



SHIRE OF
HARVEY



Agenda Briefing Session **Agenda**

**Harvey Council Chambers
Tuesday, 17 February 2026
4PM**

**Shire of Harvey
Agenda Briefing Session**

Dear Councillor,

Notice is hereby given that the next meeting of the Harvey Shire Council will be held in the Harvey Council Chambers, Young Street, Harvey, on Tuesday, 17 February 2026 commencing at 4pm.

The business to be transacted is shown in the Agenda hereunder.

Yours faithfully,



**Annie Riordan
Chief Executive Officer**

13 February 2026.

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1. Official Opening

Disclaimer

Agenda Briefing Sessions are used to inform Councillors on the items of business to be presented and discussed at the forthcoming Ordinary Council meeting.

These meetings are open to members of the public who may request to present a deputation to Council relating to an item on the Agenda.

No decisions are made at these meetings, although Councillors can request additional information or alternative wording be provided, to allow for motions to be prepared for consideration at the forthcoming Ordinary Council meeting.

Any statement regarding any planning or development application made during an Agenda Briefing Session, is not to be taken as notice of approval. Anyone who has an application lodged with the Shire must obtain, and should only rely on, written confirmation of the outcome of the application and any conditions attached to the decision made by Council.

An audio and visual record will be made, by means of livestreaming, of these proceedings and uploaded to the Shire's YouTube page for viewing.

Acknowledgement of Country

The Shire of Harvey acknowledges the traditional custodians of the land and their continuing connection to the land, waters and community. We pay our respects to all members of the Aboriginal communities, their cultures, and to Elders past, present and emerging.

2. Record of Apologies and Leave of Absence

Apologies

Nil.

Leave of Absence

Cr. Holly.

3. Declarations of Members' and Officers' Personal Interest

Nil.

4. Deputations

Mr. Ken Hart will address Council in relation to the Brunswick River Cottages Notice of Motion from Cr. Carbone as listed in Item 6 of this Agenda.

5. Officer's Reports

5.1. Chief Executive Officer

Item No.:	5.1.1.
Subject:	Lease Agreement – Brunswick Tennis Club
Proponent:	Shire of Harvey
Location:	Ridley Street, Brunswick
Reporting Officer:	Contract Administration Officer
Authorising Officer:	Chief Executive Officer
File No.:	C051/00018
Attachments:	1. Lease Agreement Brunswick Tennis Club [5.1.1.1 - 43 pages]

Summary

Lot 7 on Plan P026176 located on Ridley Street in Brunswick and known as the Brunswick Recreation Ground, is a freehold property owned by the Shire of Harvey (Shire). A portion of this land (Premises) is occupied by the Brunswick Tennis Club Incorporated (Club), which operates tennis courts and a clubhouse on site.

The Club has historically occupied the site without a formal tenure agreement in place dating back to the 1970s.

A Lease Agreement (Lease) has been drafted for consideration by the Council which seeks to formalise the Club's ongoing occupancy of the Premises, tennis courts and associated facilities.

Council is now requested to consider endorsing a new Lease Agreement for the Premises with the Club (refer **Attachment 1**) and to authorise the Chief Executive Officer (CEO) to execute the Lease.

The Lease has been prepared in accordance with the Community Lease Policy – 1.1.13 (Policy) found in attachment 1B located within **Attachment 1** and includes additional provisions to ensure clarity around responsibilities.

Background

The Club has operated from the site since the 1970s under informal arrangements, without a formal lease or licence agreement with the Shire.

In 2023, the Shire prepared a licence agreement to formalise the Club's tenure over the premises. During this process, the Club raised concerns about the condition of the playing surface and subsequently engaged a contractor to commence refurbishment works. Recognising the importance of the facility to the community and the opportunity to achieve a high-quality outcome, the Shire assumed responsibility for completing the project. The refurbishment works are now completed.

The Club provides seasonal programs from October to April each year and continues to maintain strong junior and senior participation, serving as a valued recreational outlet for the Brunswick community. The facility experiences significant community use throughout the tennis season, supporting both organised Club activities and casual play. It attracts players of all ages and abilities, providing an important recreational and social hub for the Brunswick community. The courts are also regularly utilised for coaching, social matches, and community events, highlighting their ongoing value as a well-used and much-loved local asset.

To support the Club's ongoing operations and ensure its readiness for the upcoming season, a Lease Agreement was prepared for Council's consideration.

The draft Lease was presented to Council at its Ordinary Council Meeting held on Tuesday, 25 November 2025. At that meeting, Cr. Carbone proposed an alternative motion to defer consideration of the Lease to the Ordinary Council Meeting scheduled for Tuesday, 24 February 2026, and to request that the Chief Executive Officer exercise delegated authority to issue an interim licence to the Club for the use of the courts during the intervening period. The motion was carried unanimously.

Comment

The Club has had a long-standing presence at the Brunswick Recreation Ground, contributing to community engagement and recreational activity in the area, the absence of a formal tenure agreement has historically created uncertainty around the responsibilities for maintenance, upgrades, and access.

The recommended lease term is five years, with an option to renew for a further five years, providing both stability for the Club and flexibility for future planning.

In accordance with Council's resolution, Officers executed a Licence Agreement with the Club which is due to expire in May 2026. Endorsing the Lease will allow for continuity and compliance throughout the administrative period required for formalising the Lease.

The Lease Agreement aligns with Shire Policy (Attachment B located within **Attachment 1**). It includes specific provisions to support a positive, long-term partnership between the Shire and the Tennis Club to provide clarity regarding the occupation, management and ongoing use of the facility.

Additional Provisions

The Shire utilises a standard lease template that incorporates the Policy (Attachment B located within **Attachment 1**) as the basis all Shire leases (Standard Lease Terms).

On occasion, it is necessary to adjust these Standard Lease Terms. Sometimes Council considers additional requests, or community groups request variations themselves. In other cases, the standard terms are not appropriate for the intended function of the lease, and Shire Officers may recommend alternative terms due to maintenance or operational requirements. To do this the Shire uses a clause in the Standard Lease Terms titled "Additional Provisions" (refer **Attachment 1** Clause 16.6 Additional provisions). By adding new provisions or clarifications on existing provisions under this clause, the Shire can adjust the Standard Lease Terms without requiring a complete redrafting. The Tennis Club provided in principle support for the draft Lease via email Friday, 6 February 2026.

The Shire has included several Additional Provisions in the Lease (refer **Attachment 1** Item 11). These are summarised below:

- An Additional Provision has been included regarding insurance, which clarifies that the Shire will insure the buildings, improvements, and fixtures on the Premises for their full replacement value. However, the Shire is not required to reinstate the Premises after there is damage or destruction. It also requires the Lessee to reimburse the Shire for insurance premiums and certain excess charges, except for malicious or storm damage.

This provision ensures that the Shire maintains control over the insurance of its assets while clearly defining financial responsibilities. By requiring the Tennis Club to reimburse insurance costs (excluding malicious or storm-related damage), the provision promotes fairness and accountability without placing undue risk on either party. It also protects the Shire from an obligation to rebuild after significant loss, which is consistent with prudent asset management practices and gives the Council the ability to consider its options if this were to occur.

- An Additional Provision has been included regarding maintenance which clarifies that the Tennis Club is responsible for all maintenance, repair, and upkeep of the courts, grounds, and associated facilities at its own cost. Further, the Provision states all work must comply with

relevant laws, standards, and the Shire's policies. The Shire also reserves the right to require certain work to be done to ensure proper upkeep.

This provision ensures that the Tennis Club maintains the Premises to an appropriate standard while protecting the Shire from ongoing maintenance costs. It reinforces compliance with legal and policy requirements, supporting the sustainable use and management of this community asset.

- An Additional Provision has been included regarding shared use and ensures that the Tennis Club allows other user groups to use the Premises as long as some minimum conditions are met (Insurance) and enables the Tennis Club to charge a hiring fee.

This provision encourages inclusive and equitable community use of the facility while maintaining appropriate risk management through insurance requirements. It also allows the Lessee to recover reasonable costs associated with this shared use.

- An Additional Provision has been included regarding states of emergency which confirms the Tennis Club's responsibility to follow any directions given by appropriate government authorities.

This provision reiterates that the Tennis Club's operations are to remain compliant with emergency management directions and alignment with protocols during emergency situations.

Statutory/Policy Environment

Local Government Act 1995:

- Section 3.58 – refers to the disposal of property, including leasing.

Local Government (Functions and General) Regulations 1996:

- Clause 30 (2)(b) – refers to the property disposals that are exempt from 3.58 of the Act.

Council Policy 1.1.13 – Community Lease Policy:

- This Policy provides an outline of standard lease provisions and guiding principles for the lease of Reserves or facilities vested in the Shire of Harvey to bodies exempt from the requirement of Section 3.58 of the *Local Government Act 1995*.

Council Policy 1.1.2 – Common Seal:

- This Policy provides for the execution of legal documents that require the affixing of the Shire Common Seal.

The Department of Local Government, Industry Regulation and Safety is currently undertaking Local Government Reform to ensure good record keeping and public visibility. As part of these reforms, it is intended that information regarding Shire leases be made public in the form of an online register.

Strategic Framework

The Shire's Council Plan 2025–2035, states:

<i>Pillar 1 – People:</i>	A safe, accessible and connected community where everyone has the opportunity to contribute and belong.
<i>Objective 5:</i>	Ensure equitable access to local services, facilities and places.

- Pillar 5 – Performance:* A representative leadership that is future thinking, transparent and accountable.
- Objective 21:* Continue to deliver proactive and responsible leadership and governance.
- Objective 22:* Continue to deliver customer-centred service, communication and engagement.
- Objective 23:* Build partnerships and work collaboratively to amplify positive outcomes that can be achieved.

Community Engagement

Community Participation Goal

Consult: To provide the public with feedback on analysis, alternatives, or decisions.

Consultation and negotiation were undertaken with the Brunswick Tennis Club regarding a proposed lease. The Tennis Club initially chose not to proceed until court refurbishment works were completed. During the drafting stage, no further feedback was received. As works neared completion, the draft lease was finalised based on earlier discussions. When presented to Council, the Club requested a deferral, which Council supported, and an interim licence was subsequently executed following further consultation. The final draft lease which will be issued to the Club is now for consideration before Council at the February Ordinary Council Meeting.

Promise to the Community

Inform: We will keep you informed.

The Lease Agreement is presented to Council as part of a Council Meeting Agenda Item, with the report and attachments being public documents that are published to the website for viewing. The Lease Agreement is reviewed and adopted by Council as required. Once the Lease Agreement is adopted by Council, the minutes confirming the adoption are published to the website for viewing.

Risk Management

The Risk Theme Profile identified as part of this report is **Business and Community Disruption**. The consequences identified are **Reputational** and **Property**. The risks are mitigated by having a Lease Agreement drafted in alignment with the Shire of Harvey Policy 1.1.13 – Community Lease Policy, consultation with the Brunswick Tennis Club Incorporated and an independent inspection of the Premises being completed. The Risk Consequence rating associated with this matter is **Moderate** and the Likelihood is **Unlikely**, resulting in a **Medium** risk being present.

Budget Implications

The Lease will provide rental income of one dollar per annum, with the ongoing management of the Lease incorporated in existing financial and human resources.

Authority/Discretion

Executive: The substantial direction setting and oversight role of the Council. e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.

Voting Requirements

Simple Majority

Officer's Recommendation

That Council:

1. Approved the proposed Lease Agreement between the Shire of Harvey and Brunswick Tennis Club Incorporated (**Attachment 1**) for the use of a portion of Lot 7 on Plan P026176, Ridley Street Brunswick
2. Authorises the Chief Executive Officer to negotiate minor amendments consistent with Community Lease Policy – 1.1.13 including Appendix 1 in Attachment B located within (**Attachment 1**).
3. Authorises the Chief Executive Officer and Shire President to sign and affix the common seal to the Lease Agreement.

Item No.:	5.1.2.
Subject:	Annual General Electors' Meeting
Proponent:	Shire of Harvey
Location:	Shire of Harvey
Reporting Officer:	Governance Officer
Authorising Officer:	Chief Executive Officer
File No.:	C081/00005
Attachments:	1. DCCEEW Submission Offshore Wind Farm Area off Bunbury May 2024 [5.1.2.1 - 2 pages]

Summary

As a requirement of Section 5.33 of the *Local Government Act 1995* (the Act), all decisions made at an Annual General Meeting of Electors (Electors' Meeting) are to be considered at the next practicable Ordinary Council Meeting.

Background

In accordance with Section 5.27 of the Act, an Electors' Meeting of a district is to be held once every financial year. The matters to be discussed at the Electors' Meeting are to be those prescribed under the Act and associated Regulations.

Should a Notice of Motion be carried, it is not to be taken as notice of approval. All decisions made at the Electors' Meeting are to be considered at the next practicable Ordinary Council Meeting where a formal decision of Council will be made.

The Shire of Harvey (Shire) held its Electors' Meeting on Tuesday, 28 January 2026 at 6pm in the Harvey Council Chamber. The meeting included receipt of the 2024–2025 Annual Report. Six motions were recorded for consideration.

This report provides an outline of the motions raised as well as further information in relation to questions taken on notice at the meeting.

Comment

Notice of Motion 1 – Ms. Leanne Pettersson

“That Council:

1. *Notes the concerns raised regarding the condition, safety, accessibility, and ongoing maintenance of the Leschenault Leisure Centre aquatic facilities, including but not limited to:*
 - a) *Slippery and unsafe access ramps and pool concourse surfaces*
 - b) *Deterioration of internal roofing materials*
 - c) *Inadequate hygiene, maintenance, and functionality of changerooms and ablution facilities*
 - d) *Non-compliant and outdated disabled and family change facilities.*
2. *Acknowledges that upgrades to the aquatic facility roof and associated infrastructure have been identified in Council reports and asset planning discussions since at least the 2014–2015 financial year, and that continued deferral presents increasing safety, accessibility, and asset risk.*

3. *Recognises that the Leschenault Leisure Centre aquatic facilities must comply with:*
 - a) *The Building Code of Australia and Western Australia Building Codes relating to public buildings, accessibility, and safety.*
 - b) *The Western Australia Health Act 1911 (as amended) and associated Public Swimming Pool Regulations, which mandate hygiene, water quality, safety, and amenity standards for public aquatic facilities.*
 - c) *Any other relevant Western Australia legislation regarding public safety, disability access, and facility maintenance.*
4. *Requests the Chief Executive Officer to prepare and present to Council within 90 days of the February Ordinary Council Meeting:*
 - a) *Identifies all areas of non-compliance at the Leschenault Leisure Centre aquatic facilities with the WA Health Act and Building Code of Australia accessibility requirements*
 - b) *A prioritised scope of short-term remedial works to address immediate safety, accessibility, and compliance risks*
 - c) *A long-term capital upgrade plan for the aquatic facilities, including cost estimates and timelines*
 - d) *Advice on external funding opportunities, including State and Federal grants, for refurbishment or redevelopment of the aquatic facilities.*
5. *Resolves that the LLC aquatic facilities be formally considered for inclusion in the 2026–2027 Capital Works Program, to deliver equitable, safe, and fully compliant aquatic infrastructure for current and future community use.*
6. *Further resolves that this motion cannot be deferred and requires a formal report back to Council with recommendations, including timelines, costings and compliance actions, no later than 90 days from the February Ordinary Council Meeting.*

Moved: Ms. Leanne Pettersson

Seconded: Ms. Belinda Williams

Carried unanimously 49-0"

Officer Comment:

Officers have commenced a structured asset management approach for the Leschenault Leisure Centre, including commissioning an independent, external condition assessment of the facility. This assessment includes a review of structure, building services, compliance, and safety requirements, with findings supported by photographic evidence. The purpose of the assessment is to identify and prioritise urgent and safety-critical risks, short-term remedial works, planned maintenance requirements, and medium to longer-term renewal considerations. This work will also assist in identifying any areas of non-compliance with relevant legislation and standards, including the Building Code of Australia and applicable health and accessibility requirements.

This assessment forms part of a broader staged implementation of improved asset management practices across the Shire. It is intended to inform future advice to Council and does not, of itself, commit Council to any specific upgrade, redevelopment, or funding outcome. However, matters relating to public safety and community confidence are prioritised. Any urgent or safety-critical issues identified through the assessment process will be addressed as information becomes available.

Outcomes of the assessment, including recommended prioritisation of works and future planning considerations, will be reported to Council through normal processes. This will enable Council to consider any further actions, including potential inclusion in future capital works programs, in an informed and transparent manner.

Notice of Motion 2 – Ms. Chantel Gelmi

“That Council prepares a report reviewing the application of SCA6C on lots along the eastern boundary of Settler’s Estate, within 90 days with the intent to:

- 1. Reduce the SCA6C vegetation buffer to a total effective width of 45 m, consistent with contemporary planning standards*
- 2. Remove SCA6C from residential lots where the existing Main Roads reserve already exceeds 45 m, by updating the Shire’s mapping resources.*

Moved: Ms. Chantel Gelmi

Seconded: Mrs. Sheila Ferguson

Carried Unanimously 48-0”

Officer Comment:

SCA6C is a Special Control Area (SCA) in the Shire of Harvey’s Local Planning Scheme No. 2 for the purpose of a ‘Vegetation Preservation Area’ and does not permit the clearing of any native vegetation within the SCA. The vegetation within the SCA is considered to have significant value and is identified in the Shire’s Local Biodiversity Strategy as a Local Natural Area worthy of protection. The subject vegetation is mapped as being the Banksia Woodlands of the Swan Coastal Plain which is a federally listed Threatened Ecological Community. The vegetation also assists in reducing noise and visual impacts from the Forrest Highway.

A Local Planning Scheme amendment requires the submission of a formal proposal to the Shire of Harvey, which is then assessed by Shire Planning Officers, reviewed by Council, and would proceed to be advertised for public comment. Amendments must align with the Planning and Development (Local Planning Schemes) Regulations 2015 and the Greater Bunbury Region Scheme. Council would then forward its recommendation to the WA Planning Commission (WAPC) to review the application and make a recommendation to the Minister for Planning and Lands.

Notice of Motion 3 – Mrs. Sheila Ferguson

“That at its next meeting, Council considers requesting a report on progress made toward strengthening accountability and engagement with the community as outlined in the minutes of the September 2025 Council Meeting, including how “the extent of improvement in individual service areas will be determined through budget process”, the report to be presented to the April Council Meeting.

Moved: Mrs. Sheila Ferguson

Seconded: Ms. India Stone

Carried 23-8”

Officer Comment:

The Shire of Harvey undertakes a biennial Community Scorecard using the MARKYT framework, measuring community satisfaction across service areas and informing continuous improvement. Progress on Service Plans, and the Council Plan is already reported quarterly and annually, providing Council and the community with transparent updates on performance and outcomes. The Shire reviews service delivery as part of its Integrated Planning and Reporting (IPR) framework and annual budget process. Each year, service levels, performance outcomes and resource requirements are assessed by the Executive and management teams.

This review includes:

- Reviewing operational performance, service demand and community feedback
- Assessing alignment with the Council Plan and strategic objectives
- Identifying areas for service improvement or adjustment
- Considering financial sustainability, as well as long-term asset and workforce implications

Any proposed changes to service levels or enhancements are considered through the annual budget process, where priorities are balanced against available resources and strategic objectives. The extent of improvement in individual service areas is therefore determined through Council's budget deliberations.

Progress on strengthening accountability and community engagement, including endorsed service delivery improvements, will be reported through the existing Integrated Planning and Reporting framework, including quarterly and annual performance reporting to Council.

Notice of motion 4 – Mrs. Sheila Ferguson

“That at its next meeting Council is asked to consider the request that a report be presented to Council after each annual Western Australia Local Government Association (WALGA) Convention, the report to include:

- a) Which Councillors and staff who were supported by Shire funds attended.*
- b) How many Councillors and staff were accompanied by a partner.*
- c) An outline of the Convention program and Annual General Meeting business, the outcomes and benefits to Councillors, staff and ratepayers.*
- d) An account of how much was spent by the Shire on attendance at the Convention including for registration, accommodation, travel and official functions such as cocktail parties and dinners.*

Moved: Mrs. Sheila Ferguson

Seconded: Ms. India Stone

Carried 44-2”

Officer Comment

All expenditure associated with Council Member and Staff attendance at the WALGA Convention was undertaken in accordance with the Shire's adopted Policy 1.1.9 – Council Member and CEO Attendance at Events Policy and Policy 1.1.15 – Council Member Training and Professional Development Policy, which outlines authorised attendance, allowable expenses, and reimbursement categories. All payments made for the Convention have been, or will be, recorded in the Shire's monthly List of Payments, ensuring compliance with the reporting requirements under the Local Government (Financial Management) Regulations 1996. This provides public transparency on all related spending.

The Shire also notes that Reports of Members is the formal avenue through which Councillors may report on conferences, training, workshops, and events they attend. Councillors may, at their own discretion, present information to the public on their participation at the WALGA Convention through this existing reporting process.

If Council wishes to amend the reporting process for events such as the WALGA Convention, a Notice of Motion may be brought forward proposing a review of the Council Member Training and Professional Development Policy, Attendance at Events Policy or the Reports of Members process.

Notice of Motion 5 – Ms. Susanne Taylor-Rees

“That:

- 1. The Electors of the Shire of Harvey request the Councillors and President forward written correspondence to the following Ministers within 14 days of the February Ordinary Council Meeting 2026, for the thorough explanation on how the Federal and State Government can allow contraventions of the EPBC Act 1999, by the historical knowledge and documented evidence that Wind Turbines and associated infrastructure they have planned in Geographe Bay and Harvey region.*
- 2. Request Hon Roger Cook, Hon Jackie Jarvis and Hon Reece Whitby support an immediate moratorium on all proposed offshore Wind Infrastructure in Geographe Bay as support of the State Government’s Thursday, 1 January 2026 Demersal ban which lists the endemic Dhu fish at “severe risk”.*
- 3. Correspondence sent to Hon. Chris Bowen, Hon. Richard Marles, Hon. Murray Watt, Hon. Roger Cook, Hon. Reece Whitby and Hon. Jackie Jarvis.*

Moved: Ms. Susanne Taylor-Rees Seconded: Ms. Joyce Bok

Carried Unanimously 44-0”

Officer Comment

The proposed offshore windfarm is currently within the seven-year feasibility licence phase. As no construction activities have commenced on any wind turbine infrastructure, there has been no contravention of the *Environment Protection and Biodiversity Conservation (EPBC) Act 1999*. Accordingly, point one cannot be substantiated at this stage.

The windfarm approval process being under Federal Government jurisdiction, any allegations of non-compliance should be referred to the Federal departments responsible. The Shire will advocate for a position on the Bunbury Wind Industry Committee which will bring together stakeholders to consider the economic and social impacts for the region.

In relation to number three, reference can be made to the Ordinary Council Meeting resolution on Tuesday, 23 April 2024. The resolution refers to a presentation provided to Council by the Offshore Renewables Team, Department of Climate Change, Energy, the Environment and Water on the proposed offshore windfarm. The resolution being, *“That Council requests the Chief Executive Officer Prepare a submission, on behalf of the Shire of Harvey, outlining the major issues and submit to Department of Climate Change, Energy, the Environment and Water by Friday, 3 May 2024”* (see **Attachment 1**).

The Shire will continue to advocate to the Federal Government through the feasibility and assessment stage with a position to giving the highest regard to the environmental and sustainability impacts of the project and the effects on the Shire of Harvey.

Notice of Motion 6 – Mr. Geoff Rowe

“That:

- 1. The general waste bins be emptied weekly instead of fortnightly to limit the flies and chance of diseases being spread by the dirty, green bellied bush budgies (flies).*
- 2. Council continues advocating to reinstate FOGO services in the Shire of Harvey*

3. *Shire of Harvey to advocate State and Federal Government to address product packaging.*

Moved: Mr. Geoff Rowe

Seconded: Ms. India Stone

Carried 19-6"

Officer Comment

In December 2025, Council noted a report outlining the implications of ceasing the Food Organics and Garden Organics (FOGO) kerbside collection service, including operational, financial, environmental, contractual, and community impacts.

Council acknowledged ongoing challenges affecting the regional FOGO processing network, including contamination thresholds, infrastructure limitations, and regulatory requirements. It was recognised that further work is required to assess long-term organics management options.

Council requested the Chief Executive Officer continue to monitor regional developments and report back as new information, funding opportunities, or solutions become available. An update on the FOGO service is scheduled to be presented to Council in March 2026.

Flies and associated public health risks are primarily linked to putrescible organic waste, particularly food scraps. Under the current kerbside waste system, food waste is intended to be managed through the weekly FOGO service, while general waste bins are designed to be food-free.

Where correct waste separation occurs, a fortnightly general waste collection:

- a) Generates minimal odour
- b) Has a low potential for fly breeding
- c) Presents a low public health risk.

Available evidence indicates that increasing the frequency of general waste collection is unlikely to meaningfully reduce fly activity or disease risk. The management of fly and disease risk is governed by the Shire of Harvey Waste Local Law 2019. There are compliance mechanisms within the Local which can be enforced and the Shire can act on specific complaints as they arise. Weekly FOGO collection is specifically designed to manage organic waste and remains the most effective control measure.

Increasing the frequency of general waste collection would result in a significant increase in operational costs and vehicle movements, while providing limited additional benefit.

Notwithstanding the above, households with higher waste generation needs, including families with young children (e.g. nappies) or larger households, may request an additional general waste bin to better suit their circumstances. Each application for an additional waste bin is received confidentially by the Shire, and the merits are considered before approval. Additional waste bins are not guaranteed.

With respect to product packaging, this matter is largely outside the direct control of local government. The Australian Government is progressing reforms toward mandatory extended producer responsibility, including national packaging design standards, recycled-content requirements, and restrictions on problematic materials. The Western Australian Local Government Association (WALGA) has provided a submission to the Reform of Packaging Regulation Consultation Paper.

The Shire will continue to advocate for and support reforms that shift responsibility and costs from local governments and ratepayers to producers, improve packaging recyclability, and deliver more consistent national outcomes.

The Shire is also reviewing the Waste Local Law as part of the broader Local Law review and further public consultation will occur on waste management through this process. Further, the Chief Executive

Officer is scheduled to bring a report to the March 2026 Ordinary Council Meeting in relation to the FOGO service delivery and this will include further information on the future of Waste Services in the Shire.

Response to questions taken on notice:

Mr. Booth Question 3:

“Why are Shire Vehicles not signed?”

Officer Comment

The Shire maintains a mixed fleet comprising operational, pool and specialist vehicles, with signage requirements varying depending on vehicle function, operational context, and safety considerations. Officers will undertake a further review to understand the cost, value and practical benefit of expanded vehicle branding across the fleet. At this time, vehicle signage is not considered a priority when compared with other operational, safety and asset management matters. Any future changes would be considered on a cost-benefit basis and progressed through normal planning and budget processes if supported.

Mr. Ferguson Question 1:

“Regarding pedestrian safety down at Ridley Place Boat Ramp. I noted in the plan for an audit of the footpath network to identify and prioritise works improving safety. How is that audit progressing?”

Officer Comment

Officers are reviewing the site to better understand pedestrian and vehicle interaction, line marking, signage and physical constraints. This review will inform whether interim safety improvements can be implemented and whether the location should be prioritised for inclusion in future planning. Any further works will be considered through normal assessment and prioritisation processes.

Officers have reviewed the shared movement area near the boat ramp. This location is considered low risk, noting slow vehicle speeds, generally good visibility, and a configuration that has been in place for many years without known incidents. The interface is considered comparable to pedestrians crossing a roadway. To improve clarity for users, minor and proportionate treatments such as warning signage or pavement markings will be considered. These would not constitute a formal pedestrian crossing.

Statutory/Policy Environment

Local Government Act 1995

- Section 5.27 – Electors’ general meetings
- Section 5.33 – Decisions made at electors’ meetings

Strategic Framework

The Shire’s Council Plan 2025–2035, states:

- Pillar 5 – Performance:* A representative leadership that is future thinking, transparent and accountable.
- Objective 21:* Continue to deliver proactive and responsible leadership and governance.

- Objective 22:* Continue to deliver customer-centred service, communication and engagement.
- Objective 23:* Build partnerships and work collaboratively to amplify positive outcomes that can be achieved.

Community Engagement

Community Participation Goal

Involve: To work directly with the public throughout the process to ensure that public concerns and aspirations are consistently understood and considered.

The Electors' Meeting provides an opportunity for members of the public to directly ask questions to Council, present deputations to Council, and put forth motions.

Promise to the Community

Involve: We will work with you to ensure that your concerns and aspirations are directly reflected in the alternatives developed and provide feedback on how public input influenced the decision.

This report provides responses to questions tabled and recommendations to address motions put forth at the Electors' Meeting.

Risk Management

The Risk Theme Profile identified as part of this report is **Failure to Fulfill Compliance Requirements**. The consequence could be **Compliance** or **Reputation** if the requirements of section 5.33 of the Act are not adhered. The risk is mitigated by ensuring internal processes exist to assist with compliance. The Risk Consequence rating associated with this matter is **Moderate** and the likelihood is **Unlikely**, resulting in a **Medium** risk being present.

Budget Implications

The financial implications resulting from any Notice of Motions from the Electors' Meeting formally agreed by Council will be considered as part of the Shire's draft 2026–2027 Budget process.

Authority/Discretion

Executive: The substantial direction setting and oversight role of the Council. e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.

Voting Requirements

Simple Majority

Officer's Recommendation 1 of 6

That Council, in response to motions raised at the Annual General Meeting of Electors held on Tuesday, 27 January 2026:

1. Notes Notice of Motion One regarding the Leschenault Leisure Centre aquatic facilities.
2. Notes regular progress updates are being provided, with the next report scheduled for presentation at the March Ordinary Council Meeting and confirms that no additional reporting requirements are necessary at this time. Further information will be provided to Council as it becomes available.

3. Notes the Leschenault Leisure Centre aquatic facilities upgrade has been incorporated into forward capital works planning for the current financial year.

Officer's Recommendation 2 of 6

That Council, in response to motions raised at the Annual General Meeting of Electors held on Tuesday, 27 January 2026:

1. Notes Notice of Motion Two regarding the rezoning of the SCA6C Scheme for houses in Settler's Estate.
2. Notes the motion does not impact the individual application process, and requests that Shire Officers contact each applicant directly to provide guidance and support through the application process.

Officer's Recommendation 3 of 6

That Council, in response to motions raised at the Annual General Meeting of Electors held on Tuesday, 27 January 2026:

1. Notes Notice of Motion Three regarding report on progress made toward strengthening accountability and engagement with the community.
2. Is satisfied the existing reporting framework adequately addresses the intent of the motion, noting that the next report is already scheduled for presentation to Council in April, with a full desktop review provided annually.

Officer's Recommendation 4 of 6

That Council, in response to motions raised at the Annual General Meeting of Electors held on Tuesday, 27 January 2026:

1. Notes Notice of Motion Four regarding a report on Councillor, partner and staff attendance at the annual Western Australia Local Government Association Convention.
2. Notes the existing reporting mechanism already provides for the disclosure of Council's relevant movements, and that additional reporting is not required as Council will continue to receive updates in accordance with Policy 1.1.9.
3. Notes the information is publicly available on the WALGA website.

Officer's Recommendation 5 of 6

That Council, in response to motions raised at the Annual General Meeting of Electors held on Tuesday, 27 January 2026:

1. Notes Notice of Motion Five regarding the wind turbines slated for installation.
2. Notes the related Council Ordinary Council Meeting resolution on Tuesday, 23 April 2024, where Council requested the Chief Executive Officer to prepare a submission, on behalf of the Shire of Harvey, outlining concerns with the proposed offshore windfarm and submit to the Department of Climate Change, Energy, the Environment and Water.
3. Confirms that the Shire will continue to advocate to the Federal Government throughout the

feasibility and assessment stages, including seeking representation on relevant regional working groups such as the Bunbury Wind Industry Committee, and will provide updates to Council as appropriate.

Officer's Recommendation 6 of 6

That Council, in response to motions raised at the Annual General Meeting of Electors held on Tuesday, 27 January 2026:

1. Notes Notice of Motion Six regarding the Shire of Harvey's bin services, specifically Food Organics and Garden Organics services.
2. Notes that the Chief Executive Officer is scheduled to present a report to the March 2026 Ordinary Council Meeting on the Food Organics and Garden Organics (FOGO) kerbside collection service.
3. Notes that the Shire of Harvey Waste Local Law 2019 is currently under review as part of the broader local law review process, and that further public consultation will be undertaken in relation to waste management through this process.

5.2. Infrastructure Services

Nil.

5.3. Sustainable Development

Item No.:	5.3.1.
Subject:	Economic Development Strategy
Proponent:	Shire of Harvey
Location:	Shire of Harvey
Reporting Officer:	Economic Development Officer
Authorising Officer:	Chief Executive Officer
File No.:	F/37/00215
Attachments:	1. Economic Development Strategy Document [5.3.1.1 - 71 pages]

Summary

This report presents the Shire's draft Economic Development Strategy – We Are Forward 2031 (draft Strategy) and recommends that Council receives the draft Strategy and it be advertised for public comment for a three-week period prior to final adoption.

Background

On Tuesday, 26 May 2020, Council adopted the Shire of Harvey's first Economic Development Strategy, which covered the period 2020 to 2025. That Strategy was developed by consulting firm Pracsys.

Since then, there have been significant economic, social, and environmental changes at the local, regional and global levels. As a result, a new Economic Development Strategy has been prepared to ensure the Shire's approach remains relevant and responsive to current and emerging conditions.

The draft Strategy was developed by Shire Officers and informed by a comprehensive consultation program. This program included targeted engagement with local businesses, education providers, industry stakeholders and internal stakeholders across the organisation.

Members of the Executive Leadership Team and the Shire President met with 12 businesses and schools, representing a cross-section of the Harvey Region's major industries.

In addition, a further 23 businesses, representing other industry sectors and a mix of small and large enterprises across all localities, along with the remaining schools within the local government area, were invited to provide feedback via email or phone.

All businesses across the Shire of Harvey were able to provide input via an Economic Development Strategy Business Survey, which was available on the Shire of Harvey's Have Your Say platform and promoted via the Shire's Facebook page and the Shire and Harvey Region websites.

Consultation also took place with key regional stakeholders, including the South West Economic Development Officers and Managers Group, South West Development Commission, Regional Development Australia South West, and the Bunbury Geographe Economic Alliance.

Feedback received during the Council Plan consultation process was also considered in the development of the draft Strategy. To ensure alignment with other Shire strategic priorities and projects, internal consultation also occurred across directorates. Councillors were provided with an update on the Strategy's drafting at the Concept Forum on Tuesday, 9 December 2025.

Comment

The Shire of Harvey Economic Development Strategy – We Are Forward 2031 is presented in **Attachment 1**. The draft Strategy has been developed to guide the Shire’s economic development approach for the period 2026 to 2031.

The draft Strategy is an informing strategy within the Shire’s Integrated Planning and Reporting Framework and supports long-term planning and decision-making, including implementation of the Council Plan. It provides a consistent framework for considering economic impacts across Shire activities, advocacy, investment decisions and partnerships.

The draft Strategy clearly articulates the role of the Shire in economic development, recognising local government as an enabler rather than a driver of the economy. It outlines how the Shire can influence economic outcomes through land use planning, infrastructure coordination, advocacy, facilitation, partnerships and targeted investment, while acknowledging the importance of collaboration with State and Federal governments, industry and the community.

The draft Strategy is structured to provide a clear and logical narrative, progressing through:

- The role of economic development within the Shire
- An assessment of current conditions (Where are we now)
- Consideration of future opportunities and challenges (Our future)
- A defined strategic response (Our Strategy), including focus areas, priorities and actions.

The draft Strategy is underpinned by a clear vision that aligns with the Shire’s broader organisational vision and values, and sets an aspirational direction for sustainable growth, economic resilience and liveability across the Harvey Region.

Public advertising of the draft Strategy will provide an opportunity for the community and stakeholders to review the document and provide feedback prior to final consideration and adoption by Council.

Statutory/Policy Environment

Local Government Act 1995

- Section 3.1 - General Functions
- Section 5.56 - Future Planning

Strategic Framework

The Shire’s Council Plan 2025–2035, states:

Pillar 4 – Prosperity: A diversified and thriving economy that offers a wide range of business and work opportunities as well as consumer choice.
Objective 20: Create a business-friendly environment to support and attract investment, competition and productivity.

Community Engagement

Community Participation Goal

Collaborate: To partner with the public in each aspect of the decision including the development of alternatives and the identification of the preferred solution.

Community participation and collaboration were facilitated through a combination of one-on-one meetings conducted by Shire Officers and a public online survey.

Promise to the Community

Collaborate: We will work together with you to formulate solutions and incorporate your advice and recommendations into the decisions to the maximum extent possible.

The draft Economic Development Strategy – We Are Forward 2031 will be advertised for public comment for a period of 21 days.

Risk Management

The Risk Theme Profile identified as part of this report is **Errors, Omissions and Delays, Failure to Fulfil Compliance Requirements, and Inadequate Engagement Practices**. The Consequence could be **Environmental, Financial, Reputational or Compliance**. The risk is considered **Minor** and the likelihood **Unlikely**, given that Shire Officers have followed the identified procedures and the draft Strategy has been thoroughly researched, peer reviewed and provided by a qualified Shire Officer.

Budget Implications

The Shire conducted consultation and drafted the Economic Development Strategy using internal resources. Future consulting and amendments to the Strategy will also be achieved through internal resources. The cost of all works, activities and investments arising from the Strategy will be considered and addressed through future draft Budget deliberations.

Authority/Discretion

Executive: The substantial direction setting and oversight role of the Council. e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.

Voting Requirements

Simple Majority

Officer's Recommendation

That Council:

1. Approves the release of the draft Economic Development Strategy - We Are Forward 2031 (**Attachment 1**) for a public comment period of not less than 21 days, inviting community and stakeholder feedback.
 2. Requests the Chief Executive Officer to prepare a report for Council summarising feedback received during the public consultation period, along with any recommended changes to the draft Strategy.
 3. Requests the Chief Executive Officer submits the draft Economic Development Strategy – We Are Forward 2031 to Council for the April 2026 Ordinary Council Meeting.
-

5.4. Corporate Services

Item No.	5.4.1.
Subject:	Payments January 2026
Proponent:	Shire of Harvey
Location:	Shire of Harvey
Reporting Officer:	Manager Finance
Authorising Officer:	Director Corporate Services
File No.:	FM/S/006
Attachments:	1. Payments January 2026 [5.4.1.1 - 20 pages]

Summary

A listing of payments for goods and services for January 2026 is provided as **Attachment 1**. It is recommended that Council notes the attached payments.

Background

Pursuant to Section 5.42 of the *Local Government Act 1995* (Delegation of some powers and duties to the Chief Executive Officer), Council has resolved to delegate to the Chief Executive Officer (Delegation No 2.2.1) the exercise of its powers to make payments from municipal and trust funds.

As a result of this delegation, there is a requirement under the Local Government (Financial Management) Regulations 1996, Regulation 13(3) for a list of payments to be prepared and presented to Council. With the inclusion of Clause 13A in the Local Government (Financial Management) Regulations 1996, a list of payments using the Shire’s purchasing cards (fuel and store) has also been included.

Comment

The list of accounts paid for January 2026 is presented as **Attachment 1**, as summarised below.

<u>Voucher</u>	<u>Amount</u>
Schedule of Accounts	
Municipal	
CP.31.1 - CP.35.120	\$ 2,343,720.23
117745 – 117746	\$ 3,646.50
CBA Credit Cards	\$ 10,247.14
Electronic Funds Submitted/Direct Debits	\$ 1,714,337.01
Total	<u>\$ 4,071,950.88</u>

Purchasing Card Payments included in the Municipal payments above

AMPOL Fuel Card	\$ 1,426.86
BP Fuel Card	\$ 7,497.42
Puma Fuel Card	\$ 3,066.44
Coles Card	\$ 133.59
Total	<u>\$ 12,124.31</u>

Statutory/Policy Environment

Local Government Act 1995

- Section 5.42 – Delegation of some powers and duties of CEO.

Local Government (Financial Management) Regulation 1996

- Regulation 13 – Payments from municipal fund or trust fund by CEO, CEO's duties as to etc.
- Regulation 13A – Payments by employees via purchasing cards

Strategic Framework

The Shire's Council Plan 2025–2035, states:

Pillar 5 – Performance: A representative leadership that is future thinking, transparent and accountable.

Objective 21: Continue to deliver proactive and responsible leadership and governance.

Community Engagement

Community Participation Goal

Inform: To provide the public with balanced and objective information to assist them in understanding the problems, alternatives and/or solutions. To provide the public with balanced and objective information to assist them in understanding the problems, alternatives and/or solutions.

A report is brought to Council each month with an Attachment detailing the payments that were made in the month detailed.

Promise to the Community

Inform: We will keep you informed.

A report is brought to Council each month with an Attachment detailing the payments that were made in the month detailed.

Risk Management

The Risk Theme Profile identified as part of this report is **Providing Inaccurate Advice/Information**. The Consequence could be **Financial, Reputation** or **Compliance** if the payments report is not reported accurately, timely or in the required format. The risk is considered **Minor** and the Likelihood **Unlikely**. The risk is mitigated by Council receiving the payments report on a monthly basis and in a form that is in accordance with the *Local Government Act 1995*, resulting in a **Low** risk being present.

Budget Implications

The payments listed above have been budgeted for in the Shire's 2025–2026 Annual Budget.

Authority/Discretion

Executive: The substantial direction setting and oversight role of the Council. e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.

Voting Requirements

Simple Majority

Officer's Recommendation

That Council notes the list of accounts paid at ***Attachment 1*** for the period of January 2026 totalling \$4,071,950.88

Item No.	5.4.2.
Subject:	Financial Statements as at 31 January 2026
Proponent:	Shire of Harvey
Location:	Shire of Harvey
Reporting Officer:	Accountant
Authorising Officer:	Director Corporate Services
File No.:	FM/S/006
Attachments:	1. Monthly Financials 31 January 2026 [5.4.2.1 - 10 pages]

Summary

The Financial Statements as at Saturday, 31 January 2026 are provided at **Attachment 1**.

The following key balances are provided to assist in reporting the Shire of Harvey’s (the Shire) financial performance.

	ACTUAL 31 January 2026	BUDGET 2025–2026	VARIANCE
Statement of Financial Performance			
Ordinary Revenue	\$45,722,219	\$50,431,067	\$ 4,708,848
Ordinary Expenditure	\$34,124,861	\$60,793,339	\$26,668,478
Capital Revenue	\$ 7,596,985	\$49,809,701	\$42,212,716
Capital Expenditure	\$ 5,892,835	\$58,153,079	\$52,260,244
End of Period Surplus/(Deficit)			\$24,386,983
Statement of Financial Position			
Current Assets			ACTUAL \$
		53,519,653	
Net Assets			\$835,143,497

It is recommended Council receives the Financial Statements (refer **Attachment 1**).

Background

In accordance with provisions of Section 6.4 of the *Local Government Act 1995*, and Regulation 34(1) of the Local Government (Financial Management) Regulations 1996, a Local Government is to prepare each month a Statement of Financial Activity (refer **Attachment 1**) reporting on the revenue and expenditure as set out in the Annual Budget under Regulation 22 (1)(d) for the month.

Comment

Rates Revenue

Rates revenue of \$31.7 million and waste service charges of \$6.5 million including the waste facilities maintenance rate were raised in September 2025. The due date for rates payment was Sunday, 30 November 2025. Approximately 82% of the rates were collected by Wednesday, 31 January 2026 compared to 83% for the previous year. The Shire continues to pursue unpaid rates as part of its formulated rates debt collection process.

Cash Flow and Interest Earnings

The Shire holds by way of cash and term deposits \$17.8 million in Municipal funds and \$26.4 million in restricted Trust and Reserve funds. The average interest rate on these funds is 4.1%. New term deposits are attracting an interest rate of approximately 4.1% for a term of 90 days.

Operating Grants and Subsidies

The Shire received \$2.4 million as advance payment for Financial Assistance Grants 2025–2026 in the last quarter of the 2024–2025 financial year. Two instalments of Financial Assistance Grant 2025–2026 were also received in August and November 2025.

Employee Costs

The employee costs reflect the employee costing for the first seven months of the financial year 2025–2026. The Shire is anticipated to remain in line with the Budget 2025–2026 and the Shire’s Workforce and Diversity Plan.

Material, Contracts, Utilities and Other Expenses

Although these accounts only reflect the first seven months of the financial year, it is anticipated the Shire will operate within its means and in line with the Shire’s adopted Budget for the 2025–2026 financial year.

Capital Expenditure

The Shire has budgeted to spend \$58.2 million on capital projects throughout the Shire in 2025–2026. Some of these projects include carry over projects from the financial year 2024–2025. Expenditure totalling \$5.9 million on capital works has been reported at the end of the January 2026. As major projects are completed, and as the Shire is invoiced for these works, the level of reported expenditure will increase.

Attachment 1 provides the Financial Report for the reporting period which includes the following:

- Statement of Financial Performance by Nature
- Statement of Financial Position
- Notes to the Statement of Financial Performance
- Total Municipal Revenue and Expenditure – Graph
- Statement of Cash at Bank – Loans
- Statement of Cash at Bank – Reserves
- Statement of Cash at Bank – Bonds and Deposits
- Statement of Cash at Bank – Trust
- Current Ratio – Graph
- Outstanding Rates – Graph
- Aged Debtors Summary – Graph
- Current Account Coverage – Graph
- Statement of Investments.

The Notes to the Statement of Financial Performance include additional information reported by Nature, identifying reasons for variances between budgets and actuals.

Statutory/Policy Environment

Local Government Act 1995

- Section 6.4 – deals with reporting requirements for Financial Reports

Local Government (Financial Management) Regulation 1996

- Regulation 34 – Financial Activity Statement required each month (*Act* Section 6.4).

Strategic Framework

The Shire's Council Plan 2025–2035, states:

Pillar 5 – Performance: A representative leadership that is future thinking, transparent and accountable.

Objective 21: Continue to deliver proactive and responsible leadership and governance.

Community Engagement

Community Participation Goal

Inform: To provide the public with balanced and objective information to assist them in understanding the problems, alternatives and/or solutions.

A report is brought to Council monthly for Council and the public to view and be informed of the Shire's financial position.

Promise to the Community

Inform: We will keep you informed.

A report is brought to Council monthly for Council and the public to view and be informed of the Shire's financial position, and minutes are made publicly available.

Risk Management

The Risk Theme Profile identified as part of this report is **Providing Inaccurate Advice/Information**. The Consequence could be **Financial, Reputation** or **Compliance** if the financial statements are not reported accurately, timely or in the required format. The risk is considered **Minor** and the Likelihood **Unlikely**. The risk is mitigated by Council receiving financial statements on a monthly basis and in a form that is in accordance with the *Local Government Act 1995* and associated Regulations, resulting in a **Low** Risk being present.

Budget Implications

Review of the monthly accounts aids in ensuring works and services are undertaken and the Shire operates within its adopted Budget.

Authority/Discretion

Executive: The substantial direction setting and oversight role of the Council. e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.

Voting Requirements

Simple Majority

Officer's Recommendation

That Council receives the Financial Statements as at 31 January 2026 provided at ***Attachment 1***.

5.5. Community and Lifestyle

Item No.:	5.5.1.
Subject:	Reconciliation Action Plan Report
Proponent:	Shire of Harvey
Location:	Shire of Harvey
Reporting Officer:	Community and Lifestyle Administration Officer
Authorising Officer:	Director Community and Lifestyle
File No.:	F/05/00027
Attachments:	1. 2025 RAP Template Reflect RAP Final Draft [5.5.1.1 - 21 pages]

Summary

This report presents the draft Shire of Harvey Reflect Reconciliation Action Plan (RAP) (**Attachment 1**) to Council for approval prior to submission to Reconciliation Australia for their review and endorsement.

The RAP was drafted in accordance with Reconciliation Australia guidelines and incorporates extensive feedback from community, Shire Officers, Councillors, Harvey Aboriginal Corporation and local Bindjareb Noongar Elders.

Background

The Shire of Harvey's commitment to reconciliation has evolved through a series of significant initiatives and partnerships over the past decade. In 2016, the City of Bunbury and the Shires of Capel, Dardanup, and Harvey collaborated with the South West Development Commission to develop the Bunbury Geographe Growth Plan (BGGP). Through this strategic planning process, the need for a RAP was identified as a priority for fostering inclusion and cultural respect.

In 2019, Council endorsed a recommendation to implement Policy 3.1.4 – Welcome to Country and Acknowledgement of Country and commenced flying the Aboriginal Flag at the Australind and Harvey Administration Centres.

That same year, the Bunbury Geographe RAP was endorsed for a 12-month period, laying the groundwork for future reconciliation efforts across the region.

Building on this foundation, the Shire has actively pursued programs that celebrate Aboriginal and Torres Strait Islander culture and heritage. In June 2021, the Shire, in partnership with Harvey Aboriginal Corporation (HAC), secured a WA Hiking Participation Grant of \$19,000 from the Department of Local Government, Sport and Cultural Industries. This grant supported a pilot hiking program across entry-level tracks within the Shire, inviting community members to learn about the cultural significance of local natural landmarks. The program also provided leadership and tourism training in partnership with South Regional TAFE – Harvey Campus, offering Certificate II courses in Leadership, Tourism, and Land Conservation to Aboriginal participants. The success of this initiative was showcased in October 2021, when the Shire and HAC were invited to present at the WA Trails and Recreation Forum in Albany.

In March 2022, Expressions of Interest were opened for the location now known as Boola Bidi Dreaming Centre, a cultural hub developed by HAC. By April 2023, Council resolved to enter lease negotiations with HAC, and in July 2023, the lease commenced. The Boola Bidi Dreaming Centre was officially opened in December 2023, marking a major milestone in the Shire's reconciliation journey.

Further cultural initiatives have included the unveiling of new interpretive signage at Danjoo Koorliny Bridge in July 2024, reinforcing the Shire's commitment to celebrating Aboriginal and Torres Strait Islander heritage in public spaces.

As part of the Shire's continuing commitment towards reconciliation and in recognition of community feedback, Council resolved to develop a RAP as part of the Council Plan 2025–2035. To support RAP development, \$10,000 was allocated in the 2025–2026 Annual Budget.

In October 2025, consultation commenced for the development of the Shire's RAP. This process has involved extensive engagement with local Elders, community members, and stakeholders to ensure the RAP reflects local priorities and cultural protocols.

The draft RAP was discussed with Councillors at the Concept Forum held on Tuesday, 9 December 2025. It was then considered at the Ordinary Council Meeting held on Tuesday, 27 January 2026 where it was resolved that:

“Council defers consideration of the Draft Reflect Reconciliation Action Plan to the Ordinary Council Meeting scheduled for 24 February 2025 to allow for further consultation with Aboriginal and Torres Strait Islander people”

In response to this direction, Shire Officers have undertaken follow-up conversations with local Aboriginal community members. Additionally, the Shire President, Chief Executive Officer and Director Community and Lifestyle met with members of the Harvey Aboriginal Corporation to address concerns regarding the draft RAP and to reinforce the commonly held desire to ensure outcomes are action-focused. Through this process, it was agreed that the RAP and its endorsement by Council, represents an important first step in fostering unity across the Shire of Harvey. This additional engagement has provided valuable cultural guidance and reaffirmed key priorities for the RAP.

Comment

Recognising the challenges of the past and its continuing influence is an important part of reconciliation. Through the RAP process the Shire will enable learning from history, building understanding, and moving forward in a way that honours and celebrates Aboriginal and Torres Strait Islander heritage as a valued part of our community.

Reconciliation Australia's RAP Framework underpins this approach, offering organisations a clear pathway to advance reconciliation. Built around the principles of relationships, respect, and opportunities, it helps turn intentions into meaningful action and supports the broader national reconciliation movement. The RAP provides a structured framework to foster respect for Aboriginal and Torres Strait Islander culture, rights, and experiences, while promoting stronger relationships based on trust and mutual respect and encouraging equal participation across social, cultural, and economic life.

There are four tailored RAP types for different stages of the journey. The four RAP types include:

- Reflect RAP: Building strong foundations
- Innovate RAP: Implementing change
- Stretch RAP: Reconciliation leadership
- Elevate RAP: Transformational change.

The Shire will begin with the Reflect RAP to establish a strong foundation for future actions. This stage focuses on internal readiness and building relationships. The key components of the Reflect RAP will assist the Shire to:

- Engage meaningfully with Aboriginal and Torres Strait Islander stakeholders and communities
- Increase cultural awareness and understanding across the organisation

- Identify opportunities within the Shire to contribute to reconciliation.

Reconciliation Australia provides a Reflect RAP template that sets out minimum required actions and deliverables. Any changes to these requirements must be negotiated with Reconciliation Australia.

To ensure the Draft RAP reflects local priorities and cultural protocols, Shire Officers have implemented a thorough engagement plan. Activities included:

- Hosting a stall at the 2025 Brunswick Show
- Ridley Place Australind RAP sausage sizzle
- Community yarning circle facilitated by Harvey Aboriginal Corporation
- Presentations to Senior Leadership Team, Executive Leadership Team, Parks and Gardens team, and Concept Forum
- Cultural awareness training for staff
- Staff yarning circle facilitated by Harvey Aboriginal Corporation
- Surveys for community, staff, and Councillors distributed via SurveyMonkey
- Binningup community breakfast
- Internal stakeholder meeting
- Regular meetings with local Elders.

As part of this consultation process, minor adjustments have been made to the recommended deliverables, including incorporating existing Shire initiatives that support reconciliation and adding new deliverables proposed by stakeholders.

If Council endorses the Draft RAP, it will be submitted to Reconciliation Australia for formal review and accreditation. Reconciliation Australia assesses the RAP against its national framework to ensure all mandatory elements are included and that actions are clear, measurable, and achievable. The review process typically involves feedback on wording, timelines, and cultural appropriateness. Following this assessment, Reconciliation Australia may request amendments before granting formal endorsement. Once accredited, the Shire can publicly launch the RAP and begin implementation, with progress reported annually to Reconciliation Australia as part of its accountability requirements.

It is proposed that the RAP be implemented over the 2026–2027 and 2027–2028 financial years. The existing annual allocations of \$5,000 for NAIDOC (Account 105156) and \$10,000 for Reconciliation (Account 105159) will be maintained.

It is further proposed that for the 2026–2027 and 2027–2028 financial years \$2,000 be allocated to support the Binar Futures Basketball Carnival held at the Leschenault Leisure Centre and \$5,000 to the Rugby WA NAIDOC Tournament held at the Leschenault Recreation Park. These organisations currently seek funding through the Community Grants Program. To provide greater certainty and streamline the process, it is recommended that the Shire's contribution to these events be incorporated into the annual budget submissions to Council, rather than requiring applications through the Community Grants Program.

Statutory/Policy Environment

Equal Opportunity Act 1984

Strategic Framework

The Shire's Council Plan 2025–2035, states:

<i>Pillar 1 – People:</i>	A safe, accessible and connected community where everyone has the opportunity to contribute and belong.
<i>Objective 6:</i>	Value and celebrate cultural diversity.
<i>Pillar 3 – Place:</i>	A liveable, sustainable and well-designed built environment that is accessible to all.
<i>Objective 13:</i>	Protect and preserve places with heritage or cultural significance.
<i>Pillar 5 – Performance:</i>	A representative leadership that is future thinking, transparent and accountable.
<i>Objective 21:</i>	Continue to deliver proactive and responsible leadership and governance.
<i>Objective 23:</i>	Build partnerships and work collaboratively to amplify positive outcomes that can be achieved.

Community Engagement

Community Participation Goal

Collaborate: To partner with the public in each aspect of the decision including the development of alternatives and the identification of the preferred solution.

Extensive collaboration has occurred with our Aboriginal and Torres Strait Islander community and internal stakeholders in the development of the Reflect RAP.

Promise to the Community

Empower: We will implement Council decision.

The Shire will implement the endorsed RAP actions in partnership with the community.

Risk Management

The Risk Theme Profile identified as part of this report is **Business and Community Disruption**. The Consequence could be **Reputation** if the Shire fails to consider the needs of the Aboriginal and Torres Strait Islander community. The **Reputation** consequence is considered **Moderate** and the likelihood is **Likely** resulting in a **High** risk. Endorsing the Reconciliation Action Plan will mitigate the risk by enabling the Shire to undertake a range of initiatives that will reduce the likelihood resulting in a **Low** risk.

Budget Implications

The 2025–2026 Annual Budget allocates \$15,000 for Reconciliation and NAIDOC initiatives. In addition, \$2,000 is provided to Binar Futures and \$5,000 Rugby WA through the Community Grant Process. For 2026–2027, Officers will request \$22,000 to cover RAP implementation and event support.

Authority/Discretion

Executive: The substantial direction setting and oversight role of the Council. e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.

Voting Requirements

Simple Majority

Officer's Recommendation

That Council:

1. Requests the Chief Executive Officer to submit the draft Reconciliation Action Plan (**Attachment 1**) to Reconciliation Australia for review and endorsement.
2. Notes that a final version of the Reconciliation Action Plan will be presented to Council for review and approval following Reconciliation Australia's endorsement.
3. Notes that Council will consider allocations for Reconciliation actions as part of the Shire's Annual Budget process.
4. Requests the Chief Executive Officer to identify and develop further initiatives that acknowledge, recognise and celebrate the cultural diversity of the Shire of Harvey for Council's consideration.

6. Notice of Motion for Following Meeting**Cr. Carbone requested that the following Notice of Motion be placed in the Ordinary Council Meeting Agenda for February 2026.**

That Council requests the Chief Executive Officer to:

- a) Write to the Minister for Planning and Lands; Housing and Works; and Health Infrastructure requesting support to amend the Management Order to rezone Lot 4871 (46) Talbot Road, Brunswick and enable the development of Independent Living Units on the site, to be managed by the Brunswick River Cottages Committee.
- b) Makes representation to the Housing Authority for the development of Independent Living Units on Lots 38 and 39 Reading Street (also referred to as 14 and 16 McAndrew Street), Brunswick, to be managed by the Brunswick River Cottages Committee.
- c) Lists for consideration an allocation within the draft 2026–2027 Budget to determine the financial implications for the Shire of Harvey to support the development of these properties.
- d) Seek funding opportunities from the State or Federal Governments to fund and progress the development of the proposed Independent Living Units.
- e) Establish a Shire of Harvey Working Group, to progress the establishment of additional Independent Living Units within the Shire, with nominated delegates from the Brunswick River Cottages Committee, along with other potential partners and stakeholders.
- f) Calls for nominations for membership to the Working Group to be considered by Council in June 2026.
- g) Bring a report to Council in June 2026 on progress relating to this resolution.

Cr. Bromham requested that the following Notice of Motion be placed in the Ordinary Council Meeting Agenda for February 2026.

That Council requests the Chief Executive Officer to write to the Minister for Planning and Lands, Housing and Works, Health Infrastructure to request a review of the *Planning and Development (Development Assessment Panels) Regulations 2011* and *Planning and Development (Significant Development) Regulations 2024*, with the recommendation to increase the optional and mandatory Development Assessment Panel application threshold to \$20million for all significant developments for all areas in Western Australia in line with the mandatory thresholds already established for the Metropolitan and Peel Region Scheme areas.

7. Matters Behind Closed Doors

Nil.

8. Closure of Meeting