imagery showing proposed 13.5 ha free-range paddock boundary in relation to mapped Priority 3 flora record. No intersection occurs, and no activity is proposed near the recorded location.

A desktop search of DBCA's WA Herbarium records identified a flora record within the search area. A mapped DBCA record for *Conostylis bracteata* (Priority 3) occurs within the western portion of Lot 5707, with sufficient spatial separation to ensure it does not intersect the proposed free-range

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paddock area. This species is not protected under the Biodiversity Conservation Act 2016 (WA), and no further action is required.

The WA Herbarium record represents a single-point observation collected in 1986, with no mapped population extent or defined buffer. The species was recorded, suggesting a localised presence within the immediate survey area, but no further records or surveys have confirmed the extent or persistence of the population.

The P3 area lies on shallow calcareous sands (Quindalup South Qr phase), which are not typically associated with core Banksia Woodland TECs. This is supported by Gibson et al. (1994), who identified that Quindalup soils support a narrow range of floristic communities, often degraded or weed-invaded, and not representative of high-value conservation units. Glossop et al. (DEC Swan Region) similarly found that Quindalup systems do not support Carnaby's food species or other high-priority vegetation types.

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Given the absence of clearing, the lack of sensitive habitat features, and the landform context, the proposal is not considered likely to have a significant impact on the Priority 3 ecological community or trigger referral obligations under the EPBC Act or WA environmental legislation.

No development or poultry activity is proposed in proximity to this location, and no formal buffer is required.



**Figure O.1.4.1** Mapped DBCA record for *Conostylis bracteata* (Priority 3), shown as orange dot within Lot 5707. This point lies outside the proposed free-range paddock area.

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### **1.5 Mapped Fauna Record – Carnaby’s Black Cockatoo (*Zanda latirostris*)**

A single *Zanda latirostris* (Carnaby’s Cockatoo) was recorded on 29 July 2021 . The count was 1 individual, and the mapped location lies approximately 300 m from the nearest public road, with a reported spatial accuracy of 30 m. Given the species’ high mobility and the survey context, the observation likely reflects incidental passage or use of the broader landscape, rather than specific habitat use within the mapped point. No secondary signs were recorded. However, no additional observations have been recorded since that time, and there is no evidence of repeated site use for roosting, nesting, or sustained foraging.

### **1.6 Mapped Fauna Record**



**Figure O.1.6.1:** DBCA-mapped fauna record for single individual Carnaby’s Black-Cockatoo from 2021 in Lot 5707 (green point), located approximately 200 m outside the proposed free-range poultry area.

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### **1.7 Assessment**

- The bird is considered transient within the locality, which is predominantly cleared pasture with limited suitable nesting or foraging habitat.
- The mapped fauna record for *Calyptorhynchus latirostris* (Carnaby's Cockatoo) is located approximately 200 m outside the proposed development and free-range poultry area.
- No nesting trees, roost sites, or preferred foraging habitat were identified within the proposed activity area during site inspections.
- The proposed 13.5 ha free-range paddock comprises regrowth pasture and is spatially separated from the mapped fauna record.
- Consistent with the broader habitat overlay (DBCA-054), the mapped record point does not intersect with any component of the proposed poultry operation footprint.

## **2.0 Threatened Species and Ecological Communities Overlay**

### **2.1 Note on Interpretation and Data Reliability**

While the DBCA-054 breeding polygon marginally overlaps the southern portion of Lot 5707, this mapping layer must be interpreted in the broader ecological and methodological context outlined in the Methods for Mapping Carnaby's Cockatoo Habitat report. Lot 5707 does not intersect with the DBCA-053 Unconfirmed Roost Sites (6 km buffer), and no confirmed feeding habitat is mapped on or adjacent to the property. Some of the breeding records that informed the DBCA-054 polygon were based on informal comments (e.g., "possible nest" or "breeding behaviour") or hollow observations without confirmation of breeding activity. As such, while the polygon indicates that breeding has occurred somewhere within its bounds, its overlap with Lot 5707 should not be to demonstrate habitat connectivity or ecological significance specific to this site.

### **2.2 Background on Breeding Polygon Methodology and Data Reliability**

The Carnaby's Cockatoo Confirmed Breeding Areas dataset (DBCA-054) was assembled using a combination of direct and indirect records. While it includes confirmed breeding points—such as a 2010 personal communication citing 140 chick banding records (P. Mawson, DEC)—the dataset also incorporates more subjective data, including hollow sightings, behavioural observations, and unstructured comment fields containing phrases like "possible nest" or "mating call." These data

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sources are detailed in *Appendix 3 of Methods for Mapping Carnaby's Cockatoo Habitat* (Glossop et al., DEC Swan Region).

These records, although assigned a "possible" confidence level, were treated with equal spatial weight: all were buffered by 12km and merged to form broad habitat polygons. In some cases, records from historical sources (e.g., Storr & Johnstone) or older biodiversity databases (e.g., DEWHA) were included without GPS accuracy or site verification. Additional records from community science projects (such as the Great Cocky Count) were also used, including both confirmed and unconfirmed roost observations.

This methodology, while intended to capture potential breeding extent, does not distinguish between density or nesting intensity. Therefore, the resulting polygon should not be interpreted as definitive evidence of breeding at a specific location, such as Lot 5707, but rather as a landscape-scale generalisation intended to guide further ecological assessment

### **2.3 Carnaby's Black Cockatoo Habitat Overlay**

This SLIP-based map shows the broad DBCA-054 breeding polygon partially overlapping the southeastern corner of Lot 5707, as part of a much larger regional overlay. The mapped polygon represents a 12 km buffer around historical breeding records, as defined in *Methods for Mapping Carnaby's Cockatoo Habitat* (Glossop et al., DEC Swan Region).

No known breeding habitat features (e.g. hollows, nest trees, or Carnaby's food species) were observed on site.



**Figure O.2.3.1:** Carnaby's Cockatoo Confirmed Breeding Area (DBCA-054) Overlay – Regional Context. This SLIP-based map shows the broad DBCA-054 breeding polygon, which forms part of a wider 12 km radius search area, partially overlapping the south-eastern corner of Lot 5707. The mapped polygon does not intersect the proposed 13.5 ha free-range poultry paddock, which is located in the northern portion of the lot.

#### 2.4 EPBC Act Relevance (Matters of National Environmental Significance)

The Environment Protection and Biodiversity Conservation Act 1999 (EPBC Act) protects Matters of National Environmental Significance (MNES), including listed Threatened Species and Threatened Ecological Communities (TECs).

A single observation of *Zanda latirostris* (Carnaby's Cockatoo), listed as Endangered under the EPBC Act, was recorded on 29 July 2021. The record is located approximately 200 m downslope from the proposed free-range paddock, at an elevation of 44 m AHD, while the paddock sits above

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a natural rise at approximately 54m AHD. The sighting was of a single individual, with no secondary signs recorded (e.g. feeding, roosting, or nesting), and no Carnaby's habitat is mapped or identified within the development footprint. The fauna point is historical and not confirmed as an active or ecologically significant location.

A mapped polygon from the DBCA's Confirmed Breeding Areas for Carnaby's Cockatoo dataset (DBCA-054) partially overlaps the southeastern portion of Lot 5707. This dataset represents a 12 km buffer around confirmed and possible breeding records, as defined in *Methods for Mapping Carnaby's Cockatoo Habitat* (Glossop et al., DEC Swan Region). Lot 5707 lies on the outer edge of this buffer, and the proposed free-range paddocks do not intersect the mapped polygon.

The polygon represents regional-scale breeding habitat, not verified habitat on site.

This precautionary overlay is intended to guide broader landscape-scale conservation considerations. However, the proposed development area does not intersect with this area

No EPBC-listed TECs are mapped within Lot 5707. A Priority 3 ecological community (DBCA-038) is located near the southern boundary of the lot, approximately 350m from the free-range paddock. This community is not listed under the EPBC Act and therefore does not constitute a MNES.

On the basis of the available data and site characteristics, the project is not considered likely to have a significant impact on any Matter of National Environmental Significance. Accordingly, referral under the EPBC Act is not required.

## **2.5 Site-Specific Assessment**

A site-based inspection by Leonard Sherman (2025), following EPA and DBCA guidance (*EPA & DEC, 2010; DPaW, 2013*), found no nest trees, hollows, or foraging species within the proposed development area. No roosting, feeding, or breeding evidence was observed.

- The site consists of regrowth pasture and is consistent with surrounding cleared grazing land.

The area proposed for poultry use lies entirely outside any mapped breeding area (e.g. DBCA-054), and no Carnaby's food plants were observed in paddock areas (confirmed with Quindalup Sands mapping and Glossop et al.).

- 

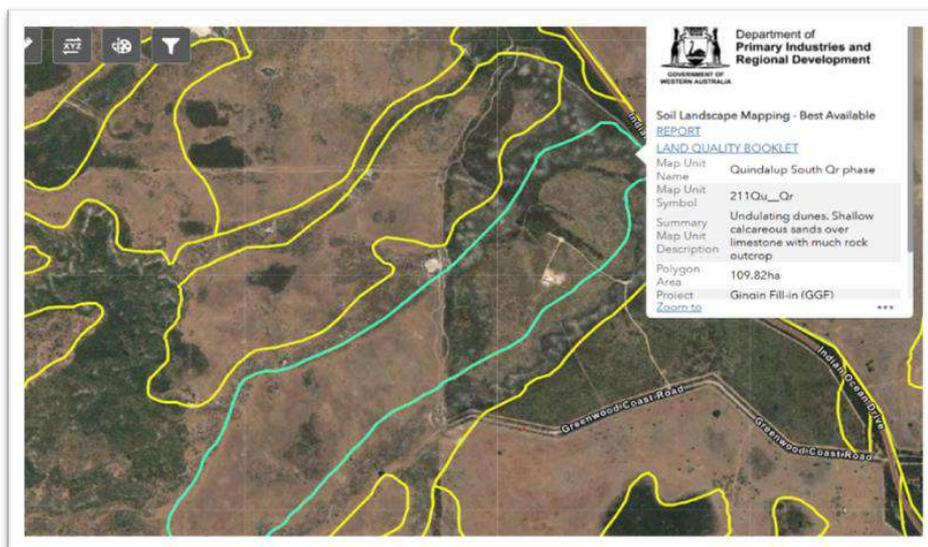
No evidence of nesting, roosting, or foraging activity by *Zanda latirostris* (Carnaby's Cockatoo) was observed anywhere within Lot 5707, including the proposed free-range paddocks, associated

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access areas near the southern boundary. The site inspections found no nest trees, tree hollows, or secondary signs such as chew marks, scats, or feathers.

**2.6 Vegetation and Soil Context:**

The proposed free-range paddock areas lie entirely outside the DBCA-054 Carnaby’s Cockatoo breeding polygon and are located on the Quindalup South Qr phase—characterised by undulating dunes and shallow calcareous sands over limestone. These soils are consistent with Quindalup Sands, which form part of the youngest coastal dune systems. While no claim is made about the specific vegetation present, the *Methods for Mapping Carnaby’s Cockatoo Habitat* (Glossop et al., DEC Swan Region, p.20) clearly states: “No Carnaby’s cockatoo food species were observed in the areas mapped as Quindalup complex.” This supports the view that the soil type itself does not support the types of flora typically used by Carnaby’s Cockatoo for foraging, even where scattered shrubs may occur. As such, the paddock areas do not represent suitable foraging habitat within the context of the species’ known ecological preferences.



**Figure O.2.6.1** Soil landscape mapping of Lot 5707 showing the proposed free-range paddock areas located entirely outside the DBCA-054 Carnaby’s Cockatoo breeding polygon. The paddocks fall within the Quindalup South Qr phase, characterised by undulating dunes and shallow calcareous sands over limestone, a soil type not typically associated with Carnaby’s Cockatoo foraging flora.

Sustainable Rangeland Mobile Poultry Farm – LOT 5707 Greenwood Coast Road, Breton Bay

## **2.7 Based on available data and site-specific assessment:**

Lot 5707 is not identified as an Environmentally Sensitive Area (ESA) in publicly available mapping tools managed by the Department of Water and Environmental Regulation (DWER). Similarly, the Department of Biodiversity, Conservation and Attractions (DBCA) mapping does not indicate any declared Threatened Ecological Communities (TECs), known roost sites, or other listed conservation values within the proposed development footprint.

The mapped DBCA-054 breeding polygon only marginally overlaps the southern boundary of Lot 5707 and does not intersect any of the proposed free-range paddock areas. On-site inspection confirmed that these paddocks contain no verified Carnaby's Cockatoo habitat features. In particular, no hollow-bearing trees suitable for nesting or foraging flora such as Banksia, Hakea, or Eucalyptus species were observed within the designated paddock areas. Accordingly, the free-range areas do not provide the habitat elements required to support Carnaby's Black-Cockatoo foraging, breeding, or roosting activity.

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No confirmed foraging, roosting, or breeding habitat has been recorded within the proposed mobile poultry caravan free-range paddock areas.

Vegetation and soils present are not consistent with preferred Carnaby's habitat, as defined in Methods for Mapping Carnaby's Cockatoo Habitat (Glossop et al., DEC Swan Region).

no potential breeding or roosting habitat was identified as no suitable large Eucalypts or Corymbia tree species occur within the site

No vegetation clearing is proposed.

Lot 5707 qualifies for all rights and entitlements available under the *Environmental Protection (Clearing of Native Vegetation) Regulations 2004*.

Accordingly, the proposed development at Lot 5707 is unlikely to trigger a referral requirement under the EPBC Act."

## **2.8 WA Biodiversity Conservation Act 2016 Relevance**

Threatened Ecological Communities (TECs) are protected under Western Australia's *Biodiversity Conservation Act 2016*. A mapped polygon (DBCA-038) partially overlaps the southern boundary of Lot 5707; however, in this case, the community is classified as a Priority ecological community,

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not a TEC. The mapped area does not intersect with the proposed mobile poultry caravan free-range paddock areas, and no development is proposed within or adjacent to it. As such, no regulatory obligation arises under the *Biodiversity Conservation Act 2016* in relation to the proposed activity.

## **2.9 Regulatory Compliance Summary**

This overlay assessment confirms that the proposed free-range poultry activity is fully compliant with applicable environmental legislation. The proposed paddock areas do not intersect with any mapped environmental polygons, including:

DBCA-038 – a *Priority 3 ecological community*, mapped along the southern boundary but entirely outside the development footprint

DBCA-054 – Carnaby's Cockatoo breeding habitat buffer, which marginally overlaps the southern lot boundary but lies well outside the paddock areas

Single flora record of *Conostylis bracteata* – a *Priority 3* species located near the western boundary, also outside the proposed activity zone

Environmentally Sensitive Areas (ESAs) – Lot 5707 is not designated as an ESA under DWER mapping

The proposal complies with the *Environmental Protection Act 1986* (WA) and the *Environmental Protection (Clearing of Native Vegetation) Regulations 2004*. As the activity will occur on existing pasture and does not involve vegetation removal, no further approvals are required under the *Biodiversity Conservation Act 2016* (WA) or the *Environment Protection and Biodiversity Conservation Act 1999* (Cth). This reflects the absence of any direct or indirect impact on mapped threatened species or ecological communities.





**SCHEDULE OF SUBMISSIONS AND OFFICERS RESPONSES**

***DEVELOPMENT APPLICATION: ANIMAL HUSBANDRY – INTENSIVE (POULTRY FARM) ON LOT 5707 INDIAN OCEAN DRIVE, LEDGE POINT***

No.	Submitter	Submission details	Officers' response
1.	DMPE	<p>The submitter provides the following general comment:</p> <p><i>The Department of Mines, Petroleum and Exploration (DMPE) has determined that this proposal raises no significant issues with respect to mineral and petroleum resources, geothermal energy, and basic raw materials.</i></p> <p><i>DMPE lodges no objections to the above development application.</i></p>	Noted.
2.	DWER	<p>The submitter provides the following general comment:</p> <p><i>The Department of Water and Environmental Regulation (DWER) has considered the proposal and has no objections and no further comments.</i></p>	Noted.
3.	DoH	<p><i>The submitter provides the following general comment:</i></p> <p><i>The submission relates to the development of land to create an intensive agricultural (poultry) facility for the production of free range eggs. The facility will include the conversion of an existing agricultural shed, mobile chicken trailers and paddock to accommodate up to 12,000 chickens. The site is a large area of remnant coastal bushland with a cleared area around an existing barn/shed in the centre constructed in March 2022. There are no other sensitive land uses within 5000m of the site. The site is surrounded by cleared agricultural land (arable/pasture) and ephemeral wetlands and creeks flowing towards the ocean 2.4km to the west.</i></p> <p><b><i>DoH position</i></b></p> <p><i><input type="checkbox"/> No objection – no comments or advice to provide.</i></p> <p><i><input checked="" type="checkbox"/> No objection – with comments and/or recommended conditions and advice notes provided below.</i></p>	Noted. Conditioned accordingly.

	<p><input type="checkbox"/> Do not support – reasons provided below, i.e. additional reports, studies, plans or other information that should be provided to determine public health risk / legislative compliance.</p> <p><b>DoH advice</b></p> <p><b>Infrastructure - Water supply and wastewater disposal</b>  <i>Any potable/drinking water provided on site must meet the health-related requirements of the Australian Drinking Water Quality Guidelines 2011. Any non-drinking water (i.e., water that is not intended or suitable for drinking) must be managed to ensure it cannot be confused with or contaminate the drinking water supply. Disposal of wastewater generated on site is required to comply with the Health (Treatment of Sewage and Disposal of Effluent and Liquid Waste) Regulations 1974.</i></p> <p><b>Amenity – Medical entomology</b>  <i>The subject land is in a region that occasionally experiences problems with nuisance and disease carrying mosquitoes. These mosquitoes are known carriers of Ross River (RRV) and Barmah Forest (BFV) viruses. Human cases of RRV and BFV diseases have been reported in this region. Any future development needs to avoid the creation of additional mosquito breeding habitats.</i></p> <p><i>The approval should be conditioned to ensure proposed site structures and works do not create additional mosquito breeding habitat as follows:</i></p> <ul style="list-style-type: none"> <li>• <i>Changes to topography resulting from earthworks must prevent run-off from creating surface ponding as it may become mosquito breeding habitat.</i></li> <li>• <i>Water tanks and other water-holding containers must be sealed or screened to prevent mosquito access and breeding.</i></li> <li>• <i>Waste items should be filled with sand/soil, kept undercover or punctured to reduce the chances of these items holding water and becoming mosquito breeding habitat.</i></li> </ul>	
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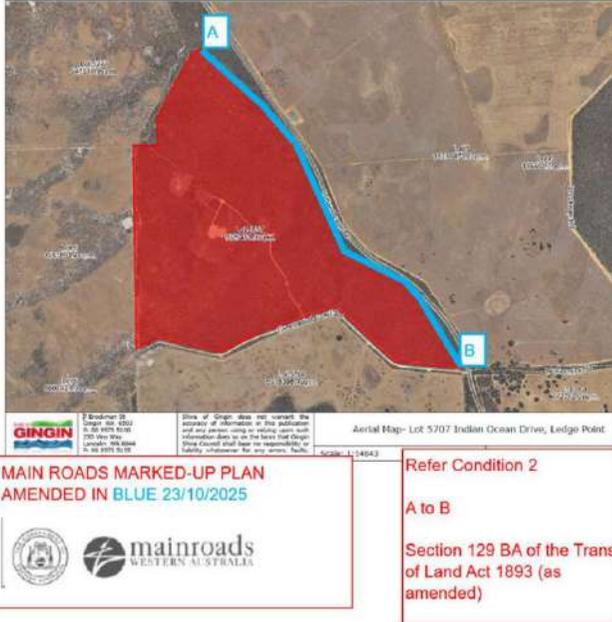
	<ul style="list-style-type: none"> <li>• <i>Constructed water bodies must be located, designed and maintained so they do not create or contribute to mosquito breeding.</i></li> </ul> <p><b>Infrastructure – Chemical Hazards</b>  <i>Previous advice provided in 2024 to the Shire of Gingin is still applicable. The storage and use of agricultural chemicals, fuels and wastes are associated with contaminated sites, and other hazardous materials including asbestos should be safely removed from buildings prior to reuse, demolition or clearance to avoid the creation of new contaminated sites.</i></p> <p><i>It is understood that the applicant (owner/manager) will live on-site to manage the facility, although no details of the accommodation are provided. Whilst the manager and workers accommodation may not be considered to be 'sensitive land uses' for planning purposes, the health of future manager/workers living at the site may still be adversely impacted by emissions (including odour, noise, insect breeding, light) from the proposed land use. DoH recommend that the impacts and health risks to the manager and any workers living on site are considered to minimise the impacts and public health risks arising from the possible emissions from the operation. It is also acknowledged that WorkSafe may also have a role in the protection of workers health in the workplace.</i></p> <p><i>The facility is likely to generate a significant amount of animal waste, including chicken carcasses. These should be disposed of at an appropriately licensed landfill site and NOT within the site.</i></p> <p><b>Food safety – Egg production and processing</b>  <i>The production and processing of eggs intended for sale must comply with relevant provisions of the Food Act 2008, Food Regulations 2009, and relevant standards of the Australia New Zealand Food Standards Code, and in particular Standard 4.2.5 Primary Production and Processing Standard for Egg and Egg Product.</i></p> <p><i>This includes the requirement to register the food business under the Food Act 2008 with the appropriate enforcement</i></p>	
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		<p>agency (local government where the business is located) prior to commencing operating. Further information is available at</p> <ul style="list-style-type: none"> <li>• <a href="https://www.health.wa.gov.au/Articles/S_T/Standard-4,-d,-2,-d,-5-Primary-production-and-processing-standard-for-eggs-and-egg-product">https://www.health.wa.gov.au/Articles/S_T/Standard-4,-d,-2,-d,-5-Primary-production-and-processing-standard-for-eggs-and-egg-product</a></li> <li>• Links to additional resources: <a href="#">Egg Industry Environmental Guidelines</a> and <a href="https://www.australianeggs.org.au/for-farmers">https://www.australianeggs.org.au/for-farmers</a></li> <li>• The food business proprietor should provide the local government the appropriate management plans dealing with handling and disposal of waste, dead chickens, unused eggs, etc. for reference in approval conditions. More information on starting a food business can be found at <a href="https://www.health.wa.gov.au/Articles/S_T/Starting-a-food-business-in-WA">https://www.health.wa.gov.au/Articles/S_T/Starting-a-food-business-in-WA</a></li> </ul>	
4.	DPIRD	<p>The submitter provides the following general comment:</p> <p><i>This revised proposal addressed the concerns that were raised in DPIRDs previous correspondence, dated 3 July 2025 (LUP 1864). DPIRD does not object to the proposal and offers the following comments:</i></p> <p><b>Staged stocking rate</b> DPIRD supports the approach of planning for “a full design capacity of 10 mobile poultry caravans, each housing approximately 600 birds, allowing for a total of up to 6,000 birds. However, operations will commence at a smaller scale, with fewer caravans initially deployed. This staged allows for the condition of the paddocks to be carefully monitored and ensures that stocking levels are matched to pasture resilience and erosion risk.” DWER supports the adaptive management arrangements proposed, in which field monitoring data will inform a staged increase in stocking rate, as there is a limit to the number of caravans that can be sustainably deployed, while maintaining acceptable pasture density and soil conditions.</p> <p><b>Nutrient Management</b></p>	Noted. Conditioned accordingly.

		<p><i>DPIRD supports the soil monitoring program, where soil testing every two years will be compared to a baseline soil sampling undertaken. This will ensure that stocking rate decisions are based on standard soil tests and will ensure that nutrient levels remain within acceptable limits.</i></p> <p><b>Groundwater</b> <i>DPIRD notes that the depth to groundwater ranges from approximately 17 to 52 metres. The risk of nutrient leaching is expected to be very low, provided adequate ground cover is maintained during winter. To provide assurance, DPIRD recommends that as the proponent has a water extraction licence, the bore water is tested to establish baseline nutrient levels, for future reference.</i></p> <p><b>Environmental Management Framework</b> <i>DPIRD supports this framework and the proponents' approach to the potential environmental and biosecurity risks associated with this poultry farm. The various plans have been well developed, with their objectives, risk factors, monitoring, contingencies, record-keeping and reporting clearly outlined. The approach to careful monitoring of the various elements of the system and responding accordingly will ensure that potential problems will be caught early and contained.</i></p>	
5.	MRWA	<p><i>The submitter provides the following general comment:</i></p> <p><i>Main Roads has no objection subject to the following conditions being imposed:</i></p> <p><u>Conditions</u></p> <p>1. <i>Prior to the issue of building approval, the developer must construct Greenwood Coast Road Indian Ocean Drive Intersection Upgrade to Main Roads requirements.</i></p> <p><u>Justification for Condition</u> <i>The development is the nexus for the works/upgrades to be completed. Condition has been applied to reflect Main Roads role as the road authority</i></p> <p>2. <i>Pursuant to Section 129 BA of the Transfer of Land Act 1893 (as amended) a restrictive covenant preventing vehicular access onto Brand Highway being</i></p>	Noted. Conditioned accordingly.

	<p><i>lodged on the certificate of title of the proposed lot at the full expense of the landowner. The covenant is to prevent access, to the benefit of Main Roads WA as shown on the attached marked up plan dated 19 July 2024 and the covenant is to specify:</i></p> <p><i>“No vehicular access is permitted to and from Brand Highway, between A and B”</i></p> <p>3. <i>No works are permitted within the Indian Ocean Drive Reservation, unless Main Roads has issued a working on Roads Permit.</i></p> <p>4. <i>Stormwater shall not be discharged into the Indian Ocean Drive Reservation or the future widened road reservation.</i></p> <p>5. <i>The landowner/applicant shall make good any damage to the existing verge vegetation within the Indian Ocean Drive road reserve.</i></p> <p><u>Advice</u></p> <p>a) <i>In relation to Condition 1: A Design Report for the intersection upgrade will need to include a Transport Impact Assessment (TIA) to consider how the intersection can be upgraded to meet current design standards and ensure the safety and efficiency of Indian Ocean Drive. The TIA shall be completed in accordance with WAPC Transport Impact Assessment Guidelines and Main Roads Driveway Policy.</i></p> <p>b) <i>In relation to Condition 1: An initial assessment of the intersection undertaken by Main Roads notes the current intersection is unsealed and has inadequate sight distances. With 32 reported traffic crashes within the past 9 months on Indian Ocean Drive, 2 of which two were fatalities, it is critical that the proposed development demonstrates how they will address these access issues.</i></p> <p>c) <i>In relation to condition 1: The applicant is required to submit an application form to undertake works within the road reserve prior to undertaking any works within the road reserve. Application forms and supporting information about the procedure can be found on the Main Roads website &gt; Technical &amp; Commercial &gt; Working on Roads.</i></p>	
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	<p>d) <i>The upgrading/widening of the Indian Ocean Drive is not in Main Roads current 4-year forward estimated construction program and all projects not listed are considered long term. Please be aware that timing information is subject to change and that Main Roads assumes no liability for the information provided. For further information on the Indian Ocean Drive future, please refer the following fact sheet: <a href="#">indian-ocean-drive-fact-sheet-april-2021.pdf (mainroads.wa.gov.au)</a></i></p> <p>e) <i>For further detail considerations on development adjacent to the IOD, please refer to the Shires planning documents and the WAPC IOD Planning Guideline <a href="#">Indian Ocean Drive Planning Guideline (digital.wa.gov.au)</a></i></p> <p><i>Main Roads encourage applicants to meet with Main Roads to discuss access arrangements to the state primary road network early in the development process.</i></p> <p><i>The support of this application is valid for a period of four (4) years from the date of this letter. Any changes or date extensions relating to this application must be referred to Main Roads for comment and recommendation.</i></p> <p><i>Main Roads requests a copy of the Commission's final determination to be sent to <a href="mailto:mwgpplanning@mainroads.wa.gov.au">mwgpplanning@mainroads.wa.gov.au</a></i></p> <p><u>Attachment A MRWA Marked up plan showing covenant for prevention of access</u></p>	
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6.	Ratepayer	<p>The submitter <b>does not support</b> the application and provides the following general comment:</p> <p><b>Submission</b></p> <p><i>In summary, the landowners have concerns that the information presented may not be correct in several areas and therefore cannot be relied upon when considering the development application itself.</i></p> <p><i>The landowners request to the Shire is that development approval should not be granted for the poultry farm at Lot 5707 Indian Ocean Drive.</i></p> <p><i>The key issues for the southern landowners of Lot 5708 are in relation to the rural land use compatibility; potential</i></p>	Noted.

	<p><i>environmental impacts; potential inadequacy of setbacks; and potential risks of groundwater contamination.</i></p> <p><i>The landowners are concerned that potential environmental impacts, potential overlapping of buffers into their land, potential risk of pests and groundwater contamination would have long-term detrimental impacts within the locality including their own landholding.</i></p> <p><i>These issues are particularly relevant to the proposed development. From the landowners' perspective, the management plans and supporting details are not sufficiently robust or detailed to adequately address dust, noise, odour, pest, and waste management. The information in the DA report and its appendices is unclear and lacks robust evidence or justification. In addition, the documents do not include specific modelling or data to verify the effectiveness of the proposed management strategies. The landowners consider these to be significant shortcomings in the proposal.</i></p> <p><b><i>Rural land use compatibility</i></b></p> <p><i>'Animal Husbandry - Intensive' is an 'A' discretionary land use under the Shire's Local Planning Scheme No 9 (LPS9). The landowners consider that for this rural area in Gingin, rural uses should be considered appropriate where they do not create conflicts between different properties and, the landowners considers that compatible rural uses in this location should work to preserve the environmental characteristics, the local character and sustainable rural productivity.</i></p> <p><b><i>Potential visual impact</i></b></p> <p><i>Lots 5708 is 'down-slope' from Lot 5707 with topography ranging 39-48m AHD, and the proposal explains that the poultry paddocks situated on a 54m AHD plateau, surrounded by low hills.</i></p> <p><i>There are planning objectives to protect and enhance landscape and scenic values, notably where development may be visible from key travel routes such as Indian Ocean Drive.</i></p>	<p>The development is unlikely to be visible from Indian Ocean Drive, and even if elements of the development are visible, given the setback provided it is unlikely to amount to an unacceptable impact on the visual landscape.</p>
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	<p><i>Developments must be located, designed, and screened to maintain the area's visual amenity, implying that visual impacts are a valid concern for neighbouring landowners whose vistas may be affected by new structures or land use changes.</i></p> <p><i>In this regard, the landowners question the accuracy of the DA report's statement on page 40 that "Lot 5707 contains a mix of open paddocks and areas of shrubland regrowth, reflecting its long history of clearing and livestock grazing". This does not appear to be an accurate representation of Lot 5707. The owners of Lot 5708 consider that the site has only been cleared/alterd in the last four years, and the environmental characteristics of the landscape and vegetation have not been maintained and enhanced. The landowners are concerned that this land use would lead to further impacts upon the landscape and vegetation.</i></p> <p><i>The landowners question the site selection for this poultry farm. The location is described as a plateau with hills, on sandy dunal country. The landowners do not support the location for this proposed use, noting that dust control, erosion management and groundwater contamination are other potential issues and impacts that have the potential to extend beyond the boundaries of the site.</i></p> <p><b><i>Inadequacy of setbacks</i></b></p> <p><i>Intensive animal husbandry uses like poultry farming typically require substantial buffers to address odour, noise, and amenity concerns. Planning guidelines call for developments to be suitably set back, screened, or otherwise treated to avoid detracting from amenity and minimise potential land use conflict.</i></p> <p><i>The Environmental Protection Authority (EPA) Guidance Statement No. 3 - Separation Distances between Industrial and Sensitive Land Uses (2005) (GS3) provides generic buffers for a wide range of land uses, including poultry farms, and is applied in planning to safeguard rural and residential amenity. It is widely referenced in planning assessments and remains a key benchmark for determining compatibility.</i></p>	<p>The proposal is small in scale in comparison to traditional poultry farms. The officer report outlines that separation distance vary between a suite of planning documents. As a whole, the officer is satisfied that the separation distances provided are sufficient so an not to create an unacceptable amenity impact.</p>
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	<p><i>The EPA's preferred hierarchy for managing emissions is outlined in GS3 as:</i></p> <ul style="list-style-type: none"> <li><i>Avoidance of impacts;</i></li> <li><i>Minimise the creation and discharge of waste by implementing best practices; or</i></li> <li><i>Ensure environmental impacts from emissions are acceptable and meet the relevant regulations and health criteria beyond the boundary of the site.</i></li> <li></li> </ul> <p><i>GS3 has generic separation distances, in recognition that a site-specific study may not be necessary in all situations. The generic separation distances are not intended to replace the need for reasonable and practicable measures to minimise emissions and off-site impacts. The landowners note that the management plans in the DA report refer to management measures, however, are concerned that there is no site-specific study or modelling of emissions.</i></p> <p><i>For a 'poultry industry', the generic separation distances and guidance are copied below at Figure 1.</i></p> <table border="1" data-bbox="645 842 1272 1066"> <thead> <tr> <th rowspan="2">Industry</th> <th rowspan="2">Description of industry</th> <th rowspan="2">DoE Licence or Registration category (*)</th> <th rowspan="2">Key Government agencies for advice or approvals</th> <th rowspan="2">Code of Practice (CoP) / environmental requirements</th> <th colspan="2">Emissions</th> </tr> <tr> <th>Gaseous</th> <th>Noise</th> </tr> </thead> <tbody> <tr> <td>Poultry industry</td> <td>intensive farming</td> <td></td> <td>DAWA, WRC, local gov't</td> <td>CoP - 1999</td> <td></td> <td>√</td> </tr> </tbody> </table> <p><b>Figure 1</b> Extract of EPA GS3 separation distances and guidance (EPA 2005)</p> <p><i>The landowners are concerned that the setbacks being proposed at 500m are not clearly justified in the DA report or management plans, other than references to the Environmental Code. The DA report does not clarify why the 1,000-metre buffer distance specified in the EPA GS3 is not being applied to this proposal.</i></p> <p><i>The report considers that the scale of the poultry farm, the rotation of paddocks and the setbacks to property boundaries</i></p>	Industry	Description of industry	DoE Licence or Registration category (*)	Key Government agencies for advice or approvals	Code of Practice (CoP) / environmental requirements	Emissions		Gaseous	Noise	Poultry industry	intensive farming		DAWA, WRC, local gov't	CoP - 1999		√	
Industry	Description of industry						DoE Licence or Registration category (*)	Key Government agencies for advice or approvals	Code of Practice (CoP) / environmental requirements	Emissions								
		Gaseous	Noise															
Poultry industry	intensive farming		DAWA, WRC, local gov't	CoP - 1999		√												

	<p><i>will minimise odour and waste. Given the report relies on these measures, and states that 500m setbacks are compliant and form a basis for not modelling odour impacts, the vagueness of the report details are concerning and should be confirmed by the Shire as being accurately dimensioned and to-scale, to be accurately verified. This will be important for ongoing compliance.</i></p> <p><b>Potential discrepancies in setbacks</b></p> <p><i>The landowners question the accuracy of the report figures. Many of the report figures do not appear to have the same scale-ratio as the cadastral boundaries that are viewed on Landgate. In comparing the figures to the cadastral dimensions of the property on Landgate, figures 3.1.1, 3.9.1, 3.10.1, 5.6.4, 7.0.1, and 7.3.1 appear to be “compressed” in a north-south direction, and these figures do not visually match the site plan in Appendix A.</i></p> <p><i>By way of example, the DA report includes figure 7.3.1, providing an aerial site layout of the 13.5ha poultry paddock, outlined in black, with measured separation distances to Indian Ocean Drive and surrounding boundaries. Figure 7.3.1 indicates that setbacks are proposed at:</i></p> <ul style="list-style-type: none"> <li><i>• 500m to north-west;</i></li> <li><i>• 520m to north-east (Indian Ocean Drive);</i></li> <li><i>• 200m setback to Lot 5 (DP 76810) to the immediate west which is owned by the Water Corporation. In the landowners’ opinion, Lot 5 may be an important asset, and it would be important to confirm what the Water Corporation’s intentions are for their property. Water Corporation has water reserves within proximity to Lancelin and Ledge Point (amongst other locations); and</i></li> <li><i>• 500m to south (Greenwood Coast Road).</i></li> </ul> <p><i>In our attempts to verify the setbacks, we have found that, by superimposing the proposed paddock onto the site using Landgate cadastre, we could not accurately replicate the quoted setbacks. Whilst it is difficult to superimpose a report image, regardless, the boundaries to the paddock were measured as follows:</i></p>	<p>The applicant provided a revised set of development drawings as a result of an appeal lodged with the State Administrative Tribunal (SAT). The revised drawings clarify the setbacks provided.</p>
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	<ul style="list-style-type: none"> <li>• 430m to north-west;</li> <li>• 615m to north-east (Indian Ocean Drive);</li> <li>• 190m to west; and</li> <li>• 400m to south (Greenwood Coast Road). This means a 500m setback may encroach into Lot 5708. Further, the EPA's GS3 maximum 1,000 buffer distance will encroach into Lot 5708 (and other landholdings).</li> </ul> <p><b>Potential risks of groundwater contamination</b></p> <p><i>The Shire's LPS 9 includes aims to promote sustainable land use management, to ensure the quality and adequate supply of groundwater and surface water. Poultry farms carry risks of nutrient runoff, effluent, and contamination, making groundwater protection a critical aspect of approving such developments in rural areas. Regulatory and environmental codes of practice require site selection, design, and operation to manage and mitigate such risks.</i></p> <p><i>The report indicates that 4.1 tonnes of manure are expected to be deposited on paddocks, with the remainder 36.9 tonnes to be removed off-site.</i></p> <p><i>The landowners are concerned that the reported permeable sandy soils could result in the transmission of nutrients into the groundwater. The DA report section 6.1 asserts that continuous pasture cover and plant uptake, together with groundwater depth combined with the site's sandy, well-drained soils and high-infiltration capacity still indicate an overall low risk of nutrient export to groundwater, by using the mitigation strategies in the plan. The DA report Appendix B Erosion Management Plan also asserts that the dune system has low water-holding capacity, moderate to high water repellence, and high susceptibility to wind erosion.</i></p> <p><i>The Water Licence contained in Appendix B states that the authorised taking of water for 9,900 kilolitres (kL) is for:</i></p> <ul style="list-style-type: none"> <li>• Domestic use;</li> <li>• Irrigation of 0.15ha of lawns and gardens;</li> </ul>	<p>The Shire would expect the Department of Water and Environmental Regulation (DWER) and/or the Department of Health to raise an issue with respect to potential risk to groundwater.</p> <p>Environmental impact as a result of water extraction is a matter for DWER, not local government.</p>
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	<ul style="list-style-type: none"> <li>• <i>1ha of pasture;</i></li> <li>• <i>Poultry purposes for egg production.</i></li> </ul> <p><i>Irrigation of 1ha of pasture and water use for 6,000 hens (estimated in the report at 200-600mL per day per bird) are interpreted to be supplied only from the on-site bore under the existing water licence. However, the report does not clearly confirm whether the water allocation is sustainable or whether it could lead to environmental impacts such as groundwater depletion or contamination.</i></p> <p><i>The landowners understand that if 1ha of pasture can be irrigated under the Water Licence, then the remainder 12.5 hectares cannot be irrigated. This raises concerns about how the poor, sandy soil conditions will sustain continuous pasture cover or nutrient uptake, and whether this could effectively prevent erosion. If there is limited water availability, this also increases the potential for dust management issues.</i></p> <p><i>The report states that 4.1 tonnes of manure deposited on-site annually but does not clearly demonstrate that this poses a low risk of nutrient leaching or groundwater contamination, beside relying on plant uptake and the depth to groundwater. While the proposed monitoring programme includes baseline soil sampling and testing every two years, the details are limited. Appendix H notes that water is sourced from an on-site bore, with annual testing of water quality, yet the proposed management measure is to undertake immediate action protocols for groundwater contamination, of which these protocols are not specified.</i></p> <p><i>The report is not clear whether groundwater quality baseline data is available or has been provided to the Shire. The DA report also does not clearly indicate what the current baseline soil sampling is. The report indicates that the rotation of grazing across paddocks will prevent erosion allowing recovery of the plant cover, to act as a biological buffer to nutrient uptake and retention. The application outlines response measures that paddocks would be rested for longer, which presumably leads to greater impacts on other utilised paddocks.</i></p>	
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	<p><i>The DA report notes that the Environmental Code of Practice for Poultry Farms in Western Australia recommends minimum buffer distances. One of the buffers include 50 m to water supply bores. Figure 4.3.1 shows the location of monitoring bores BW1 and BW2, but the report figure does not specify the setback between the paddock and the BW2 bore. The report simply states that the setbacks are achieved, without verifying this on the plans.</i></p> <p><b>Conclusion</b></p> <p><i>The matters discussed in this submission are legitimate planning concerns for the southern neighbour, including potential impacts associated with odour, waste, pest control and groundwater contamination. These matters are raised for the Shire's consideration to ensure that the proposal is minimising its potential impacts. The landowners' concerns align with stated policy objectives in the Shire of Gingin's Local Planning Scheme No 9, the EPA's GS3, and the quoted Environmental Code of Practice.</i></p> <p><i>The landowners are concerned about potential land use incompatibility, as the EPA's generic buffers may extend into both their Lot 5708 and surrounding landholdings, and if applying the 1,000 buffers, would overlap other properties. The proposal is considered to contain vague details, and the setbacks cannot be easily verified. The management plans contain information describing how the operator may manage impacts, but equally these documents do not appear to have baseline information or modelling to confirm that impacts are environmentally acceptable and contained within the site, and some management measures are also vaguely described.</i></p> <p><i>In summary, the landowners have immediate and long-term concerns that the proposal could result in amenity impacts and environmental risks that are inconsistent with the Shire's Scheme objectives of the 'General Rural' zone, particularly in relation to:</i></p> <ul style="list-style-type: none"> <li><i>The landowners are concerned that potential environmental impacts, potential overlapping of buffers</i></li> </ul>	
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		<p><i>into their land, potential risk of pests and groundwater contamination would have long-term detrimental impacts within the locality and their landholding.</i></p> <ul style="list-style-type: none"> <li><i>The management measures outline actions to control dust, pests, groundwater quality, and odour; however, no modelling or other quantifiable methods are provided to demonstrate their robustness, rigour, or effectiveness.</i></li> <li><i>It is difficult to determine the setbacks of the paddock from property boundaries.</i></li> <li><i>The landowners maintain that there could be odour and emission impacts associated with the poultry farm, as the DA report does not clearly present baseline or post-development data. Instead, it simply notes that the proposal is for a maximum of 6,000 birds and that 500m setbacks are suitable, noting one setback is 200m.</i></li> <li><i>By applying the EPA's Guidance Statement 3 (GS3) maximum buffer of 1,000 metres, this would extend beyond the boundaries of Lot 5707 and overlap with the landowners' Lot 5708 (and land to the west, north and east). The report does not clearly explain why the full 1,000-metre buffer is considered unnecessary, only stating that a 500-metre buffer is compliant without providing sufficient justification.</i></li> </ul> <p><i>The landowners are concerned that their Lot 5708 would be detrimentally impacted by this proposal and respectfully requests that the Shire refuse to grant development approval for the 'Animal Husbandry – Intensive' (Poultry Farm).</i></p>	
7.	Ratepayer	<p>The submitter <b>does not support</b> the application and provides the following general comment:</p> <p><i>Do not want a Poultry Farm as it neighbours our blocks, the smell and the flies would be unbearable. We intend on doing tourism on our blocks in the near future this would really impact our plans. We do not support this proposed Poultry Farm.</i></p>	<p>Noted. Refer to officer report in relation to amenity impacts.</p> <p>'Potential' future developments and/or 'intentions' are not a legitimate consideration in the planning assessment, but rather the surrounds as they stand at the time of the assessment.</p>
8.	Ratepayer	<p>The submitter <b>does not support</b> the application and provides the following general comment:</p>	

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**APPENDIX 14.1.6**

	<p><i>Do not want this to take place as it neighbours onto both our blocks, we intend on living there and also doing a tourism based business and doing chalets and glamping in the near future. This would cause a big smell and a lot more flies. We do not support this poultry farm.</i></p>	<p>'Potential' future developments and/or 'intentions' are not a legitimate consideration in the planning assessment, but rather the surrounds as they stand at the time of the assessment.</p> <p>Noted. Refer to officer report in relation to amenity impacts.</p>
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## 15 REPORTS - OPERATIONS AND ASSETS

### 15.1 PROPOSED RELOCATION OF 50KM/H SPEED ZONE SIGN - OLD MOOLIABEENEE ROAD

File	RDS/66
Author	Becky Dorloff - EA to Executive Manager Operations and Assets
Reporting Officer	Ruth March - Executive Manager Operations and Assets
Refer	NIL
Appendices	1. Old Mooliabeenee RD 50 Zone relocation [ <b>15.1.1</b> - 1 page]

#### DISCLOSURES OF INTEREST

Nil

#### PURPOSE

To seek Council approval to relocate the existing 50 km/h speed zone sign on Old Mooliabeenee Road so that the reduced speed zone extends past the entrance to the Eco Village.

#### BACKGROUND

Old Mooliabeenee Road services a mix of rural residential properties and the Eco Village development, which generates regular vehicle, pedestrian and cyclist movements. The current 50 km/h speed zone terminates prior to the Eco Village entrance, resulting in an increase to a higher speed environment at a point where turning movements and vulnerable road users are most prevalent.

Concerns have been raised regarding vehicle speeds in the vicinity of the Eco Village entrance and the potential safety risk associated with vehicles accelerating immediately before and after the access point.

#### COMMENT

The proposed relocation of the 50 km/h speed zone sign would extend the reduced speed environment beyond the Eco Village entrance, providing a more consistent and safer transition for vehicles entering and exiting the development. (see attachment in appendix).

Extending the lower speed zone is expected to:

- Improve safety outcomes for residents, visitors, pedestrians and cyclists;
- Reduce the risk of rear-end and turning-related crashes at the Eco Village access;
- Improve driver expectation and consistency along this section of Old Mooliabeenee Road; and
- Align with road safety principles that support reduced speeds in areas of increased access density and mixed road use.

Implementation of the proposed change would be subject to endorsement by Main Roads Western Australia (MRWA), as the responsible authority for speed zoning and signage.

Direct consultation is not considered necessary for this minor traffic management change. However, this has been discussed with Eco Village owners.

#### **RISK IMPLICATIONS**

Failure to address speed management near the Eco Village entrance may increase the risk of traffic incidents involving vehicles and vulnerable road users. Relocating the speed zone sign is a low-risk, proactive safety measure.

#### **STATUTORY/LOCAL LAW IMPLICATIONS**

MRWA is the approving authority for speed zones and associated signage. Any changes must comply with relevant legislation, guidelines and approval processes.

MRWA require endorsement by local governments prior to considering and making the changes.

#### **POLICY IMPLICATIONS**

Nil.

#### **BUDGET IMPLICATIONS**

The cost associated with relocating the 50 km/h speed zone sign is expected to be minimal and can be accommodated within the existing operational roads maintenance budget.

**STRATEGIC IMPLICATIONS**

The proposal supports Council’s commitment to road safety and aligns with objectives to provide safe and accessible road networks for all users.

Shire of Gingin Strategic Community Plan 2024-2034

<b>Aspiration</b>	3. Planning & Sustainability - Plan for Future Generations
<b>Strategic Objective</b>	2.1 Community Safety & Support - Provide support and advocacy to residents and visitors so that they feel safe and secure at home and in the outdoor environment.

**VOTING REQUIREMENTS - SIMPLE MAJORITY**

**COUNCIL RESOLUTION/OFFICER RECOMMENDATION**

**MOVED:** Councillor Woods      **SECONDED:** Councillor Kestel

**That Council:**

1. Support the relocation of the 50 km/h speed zone sign on Old Mooliabeenee Road to extend the reduced speed zone past the entrance to the Eco Village; and
2. Authorise the Chief Executive Officer to seek approval from Main Roads Western Australia and arrange installation subject to that approval.

**CARRIED UNANIMOUSLY  
9 / 0**

**FOR:** *Councillor Balcombe, Councillor Hyne, Councillor Kestel, Councillor Peczka, Councillor Stewart, Councillor Vis, Councillor Weeks, Councillor Wilkie and Councillor Woods*

**AGAINST:** *Nil*



## 15.2 LANCELIN COASTAL EROSION UPDATE

File	ENV/17
Author	Becky Dorloff - EA to Executive Manager Operations and Assets
Reporting Officer	Ruth March - Executive Manager Operations and Assets
Refer	NIL
Appendices	Nil

### DISCLOSURES OF INTEREST

Nil

### PURPOSE

To seek Council approval to fund a formal design process in relation to a temporary rock bag mitigation measure.

### BACKGROUND

During 2025, the north end of Lancelin near the Lancelin Sands Hotel experienced an accelerate of coastal erosion leading to the loss of 30+ metres of foredune.

Between August and October 2025, the Shire undertook works in the area to protect against further erosion impacts. Initially the Shire utilised rock bags to offer a protective barrier for a couple of weeks to prevent the erosion from reaching the hotel's foundations before undertaking grant funded sand renourishment works.

The rock bag installations were implemented under short-term conditions and constrained by timing, tidal cycles and limited scope. These measures provided only brief protection and, in some instances, contributed to localised scour and erosion around the installation.

The renourishment process involved moving 7,000 cubic metres (around three Olympic swimming pools) of beach sand from North of the Lancelin Lookout carpark to the area immediately in front of the hotel/caravan park using moxy trucks. Here it was compacted and shaped to a dune with sloping sides. The dune is specifically designed to minimise erosion scarping, but some redistribution of dune sand is inevitable as the beach profile readjusts to a more natural shape. This sand is not lost and continues to act as a buffer during storms.

The solution is designed to provide a sacrificial buffer during late storm events, but its lifetime is uncertain. It is likely to need renourishing within 6-12 months. The lifespan of sand nourishment depends on the actual weather and coastal processes experienced. The coastal erosion at the hotel/caravan park site is being monitored on a regular basis by the Shire and in conjunction with the Department of Transport (DoT).

Additionally, coastal surveys at six key locations along the coastline has also commenced which will provide key data for future coastal adaptation measures. The first survey was undertaken in October 2025, and the next survey is planned for April 2026.

### **COMMENT**

Coastal erosion continues to impact the foreshore area adjacent to the Lancelin Sands Hotel, with storm events and elevated tidal conditions contributing to dune instability and a reduced buffer between the coastline and existing development.

The nourishment work is performing as expected, however, the current rate of erosion may have the lifespan at six months not twelve months or more, which will again put the built infrastructure foundations at risk.

The 2026-27 CoastWA Grants opens February 2026 and closes early April 2026, which will likely mean funding won't be available to use until at least late August 2026. Coastal Adaptation and Protection (CAP) grant funding can be used for sand renourishment with a 50% co-contribution and the administration plans to apply for funding in this area as opposed to Grace Darling as part of the 2026-2027 process, given Grace Darling has remained stable compared to the northern areas.

However, the administration recognises that at the current rate of erosion there is a high probability that the current dune will erode before extra funds are received to renourish it. Whilst the Shire was able to implement a very short-term solution with rock bags in 2025, this was not designed with clear parameters and objectives or clear technical specifications. If the Shire is considering further utilising the rock bags as a short term protection measure should the erosion speed surpass the renourishment speed, then it is recommended that a formal design and construct document is developed prior to any further use is considered.

Rock bag wall systems can provide dune toe stabilisation and wave energy dissipation when appropriately designed and located. An investigation would assess whether such a solution could be suitable at this site and for how long, having regard to local coastal processes and the intent of the CHRMAP.

This investigation would not authorise construction but would provide the Shire with the technical basis required to determine whether such a solution is appropriate should an emergency response become necessary.

## **RISK IMPLICATIONS**

Undertaking the investigation/design process does not tie the Shire to a course of action but it does create a reputational risk by acknowledging a design exists should the Shire choose not to act.

Not investigating/designing an appropriate wave dissipation option means the Shire has no plan B should the renourishment not keep up with erosion, whilst the Shire is not mandated to act, it may be expected as the erosion approaches built infrastructure foundations and this may again cause reputational risk.

## **STATUTORY/LOCAL LAW IMPLICATIONS**

Any coastal protection works would require assessment and approval from relevant State agencies, including the Department of Planning, Lands and Heritage (DPLH) and the Department of Water and Environmental Regulation (DWER). All investigations and any subsequent works must comply with State Coastal Planning Policy and relevant environmental legislation.

## **POLICY IMPLICATIONS**

In 2019, the Shire adopted CHRMAP, which is currently undergoing a review and update process. Generally, the CHRMAP recognises that, where retreat or avoidance is not immediately feasible, interim protection measures may be considered to manage erosion risk while other adaptation pathways are explored. In this context, a rock bag wall design is consistent with the current CHRMAP.

## **BUDGET IMPLICATIONS**

With the works on the Hinchcliffe Hill and the Dune Management works in this area, the Shire has expended around \$322K of its \$390K budget for works in this area, with a further \$35,000 committed. It is expected that more maintenance works will occur over the next few months. However, there is about \$40,000 remaining to cover any additional maintenance works plus design works.

As such with the expected design costs being around \$20K, it is likely that the allocation towards this area is sufficient.

**STRATEGIC IMPLICATIONS**

The proposal aligns with a strategic shift towards some form of protectionary measures to preserve built infrastructure.

Shire of Gingin Strategic Community Plan 2024-2034

<b>Aspiration</b>	3. Planning & Sustainability - Plan for Future Generations
<b>Strategic Objective</b>	3.2 Preservation & Management of Endangered Habitats and Coastal and Inland Reserves - Sustainable policy/actions supporting preservation activities.

**VOTING REQUIREMENTS - SIMPLE MAJORITY**

**COUNCIL RESOLUTION/OFFICER RECOMMENDATION**

**MOVED:** Councillor Weeks      **SECONDED:** Councillor Vis

**That Council:**

Approve the CEO to undertake a detailed design and documentation process for a temporary rock bag wall solution that may be able to be utilised by the Shire should an emergency need arise in the future.

**CARRIED UNANIMOUSLY  
9 / 0**

**FOR:**            *Councillor Balcombe, Councillor Hyne, Councillor Kestel, Councillor Peczka, Councillor Stewart, Councillor Vis, Councillor Weeks, Councillor Wilkie and Councillor Woods*

**AGAINST:**    *Nil*

## 16 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

### 16.1 CR STEWART - MOTION REGARDING ANNUAL ELECTORS' MEETING

File	GOV/19; GOV/6-11
Author	Scott Wildgoose - Chief Executive Officer
Reporting Officer	Scott Wildgoose - Chief Executive Officer
Refer	Nil
Appendices	Nil

### DISCLOSURES OF INTEREST

Nil

### PURPOSE

To address a Motion submitted by Cr Stewart in relation to the Annual Electors' Meeting

### COUNCILLOR MOTION

1. That the Chief Executive Officer provide all of council with access to the audio recording of the annual electors meeting that was held on Tuesday 3 Feb 2026;
2. The recording is to be provided to council within 48 hours of the outcome of this motion; and
3. The confirmation of minutes for the Annual Electors Meeting is to be deferred until the next March OCM to ensure council has time to listen to the audio recording before verifying the minutes.

### REASON FOR THE MOTION

Minutes have been released for the meeting and Council is required to verify the minutes. For the purpose of elected members ensuring the accuracy of the minutes comparable to the official meeting records, it is important that we have been provided with all relevant information to perform our function and make informed decisions.

Require Council to be provided with the information to perform our function in the same manner that we are able to access all other meeting audio recordings before verifying the minutes.

## **OFFICER COMMENT**

Cr Stewart is incorrect in his assertion that Council is required to verify the minutes of the Annual Electors Meeting.

Section 5.32 of the *Local Government Act 1995* (the Act) states:

The CEO is to –

- (a) cause minutes of the proceedings at an electors' meeting to be kept and preserved; and
- (b) ensure that copies of the minutes are made available for inspection by members of the public before the council meeting at which decisions made at the electors' meeting are first considered.

This section of the Act does not place any requirement or function upon Council to verify or confirm the minutes, in fact it makes it clear that the public are the ones who inspect the minutes and Council essentially only have a role to play in relation to considering reports provided in response to carried motions.

Section 5.22 (2) of the Act also states that “the minutes of a meeting of a council or a committee are to be submitted to the next ordinary meeting of the council or the committee, as the case requires, for confirmation”. The Annual Electors Meeting is not a meeting of Council or a Committee of Council and as such the minutes do not need to be confirmed by Council.

As such the officer is unsure as to what function Cr Stewart wishes to perform that would require access to an internal minute taking recording. The Act clearly assumes the public will scrutinise any motions prior to them being presented to Council for a decision, so it seems counter to the intent of the legislation for Council to intervene.

If the governance team had just made handwritten notes of the meeting to inform their typing up of the minutes it would be highly unusual for Council to request their handwritten notes, thus it can be inferred that it is unusual to request the audio when the only function of the audio was to assist the minute taker so they did not need to hand write everything.

One could argue that Council seeking to intervene in a function that is clearly aligned to the CEO in the Act, would actually contravene the legislation in that Council is not having due regard and respect for the separation of Council's governing role and the CEO's executive role.

It is also worth noting that the CEO is the custodian of the organisations information and a Council Member accessing the information needs to align the request to their function under the Act, so essentially Cr Stewart is moving a motion to request Council have access to information that does not align to a function Council needs to perform, which again seems counter to the legislation.

As such the motion can be complied with if resolved by Council but would generally represent a poor governance outcome and Council support for an unusual motion that seeks to engage Council in the administration function

Recognising that part eight of this meeting agenda only asked Council to note the minutes and that the carried motions would be presented to the March Ordinary Council Meeting.

#### **RISK IMPLICATIONS**

The risk associated with supporting this motion is that it represents poor governance practices.

#### **STATUTORY/LOCAL LAW IMPLICATIONS**

*Local Government Act 1995* Section 5.32 and 5.22

#### **POLICY IMPLICATIONS**

N/A

#### **BUDGET IMPLICATIONS**

Nil

#### **STRATEGIC IMPLICATIONS**

Nil

#### **VOTING REQUIREMENTS - SIMPLE MAJORITY**

##### **COUNCILLOR MOTION**

MOVED: Councillor Stewart      SECONDED: Councillor Wilkie

That Council:

1. That the Chief Executive Officer provide all of Council with access to the audio recording of the annual electors meeting that was held on Tuesday 3 Feb 2026;
2. The recording is to be provided to Council within 48 hours of the outcome of this motion; and
3. The confirmation of minutes for the Annual Electors Meeting is to be deferred until the next March OCM to ensure council has time to listen to the audio recording before verifying the minutes.

Cr Stewart amended his Motion with the consent of the Seconder.

Reason for Amendment to remove Part 3

The reason is that the CEO's report provided recent advice that Council is not required to endorse minutes from an electors meeting.

**SUBSTANTIVE MOTION WITH AMENDMENT**

**MOVED: Councillor Stewart      SECONDED: Councillor Wilkie**

**That Council:**

- 1. That the Chief Executive Officer provide all of Council with access to the audio recording of the annual electors meeting that was held on Tuesday 3 Feb 2026;**
- 2. The recording is to be provided to Council within 48 hours of the outcome of this motion.**

**LOST  
4 / 5**

**FOR:** *Councillor Peczka, Councillor Stewart, Councillor Weeks and Councillor Wilkie*

**AGAINST:** *Councillor Balcombe, Councillor Hyne, Councillor Kestel, Councillor Vis and Councillor Woods*

## **17 COUNCILLORS' OFFICIAL REPORTS**

### **17.1 Cr Wilkie**

4 February 2026 I've completed my final training with WALGA.

26 January 2026 Attended the Yokai Australia Day celebrations in Sister Kate's children's home where Jim Morrison received the Order of Australia for his work with the Stolen Generation it was quite a privilege to be there.

I attended the seismic activities around the Mogumber Mission with the Yued.

### **17.2 Cr Peczka**

Friday 23 January 2026 – attended Chamber of Arts and Culture Western Australia (DADAA) 2026 Life's a Beach Art Show hosted at the Wangaree Centre Lancelin. 131 articles were on display - excellent pieces and had to be quick to purchase. Congratulations to DADAA for their excellent presentation of various art works enjoyed by a healthy number of attendees.

Saturday 24 January 2026 - attended the Guilderton Community Association AGM at Guilderton.

Various Reports received from the Moore Catchment Group, Moore Library Group, Moore Music Group and Silver Creek Boardwalk Working Group. Unfortunately, I left the Meeting at General Business time for a Fire and Rescue Emergency on Indian Ocean Drive north of Lancelin Road and Indian Ocean Drive.

Monday 26 January 2026 - attended Shire of Gingin Australia Day Celebrations at Neergabby. Fantastic day, great turnout by Shire Residents. Excellent response by the Neergabby Community Association to host this wonderful event. Congratulations to all Nominees and to the Winners of each category and the wonderful organisation by the Shire of Gingin Staff.

Wednesday 11 February 2026 - attended the Lower Coastal Neighbourhood Watch Group Meeting at Ledge Point Country Club. Appreciation was extended to the Shire of Gingin for their continued accommodation for extra Police Staff during the Holiday Periods. Sergeant Michael Paterson OIC Lancelin Police Station provided the audience with summary events relating to Missing Persons during the Christmas - New Year Holiday period. Sergeant Paterson provided summary presentations on Drugs and Alcohol as well as promoting Local Volunteers for our various Emergency Services within the Shire. A very busy period for WA Police on the Coastal strip of the Shire of Gingin.

**18 NEW BUSINESS OF AN URGENT NATURE**

Nil

**19 MATTERS FOR WHICH MEETING IS TO BE CLOSED TO THE PUBLIC**

**COUNCIL RESOLUTION/OFFICER RECOMMENDATION**

**MOVED: Councillor Weeks      SECONDED: Councillor Woods**

**That Council move into a Confidential Session to discuss Items 19.1, 19.2 and 19.3**

**CARRIED UNANIMOUSLY  
9 / 0**

**FOR:**            *Councillor Balcombe, Councillor Hyne, Councillor Kestel, Councillor Peczka,  
Councillor Stewart, Councillor Vis, Councillor Weeks, Councillor Wilkie and  
Councillor Woods*

**AGAINST:**    *Nil*

*The meeting was closed to the public and all members of the public present in the  
Gallery, left Council Chambers at 7:11 pm.*

*Executive Manager Regulatory and Development Services left the meeting at 7:12 pm.*

**19.1 ASSIGNMENT OF LEASE - LOTS 31 AND 762 (RESERVE 21760) HOPKINS STREET, LANCELIN**

File	CPT/25
Author	Rachael Wright - Executive Manager Corporate Services
Reporting Officer	Rachael Wright - Executive Manager Corporate Services
Refer	Ordinary Council Meeting - 21 October 2025 - Assignment of Lease - Lots 31 & 762 (Reserve 21760) Hopkins Street, Lancelin
Appendices	1. OCM 20251021 Item 21 1 [19.1.1 - 1 page]

**Reasons for Confidentiality**

This report is confidential in accordance with Section 5.23(4) of the *Local Government Act 1995* which permits the meeting to be closed to the public for business relating to the following:

- b. information relating to the personal affairs of an individual;

**DISCLOSURES OF INTEREST**

Nil

**COUNCIL RESOLUTION/OFFICER RECOMMENDATION**

**MOVED: Councillor Weeks      SECONDED: Councillor Vis**

**That Council:**

1. Acknowledge the assignment of lease from the existing tenant to the incoming operator as endorsed by Council at its Ordinary Council Meeting on 21 October 2025 (Item 21.1) will not proceed;
2. Rescind the decision to assign the lease from the existing operator to the incoming tenant, as resolved at the Ordinary Council Meeting of 21 October 2025 (Item 21.1); and
3. Note any future lease assignment proposals will be presented to Council at the appropriate time for consideration.

**CARRIED UNANIMOUSLY  
9 / 0**

**FOR:** *Councillor Balcombe, Councillor Hyne, Councillor Kestel, Councillor Peczka, Councillor Stewart, Councillor Vis, Councillor Weeks, Councillor Wilkie and Councillor Woods*

**AGAINST:** *Nil*

## 19.2 LEGAL REPRESENTATION COSTS FOR COUNCIL MEMBER

File	GOV/6-11
Author	Scott Wildgoose - Chief Executive Officer
Reporting Officer	Scott Wildgoose - Chief Executive Officer
Refer	Nil
Appendices	1. Current Policy 1_45 Legal Representation for Crs__ Employees [19.2.1 - 5 pages]

### Reasons for Confidentiality

This report is confidential in accordance with Section 5.23(4) of the *Local Government Act 1995* which permits the meeting to be closed to the public for business relating to the following:

- b. information relating to the personal affairs of an individual;

### **DISCLOSURES OF INTEREST**

Councillor Balcombe disclosed a financial interest to Item 19.2 as this relates to legal representation against her husband which could/will have a financial effect on her. *Councillor Balcombe left the meeting at 7:14 pm.*

Councillor Stewart handed the CEO a financial disclosure of interest in relation to Item 19.2. This item has a direct financial impact on him if financial services are provided to cover legal costs. *Councillor Stewart left the meeting at 7:14 pm.*

*Councillor Peczka (Deputy President) assumed the Chair at 7:14 pm.*

*Executive Manager Regulatory and Development Services returned to the meeting at 7:14 pm.*

**COUNCILLOR RECOMMENDATION**

**MOVED: Councillor Weeks      SECONDED: Councillor Wilkie**

**That Council:**

1. To approve, pursuant to Policy 1.45 – Legal Representation for Council Members and Employees, the payment of reasonable legal representation costs for Cr Stewart, for:
2.
  - a. Legal advice prior to hearing, and
  - b. Legal representation at the Restraining Order Final Order Hearing listed for 10 June 2026 at the Magistrates Court of Western Australia, in relation to restraining order proceedings against Mr Steve Balcombe, which have been objected to and are now proceeding to a final hearing.

**AMENDMENT MOTION**

**MOVED: Councillor Weeks      SECONDED: Councillor Wilkie**

**That Council add a condition to pay all reasonable legal representational costs for Councillor Stewart up to a total of \$10,000 including GST for legal costs and representation.**

**LOST  
3 / 4**

**FOR:**      *Councillor Peczka, Councillor Weeks and Councillor Wilkie*

**AGAINST:**      *Councillor Hyne, Councillor Kestel, Councillor Vis and Councillor Woods*

**PROCEDURAL MOTION**

**MOVED:** Councillor Kestel      **SECONDED:** Councillor Weeks

That Council resolve to defer to the next Ordinary Council Meeting on 17 March 2026.

**CARRIED UNANIMOUSLY**  
**7 / 0**

**FOR:**            *Councillor Hyne, Councillor Kestel, Councillor Peczka, Councillor Vis,  
Councillor Weeks, Councillor Wilkie and Councillor Woods*

**AGAINST:**    *Nil*

Reason for Motion

To give the CEO time to request independent advice regarding suitable conditions if Council was to approve, and report back. The report should include details around repayment of amount and legal costs on conditions and costs.

### 19.3 CODE OF CONDUCT BEHAVIOUR COMPLAINT

File	GOV/10-1; GOV/6-3
Author	Scott Wildgoose - Chief Executive Officer
Reporting Officer	Scott Wildgoose - Chief Executive Officer
Refer	Nil
Appendices	<ol style="list-style-type: none"> <li>1. Letter to Shire of Gingin (16.02.2026) [19.3.1 - 8 pages]</li> <li>2. Response Letter 15 Jan 2026 [19.3.2 - 1 page]</li> <li>3. IC P 270450 - Complaint Form [19.3.3 - 13 pages]</li> <li>4. Current Policy 1_42 Code of Conduct Behaviour Complaints Management [19.3.4 - 11 pages]</li> </ol>

#### Reasons for Confidentiality

This report is confidential in accordance with Section 5.23(2) of the *Local Government Act 1995* and reg. 4A of the *Local Government (Administration) Regulations 1996* which permits the meeting to be closed to the public for business relating to the following:

- r4A(b) a complaint that alleges a behavioural breach under the local government's adopted code of conduct (as defined in section 8A.2(1)) and any information relating to the complaint;

#### DISCLOSURES OF INTEREST

*Councillor Stewart returned to the meeting at 7:51 pm.*

Written disclosure submitted prior to Item 19.3.

Cr Stewart stated he has made several enquiries to the CEO regarding the conduct and recordings for this item.

*In accordance with the requirements of Local Government (Administration) Regulations 1996 reg4A(b) the Complainant left the meeting at 7:52 pm.*

*In accordance with the requirements of Local Government (Administration) Regulations 1996 reg4A(b) the Respondent had already left the meeting at 7:14 pm*

**OFFICER RECOMMENDATION**

**MOVED:** Councillor Stewart      **SECONDED:** Councillor Weeks

That Council resolve that:

1. The alleged breach by the Respondent in respect of clause 8(2)(b) of the Code of Conduct did not occur; and
2. The alleged breach by the Respondent in respect of clause 10(d) of the Code of Conduct did occur by reason of the Respondent's non-compliance with clause 7.12 of the Meeting Procedures Local Law in respect of the third ground of the Complaint but it was procedural in nature and warrants no further action in respect of the breach.

**AMENDMENT MOTION**

**MOVED:** Councillor Stewart      **SECONDED:**

That Council resolve that the alleged breach by the Respondent in respect of clause 8(2)(b) of the Code of Conduct did occur.

**LAPSED FOR WANT OF SECONDER**

**PROCEDURAL MOTION**

**MOVED:** Councillor Vis      **SECONDED:** Councillor Weeks

That Council resolve to defer to the next Ordinary Council Meeting on 17 March 2026.

**LOST  
2 / 5**

**FOR:**      *Councillor Vis and Councillor Weeks*

**AGAINST:**      *Councillor Hyne, Councillor Kestel, Councillor Peczka, Councillor Stewart and Councillor Woods*

**COUNCIL RESOLUTION**

**MOVED:** Councillor Stewart      **SECONDED:** Councillor Weeks

That Council resolve that:

1. The alleged breach by the Respondent in respect of clause 8(2)(b) of the Code of Conduct did not occur; and
2. The alleged breach by the Respondent in respect of clause 10(d) of the Code of Conduct did occur by reason of the Respondent's non-compliance with clause 7.12 of the Meeting Procedures Local Law in respect of the third ground of the Complaint but it was procedural in nature and warrants no further action in respect of the breach.

CARRIED  
6 / 1

**FOR:** *Councillor Hyne, Councillor Kestel, Councillor Peczka, Councillor Vis,  
Councillor Weeks and Councillor Woods*

**AGAINST:** *Councillor Stewart*

**COUNCIL RESOLUTION/OFFICER RECOMMENDATION**

**MOVED:** Councillor Weeks      **SECONDED:** Councillor Woods

**That the meeting be re-opened to the public.**

**CARRIED UNANIMOUSLY  
7 / 0**

**FOR:**      *Councillor Hyne, Councillor Kestel, Councillor Peczka, Councillor Stewart,  
Councillor Vis, Councillor Weeks and Councillor Woods*

**AGAINST:** *Nil*

*In accordance with the requirements of Local Government Act 1995 S.5.105(4), the Complainant and the Respondent returned to the meeting at 8:21 pm.*

*The meeting re-opened to the public at 8:21 pm. 11 members of the public returned to the Gallery and were advised of Council's decision in relation to items 19.1, 19.2 and 19.3.*

Councillor Balcombe resumed the Chair at 8:24 pm.

## 20 CLOSURE

There being no further business, the President declared the meeting closed at 8:24 pm.

The next Ordinary Council Meeting will be held in Council Chambers at the Shire of Gingin Administration Centre, 7 Brockman Street, Gingin on 17 March 2026 commencing at 6:00pm.