



# ATTACHMENTS

COUNCIL MEETING

19 March 2026

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**SHIRE OF NORTHAMPTON**

**BUDGET REVIEW REPORT**

**FOR THE PERIOD ENDED 31 JANUARY 2026**

*LOCAL GOVERNMENT ACT 1995  
LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996*

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SHIRE OF NORTHAMPTON  
NOTES TO AND FORMING PART OF THE BUDGET REVIEW REPORT  
FOR THE PERIOD ENDED 31 JANUARY 2026

1. BASIS OF PREPARATION

This budget review has been prepared in accordance with the *Local Government Act 1995* and accompanying regulations.

**Local Government Act 1995 requirements**

Section 6.4(2) of the *Local Government Act 1995* read with the *Local Government (Financial Management) Regulations 1996*, prescribe that the budget review be prepared in accordance with the *Local Government Act 1995* and, to the extent that they are not inconsistent with the Act, the Australian Accounting Standards. The Australian Accounting Standards (as they apply to local governments and not-for-profit entities) and Interpretations of the Australian Accounting Standards Board were applied where no inconsistencies exist.

The *Local Government (Financial Management) Regulations 1996* specify that vested land is a right-of-use asset to be measured at cost, and is considered a zero cost concessionary lease. All right-of-use assets under zero cost concessionary leases are measured at zero cost rather than at fair value, except for vested improvements on concessionary land leases such as roads, buildings or other infrastructure which continue to be reported at fair value, as opposed to the vested land which is measured at zero cost. The measurement of vested improvements at fair value is a departure from *AASB 16 Leases* which would have required the Shire of Northampton to measure any vested improvements at zero cost.

*Local Government (Financial Management) Regulations 1996, regulation 33A* prescribes contents of the budget review.

Accounting policies which have been adopted in the preparation of this budget review have been consistently applied unless stated otherwise. Except for the statement of financial activity, the budget review has been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

**Year to Date Actual balances**

Balances shown in this budget as Year to Date Actual are based on records at the time of preparation of the budget review and are subject to final adjustments.

**Rounding off figures**

All figures shown in this statement are rounded to the nearest dollar.

**THE LOCAL GOVERNMENT REPORTING ENTITY**

All funds through which the Shire of Northampton controls resources to carry on its functions have been included in the financial statements forming part of this financial report.

All monies held in the Trust Fund are excluded from the financial statements.

**Critical accounting estimates and judgements**

The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses.

The estimates and associated assumptions are based on historical experience and various other factors believed to be reasonable under the circumstances; the results of which form the basis of making the judgements about carrying values of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these estimates.

As with all estimates, the use of different assumptions could lead to material changes in the amounts reported in the budget review.

The following are estimates and assumptions that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the current financial year:

- estimated fair value of certain financial assets
- impairment of financial assets
- estimation of fair values of land and buildings, infrastructure and investment property
- estimation uncertainties made in relation to lease accounting
- estimation of fair values of provisions

**MATERIAL ACCOUNTING POLICIES**

Material accounting policies utilised in the preparation of these statements are as described within the 2025-26 Annual Budget. Please refer to the adopted budget document for details of these policies.

SHIRE OF NORTHAMPTON  
SUMMARY GRAPHS - BUDGET REVIEW  
FOR THE PERIOD ENDED 31 JANUARY 2026

2. SUMMARY GRAPHS - BUDGET REVIEW



This information is to be read in conjunction with the accompanying financial statements and notes.

SHIRE OF NORTHAMPTON  
NOTES TO THE BUDGET REVIEW REPORT  
FOR THE PERIOD ENDED 31 JANUARY 2026

3 NET CURRENT FUNDING POSITION  
EXPLANATION OF DIFFERENCE IN NET CURRENT ASSETS AND SURPLUS/(DEFICIT)

(a) Composition of estimated net current assets	Audited Actual	Adopted Budget	Updated Budget	Year to Date Actual	Estimated Year at
	30 June 2025	30 June 2026	Estimates 30 June 2026	31 January 2026	End Amount 30 June 2026
	\$	\$	\$	\$	\$
<b>Current assets</b>					
Cash and cash equivalents	5,849,265	2,756,480	2,756,480	6,653,040	2,756,480
Financial assets	18,389	18,388	18,388	9,284	18,388
Trade and other receivables	1,253,413	1,638,025	1,638,025	1,297,947	1,638,025
Inventories	144,210	144,210	144,210	274,094	144,210
Other assets	769,372	0	0	0	0
	8,034,649	4,557,103	4,557,103	8,234,365	4,557,103
<b>Less: current liabilities</b>					
Trade and other payables	(1,830,253)	(1,806,682)	(1,806,682)	(506,561)	(1,806,682)
Contract liabilities	(315,433)	(449,416)	(449,416)	(315,433)	(176,314)
Capital grant/contribution liability	(2,124,884)	0	0	(2,124,884)	0
Borrowings	(128,130)	(169,285)	(169,285)	(64,510)	(169,285)
Employee related provisions	(922,932)	(918,120)	(918,120)	(922,932)	(918,120)
Other provisions	(137,762)	(148,031)	(148,031)	0	(148,031)
	(5,459,394)	(3,491,534)	(3,491,534)	(3,934,320)	(3,218,432)
<b>Net current assets</b>	2,575,255	1,065,569	1,065,569	4,300,045	1,338,671
Less: Total adjustments to net current assets	(816,540)	(1,065,569)	(1,065,570)	(990,125)	(796,862)
<b>Closing funding surplus / (deficit)</b>	1,758,715	0	(1)	3,309,920	541,809

(b) Current assets and liabilities excluded from budgeted deficiency

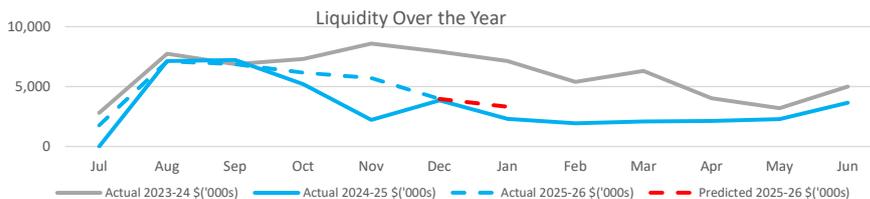
The following current assets and liabilities have been excluded from the net current assets used in the Statement of Financial Activity in accordance with *Financial Management Regulation 32* to agree to the surplus/(deficit) after imposition of general rates.

Adjustments to net current assets	Audited Actual	Adopted Budget	Updated Budget	Year to Date Actual	Estimated Year at
	30 June 2025	30 June 2026	Estimates 30 June 2026	31 January 2026	End Amount 30 June 2026
	\$	\$	\$	\$	\$
Less: Reserve accounts	(1,457,282)	(1,483,623)	(1,483,623)	(1,582,098)	(1,214,915)
Less: Financial assets at amortised cost - self supporting loans	(18,389)	(18,389)	(18,389)	(9,284)	(18,389)
Less : Current assets not expected to be received at end of year	(130,000)	(130,000)	(130,000)	(130,000)	(130,000)
Add: Current liabilities not expected to be cleared at end of year	263844			263845	
- Current portion of borrowings	128,130	169,285	169,285	64,510	169,285
- Current portion of provisions held in reserve	397,157	397,157	397,157	402,902	397,157
<b>Total adjustments to net current assets</b>	(816,540)	(1,065,569)	(1,065,570)	(990,125)	(796,862)

(c) Non-cash amounts excluded from operating activities

The following non-cash revenue and expenditure has been excluded from operating activities within the Statement of Financial Activity in accordance with *Financial Management Regulation 32*.

Adjustments to operating activities	Audited Actual	Adopted Budget	Updated Budget	Year to Date Actual	Estimated Year at
	30 June 2025	30 June 2026	Estimates 30 June 2026	31 January 2026	End Amount 30 June 2026
	\$	\$	\$	\$	\$
Less: Profit on asset disposals	(60,906)	(538,609)	(553,917)	1,332	(553,917)
Less: Movement in liabilities associated with restricted cash				5,746	
Less: Fair value adjustments to financial assets at fair value through profit or loss	3,551				
Add: Loss on disposal of assets		0	15,308	0	15,308
Add: Depreciation on assets	2,602,647	2,901,300	2,901,300	1,684,762	2,901,300
Non-cash movements in non-current assets and liabilities:					
Employee benefit provisions	8,191				
Other provisions	64,179				
<b>Non-cash amounts excluded from operating activities</b>	2,617,662	2,362,691	2,362,691	1,691,840	2,362,691



**SHIRE OF NORTHAMPTON**  
**NOTES TO THE REVIEW OF THE ANNUAL BUDGET**  
**FOR THE PERIOD ENDED 31 JANUARY 2026**

**4 PREDICTED VARIANCES**

	<b>Variance</b>
	<b>\$</b>
<b>Revenue from operating activities</b>	
<b>4.1 Grants, subsidies and contributions</b>	32,291 ▲
Permanent. Mind Robotics Grant \$10,000; fRRR Grant Story Harvest \$10,000. LSL Contributions (\$12,292)	
<b>4.2 Fees and charges</b>	2,850 ▲
Permanent. Story Harvest Tickets.	
<b>Expenditure from operating activities</b>	
<b>4.3 Other expenditure</b>	(248,350) ▼
Permanent. Write off ESL \$47,705, ESL Council properties \$7,794, Grant Expenditure \$20,000; Medical Services Expenditure \$180,000;	
<b>Inflows from investing activities</b>	
<b>4.4 Capital grants, subsidies and contributions</b>	2,944,225 ▲
Additional Funding Horrocks Road \$397,500, R2R Fifth Ave \$150,000, DRFAWA \$986,426; Recognise Contract Liability to Income \$1,957,799.27	
<b>4.5 Proceeds from disposal of assets</b>	250,727 ▲
Proceeds EMWTS P322 \$52,727; Land Sales \$48,000 & \$150,000	
<b>Outflows from investing activities</b>	
<b>4.6 Purchase of land and buildings</b>	(299,000) ▼
Land Purchase	
<b>4.7 Purchase of plant and equipment</b>	(62,727) ▼
Purchase of WMWTS Vehicle	
<b>4.8 Purchase and construction of infrastructure-roads</b>	(986,426) ▼
Horrocks Road \$397,500; R2R Fifth Ave \$150,000; DRWA \$438,926	
<b>Cash inflows from financing activities</b>	
<b>4.9 Transfers from reserve accounts</b>	281,000 ▲
Medical Services \$180,000; Strategic Res Land \$101,000;	
<b>Cash outflows from financing activities</b>	
<b>4.10 Transfers to reserve accounts</b>	(12,291) ▼
LSL Reserve	
<b>4.11 Surplus or deficit at the start of the financial year</b>	(1,360,411) ▼
Adjustments to June 2025 Annual Financial Statements.	
<b>4.12 Surplus or deficit after imposition of general rates</b>	541,888 ▲
As Above.	

**SHIRE OF NORTHAMPTON**  
**MONTHLY FINANCIAL REPORT**  
(Containing the required statement of financial activity and statement of financial position)  
**For the period ended 28 February 2026**

*LOCAL GOVERNMENT ACT 1995*  
*LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996*

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**SHIRE OF NORTHAMPTON**  
**STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD ENDED 28 FEBRUARY 2026**

	Supplementary	Adopted Budget Estimates	YTD Budget Estimates	YTD Actual	Variance* \$	Variance* %	Var.
	Information	(a) \$	(b) \$	(c) \$	(c) - (b) \$	((c) - (b))/(b) %	
<b>OPERATING ACTIVITIES</b>							
<b>Revenue from operating activities</b>							
General rates	10	5,678,686	5,668,686	<b>5,660,310</b>	(8,376)	(0.15%)	
Grants, subsidies and contributions	13	3,540,584	2,448,862	<b>2,018,443</b>	(430,419)	(17.58%)	▼
Fees and charges		1,426,402	1,292,682	<b>1,289,404</b>	(3,278)	(0.25%)	
Interest revenue		236,000	163,992	<b>190,003</b>	26,011	15.86%	▲
Other revenue		62,000	41,328	<b>0</b>	(41,328)	(100.00%)	▼
Profit on asset disposals	6	553,917	522,291	<b>3,858</b>	(518,433)	(99.26%)	▼
		<b>11,497,589</b>	<b>10,137,841</b>	<b>9,162,018</b>	(975,823)	(9.63%)	
<b>Expenditure from operating activities</b>							
Employee costs		(5,487,325)	(3,721,216)	<b>(3,725,807)</b>	(4,591)	(0.12%)	
Materials and contracts		(3,339,308)	(2,225,446)	<b>(2,192,261)</b>	33,185	1.49%	
Utility charges		(328,760)	(219,008)	<b>(199,671)</b>	19,337	8.83%	
Depreciation		(2,901,300)	(1,934,136)	<b>(1,905,730)</b>	28,406	1.47%	
Finance costs		(71,483)	(47,632)	<b>(30,547)</b>	17,085	35.87%	▲
Insurance		(242,942)	(242,308)	<b>(258,066)</b>	(15,758)	(6.50%)	
Other expenditure		(1,376,717)	(947,957)	<b>(876,285)</b>	71,672	7.56%	
Loss on asset disposals	6	(15,308)	(15,308)	<b>0</b>	15,308	100.00%	▲
		<b>(13,763,143)</b>	<b>(9,353,011)</b>	<b>(9,188,367)</b>	164,644	1.76%	
Non-cash amounts excluded from operating activities	Note 2(b)	2,362,691	2,471,735	<b>1,907,721</b>	(564,014)	(22.82%)	▼
<b>Amount attributable to operating activities</b>		<b>97,137</b>	<b>3,256,565</b>	<b>1,881,372</b>	(1,375,193)	(42.23%)	
<b>INVESTING ACTIVITIES</b>							
<b>Inflows from investing activities</b>							
Proceeds from capital grants, subsidies and contributions	14	13,655,043	9,103,336	<b>740,426</b>	(8,362,910)	(91.87%)	▼
Proceeds from disposal of assets	6	898,700	68,000	<b>67,091</b>	(909)	(1.34%)	
Proceeds from financial assets at amortised cost - self supporting loans		18,389	18,389	<b>18,389</b>	0	0.00%	
		<b>14,572,132</b>	<b>9,189,725</b>	<b>825,906</b>	(8,363,819)	(91.01%)	
<b>Outflows from investing activities</b>							
Payments for property, plant and equipment	5	(2,438,191)	(1,638,756)	<b>(373,929)</b>	1,264,827	77.18%	▲
Payments for construction of infrastructure	5	(15,642,785)	(10,428,440)	<b>(554,900)</b>	9,873,540	94.68%	▲
		<b>(18,080,976)</b>	<b>(12,067,196)</b>	<b>(928,829)</b>	11,138,367	92.30%	
<b>Amount attributable to investing activities</b>		<b>(3,508,844)</b>	<b>(2,877,471)</b>	<b>(102,923)</b>	2,774,548	96.42%	
<b>FINANCING ACTIVITIES</b>							
<b>Inflows from financing activities</b>							
Proceeds from new debentures	11	450,000	0	<b>0</b>	0	0.00%	
Transfer from reserves	4	119,850	21,617	<b>21,617</b>	0	0.00%	
		<b>569,850</b>	<b>21,617</b>	<b>21,617</b>	0	0.00%	
<b>Outflows from financing activities</b>							
Repayment of borrowings	11	(131,157)	(72,904)	<b>(72,904)</b>	0	0.00%	
Transfer to reserves	4	(146,191)	0	<b>(146,982)</b>	(146,982)	0.00%	
		<b>(277,348)</b>	<b>(72,904)</b>	<b>(219,886)</b>	(146,982)	(201.61%)	
<b>Amount attributable to financing activities</b>		<b>292,502</b>	<b>(51,287)</b>	<b>(198,268)</b>	(146,982)	(286.59%)	
<b>MOVEMENT IN SURPLUS OR DEFICIT</b>							
<b>Surplus or deficit at the start of the financial year</b>		3,119,126	3,119,126	<b>1,758,715</b>	(1,360,411)	(43.62%)	▼
Amount attributable to operating activities		97,137	3,256,565	<b>1,881,372</b>	(1,375,193)	(42.23%)	▼
Amount attributable to investing activities		(3,508,844)	(2,877,471)	<b>(102,923)</b>	2,774,548	96.42%	▲
Amount attributable to financing activities		292,502	(51,287)	<b>(198,268)</b>	(146,982)	(286.59%)	▼
<b>Surplus or deficit after imposition of general rates</b>		<b>(79)</b>	<b>3,446,933</b>	<b>3,338,895</b>	(108,038)	(3.13%)	

**KEY INFORMATION**

▲▼ Indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold.

\* Refer to Note 3 for an explanation of the reasons for the variance.

This statement is to be read in conjunction with the accompanying Financial Statements and Notes.

**SHIRE OF NORTHAMPTON  
STATEMENT OF FINANCIAL POSITION  
FOR THE PERIOD ENDED 28 FEBRUARY 2026**

	Supplementary Information	30-Jun-25 \$	28 February 2026 \$
<b>CURRENT ASSETS</b>			
Cash and cash equivalents	3	5,849,265	6,956,528
Trade and other receivables		2,022,785	1,018,499
Other financial assets		18,389	9,284
Inventories	8	144,210	140,664
<b>TOTAL CURRENT ASSETS</b>		<b>8,034,649</b>	<b>8,124,975</b>
<b>NON-CURRENT ASSETS</b>			
Trade and other receivables		84,959	84,959
Other financial assets		337,366	337,366
Property, plant and equipment		37,834,114	37,430,296
Infrastructure		145,416,433	144,780,118
<b>TOTAL NON-CURRENT ASSETS</b>		<b>183,672,872</b>	<b>182,632,739</b>
<b>TOTAL ASSETS</b>		<b>191,707,521</b>	<b>190,757,714</b>
<b>CURRENT LIABILITIES</b>			
Trade and other payables	9	1,830,253	506,222
Other liabilities	12	2,440,317	2,311,126
Borrowings	11	128,130	55,225
Employee related provisions	12	922,932	922,932
Other provisions	12	137,762	0
<b>TOTAL CURRENT LIABILITIES</b>		<b>5,459,394</b>	<b>3,795,505</b>
<b>NON-CURRENT LIABILITIES</b>			
Borrowings	11	1,355,133	1,355,133
Employee related provisions		67,263	67,263
Other provisions		1,603,226	1,603,226
<b>TOTAL NON-CURRENT LIABILITIES</b>		<b>3,025,622</b>	<b>3,025,622</b>
<b>TOTAL LIABILITIES</b>		<b>8,485,016</b>	<b>6,821,127</b>
<b>NET ASSETS</b>		<b>183,222,505</b>	<b>183,936,587</b>
<b>EQUITY</b>			
Retained surplus		100,103,469	100,692,187
Reserve accounts	4	1,457,281	1,582,645
Revaluation surplus		81,661,755	81,661,755
<b>TOTAL EQUITY</b>		<b>183,222,505</b>	<b>183,936,587</b>

This statement is to be read in conjunction with the accompanying notes.

## NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD ENDED 28 FEBRUARY 2026

### 1 BASIS OF PREPARATION AND SIGNIFICANT ACCOUNTING POLICIES

#### BASIS OF PREPARATION

This prescribed financial report has been prepared in accordance with the *Local Government Act 1995* and accompanying regulations.

#### **Local Government Act 1995 requirements**

Section 6.4(2) of the *Local Government Act 1995* read with the *Local Government (Financial Management) Regulations 1996*, prescribe that the financial report be prepared in accordance with the *Local Government Act 1995* and, to the extent that they are not inconsistent with the Act, the Australian Accounting Standards. The Australian Accounting Standards (as they apply to local governments and not-for-profit entities) and Interpretations of the Australian Accounting Standards Board were applied where no inconsistencies exist.

The *Local Government (Financial Management) Regulations 1996* specify that vested land is a right-of-use asset to be measured at cost, and is considered a zero cost concessionary lease. All right-of-use assets under zero cost concessionary leases are measured at zero cost rather than at fair value, except for vested improvements on concessionary land leases such as roads, buildings or other infrastructure which continue to be reported at fair value, as opposed to the vested land which is measured at zero cost. The measurement of vested improvements at fair value is a departure from AASB 16 which would have required the Shire to measure any vested improvements at zero cost.

*Local Government (Financial Management) Regulations 1996*, regulation 34 prescribes contents of the financial report. Supporting information does not form part of the financial report.

Accounting policies which have been adopted in the preparation of this financial report have been consistently applied unless stated otherwise. Except for cash flow and rate setting information, the financial report has been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

#### **THE LOCAL GOVERNMENT REPORTING ENTITY**

All funds through which the Shire controls resources to carry on its functions have been included in the financial statements forming part of this financial report.

All monies held in the Trust Fund are excluded from the financial statements. A separate statement of those monies appears at Note 15 to these financial statements.

#### **Judgements and estimates**

The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses.

The estimates and associated assumptions are based on historical experience and various other factors believed to be reasonable under the circumstances; the results of which form the basis of making the judgements about carrying values of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these estimates.

The balances, transactions and disclosures impacted by accounting estimates are as follows:

- estimated fair value of certain financial assets
- impairment of financial assets
- estimation of fair values of land and buildings, infrastructure and investment property
- estimation uncertainties made in relation to lease accounting
- estimated useful life of intangible assets

#### **SIGNIFICANT ACCOUNTING POLICIES**

Significant accounting policies utilised in the preparation of these statements are as described within the 2023-24 Annual Budget. Please refer to the adopted budget document for details of these policies.

#### **PREPARATION TIMING AND REVIEW**

Date prepared: All known transactions up to 03 February 2026

**SHIRE OF NORTHAMPTON**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD ENDED 28 FEBRUARY 2026**

**2 STATEMENT OF FINANCIAL ACTIVITY INFORMATION**

(a) Net current assets used in the Statement of Financial Activity	Supplementary Information	Adopted Budget	Actual	Year to Date
		Opening 1 July 2025	as at 30 June 2025	28 February 2026
<b>Current assets</b>		\$	\$	\$
Cash and cash equivalents	3	5,849,265	5,849,265	6,956,528
Trade and other receivables		1,638,025	2,022,785	1,018,499
Other financial assets		18,389	18,389	9,284
Inventories	8	144,210	144,210	140,664
		<u>7,649,889</u>	<u>8,034,649</u>	<u>8,124,975</u>
<b>Less: current liabilities</b>				
Trade and other payables	9	(1,806,682)	(1,830,253)	(506,222)
Other liabilities	12	(449,416)	(2,440,317)	(2,311,126)
Borrowings	11	(131,157)	(128,130)	(55,225)
Employee related provisions	12	(918,120)	(922,932)	(922,932)
Other provisions	12	(148,031)	(137,762)	0
		<u>(3,453,406)</u>	<u>(5,459,394)</u>	<u>(3,795,505)</u>
<b>Net current assets</b>		<b>4,196,483</b>	<b>2,575,255</b>	<b>4,329,470</b>
<b>Less: Total adjustments to net current assets</b>	Note 2(c)	<b>(1,077,357)</b>	<b>(816,540)</b>	<b>(990,575)</b>
<b>Closing funding surplus / (deficit)</b>		<b>3,119,126</b>	<b>1,758,715</b>	<b>3,338,895</b>

**(b) Non-cash amounts excluded from operating activities**

The following non-cash revenue and expenditure has been excluded from operating activities within the Statement of Financial Activity in accordance with *Financial Management Regulation 32*.

Non-cash amounts excluded from operating activities	Adopted Budget	YTD Budget (a)	YTD Actual (b)
	\$	\$	\$
<b>Adjustments to operating activities</b>			
Less: Profit on asset disposals	6	(553,917)	522,291
Less: Movement in liabilities associated with restricted cash		0	0
Add: Loss on asset disposals	6	15,308	15,308
Add: Depreciation		2,901,300	1,934,136
<b>Total non-cash amounts excluded from operating activities</b>		<b>2,362,691</b>	<b>2,471,735</b>

**(c) Current assets and liabilities excluded from budgeted deficiency**

The following current assets and liabilities have been excluded from the net current assets used in the Statement of Financial Activity in accordance with *Financial Management Regulation 32* to agree to the surplus/(deficit) after imposition of general rates.

	Adopted Budget Opening 1/07/2025	Last Year Closing 30 June 2025	Year to Date 28 February 2026
	\$	\$	\$
<b>Adjustments to net current assets</b>			
Less: Reserve accounts	4	(1,457,282)	(1,457,282)
Less: Financial assets at amortised cost - self supply	8	(18,389)	(18,389)
- Land held for resale		(130,000)	(130,000)
- Other liabilities - Adjustment to current non current liabilities		263,844	263,841
Add: Current liabilities not expected to be cleared at the end of the year:			
- Current portion of borrowings	11	131,157	128,130
- Current portion of employee benefit provisions held	4	397,157	397,157
<b>Total adjustments to net current assets</b>	Note 2(a)	<b>(1,077,357)</b>	<b>(816,540)</b>

**CURRENT AND NON-CURRENT CLASSIFICATION**

In the determination of whether an asset or liability is current or non-current, consideration is given to the time when each asset or liability is expected to be settled. Unless otherwise stated assets or liabilities are classified as current if expected to be settled within the next 12 months, being the Council's operational cycle.

**SHIRE OF NORTHAMPTON  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 28 FEBRUARY 2026**

**3 EXPLANATION OF MATERIAL VARIANCES**

The material variance thresholds are adopted annually by Council as an indicator of whether the actual expenditure or revenue varies from the year to date actual materially.

The material variance adopted by Council for the 2025-26 year is \$10,000 and 10.00% whichever is the greater.

Description	Var. \$	Var. %	
	\$	%	
<b>Revenue from operating activities</b>			
<b>Grants, subsidies and contributions</b>	(430,419)	(17.58%)	▼
Timing, as funds a received and revenue recognised.			
<b>Interest revenue</b>	26,011	15.86%	▲
Timing in receiving interest			
<b>Other revenue</b>	(41,328)	(100.00%)	▼
Timing in receiving DFES revenue (road repairs)			
<b>Profit on asset disposals</b>	(518,433)	(99.26%)	▼
Timing as assets are disposed.			
<b>Expenditure from operating activities</b>			
<b>Finance costs</b>	17,085	35.87%	▲
Timing, impact of accrued interest from 2024/25			
<b>Loss on asset disposals</b>	15,308	100.00%	▲
Timing, as assets are disposed of.			
<b>Non-cash amounts excluded from operating activities</b>	(564,014)	(22.82%)	▼
Timing, Asset disposals.			
<b>Inflows from investing activities</b>			
<b>Proceeds from capital grants, subsidies and contributions</b>	(8,362,910)	(91.87%)	▼
Timing, as capital grants are received.			
<b>Outflows from investing activities</b>			
<b>Payments for property, plant and equipment</b>	1,264,827	77.18%	▲
Timing as capital works increase			
<b>Payments for construction of infrastructure</b>	9,873,540	94.68%	▲
Timing as capital works increase			
<b>Surplus or deficit at the start of the financial year</b>	(1,360,411)	(43.62%)	▼
AFR recognition Cap Grant Liabilities, Contingent Liability,			
Timing, as a result of the above variances			

**SHIRE OF NORTHAMPTON**  
**SUPPLEMENTARY INFORMATION**  
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**SHIRE OF NORTHAMPTON  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 28 FEBRUARY 2026**

**1 KEY INFORMATION**

**Funding Surplus or Deficit Components**

<b>Funding surplus / (deficit)</b>				
	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
Opening	\$3.12 M	\$3.12 M	\$1.76 M	(\$1.36 M)
Closing	(\$0.00 M)	\$3.45 M	\$3.34 M	(\$0.11 M)

Refer to Statement of Financial Activity

<b>Cash and cash equivalents</b>		
	\$	% of total
<b>Total</b>	<b>\$6.96 M</b>	
Unrestricted Cash	\$5.37 M	77.2%
Restricted Cash	\$1.58 M	22.8%

Refer to 3 - Cash and Financial Assets

<b>Payables</b>		
	\$	% Outstanding
<b>Total</b>	<b>\$0.51 M</b>	
Trade Payables	(\$0.00 M)	
0 to 30 Days		0.0%
Over 30 Days		100.0%
Over 90 Days		100.0%

Refer to 9 - Payables

<b>Receivables</b>		
	\$	% Collected
<b>Total</b>	<b>\$0.32 M</b>	
Rates Receivable	\$0.69 M	88.3%
Trade Receivable	\$0.32 M	% Outstanding
Over 30 Days		65.2%
Over 90 Days		40.1%

Refer to 7 - Receivables

**Key Operating Activities**

<b>Amount attributable to operating activities</b>			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
\$0.10 M	\$3.26 M	\$1.88 M	(\$1.38 M)

Refer to Statement of Financial Activity

<b>Rates Revenue</b>		
YTD Actual	\$	% Variance
YTD Actual	\$5.66 M	
YTD Budget	\$5.67 M	(0.1%)

Refer to 10 - Rate Revenue

<b>Grants and Contributions</b>		
YTD Actual	\$	% Variance
YTD Actual	\$2.02 M	
YTD Budget	\$2.56 M	(21.1%)

Refer to 13 - Grants and Contributions

<b>Fees and Charges</b>		
YTD Actual	\$	% Variance
YTD Actual	\$1.29 M	
YTD Budget	\$1.29 M	(0.3%)

Refer to Statement of Financial Activity

**Key Investing Activities**

<b>Amount attributable to investing activities</b>			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$3.51 M)	(\$2.88 M)	(\$0.10 M)	\$2.77 M

Refer to Statement of Financial Activity

<b>Proceeds on sale</b>		
YTD Actual	\$	%
YTD Actual	\$0.07 M	
Adopted Budget	\$0.90 M	(92.5%)

Refer to 6 - Disposal of Assets

<b>Asset Acquisition</b>		
YTD Actual	\$	% Spent
YTD Actual	\$0.55 M	
Adopted Budget	\$15.64 M	(96.5%)

Refer to 5 - Capital Acquisitions

<b>Capital Grants</b>		
YTD Actual	\$	% Received
YTD Actual	\$0.74 M	
Adopted Budget	\$13.66 M	(94.6%)

Refer to 5 - Capital Acquisitions

**Key Financing Activities**

<b>Amount attributable to financing activities</b>			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
\$0.29 M	(\$0.05 M)	(\$0.20 M)	(\$0.15 M)

Refer to Statement of Financial Activity

<b>Borrowings</b>	
Principal repayments	(\$0.07 M)
Interest expense	(\$0.03 M)
Principal due	\$0.59 M

Refer to 11 - Borrowings

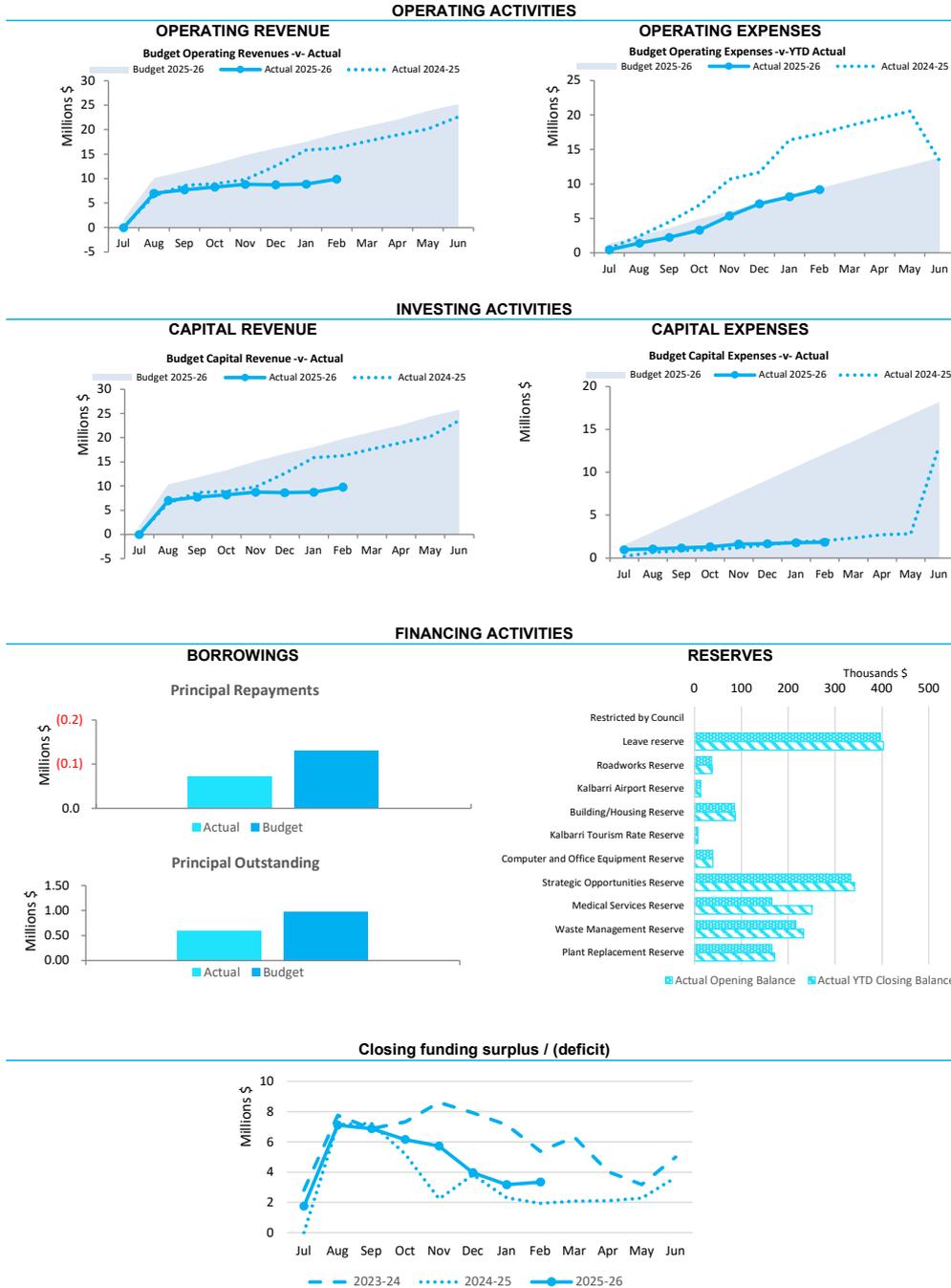
<b>Reserves</b>	
Reserves balance	\$1.58 M
Interest earned	\$0.03 M

Refer to 4 - Cash Reserves

This information is to be read in conjunction with the accompanying Financial Statements and notes.

SHIRE OF NORTHAMPTON  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 28 FEBRUARY 2026

2 KEY INFORMATION - GRAPHICAL



This information is to be read in conjunction with the accompanying Financial Statements and Notes.

SHIRE OF NORTHAMPTON  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 28 FEBRUARY 2026

3 CASH AND FINANCIAL ASSETS

Description	Classification	Unrestricted \$	Restricted \$	Total Cash \$	Trust \$	Institution	Interest Rate	Maturity Date
Cash Deposits	Municipal	1,837,621	0.00	1,837,621	0	NAB		At call
Petty Cash	Cash on Hand	1,050	0.00	1,050	0			
Investment	Reserves	0	1,582,646	1,582,646	0	NAB	4.10%	24/03/2026
Investment	Term Deposit	1,515,090	0.00	1,515,090	0	NAB	3.52%	18/04/2026
Investment	Term Deposit	2,020,121	0.00	2,020,121	0	NAB	4.43%	18/05/2026
<b>Total</b>		<b>5,373,882</b>	<b>1,582,646</b>	<b>6,956,528</b>	<b>0</b>			
<b>Comprising</b>								
Cash and cash equivalents		5,373,882	1,582,646	6,956,528	0			
		<b>5,373,882</b>	<b>1,582,646</b>	<b>6,956,528</b>	<b>0</b>			

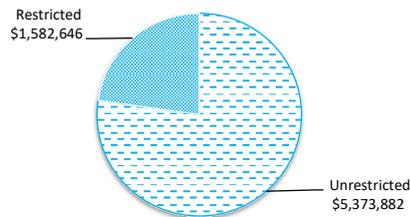
**KEY INFORMATION**

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments with original maturities of three months or less that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value. Bank overdrafts are reported as short term borrowings in current liabilities in the statement of net current assets.

The local government classifies financial assets at amortised cost if both of the following criteria are met:

- the asset is held within a business model whose objective is to collect the contractual cashflows, and
- the contractual terms give rise to cash flows that are solely payments of principal and interest.

Financial assets at amortised cost held with registered financial institutions are listed in this note other financial assets at amortised cost are provided in Note 4 - Other assets.



SHIRE OF NORTHAMPTON  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 28 FEBRUARY 2026

4 RESERVE ACCOUNTS

Reserve name	Budget Opening Balance	Budget Interest Earned	Budget Transfers In (+)	Budget Transfers Out (-)	Budget Closing Balance	Actual Opening Balance	Actual Interest Earned	Actual Transfers In (+)	Actual Transfers Out (-)	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>Restricted by Council</b>										
Leave reserve	397,157	5,700	0	0	402,857	397,157	5,849	-	-	403,005
Roadworks Reserve	36,921	530	0	0	37,451	36,921	544	-	-	37,465
Kalbarri Airport Reserve	12,701	200	10,000	0	22,901	12,701	205	-	-	12,906
Building/Housing Reserve	85,983	1,000	0	(38,000)	48,983	85,983	1,026	-	-	87,009
Kalbarri Tourism Rate Reserve	6,975	0	0	0	6,975	6,975	-	-	-	6,975
Computer and Office Equipment	38,947	560	0	0	39,507	38,947	575	-	-	39,522
Strategic Opportunities Reserve	332,451	9,000	0	(25,000)	316,451	332,451	9,235	-	-	341,685
Medical Services Reserve	170,502	2,000	105,901	(25,000)	253,403	164,208	2,052	105,901	(21,617)	250,544
Waste Management Reserve	216,450	6,300	0	0	222,750	216,450	6,464	10,000	-	232,914
Plant Replacement Reserve	159,196	5,000	0	(31,850)	132,346	165,489	5,131	-	-	170,620
	<b>1,457,282</b>	<b>30,290</b>	<b>115,901</b>	<b>(119,850)</b>	<b>1,483,623</b>	<b>1,457,282</b>	<b>31,081</b>	<b>115,901</b>	<b>(21,617)</b>	<b>1,582,646</b>

SHIRE OF NORTHAMPTON  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 28 FEBRUARY 2026

INVESTING ACTIVITIES

5 CAPITAL ACQUISITIONS

Capital acquisitions	Adopted		YTD Actual	YTD Actual Variance
	Budget	YTD Budget		
	\$	\$	\$	\$
Land	300,000	200,000	0	(200,000)
Buildings	1,187,214	791,456	1,011,249	219,793
Furniture and Equipment	84,500	56,328	26,699	(29,629)
Plant and equipment	866,477	590,972	281,651	(309,322)
Work in Progress	0	0	(945,670)	(945,670)
<b>Acquisition of property, plant and equipment</b>	<b>2,438,191</b>	<b>1,638,756</b>	<b>373,929</b>	<b>(1,264,827)</b>
Infrastructure - Roads	7,357,852	4,905,184	359,717	(4,545,467)
Infrastructure - Footpaths & Carparks	82,350	54,880	12,211	(42,669)
Infrastructure - Parks & Ovals	8,193,583	5,462,376	182,972	(5,279,404)
Infrastructure - Airport	9,000	6,000	0	(6,000)
<b>Acquisition of infrastructure</b>	<b>15,642,785</b>	<b>10,428,440</b>	<b>554,900</b>	<b>(9,873,540)</b>
<b>Total capital acquisitions</b>	<b>18,080,976</b>	<b>12,067,196</b>	<b>928,829</b>	<b>(11,138,367)</b>
<b>Capital Acquisitions Funded By:</b>				
Capital grants and contributions	13,655,043	9,103,336	740,426	(8,362,910)
Borrowings	450,000	0	0	0
Other (disposals & C/Fwd)	898,700	68,000	67,091	(909)
Reserve accounts				
Building/Housing Reserve	38,000		0	0
Strategic Opportunities Reserve	25,000		0	0
Medical Services Reserve	25,000		21,617	21,617
Plant Replacement Reserve	31,850		0	0
Contribution - operations	2,957,383	2,895,860	99,695	(2,796,165)
<b>Capital funding total</b>	<b>18,080,976</b>	<b>12,067,196</b>	<b>928,829</b>	<b>(11,138,367)</b>

**SIGNIFICANT ACCOUNTING POLICIES**

Each class of fixed assets within either plant and equipment or infrastructure, is carried at cost or fair value as indicated less, where applicable, any accumulated depreciation and impairment losses.

Assets for which the fair value as at the date of acquisition is under \$5,000 are not recognised as an asset in accordance with *Financial Management Regulation 17A (5)*. These assets are expensed immediately.

Where multiple individual low value assets are purchased together as part of a larger asset or collectively forming a larger asset exceeding the threshold, the individual assets are recognised as one asset and capitalised.

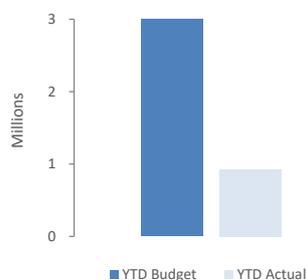
**Initial recognition and measurement for assets held at cost**

Plant and equipment including furniture and equipment is recognised at cost on acquisition in accordance with *Financial Management Regulation 17A*. Where acquired at no cost the asset is initially recognise at fair value. Assets held at cost are depreciated and assessed for impairment annually.

**Initial recognition and measurement between mandatory revaluation dates for assets held at fair value**

In relation to this initial measurement, cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at zero cost or otherwise significantly less than fair value, cost is determined as fair value at the date of acquisition. The cost of non-current assets constructed by the Shire includes the cost of all materials used in construction, direct labour on the project and an appropriate proportion of variable and fixed overheads.

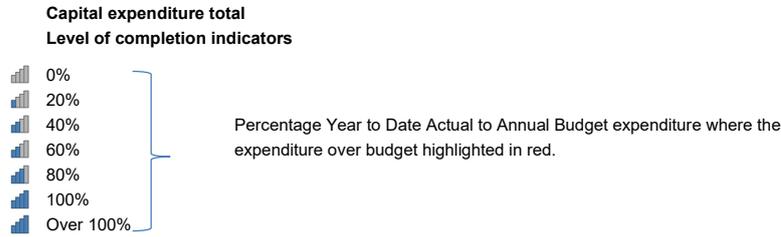
Payments for Capital Acquisitions



SHIRE OF NORTHAMPTON  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 28 FEBRUARY 2026

INVESTING ACTIVITIES

5 CAPITAL ACQUISITIONS - DETAILED



Level of completion indicator, please see table at the end of this note for further detail.

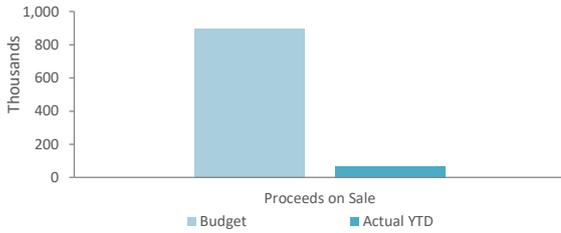
Account Description	Adopted			Variance (Under)/Over
	Budget	YTD Budget	YTD Actual	
	\$	\$	\$	\$
LAND - NORTHAMPTON LIA EXPANSION	300,000	200,000	0	200,000
PLANT & EQUIPMENT	155,806	103,872	64,770	39,102
PLANT AND EQUIPMENT - HLT	40,000	39,996	36,564	3,432
ROAD PLANT/MACHINERY	545,350	363,560	134,804	228,756
UTILITIES (VEHICLES)	125,321	83,544	45,513	38,031
FURNITURE AND EQUIPMENT	84,500	56,328	26,699	29,629
STAFF HOUSING - BUILDINGS	87,214	58,136	65,579	-7,443
PUBLIC AMENITIES - BUILDINGS	0	0	0	0
BUILDING INFRASTRUCTURE (LOT 514 WOODS ST KALB)	500,000	333,328	0	333,328
KALBARRI MULTI-USE CENTRE	250,000	166,664	0	166,664
OTHER CULTURE - BUILDINGS	350,000	233,328	0	233,328
REGIONAL ROAD GROUP	513,988	342,656	0	342,656
- MUNICIPAL FUND	709,598	473,040	82,598	390,442
BLACKSPOT PROJECTS	5,137,799	3,425,192	276,491	3,148,701
ROADS TO RECOVERY	796,467	530,968	0	530,968
ROADS DRFAWA AGRN1143 JUNE 24 RAINFALL EVENT	200,000	133,328	0	133,328
FOOTPATH CONSTRUCTION	82,350	54,880	6,375	48,505
HAMPTON ROAD FOOTPATH (LRCl4)	0	0	5,836	-5,836
AIRPORT INFRASTRUCTURE	9,000	6,000	0	6,000
FORESHORE INFRASTRUCTURE	24,000	16,000	0	16,000
KALBARRI FORESHORE - OTHER INFRASTRUCTURE	8,100,000	5,400,000	94,816	5,305,184
OTHER INFRASTRUCTURE - SPORT & REC	37,700	25,128	88,156	-63,028
PARKS AND OVALS - OTHER CULTURE	31,883	21,248	0	21,248
LITTLE BAY ROAD	0	0	628	-628
	<b>18,080,976</b>	<b>12,067,196</b>	<b>928,829</b>	<b>11,138,367</b>

**SHIRE OF NORTHAMPTON  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 28 FEBRUARY 2026**

**OPERATING ACTIVITIES**

**6 DISPOSAL OF ASSETS**

Asset Ref.	Asset description	Budget				YTD Actual			
		Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
		\$	\$	\$	\$	\$	\$	\$	\$
<b>Land</b>									
	Lots 80 & 81 Kitson	64,000	300,000	236,000	0			0	0
	Lots 22 & 29 Rake Place	0	120,000	120,000	0			0	0
				0	0			0	0
				0	0			0	0
<b>Building</b>									
	Robinson St House	159,576	300,000	140,424	0			0	0
<b>Plant and equipment</b>									
41817	CEO Vehicle (P32)	64,831	70,700	5,869	0			0	0
41806	EMDCR Vehicle (P320)	48,562	40,000	0	(8,562)	49,824	41,818	0	(8,006)
41794	EHO Vehicle (P308)	0	20,000	20,000	0	12,083	17,273	5,190	0
41760	Tip Truck Kal (P273)	8,376	30,000	21,624	0			0	0
41771	Mower Front Deck (P285)	14,746	8,000	0	(6,746)	1,326	8,000	6,674	0
41774	Vehicle Ranger (P290)	0	10,000	10,000	0			0	0
		<b>360,091</b>	<b>898,700</b>	<b>553,917</b>	<b>(15,308)</b>	<b>63,233</b>	<b>67,091</b>	<b>11,864</b>	<b>(8,006)</b>

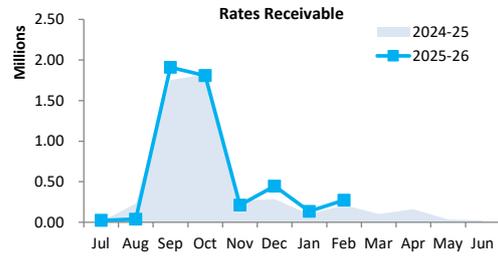


**SHIRE OF NORTHAMPTON  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 28 FEBRUARY 2026**

**OPERATING ACTIVITIES**

**7 RECEIVABLES**

Rates receivable	30 June 2025	28 Feb 2026
	\$	\$
Opening arrears previous years	260,288	269,112
Levied this year	5,150,141	5,660,310
Less - collections to date	(5,141,317)	(5,235,443)
<b>Gross rates collectable</b>	<b>269,112</b>	<b>693,979</b>
<b>Net rates collectable</b>	<b>269,112</b>	<b>693,979</b>
% Collected	95.0%	88.3%



Receivables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Receivables - general	(1,856)	33,235	16,468	6,233	36,191	90,271
Percentage	(2.1%)	36.8%	18.2%	6.9%	40.1%	
<b>Balance per trial balance</b>						
Trade receivables						90,271
Rubbish receivables						67,131
GST receivable						45,521
Receivables for employee related provisions						15,556
Emergency Services Levy						106,041
<b>Total receivables general outstanding</b>						<b>324,520</b>

Amounts shown above include GST (where applicable)

**KEY INFORMATION**

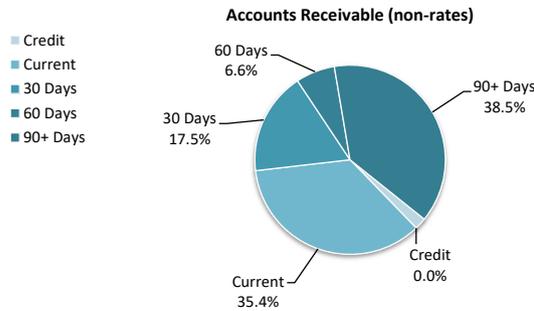
Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.

Trade receivables are recognised at original invoice amount less any allowances for uncollectable amounts (i.e. impairment). The carrying amount of net trade receivables is equivalent to fair value as it is due for settlement within 30 days.

**Classification and subsequent measurement**

Receivables which are generally due for settlement within 30 days except rates receivables which are expected to be collected within 12 months are classified as current assets. All other receivables such as, deferred pensioner rates receivable after the end of the reporting period are classified as non-current assets.

Trade and other receivables are held with the objective to collect the contractual cashflows and therefore the Shire measures them subsequently at amortised cost using the effective interest rate method.



**SHIRE OF NORTHAMPTON  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 28 FEBRUARY 2026**

**OPERATING ACTIVITIES**

**8 OTHER CURRENT ASSETS**

	Opening Balance 1 July 2025	Asset Increase	Asset Reduction	Closing Balance 28 February 2026
	\$	\$	\$	\$
<b>Other current assets</b>				
<b>Other financial assets at amortised cost</b>				
Financial assets at amortised cost - self supporting loans	18,389	0	(9,105)	9,284
<b>Inventory</b>				
Fuel	14,210	(3,546)	0	10,664
<b>Land held for resale</b>				
Cost of acquisition	130,000	0	0	130,000
<b>Total other current assets</b>	<b>162,599</b>	<b>(3,546)</b>	<b>(9,105)</b>	<b>149,948</b>
<b>Amounts shown above include GST (where applicable)</b>				

**KEY INFORMATION**

**Other financial assets at amortised cost**

The Shire classifies financial assets at amortised cost if both of the following criteria are met:

- the asset is held within a business model whose objective is to collect the contractual cashflows, and
- the contractual terms give rise to cash flows that are solely payments of principal and interest.

**Inventory**

Inventories are measured at the lower of cost and net realisable value.

Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

**Land held for resale**

Land held for development and resale is valued at the lower of cost and net realisable value. Cost includes the cost of acquisition, development, borrowing costs and holding costs until completion of development. Borrowing costs and holding charges incurred after development is completed are expensed.

Gains and losses are recognised in profit or loss at the time of signing an unconditional contract of sale if significant risks and rewards, and effective control over the land, are passed onto the buyer at this point.

Land held for resale is classified as current except where it is held as non-current based on the Council's intentions to release for sale.

**SHIRE OF NORTHAMPTON  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 28 FEBRUARY 2026**

**OPERATING ACTIVITIES**

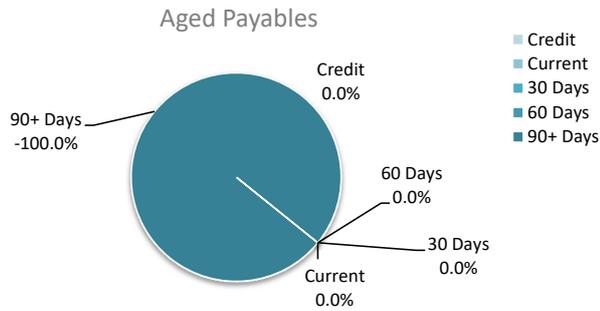
**9 PAYABLES**

<b>Payables - general</b>	<b>Credit</b>	<b>Current</b>	<b>30 Days</b>	<b>60 Days</b>	<b>90+ Days</b>	<b>Total</b>
	\$	\$	\$	\$	\$	\$
Payables - general	0	0	0	0	(62)	(62)
Percentage	0.0%	0.0%	0.0%	0.0%	100.0%	
<b>Balance per trial balance</b>						
Sundry creditors						(62)
Accrued salaries and wages						7,171
ATO liabilities						81,532
Payroll Deductions Rates						(40)
Prepaid Rates						83,913
Bonds and Deposits						351,744
Accrued Expenditure						(18,036)
<b>Total payables general outstanding</b>						<b>506,222</b>

Amounts shown above include GST (where applicable)

**KEY INFORMATION**

Trade and other payables represent liabilities for goods and services provided to the Shire prior to the end of the period that are unpaid and arise when the Shire becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured, are recognised as a current liability and are normally paid within 30 days of recognition. The carrying amounts of trade and other payables are considered to be the same as their fair values, due to their short-term nature.



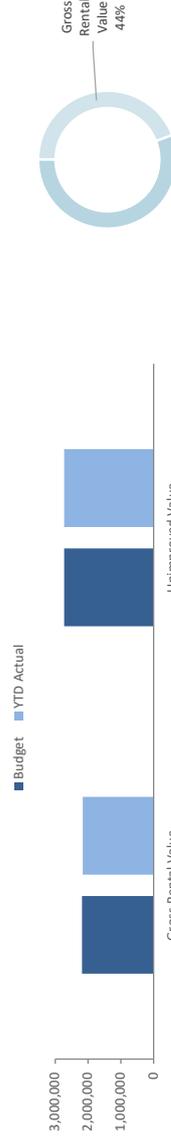
OPERATING ACTIVITIES

SHIRE OF NORTHAMPTON  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 28 FEBRUARY 2026

10 RATE REVENUE

RATE TYPE	Rate in \$ (cents)	Number of Properties	Rateable Value	Rate Revenue	Budget		YTD Actual	
					Interim Rate Revenue	Total Revenue	Interim Rate Revenue	Total Revenue
			\$	\$	\$	\$	\$	\$
<b>General rate revenue</b>								
Gross rental value	0.078507	1,632	27,377,584	2,149,332	30,000	2,179,332	2,149,265	7,750
Gross Rental Value								
Unimproved value	0.006010	409	452,937,438	2,722,154	0	2,722,154	2,722,155	3,741
Unimproved Value								
<b>Sub-Total</b>		<b>2,041</b>	<b>480,315,022</b>	<b>4,871,486</b>	<b>30,000</b>	<b>4,901,486</b>	<b>4,871,420</b>	<b>11,491</b>
<b>Minimum payment</b>								
Minimum payment	\$							
Gross rental value	665	988	5,576,346	657,020	0	657,020	663,670	0
Gross Rental Value								
Unimproved value	665	92	3,514,135	61,180	0	61,180	54,530	0
Unimproved Value								
<b>Sub-total</b>		<b>1,080</b>	<b>9,090,481</b>	<b>718,200</b>	<b>0</b>	<b>718,200</b>	<b>718,200</b>	<b>0</b>
<b>Total general rates</b>						<b>5,619,686</b>		<b>5,601,111</b>
<b>Specified area rates</b>								
Specified area rates	Rate in \$ (cents)							
Port Gregory Water Supply	0.039352	55	736,944	29,000	0	29,000	30,056	0
Kalbarri Tourism Rate	0.001291	1,792	23,225,317	30,000	0	30,000	29,000	0
Interim Rates								143
<b>Total specified area rates</b>				<b>59,000</b>	<b>0</b>	<b>59,000</b>	<b>59,056</b>	<b>143</b>
<b>Total</b>						<b>5,678,686</b>		<b>5,660,310</b>

**KEY INFORMATION**  
Prepaid rates are, until the taxable event for the rates has occurred, refundable at the request of the ratepayer. Rates received in advance give rise to a financial liability. On 1 July the prepaid rates were recognised as a financial asset and a related amount was recognised as a financial liability and no income was recognised. When the taxable event occurs the financial liability is extinguished and income recognised for the prepaid rates that have not been refunded.



SHIRE OF NORTHAMPTON  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 28 FEBRUARY 2026

## FINANCING ACTIVITIES

## 11 BORROWINGS

## Repayments - borrowings

Information on borrowings	Loan No.	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments		
		1 July 2025	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
Particulars		\$	\$	\$	\$	\$	\$	\$	\$	
RSL Hall Extensions	156	212,370	0	0	(25,604)	(51,472)	186,766	160,898	(1,884)	(5,490)
Plant Purchases	157	176,769	0	0	(17,050)	(34,236)	159,719	142,533	(778)	(3,820)
Woods St Site Dev	158	0	0	250,000	0	(1,682)	0	248,318	0	(914)
Staff Housing	159	0	0	0	(11,862)	(24,032)	-11,862	-24,032	(21,272)	(47,947)
Nton Mens Shed Dev	160	0	0	200,000	0	(1,346)	0	198,654	0	(731)
		389,139	0	450,000	(54,515)	(112,768)	334,624	726,371	(23,933)	(58,902)
<b>Self supporting loans</b>										
Pioneer Lodge		276,135	0	0	(18,389)	(18,389)	257,746	257,746	(6,613)	(12,581)
		276,135	0	0	(18,389)	(18,389)	257,746	257,746	(6,613)	(12,581)
<b>Total</b>		<b>665,274</b>	<b>0</b>	<b>450,000</b>	<b>(72,904)</b>	<b>(131,157)</b>	<b>592,370</b>	<b>984,117</b>	<b>(30,546)</b>	<b>(71,483)</b>
Current borrowings		128,130					55,225			
Non-current borrowings		1,355,133					1,355,133			
		<b>1,483,263</b>					<b>1,410,358</b>			

All debenture repayments were financed by general purpose revenue.

Self supporting loans are financed by repayments from third parties.

## New borrowings 2025-26

Particulars	Amount Borrowed	Amount Borrowed	Institution	Loan Type	Term Years	Total Interest & Charges	Interest Rate	Amount (Used)		Balance Unspent
	Actual	Budget						Actual	Budget	
	\$	\$				\$	%	\$	\$	\$
Woods St Site Dev	0	250,000	WATC	Fixed	20	0	4.4	0	250,000	0
Nton Mens Shed Dev	0	200,000	WATC	Fixed	20	0	4.4	0	200,000	0
	<b>0</b>	<b>450,000</b>				<b>0</b>		<b>0</b>	<b>450,000</b>	<b>0</b>

## KEY INFORMATION

Borrowing costs are recognised as an expense when incurred except where they are directly attributable to the acquisition, construction or production of a qualifying asset. Where this is the case, they are capitalised as part of the cost of the particular asset until such time as the asset is substantially ready for its intended use or sale.

Fair values of borrowings are not materially different to their carrying amounts, since the interest payable on those borrowings is either close to current market rates or the borrowings are of a short term nature. Non-current borrowings fair values are based on discounted cash flows using a current borrowing rate.

SHIRE OF NORTHAMPTON  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 28 FEBRUARY 2026

OPERATING ACTIVITIES

12 OTHER CURRENT LIABILITIES

	Note	Opening Balance 1 July 2025	Liability transferred from/(to) non current	Liability Increase	Liability Reduction	Closing Balance 28 February 2026
		\$	\$	\$	\$	\$
<b>Other current liabilities</b>						
<b>Other liabilities</b>						
Contract liabilities		315,433	0		(129,191)	186,242
Capital grant/contributions liabilities		2,124,884	0	0	0	2,124,884
<b>Total other liabilities</b>		<b>2,440,317</b>	<b>0</b>	<b>0</b>	<b>(129,191)</b>	<b>2,311,126</b>
<b>Employee Related Provisions</b>						
Provision for annual leave		413,858	0	0	0	413,858
Provision for long service leave		373,961	0	0	0	373,961
Annual leave oncosts		70,356	0	0	0	70,356
LSL oncosts		64,757	0	0	0	64,757
<b>Total Provisions</b>		<b>922,932</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>922,932</b>
<b>Total other current liabilities</b>		<b>3,363,249</b>	<b>0</b>	<b>0</b>	<b>(129,191)</b>	<b>3,234,058</b>

Amounts shown above include GST (where applicable)

A breakdown of contract liabilities and associated movements is provided on the following pages at Note 13 and 14

**KEY INFORMATION**

**Provisions**

Provisions are recognised when the Shire has a present legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured.

Provisions are measured using the best estimate of the amounts required to settle the obligation at the end of the reporting period.

**Employee Related Provisions**

**Short-term employee benefits**

Provision is made for the Shire's obligations for short-term employee benefits. Short-term employee benefits are benefits (other than termination benefits) that are expected to be settled wholly before 12 months after the end of the annual reporting period in which the employees render the related service, including wages, salaries and sick leave. Short-term employee benefits are measured at the (undiscounted) amounts expected to be paid when the obligation is settled.

The Shire's obligations for short-term employee benefits such as wages, salaries and sick leave are recognised as a part of current trade and other payables in the calculation of net current assets.

**Other long-term employee benefits**

The Shire's obligations for employees' annual leave and long service leave entitlements are recognised as employee related provisions in the statement of financial position.

Long-term employee benefits are measured at the present value of the expected future payments to be made to employees. Expected future payments incorporate anticipated future wage and salary levels, durations of service and employee departures and are discounted at rates determined by reference to market yields at the end of the reporting period on government bonds that have maturity dates that approximate the terms of the obligations. Any remeasurements for changes in assumptions of obligations for other long-term employee benefits are recognised in profit or loss in the periods in which the changes occur. The Shire's obligations for long-term employee benefits are presented as non-current provisions in its statement of financial position, except where the Shire does not have an unconditional right to defer settlement for at least 12 months after the end of the reporting period, in which case the obligations are presented as current provisions.

**Contract liabilities**

An entity's obligation to transfer goods or services to a customer for which the entity has received consideration (or the amount is due) from the customer.

**Capital grant/contribution liabilities**

Grants to acquire or construct recognisable non-financial assets to identified specifications be constructed to be controlled by the Shire are recognised as a liability until such time as the Shire satisfies its obligations under the agreement.

SHIRE OF NORTHAMPTON  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 28 FEBRUARY 2026

## OPERATING ACTIVITIES

## 13 GRANTS, SUBSIDIES AND CONTRIBUTIONS

Provider	Unspent grant, subsidies and contributions liability					Grants, subsidies and contributions revenue		
	Liability	Increase in	Decrease in	Liability	Current	Adopted Budget	YTD	YTD Revenue
	1 July 2025	Liability	Liability	28 Feb 2026	Liability	Revenue	Budget	Actual
	\$	\$	(As revenue)	\$	\$	\$	\$	\$
<b>Grants and subsidies</b>								
GRANTS COMMISSION - GENERAL				0		960,130	720,096	757,487
GRANTS COMMISSION - ROADS				0		528,580	396,435	357,824
EMERGENCY SERVICES LEVY				0		96,000	64,000	84,484
GRANT BUSHFIRE RISK PLANNING COORDINATOR (DFES)				0		165,895	110,592	165,895
GRANT REVENUE				0		-	94,520	0
- MRD MAINTENANCE				0		264,283	264,283	264,283
GRANT REVENUE (GST F)				0		-	6,664	10,000
REIMBURSEMENTS				0		-	6,664	8,952
		0	0	0	0	2,014,888	1,663,254	1,648,925
<b>Contributions</b>								
CONTRIBUTIONS				0		8,000	5,328	13,571
OTHER SHIRE LSL CONTRIBUTION				0		-	-	12,292
OTHER SHIRE LSL CONTRIB.				0		-	-	0
REBATES AND COMMISSIONS				0		24,400	16,264	18,855
LEGAL CHARGES RATES (NO GST)				0		5,000	3,328	3,759
RATE EQUIVALENT PAYMENTS				0		23,600	-	0
REIMBURSEMENTS				0		5,000	3,328	2,530
SELF SUPPORTING LOAN INTEREST REIMBURSEMENTS - PIONEER LODGE				0		12,581	8,384	7,434
REIMBURSEMENTS - OTHER				0		3,800	2,528	179
RESIDENTIAL RENTAL				0		-	-	532
CONTRIBUTIONS				0		-	-	27
REIMBURSEMENTS - HOUSING OTHER				0		7,500	5,000	2,926
CONTRIBUTIONS				0		70,000	46,664	0
REIMBURSE (ADVERTISING/PLANNING COMMISSION)				0		5,000	3,328	0
BUS HIRE				0		-	-	0
GRANTS - BEN SIGNS/KALBARRI FORESHORE REVITALISATION PROJECT				0		-	-	0
REIMBURSEMENTS				0		6,000	4,000	4,042
REIMBURSEMENTS				0		2,000	1,328	1,456
REIMBURSEMENTS- REC. CTRE/GOLF CLUB				0		5,000	3,328	4,163
REIMBURSEMENTS				0		-	-	889
PT GREGORY SPEC AREA RATE				0		1,000	664	1,000
CONTRIBUTIONS/REIMBURSEMENTS				0		181,883	121,248	9
CONTRIBUTION (INC STREET LIGHTING)				0		3,750	2,496	4,015
TOURISM AND AREA PROMOTION FUNDING	119,892			119,892		119,892	79,928	0
LEASE FEES - HALF WAY BAY COTTAGES				0		16,000	10,664	16,000
BUILDING REIMBURSEMENTS				0		900	600	410
REIMBURSEMENTS				0		10,000	6,664	2,366
LIA (KITSON CIRCUIT) UNITS ANNUAL RENT				0		-	-	0
REIMB. - WORKERS COMPENS.				0		20,000	13,328	10,342
DFES/DFRAWA INCOME	195,541		(129,191)	66,350		729,719	486,472	208,538
INSURANCE CLAIMS - VEHICLES				0		2,000	1,328	660
DIESEL FUEL REBATE				0		50,000	33,328	30,871
WHS COORDINATOR INCOME RECOUP				0		50,896	33,928	22,526
<b>TOTALS</b>	<b>315,433</b>	<b>0</b>	<b>(129,191)</b>	<b>186,242</b>	<b>0</b>	<b>1,363,921</b>	<b>893,456</b>	<b>369,517</b>

SHIRE OF NORTHAMPTON  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 28 FEBRUARY 2026

INVESTING ACTIVITIES

14 CAPITAL GRANTS, SUBSIDIES AND CONTRIBUTIONS

Provider	Capital grant/contribution liabilities					Capital grants, subsidies and contributions revenue		
	Liability 1 July 2025	Increase in Liability	Decrease in Liability (As revenue)	Liability 28 Feb 2026	Current Liability 28 Feb 2026	Adopted Budget Revenue	YTD Budget	YTD Revenue Actual
	\$	\$	\$	\$	\$	\$	\$	\$
<b>Capital grants and subsidies</b>								
GRANTS - BEN SIGNS/KALBARRI FORESHORE REVITALISATION PROJECT				0		8,112,000	5,408,000	2,500
GRANTS				0		250,000	166,664	164,000
ROADS TO RECOVERY FUNDING	133,983			133,983		718,467	478,976	0
BLACKSPOT & MASSACTION FUNDING	1,957,799			1,957,799		3,442,622	2,295,080	0
LRCI - LITTLE BAY ROAD & GREY STREET ASPHALT				0		265,938	177,288	0
WA BIKE NETWORK GRANT				0		35,000	23,328	15,000
REGIONAL ROAD GROUP FUNDING	33,102			33,102		481,016	320,672	120,000
GRANTS				0		100,000	66,664	0
GRANT - ECONOMIC DEVELOPMENT				0		250,000	166,664	0
DRFRA AGRN1143 & 1150 ROADS RAINFALL EVENT				0		0	0	438,926
	<b>2,124,884</b>	<b>0</b>	<b>0</b>	<b>2,124,884</b>	<b>0</b>	<b>13,655,043</b>	<b>9,103,336</b>	<b>740,426</b>

**SHIRE OF NORTHAMPTON  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 28 FEBRUARY 2026**

**15 BONDS & DEPOSITS**

Description	Opening	Amount	Amount	Closing
	Balance			Balance
	1 July 2025	Received	Paid	28 Feb 2026
	\$	\$	\$	\$
Transportable House Bonds	7,000	0	(10,000)	(3,000)
Footpath Bonds	20,007	12,395	(4,000)	28,402
Nomination Deposits	0	300	(300)	0
Building Levies (BCITF & BRB)	2,050	36,922	(27,201)	11,771
Community Bus Bond	5,850	400	0	6,250
Unclaimed Monies - Rates	7,453	0	0	7,453
RSL Hall Key Bond	680	1,750	(1,500)	930
Special Series Plates	6,930	4,690	(2,925)	8,695
Northampton Child Care Association	23,902	52	0	23,954
Horrocks Memorial Wall	1,483	750	(315)	1,918
One Life	940	0	0	940
Rubbish Tip Key Bond	1,834	0	0	1,834
Horrocks - Skate/Pump Park	2,000	0	(2,000)	0
RSL - Kalbarri Memorial	31,883	0	0	31,883
DOT - Department of Transport	(0)	181,460	(181,460)	(0)
Rates - Overpaid	30,761	0	0	30,761
Horrocks Lookout	1,353	0	0	1,353
Miscellaneous Deposits	240	0	0	240
Retentions	196,943	0	0	196,943
Nton Friends of the Cemetery	1,466		(50)	1,416
	<b>342,776</b>	<b>238,718</b>	<b>(229,751)</b>	<b>351,743</b>

SHIRE OF NORTHAMPTON  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 28 FEBRUARY 2026

16 BUDGET AMENDMENTS

Amendments to original budget since budget adoption. Surplus/(Deficit)

Description	Council Resolution	Classification	Non Cash Adjustment \$	Increase in Available Cash \$	Decrease in Available Cash \$	Amended Budget Running Balance \$
<b>Budget adoption</b>						
DFES LOCAL GOVERNMENT GRANTS SCHEME - CAPITAL GRANT	10/25-92	Operating revenue		85,000		85,000
DFES LOCAL GOVERNMENT GRANTS SCHEME - CAPITAL GRANT	10/25-92	Operating expenses			(85,000)	0
COOLCALAYA ROAD - MUNICIPAL	11/25-147	Operating expenses		35,000		35,000
PORT GREGORY TOILET BLOCK	11/25-147	Capital expenses			(35,000)	0
VOLUNTEER CBFCO HONORARIUM	11/25-165	Operating expenses		3,000		3,000
CEO VEHICLE	11/25-165	Capital expenses			(3,000)	0
ANNUAL FIREBREAK INSP FLIGHT	11/25-166	Operating expenses		3,300		3,300
RANGER VEHICLE REPLACEMENT	11/25-166	Capital expenses			(3,300)	0
PLANT REPLACEMENT RESERVE	12/25-175	Capital revenue		110,000		110,000
P263 GRADER MOTOR & TRANSMISSION	12/25-175	Capital expenses			(110,000)	0
STATE LIBRARY GRANT - MIND ROBOTICS	02/26-16	Operating revenue		10,000		10,000
MIND ROBOTICS SCHOOL HOLIDAY PROG	02/26-16	Operating expenses			(10,000)	0
FRRR GRANT - EVENT STORY HARVEST	02/26-15	Operating revenue		10,000		10,000
EVENT - STORY HARVEST	02/26-15	Operating expenses			(10,000)	0
TRADE VEHICLE P322	02/26-31	Capital revenue		52,727		52,727
EMCDR TERTIARY ALLOWANCE	02/26-31	Operating revenue		10,000		62,727
CEO VEHICLE REPLACEMENTS	02/26-31	Capital revenue		894		63,621
VEHICLE - FORD RANGER (EMWTS)	02/26-31	Capital expenses			(63,621)	0
LAND SALE SURPLUS	02/26-36	Capital revenue		198,000		198,000
STRATEGIC RESERVE	02/26-36	Capital revenue		101,000		299,000
LAND PURCHASE	02/26-36	Capital expenses			(299,000)	0
				<b>618,921</b>	<b>(618,921)</b>	<b>0</b>

## ELECTRONIC FUNDS TRANSFERS FROM MUNICIPAL FUND

EFT #	Date	Name/Payee	Description	Amount
EFT28858	10/02/2026	RICHARD BURGESS	COUNCIL MEMBER TRAVEL DEC 25	1683.17
EFT28859	10/02/2026	TREVOR GRAEME GIBB	COUNCIL MEMBER TRAVEL DEC 25	396.04
EFT28860	10/02/2026	TIM HAY	COUNCIL MEMBER TRAVEL DEC 25	1960.40
EFT28861	10/02/2026	DESMOND RAY PIKE	COUNCIL MEMBER TRAVEL DEC 25	1904.95
EFT28862	10/02/2026	CHAD SMITH	COUNCIL MEMBER TRAVEL DEC 25	89.11
EFT28863	10/02/2026	ROSLYN SUCKLING	COUNCIL MEMBER TRAVEL DEC 25	108.91
EFT28864	10/02/2026	KARL SUCKLING	COUNCIL MEMBER TRAVEL DEC 25	643.57
EFT28865	10/02/2026	AEROTURE	KVC VIDEOGRAPHY FOR ADVERTISING	8250.00
EFT28866	10/02/2026	MICHELLE HELEN ALLEN	REIMB PHONE PLAN	300.00
EFT28867	10/02/2026	ARROW BRONZE	CEMETERY PLAQUE	761.24
EFT28868	10/02/2026	AUSTRALIA POST	POSTAGE	257.21
EFT28869	10/02/2026	AUSSIE NATURAL SPRING WATER GERALDTON	NTON OFFICE WATER BOTTLES	44.85
EFT28870	10/02/2026	BABA MARDIA ROAD SERVICES	SIGN HIRE	272.80
EFT28871	10/02/2026	BATAVIA FENCING	STEPHEN ST MODULA HOUSE FENCING	2805.00
EFT28872	10/02/2026	BLACKWOODS	OUTSIDE STAFF PPE	451.96
EFT28873	10/02/2026	BUILDING & CONST INDUSTRY TRAINING FUND	BCITF DEC 25	4771.26
EFT28874	10/02/2026	CHEM CENTRE EXPERT SOLUTIONS	BORE WATER TESTING	220.00
EFT28875	10/02/2026	CITY OF GREATER GERALDTON	MERU REFUSE DISPOSAL	11902.12
EFT28876	10/02/2026	COASTAL ELECTRICAL & SOLAR	PUMP REPAIRS KALB FSHORE, DEPOT	264.00
EFT28877	10/02/2026	COATES HIRE OPERATIONS PTY LTD	EXCAVATOR HIRE NTON CEMETERY	235.14
EFT28878	10/02/2026	CONTESSI KALBARRI	KALB DRS HOUSE FINAL BOND REPORT	140.00
EFT28879	10/02/2026	CORSIGN WA PTY LTD	SIGNS VARIOUS	2539.90
EFT28880	10/02/2026	TEAM GLOBAL EXPRESS PTY LTD	FREIGHT	118.59
EFT28881	10/02/2026	GRAYON AUSTRALIA PTY LTD	MICROSOFT 365/EXCHANGE SUBSCRIPTION MONTHLY	1019.08
EFT28882	10/02/2026	SIMON JOHN ALLAN DRAGE	HKS FIREBREAK INSTALL, ROBINSON ST RES. REPAIRS	2662.00
EFT28883	10/02/2026	ENGIN	TELEPHONE CHARGES	288.55
EFT28884	10/02/2026	DEPT OF LOCAL GOVT, INDUSTRY REG & SAFETY	BRB DEC 25	3962.11
EFT28885	10/02/2026	FENN PLUMBING & GAS	ALLEN CNT EXTERNAL TOILET REPAIRS	241.99
EFT28886	10/02/2026	GERALDTON MOWER & REPAIR SPECIALISTS	MOWER, EDGER REPAIRS & SERVICE KEYS	279.25
EFT28887	10/02/2026	GERALDTON LOCK & KEY SPECIALISTS	RAINFALL EVENT 24 WORKS AGRN1143/AGRN1150	171.60
EFT28888	10/02/2026	GHD PTY LTD	ECO FLORA RETIC CABLE	3777.36
EFT28889	10/02/2026	GREAT NORTHERN RURAL SERVICES	KALBARRI WIDENING STAGE 2	2832.50
EFT28890	10/02/2026	GREENFIELD TECHNICAL SERVICES	ANNUAL RPZ TESTING, STEPHEN ST MODULA HOUSE PLUMBING WORKS	1017.50
EFT28891	10/02/2026	C + J HANSON PLUMBING CONTRACTORS		2863.29

**ELECTRONIC FUNDS TRANSFERS FROM MUNICIPAL FUND**

EFT28892	10/02/2026	HOSEXPRESS	BACKHOE PARTS	102.79
EFT28893	10/02/2026	SCOTT ALEXANDER JONES	PT GREG MOWING	305.00
EFT28894	10/02/2026	KALBARRI AUTO CENTRE & CARS 4U2 HIRE	BS MUX 1 4WD TYRE, KALB REFUSE SITE GENERATOR BATTERY	504.50
EFT28895	10/02/2026	KALBARRI WAREHOUSE	GLOVES, TOILET SEAT	43.50
EFT28896	10/02/2026	LGRCEU	PAYROLL DEDUCTIONS	96.00
EFT28897	10/02/2026	NR TYRES	FIRE UNIT TRAILER 3 TYRES STRIP & FIT	260.00
EFT28898	10/02/2026	PAUL JAN VAN DE LOGT	REIMB PLANNING APPLICATION FEE	147.00
EFT28899	10/02/2026	PAUL SHERIFF	SYNERGYSOFT ASSISTANCE	165.00
EFT28900	10/02/2026	THURKLE'S EARTHMOVING & MTCE PTY LTD	GRAVEL STOCKPILE, KALB TIP MTCE	33886.60
EFT28901	10/02/2026	2V NET IT SOLUTIONS	COMPTER MTCE FEB 26	2279.00
EFT28902	10/02/2026	TRUCKLINE	PIG TRAILER PARTS	502.97
EFT28903	10/02/2026	WESTERN AUSTRALIAN TREASURY CORP	LOAN 155, GFEE DEC 2025	19728.07
EFT28904	16/02/2026	AUSTRALIAN TAXATION OFFICE	BAS JANUARY 2026	49012.00
EFT28905	02/02/2026	KALBARRI STATE EMERGENCY SERVICE	KALB SES OPERATIONS 25/26 2ND ESL	10275.00
EFT28906	02/02/2026	KALBARRI STATE EMERGENCY SERVICE	KALB SES OPERATIONS 25/26 3RD ESL	10275.00
EFT28907	06/02/2026	NEW TOWN TOYOTA	TOYOTA CAMRY ASCENT (EHO)	21160.36
EFT28908	12/02/2026	GERALDTON MOWER & REPAIR SPECIALISTS	KALB SES POLARIS ATV LGGs CAPITAL GRANT	45633.50
EFT28909	12/02/2026	GERALDTON MOWER & REPAIR SPECIALISTS	KALB SES POLARIS ATV SMALL ELECTION PROMISE	50374.50
EFT28910	18/02/2026	COATES HIRE OPERATIONS PTY LTD	PT GREG WATER LINE GENERATOR & TRAILER HIRE	1242.17
EFT28911	18/02/2026	JADA DRAGE	REIMB RSL HALL BOND	250.00
EFT28912	25/02/2026	PANACEUM GROUP	NORTHAMPTON MEDICAL SERVICES FEB 26	16620.65
EFT28913	27/02/2026	ABCO PRODUCTS PTY LTD	SOAP DISPENSER STOCK	1010.81
EFT28914	27/02/2026	AW CRAGAN & ALLCAPRI PTY LTD	EXCAVATOR, BOBCAT & BROOM HIRE VARIOUS	3036.00
EFT28915	27/02/2026	AMD AUDIT & ASSURANCE PTY LTD	AUDIT SERVICES (R2R)	2178.00
EFT28916	27/02/2026	KALBARRI IGA	REFRESHMENTS, GOODS	126.74
EFT28917	27/02/2026	AUSTRALIA POST	POSTAGE	971.92
EFT28918	27/02/2026	AUSSIE NATURAL SPRING WATER GERALDTON	NTON OFFICE WATER BOTTLES	119.60
EFT28919	27/02/2026	BLACKWOODS	OUTSIDE STAFF PPE	66.66
EFT28920	27/02/2026	LIBERTY NORTHAMPTON	FUEL	1165.67
EFT28921	27/02/2026	BREEZE CONNECT PTY LTD	TELEPHONE CHARGES	26.07
EFT28922	27/02/2026	BUILDING & CONST INDUSTRY TRAINING FUND	BCITF JAN 2026	1630.81
EFT28923	27/02/2026	BUILDAMIND	BUILDAMIND ROBOTICS PROGRAM STATE LIBRARY GRANT FUNDED	4000.00
EFT28924	27/02/2026	BUNNINGS	HARDWARE	1559.10

## ELECTRONIC FUNDS TRANSFERS FROM MUNICIPAL FUND

EFT28925	27/02/2026	CAT WEST PTY LTD	BITUMEN EMULSION	1804.00
EFT28926	27/02/2026	CHEM CENTRE EXPERT SOLUTIONS	BORE WATER TESTING	440.00
EFT28927	27/02/2026	D A CHRISTIE PTY LTD	KALB TOILETS CLEANER/DEGREASER	519.20
EFT28928	27/02/2026	CITY OF GREATER Geraldton	MERU REFUSE DISPOSAL	13536.86
EFT28929	27/02/2026	CLEANAWAY OPERATIONS PTY LTD	DOM/COMM 240LT REFUSE COLLECTION	28380.01
			REFUSE SITE FRONTLIFTS	22719.76
			INDUSTRY GASES	47.84
EFT28930	27/02/2026	BOC GASES AUSTRALIA	FREIGHT	170.96
EFT28931	27/02/2026	TEAM GLOBAL EXPRESS PTY LTD	MICROSOFT 365/EXCHANGE SUBSCRIPTION	1019.08
EFT28932	27/02/2026	CRAYON AUSTRALIA PTY LTD	MONTHLY	
EFT28933	27/02/2026	ELDERS RURAL SERVICES AUSTRALIA LTD	FENCING, CEMENT, CLEANING, RETIC	5749.93
EFT28934	27/02/2026	WA ELECTORAL COMMISSION	2025 ELECTORAL EXPENSES	5551.26
EFT28935	27/02/2026	ELGAS	GAS SERVICE CHARGE	140.80
EFT28936	27/02/2026	ENGIN	TELEPHONE CHARGES	303.77
EFT28937	27/02/2026	DEPT OF LOCAL GOVT, INDUSTRY REG & SAFETY	BRB JAN 2026	1296.06
EFT28938	27/02/2026	FENN PLUMBING & GAS	KALB DEPOT RPZD TEST, KALB DRS PLUMBING	308.00
EFT28939	27/02/2026	FITZ GERALD STRATEGIES	HR ENTERPRISE/AWARD AGREEMENT WORK	453.05
EFT28940	27/02/2026	GERALDTON MOWER & REPAIR SPECIALISTS	KALB CHAINSAW SERVICE, WHIPPER PARTS	1169.80
EFT28941	27/02/2026	GERALDTON AUTO WHOLESALERS	MPG DMAX SERVICE	1343.16
EFT28942	27/02/2026	GERALDTON AIR COMPRESSORS	AIR COMPRESSOR TEST & SERVICE	1947.00
EFT28943	27/02/2026	GERALDTON FUEL COMPANY PTY LTD	FUEL CARD PURCHASES	2966.82
EFT28944	27/02/2026	GHD PTY LTD	NTON DISASTER RECOVERY WORKS AGRN965	12591.52
			RAINFALL EVENT 24 WORKS AGRN1143/AGRN1150	657.28
EFT28945	27/02/2026	GREAT SOUTHERN FUEL SUPPLY	DEPOT FUEL & FUEL CARDS	11806.63
EFT28946	27/02/2026	C + J HANSON PLUMBING CONTRACTORS	HKS TENNIS/REC REPAIR WATER LEAK	486.98
EFT28947	27/02/2026	HILLE THOMPSON & DELFOS	CROWN SUBDIVISION SURVEY R26592 & 32600	1650.00
			KALB-AJANA RD PROGRESS PAYMENT 1	
EFT28948	27/02/2026	IRENE ELLEN HODGES	RATES REFUND	615.33
EFT28949	27/02/2026	JAMES HOWIESON	REIMB KERB DEPOSIT	500.00
EFT28950	27/02/2026	IMPRINT PLASTIC	EMWTS COUNCIL NAME PLAQUE	59.95
EFT28951	27/02/2026	INCITE SECURITY PTY LTD	KALB OFFICE SECURITY MONITORING QUARTERLY	161.70
EFT28952	27/02/2026	INDEPENDENT RURAL PTY LTD	HARDWARE, FENCING, RETIC, PPE	1332.26
EFT28953	27/02/2026	JETRIO PTY LTD	JACQUES PT ABLUTIONS WATER SUPPLY 25/26	1000.00
EFT28954	27/02/2026	SCOTT ALEXANDER JONES	PT GREG PARKS MOWING	305.00
EFT28955	27/02/2026	KALBARRI EXPRESS FREIGHT	FREIGHT	279.46
EFT28956	27/02/2026	BP KALBARRI	HARDWARE, RETIC, FUEL	172.50
EFT28957	27/02/2026	KALBARRI WAREHOUSE	HARDWARE	124.80

**ELECTRONIC FUNDS TRANSFERS FROM MUNICIPAL FUND**

EFT#	DATE	FROM	TO	AMOUNT
EFT28958	27/02/2026	KALBARRI NEWSAGENCY	STATIONERY	42.65
EFT28959	27/02/2026	KALBARRI REFRIGERATION & AIRCONDITIONING SERVICE	ALLEN CENTRE A/C REPAIRS, REFUSE SITE DE-GAS FRIDGES, A/C	1844.25
EFT28960	27/02/2026	GRAEME RALPH	ECO FLORA BOBCAT HIRE STREET CLEANUP	1760.00
EFT28961	27/02/2026	KEMPTON ELECTRICAL CONTRACTING	ELECTRICAL WORKS VARIOUS LOCATIONS	5196.59
EFT28962	27/02/2026	KALBARRI PEST CONTROL	KALB OVAL, FSHORE MOSQUITO TREATMENT	1250.00
EFT28963	27/02/2026	NUTRIEN AG SOLUTIONS NORTHAMPTON	FERTILISER, HERBICIDE	887.99
EFT28964	27/02/2026	LG BEST PRACTICES PTY LTD	ACCOUNTING ASSISTANCE	6039.00
EFT28965	27/02/2026	M2M ONE PTY LTD	HKS, PT GREG WATER SUPPLY SIM FEE MONTHLY	48.40
EFT28966	27/02/2026	MAIT INDUSTRIES	HKS, PT GREG WATER TANK MONITORING ANNUAL FEE	369.60
EFT28967	27/02/2026	KATY MARSH	REIMB BUILDING FEES	315.20
EFT28968	27/02/2026	MCLEODS BARRISTERS & SOLICITORS	LEGAL FEES	255.20
EFT28969	27/02/2026	LGRCEU	PAYROLL DEDUCTIONS	96.00
EFT28970	27/02/2026	GERALDTON TOYOTA	CEO PRADO SERVICE	390.00
EFT28971	27/02/2026	MIDWEST TURF SUPPLIES	SPRINKLERS KALB FSHORE, NTON OVAL, PARKS	3314.96
EFT28972	27/02/2026	MULTICOM ELECTRICAL	KALB SHIRE OFFICE AV SYSTEM UPGRADE	14192.16
EFT28973	27/02/2026	NORTHAMPTON IGA PLUS LIQUOR	REFRESHMENTS, CLEANING SUPPLIES	145.92
EFT28974	27/02/2026	NORTHAMPTON NEWSAGENCY	STATIONERY, NEWSPAPERS	1073.63
EFT28975	27/02/2026	NORTHAMPTON AUTO ELECTRICS	VEHICLE ELECTRICAL REPAIRS	3119.40
EFT28976	27/02/2026	NORTHAMPTON FAMILY STORE	STAFF UNIFORMS	125.95
EFT28977	27/02/2026	GERALDTON CLEANPAK TOTAL SOLUTIONS	NTON OFFICE CLEANING SUPPLIES	707.95
EFT28978	27/02/2026	NR TYRES	TRUCK TYRES (17) 4WD TYRES (6) 2WD TYRES (2)	8939.80
EFT28979	27/02/2026	OTR TYRES (TKPH PTY LTD)	LOADER TYRE (1)	2297.71
EFT28980	27/02/2026	MA & LM PEACH	RATES REFUND	564.30
EFT28981	27/02/2026	REALMSTUDIOS PTY LTD	KALB FSHORE REVITALISATION TENDER 02-2025 PROGRESS PAYMENT #2	18876.00
EFT28982	27/02/2026	SUN CITY PRINT & DESIGN	STATIONERY, BUSINESS CARDS	818.40
EFT28983	27/02/2026	SYNERGY	ELECTRICITY CHARGES	32975.29
EFT28984	27/02/2026	SIMPLE LIFE PROJECTS	REIMB KERB DEPOSIT	500.00
EFT28985	27/02/2026	SKYTRUST	SKYTRUST SUBSCRIPTION	493.90
EFT28986	27/02/2026	DANIEL TARASEK	GLASS STREET PATHWAY REPAIRS	1969.00
EFT28987	27/02/2026	ANDREA MARIE TEAKLE	REIMB CDO TRAVEL	203.84
EFT28988	27/02/2026	TELSTRA	TELEPHONE CHARGES	5700.44
EFT28989	27/02/2026	THURKLE'S EARTHMOVING & MTCE PTY LTD	GRAVEL STOCKPILE, NTON TIP MTCE	12564.70
EFT28990	27/02/2026	TOTALLY WORKWEAR GERALDTON	SAFETY BOOTS	200.82
EFT28991	27/02/2026	JOKE VEITCHVANECHOUTTE	REIMB PARTIAL DOG REGISTRATION	38.75
EFT28992	27/02/2026	CRESTA LEE VIELLARIS	REIMB CDO TRAVEL	407.68

**ELECTRONIC FUNDS TRANSFERS FROM MUNICIPAL FUND**

EFT28993	27/02/2026	WESTRAC EQUIPMENT PTY LTD	GRADER, LOADER, BACKHOE PARTS	6924.24
EFT28994	27/02/2026	WEST AUSTRALIAN NEWSPAPERS LTD	ADVERTISING	1627.42
EFT28995	27/02/2026	WREN OIL	WASTE OIL REMOVAL NTON DEPOT, BINNU, KALB REFUSE SITES	870.10
				<u>\$ 596,908.45</u>

## MUNICIPAL FUND CHEQUES

Chq #	Date	Name/Payee	Description	Amount
22645	23/01/2026	DEPARTMENT OF TRANSPORT	SPECIAL SERIES PLATES	225.00
22646	29/01/2026	PETTY CASH - NORTHAMPTON	PETTY CASH RECOUP	150.80
22647	30/01/2026	DEPARTMENT OF TRANSPORT	SPECIAL SERIES PLATES	225.00
22648	05/02/2026	DEPARTMENT OF TRANSPORT	SPECIAL SERIES	225.00
22649	12/02/2026	PETTY CASH - NORTHAMPTON	PETTY CASH RECOUP	144.20
22650	27/02/2026	SHIRE OF NORTHAMPTON	BRB & BCITF COMMISSION DEC 25 & JAN 26	162.50
22651	27/02/2026	WATER CORPORATION	WATER USE & SERVICE CHARGES	18364.61
			<b>\$ 19,497.11</b>	

DIRECT PAYMENTS FROM MUNICIPAL ACCOUNT

Jnl #	Jnl Date	Name/Payee	Transaction	Description	Transaction	Total
		SUPERCHOICE	13/02/2026	SUPERANNUATION PAY F/VE	11/02/2026	28,367.09
		PAYROLL	12/02/2026	PAYS F/VE	11/02/2026	125,649.00
		SUPERCHOICE	27/02/2026	SUPERANNUATION PAY F/VE	25/02/2026	27,726.84
		PAYROLL	25/02/2026	PAY F/VE	25/02/2026	120,782.00
G-J0807	28/02/2026	NATIONAL AUSTRALIA BANK		BANK FEES		58.55
G-J0808	28/02/2026	COMMONWEALTH BANK		BANK MERCHANT FEES		502.78
G-J0809	28/02/2026	COMMONWEALTH BANK		BPOINT FEES		66.43
G-J0810	28/02/2026	NATIONAL AUSTRALIA BANK		BPAY		255.20
G-J0812	28/02/2026	NAB CEO CORPORATE CARD	23/01/2026	ADOBE SOFTWARE	341.95	350.95
			28/01/2026	CARD FEE	9.00	
G-J0813	28/02/2026	NAB EMCDR CORPORATE CARD	23/01/2026	INFRABUILD STEEL TUBE TREE NURSERY	2,360.60	2,369.60
			28/01/2026	CARD FEE	9.00	
						<u>\$ 306,128.44</u>

**FUEL CARD PURCHASES**

Payment #	Payment Date	Name/Payee	Transaction Date	Description	Transaction Amount	Total
EFT28943	27/02/2026	GERALDTON FUEL COMPANY PTY	05/01/2026	CEO TOYOTA PRADO	131.33	
			14/01/2026	CEO TOYOTA PRADO	109.40	
			23/01/2026	CEO TOYOTA PRADO	99.40	
			30/01/2026	CEO TOYOTA PRADO	103.03	443.16
			19/01/2026	EMWTS FORD RANGER	178.52	
			23/01/2026	EMWTS FORD RANGER	117.12	
			27/01/2026	EMWTS FORD RANGER	213.29	508.93
			15/01/2026	EHO CAMRY	71.59	
			22/01/2026	EHO CAMRY	74.49	
			31/01/2026	EHO CAMRY	71.41	217.49
			01/01/2026	P&G DMAX	95.28	
			04/01/2026	P&G DMAX	100.21	
			06/01/2026	P&G DMAX	103.83	
			09/01/2026	P&G DMAX	77.26	
			12/01/2026	P&G DMAX	92.69	
			15/01/2026	P&G DMAX	99.66	
			16/01/2026	P&G DMAX	92.90	
			18/01/2026	P&G DMAX	68.23	
			19/01/2026	P&G DMAX	54.06	
			20/01/2026	P&G DMAX	77.81	
			22/01/2026	P&G DMAX	87.67	
			25/01/2026	P&G DMAX	82.14	
			25/01/2026	P&G DMAX	89.08	
			28/01/2026	P&G DMAX	98.05	
			29/01/2026	P&G DMAX	88.68	1,307.55
			02/01/2026	EMCDR FORD RANGER	130.81	
			09/01/2026	EMCDR FORD RANGER	122.25	
			23/01/2026	EMCDR FORD RANGER	118.23	371.29
			15/01/2026	BS ISUZU MUX	118.40	118.40
						<b>\$ 2,966.82</b>
EFT28945	27/02/2026	GREAT SOUTHERN FUEL SUPPLY		DEPOT BOWSERS, OILS	11,153.22	11,153.22
			09/01/2026	BS ISUZU MUX	125.96	
			29/01/2026	BS ISUZU MUX	61.82	187.78
			26/01/2026	CEO TOYOTA PRADO	102.35	
			31/01/2026	CEO TOYOTA PRADO	23.38	
			31/01/2026	CEO TOYOTA PRADO	83.88	209.61
			06/01/2026	BFRPC DMAX	136.74	
			23/01/2026	BFRPC DMAX	119.28	256.02
			<b>\$ 11,806.63</b>			

P O Box 6  
Kalbarri WA 6536  
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chairpersonkda@kalbarri.co  
ABN 86 578 765 753



Wendy Dallymore  
Environmental Health Officer,  
Shire of Northampton

11<sup>th</sup> February 2026

Dear Wendy,

Kalbarri Development Association would like to amend their Market Stall application which has been approved.

Following some discussion, we would like to add some dates to our application, these would be on a Saturday and the market would be from 8am – 12md. These dates would be for Car Boot Stalls in particular, especially for members of the Kalbarri community or other communities within our Shire. If any of our other market stall holders would like to attend these dates, we would not exclude them.

The dates we are looking at are:  
March 21<sup>st</sup>, May 16<sup>th</sup>, June 20<sup>th</sup>, Aug 15<sup>th</sup>, Nov 21<sup>st</sup>

Thank you for your consideration of this request.

Merilynn

*Merilynn Eastland*

Merilynn Eastland  
Chairperson  
0428 891 899





**WAPC**  
Western  
Australian  
Planning  
Commission

LEADING A  
CONTEMPORARY  
PLANNING SYSTEM

DRAFT – PUBLIC CONSULTATION

December 2025

**DRAFT CODE and GUIDELINE – PUBLIC CONSULTATION**

# Renewable Energy Planning Code and Guidelines

*Prepared under Part 3A of the Planning and Development Act 2005*

## Acknowledgement of Country

The Western Australian Planning Commission acknowledges the Aboriginal people as the traditional custodians of Western Australia. We pay our respects to the Ancestors and Elders, both past and present, and the ongoing connection between people, land, waters and community.

We acknowledge those who continue to share knowledge, their traditions and culture to support our journey for reconciliation. In particular, we recognise land and cultural heritage as places that hold great significance for Aboriginal people.

### Disclaimer

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## About this document

This document combines the provisions of the Renewable Energy Planning Code (the Code) and the supporting Guidelines.

The provisions of the Code appear in the main body of the document on a white background while the Guidelines are presented in grey boxes for ease of reference.

Terms shown in bold throughout the document are defined terms and have the meaning given in **Appendix 1 – Definitions**.

The Code (and any amendments to it) is made under Part 3A of the *Planning and Development Act 2005* and in accordance with the Planning and Development (Planning Codes) Regulations 2024.

The Code is intended to guide the assessment of development applications for energy infrastructure – including renewable energy facilities, battery energy storage systems and transmission systems – and sets out:

- the objectives and development provisions for their siting, design, construction, operation and decommissioning; and
- the materials required to accompany associated development applications.

The Code takes effect once it is incorporated into a local planning scheme, improvement scheme or the Swan Valley Planning Scheme.

The Guidelines do not form part of the Code and may be amended from time to time. They provide guidance on:

- matters addressed in the Code, including material required to accompany development applications;
- key reports and plans that may be required as a condition of development approval; and
- proponent-led preliminary community and stakeholder engagement.

# Part one

## General

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## 1.1 Code Intent

The intent of the Code is to provide a clear and consistent development assessment framework for **energy infrastructure** (including **renewable energy facilities, transmission systems and battery energy storage systems**) that support the generation, storage and transmission of renewable energy across Western Australia. The Code sets out:

- a. objectives and development provisions for the siting, design, construction, operation and **decommissioning of energy infrastructure**;
- b. materials required to accompany development applications for **energy infrastructure**; and
- c. consistent standards and requirements to support quality decision-making across local government areas.

## 1.2 Code Application

The Code applies throughout Western Australia to the assessment of development applications for **energy infrastructure**, including:

- **wind farms** (Part 2);
- **transmission systems** (Part 3 – **to be prepared**);
- **solar farms** (Part 4 – **to be prepared**); and
- **battery energy storage systems** (Part 5 – **to be prepared**).

The Code does not apply to:

- offshore wind farms located in Commonwealth waters, which are regulated by the *Offshore Electricity Infrastructure Act 2021* and the *Offshore Electricity Infrastructure (Regulated Levies) Act 2021*; and
- energy infrastructure classified as public works where the public work is exempt from requiring development approval under a local planning scheme, in accordance with section 6 of the *Planning and Development Act 2005*.

Notwithstanding the above, proponents of public works that are exempt under section 6 are expected to have due regard to:

- the relevant local planning scheme, including any provisions that incorporate the Code, when planning, designing, constructing, operating and decommissioning energy infrastructure;
- orderly and proper planning, and the preservation of the amenity; and
- any advice provided by the responsible authority.

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### 1.3 Code Objectives

The objectives of the Code are to:

- a. guide the establishment of **energy infrastructure** to support a sustainable energy supply for Western Australia;
- b. avoid or minimise land use conflicts and adverse impacts on the surrounding environment, amenity, public health and safety; and
- c. promote development that responds to the characteristics of the site and its local context.

### 1.4 Operation of the Code

The Code is organised into different Elements, each addressing a specific planning issue or development phase.

Each Element includes one or more Element Objectives that support the Code Objectives and describe the intended planning goals or aims for that Element.

To demonstrate achievement of each Element Objective, applicants must respond to the associated development provisions, which may include:

- Performance Outcomes – general development principles or guidance; and/or
- Acceptable Outcomes – specific measurable development standards.

Some Elements only include Performance Outcomes, others include only Acceptable Outcomes, and some include both. Where both types of outcomes are provided for an Element Objective, applicants may respond to either the Performance Outcomes or the Acceptable Outcomes to demonstrate achievement of that Element Objective.

Where an Element includes only Acceptable Outcomes and does not provide a Performance Outcome pathway, compliance with the Acceptable Outcome is the sole means for satisfying the corresponding Element Objective.

Terms shown in **bold** throughout the Code are defined in **Appendix 1**.

Where reference is made in an Element Objective or development provision to:

- existing land uses and works, this is to be taken to refer to land uses and works currently being undertaken or have been carried out;
- approved land uses and works, this is to be taken to refer to land uses and works that have received a development approval or building permit.

In both cases, the reference applies to land uses and works on or prior to the date the **energy infrastructure** development application is lodged with the decision-maker.

## 1.5 Development Applications and Decision-Making

### 1.5.1 Development Applications

In addition to material required under clause 63 of Schedule 2 of the Planning and Development (Local Planning Schemes) Regulations 2015 (LPS Regulations), development applications for **energy infrastructure** must be accompanied by the material outlined in **Appendix 2**.

### 1.5.2 Consultation

Development applications for **energy infrastructure** must be advertised in accordance with clause 64 of Schedule 2 of the LPS Regulations.

#### Statutory Advertising of Development Applications

The statutory advertising process described in section 1.5.2 ensures that communities and stakeholders are formally notified and provided with the opportunity to make a formal submission on the proposed development. Decision-makers are responsible for this process and will consider submissions when determining applications for development approval.

#### Preliminary Community and Stakeholder Engagement

Prior to lodging a development application, proponents of energy infrastructure are encouraged to engage with communities and key stakeholders, including public and statutory authorities, as detailed in Appendix 3. Proactive and early community engagement offers a range of benefits, including:

- a. enables communities to provide informed feedback through access to accurate and timely information;
- b. helps proponents understand local values, concerns and aspirations to inform project design and decision-making;
- c. supports early identification of potential issues and mitigation strategies;
- d. provides an opportunity to identify potential community benefit initiatives; and
- e. builds trust that contributes to maintaining a social licence to operate.

The level of community engagement should be proportionate to the scale of the development and degree of public interest or sensitivity.

Proponents should provide clear, relevant and accessible information about the proposed development and actively seek community input on planning matters where engagement can meaningfully influence outcomes.

Development applications should be accompanied by a Community and Stakeholder Engagement Report (refer **Appendix 2**), detailing the outcomes of any preliminary engagement undertaken, including the influence it has had on shaping the proposal.

#### Landowner and Community Benefit Agreements

Proponents of energy infrastructure are expected to establish community benefit-sharing agreements with local communities. These agreements are intended to provide community benefits based on local and regional needs and assist in building and sustaining social licence. Guidance on developing these agreements is provided in the **Draft Guideline on Community Benefits for Renewable Energy Projects: Consultation Paper** (DEMIRS, 2025).

Where proponents of energy infrastructure are leasing land, they will enter into private lease agreements with landowners. They may also enter into agreements with neighbouring landowners to manage any development impacts. The Landowner's Guide to Hosting Wind Farm Projects (DEMIRS, 2025) provides guidance on these.

Both community benefit-sharing agreements and landowner agreements sit outside the planning system. While proponents are encouraged to include relevant details of these agreements with their development applications, the decision-maker will not rely on these in determining an application.

### 1.5.3 Assessment and Determination

Development applications should demonstrate achievement of the Element Objectives by satisfying the corresponding Performance Outcomes or Acceptable Outcomes.

Meeting an Acceptable Outcome provides a compliant pathway for assessment and approval. Where an Acceptable Outcome is achieved, the corresponding Element Objective is deemed satisfied.

In determining whether a development application satisfies the relevant Performance Outcomes, the decision-maker will exercise judgment and undertake a merit-based assessment of the application.

The decision-maker must be satisfied the development application meets the Code and Element Objectives and the Acceptable Outcomes or Performance Outcomes associated with each Element Objective.

In approving a development application, the decision-maker should also be satisfied the development will not create significant adverse impacts. Where potential adverse impacts are identified, they should be addressed, where practicable and in order of preference, through the following mitigation hierarchy:

- avoidance – avoid the adverse impact from occurring altogether;
- minimisation – limit the degree or magnitude of the adverse impact; and
- rectification – repair, rehabilitate or restore the impacted site as soon as possible.

The Elements of this Code represent the key planning issues considered common to all development proposals for energy infrastructure. In considering a development application, the decision-maker is to also have due regard to any other matters that may be relevant to the development as outlined in clause 67(2) of Schedule 2 of the LPS Regulations.

## 1.6 Local Planning Framework

Where there is a specific local or regional need, local planning policies, structure plans and local development plans, may, subject to WAPC approval:

- a. supplement the Element Objectives;
- b. modify and/or supplement the Performance Outcomes or Acceptable Outcomes of the Code.

Local governments, in preparing such local planning policies, structure plans and local development plans, and the WAPC in approving them, must ensure they are:

- a. warranted due to a specific need relating to the locality or region;
- b. consistent with the Code and Element Objectives; and
- c. consistent with the LPS Regulations.

Where a local planning policy, structure plan and local development plan that was in effect prior to commencement of the Code is inconsistent with this Code, the provisions of the Code prevail to the extent of the inconsistency.

# Part two

## Wind farms – development standards

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## Introduction

Part 2 of the Code sets out the specific requirements for wind farms.

Wind farms are a form of renewable energy facility that converts wind energy into electricity using wind turbines and comprises a range of associated infrastructure elements. Figure 1:

Example of a wind farm project. They are typically located in high-wind, rural areas and are generally compatible with agricultural land uses.

Electricity generated from wind turbines can be supplied directly to the electricity grid, stored in battery energy storage systems or integrated into other energy systems such as hydrogen production and related technologies.

Wind farm projects progress through several phases: site selection and feasibility, design, approvals, construction, operation (approximately 30 years) and eventual repowering or decommissioning with site rehabilitation – each with its own considerations.

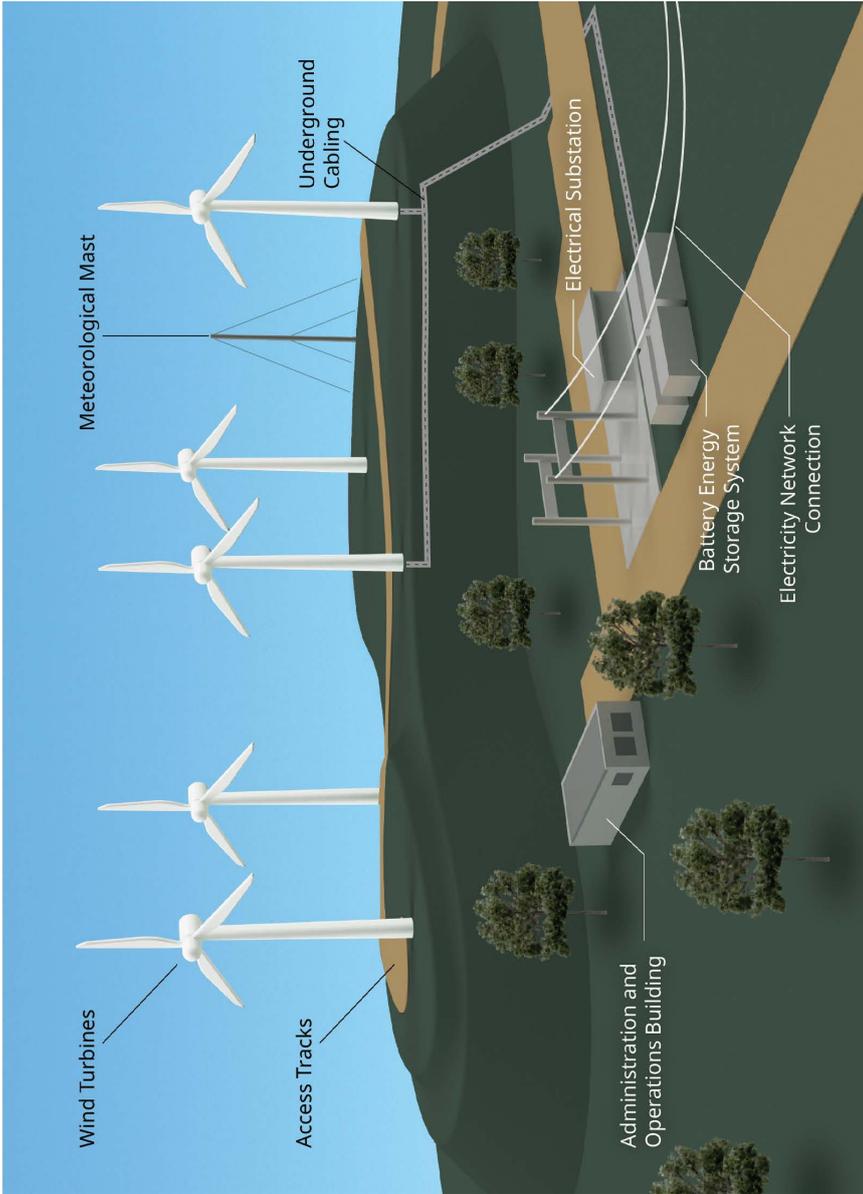


Figure 1: Example of a wind farm project

### Wind Turbine Components

Wind turbine components referenced in the Code and supporting Guidelines are illustrated in Figure 2 and described below.

- *foundation* – anchors the wind turbine to the ground.
- *rotor* – includes the blades, hub and nacelle, which capture wind energy and convert it into rotational motion.
- *nacelle* – houses the gearbox, generator and other key components that convert rotational motion into electrical energy.
- *tower* – supports the rotor and raises it to access stronger, more consistent wind.

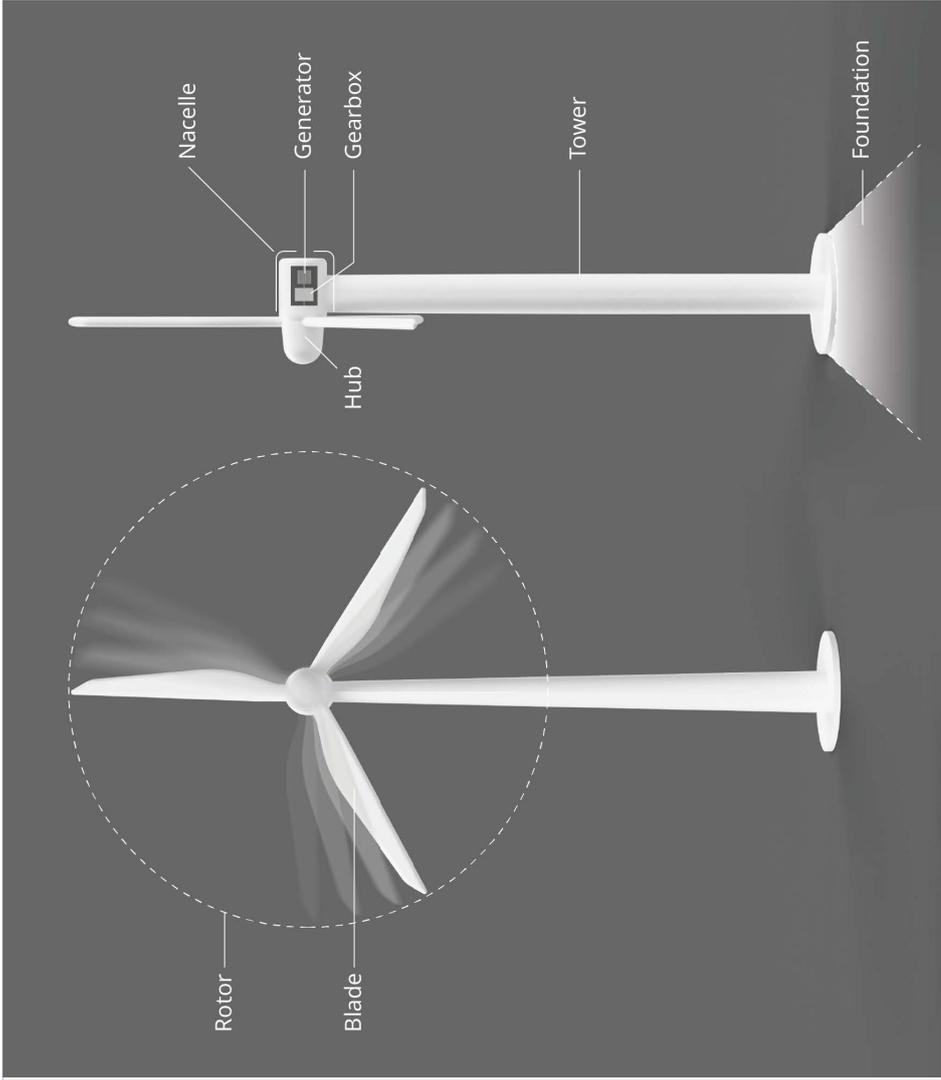


Figure 2: Wind turbine components

### Wind Turbine Measurements

Wind turbine measurements referenced in the Code and supporting Guidelines are illustrated in Figure 3 and described below.

- *blade length* – the length of a blade from the hub to the blade tip.
- *ground clearance* – the vertical distance from ground level at the base of the tower to the tip of the lowest blade in its lowest position.
- *blade tip height* – the vertical distance from ground level at the base of the tower to the tip of the highest blade in its uppermost position.
- *rotor swept path* – the circular area around the nacelle within which the blades rotate.
- *rotor diameter* – the diameter of the rotor swept path.
- *hub height* – the vertical distance from ground level at the base of the tower to the centre of the hub.

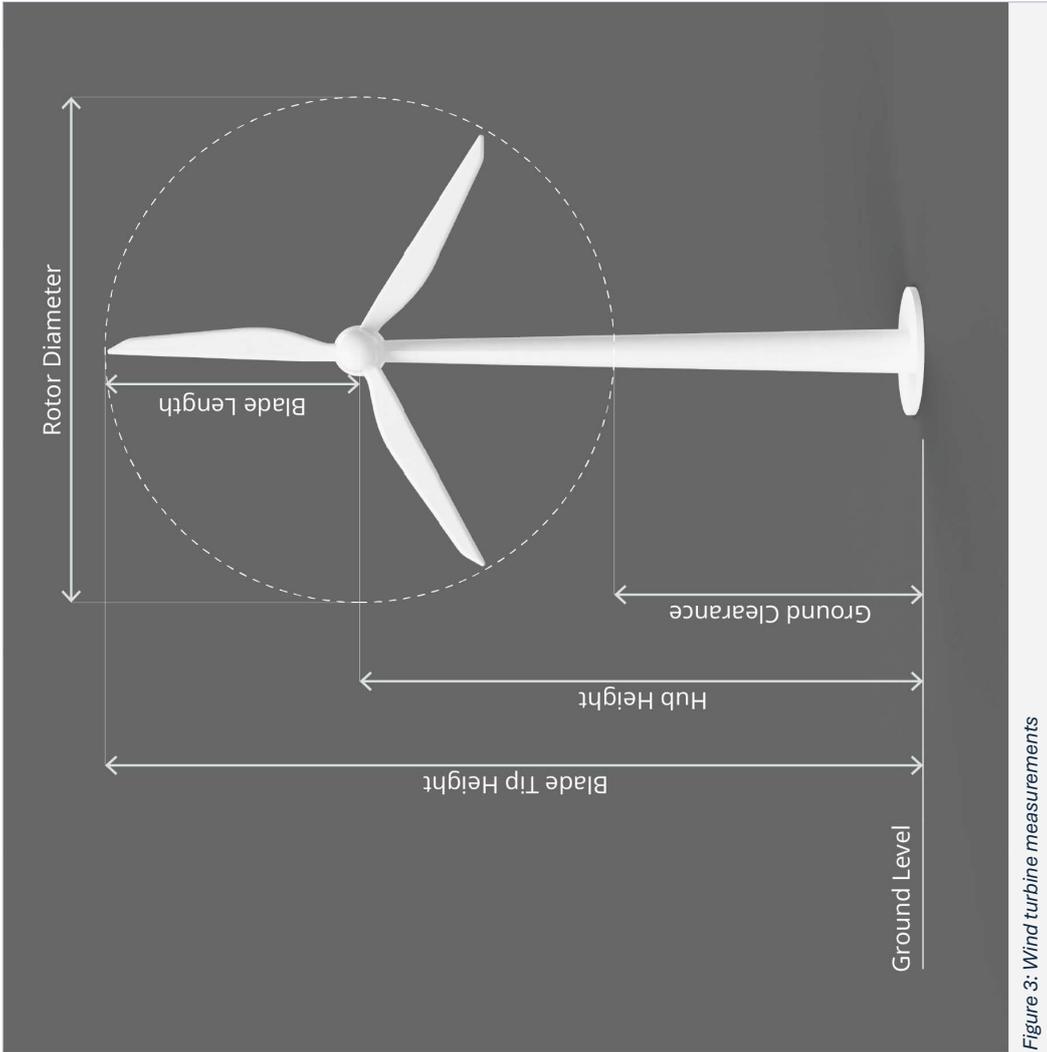


Figure 3: Wind turbine measurements

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### Managing Noise Impacts from Wind Farms – Existing and New Noise-Sensitive Land Uses

Wind turbines can generate noise that extends beyond the boundaries of the host lot. It is important to protect existing noise-sensitive uses, such as houses, schools and health facilities, from unreasonable wind farm noise, while also avoiding the introduction of new sensitive uses in areas that may be exposed to noise levels exceeding acceptable limits under the Environmental Protection (Noise) Regulations 1997. This helps prevent future land use conflict and ensures existing wind farm operations are not compromised by subsequent nearby development.

The Code and the Deemed Provisions of the LPS Regulations work together to manage these issues.

**Element 2** – Noise of the Code includes development provisions requiring that new wind farms are sited, designed and operated to avoid causing unacceptable noise impacts on existing noise-sensitive land uses.

**Element 3** – Single House Development Potential on Non-Host Lots includes provisions requiring that potential wind farm noise impacts on nearby non-host lots are considered and assessed to avoid unreasonably limiting the ability to develop those lots with a single house, where one does not already exist.

To support these provisions, the Deemed Provisions of the LPS Regulations introduce development approval requirements for new houses and other new noise-sensitive land uses near wind farms, notwithstanding any exemptions that might otherwise apply. These provisions, which automatically apply under all Western Australian local planning schemes, require that applications for new noise-sensitive uses consider potential wind farm noise impacts where those uses are proposed in proximity to a wind farm. These provisions are aimed at helping to avoid exposing future development to unreasonable noise levels and to reduce the risk that existing wind farm operations are compromised by subsequent noise-sensitive developments.

**Note:** *The Deemed Provisions described in this section are proposed amendments to the LPS Regulations 2015 and are being progressed in parallel with public advertising of the draft Renewable Energy Planning Code. These provisions are not yet in effect and will be subject to formal gazettal following the consultation process.*

## 2.1 Micro-siting of Wind Turbines

### Context

Micro-siting of wind turbines is an optional tool available to applicants that enables minor adjustments to individual turbine locations after development approval to address issues identified during detailed investigations.

To allow this flexibility, wind farm development applications may include wind turbine envelopes around indicative turbine locations.

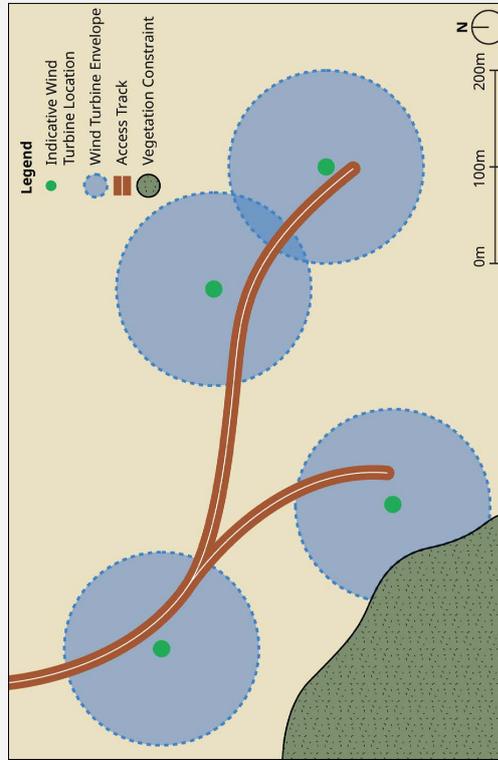


Figure 4: Example site plan showing wind turbine envelopes for micro-siting post-development approval

The following provisions apply only where an applicant chooses to use micro-siting. They outline how **wind turbine envelopes** can be incorporated into a development application to provide flexibility after approval:

- 2.1.1 **Wind turbine envelopes** may be used in a development application for a **wind farm** to enable minor adjustments to the location of **wind turbines** and their supporting structures within the envelope after approval, providing flexibility for micro-siting.
- 2.1.2 Where **micro-siting** is proposed, any reference to a **wind turbine** in the Element Objectives and development provisions (Performance Outcomes and Acceptable Outcomes) of the Code is to be interpreted as applying to a turbine envelope.
- 2.1.3 The maximum extent of each **wind turbine envelope** is a circle with a radius of 100 metres, measured from the centre of an indicative turbine location.
- 2.1.4 Each **wind turbine envelope** must contain no more than one turbine, and the total number of envelopes must not exceed the number of turbines proposed for the development.
- 2.1.5 All supporting structures for the **wind turbine**, including the **foundation**, must be fully contained within the turbine envelope.
- 2.1.6 Each **wind turbine envelope** must be located:
  - a. to avoid all known physical or environmental constraints where the siting of a turbine would be unsuitable; and
  - b. so that a turbine and its supporting structures can be positioned anywhere within the envelope and comply with all relevant objectives and development provisions of the Code.
- 2.1.7 Access tracks to wind turbines may be subject to minor realignment where necessitated by micro-siting, provided the decision maker is satisfied this will not result in any additional adverse environmental, amenity, safety or other impacts.
- 2.1.8 Post-construction, the applicant must provide the decision-maker with:
  - a. GPS coordinates for each constructed **wind turbine**; and
  - b. a plan showing the location of all constructed access tracks.

## 2.2 WF Element 1 – Safety

### Context

Wind turbines can pose a potential risk of injury to people and property due to possible malfunctions, such as blade throw or structural collapse. These risks may arise from direct impacts or debris. While incidents are uncommon due to stringent manufacturing and installation standards – and the typically low population density of rural wind farm locations – the potential consequences of a major incident can be significant.

### Element Objective

**WF-E01.1 Wind turbines** are sited to minimise risks to people, property and infrastructure arising from hazards such as blade throw, wind turbine collapse and other safety incidents.

### Performance Outcome

*Not applicable – Acceptable Outcome applies.*

### Acceptable Outcome

*Meeting this Acceptable Outcome satisfies the Element Objective.*

**WF-A01.1** Wind turbines are set back a minimum of 1.1 times blade tip height from non-host lots, reserves (including road reserves), and existing and approved habitable buildings on host lots and non-host lots.

The safety setback required under **WF-A01.1** is to be measured from the centre of the **wind turbine tower** to the non-host lot or reserve boundary, or in the case of a **habitable building**, to the nearest external wall of the **habitable building**.

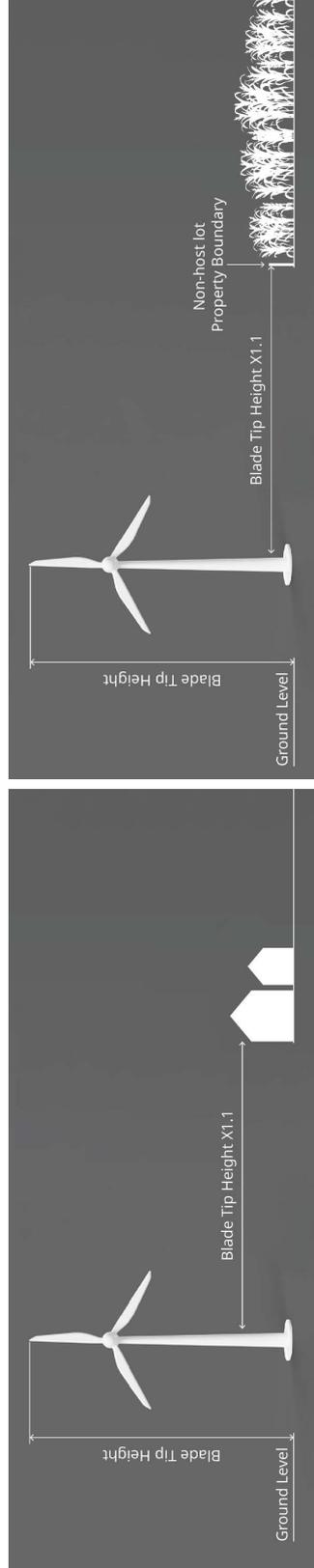


Figure 5: WF-A01.1 Safety setback

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**Element Objective**

WF-EO1.2 Wind turbines are designed and constructed to ensure structural integrity and operational safety over their lifecycle.

**Performance Outcome**

**Acceptable Outcome**  
*Meeting this Acceptable Outcome satisfies the Element Objective.*

*Not applicable – Acceptable Outcome applies.*

**WF-AO1.2** Wind turbines are designed and constructed in accordance with relevant Australian and international standards.

**Plans and Reports to Accompany a Development Application**

Provide wind turbine blade tip height specifications and a site plan showing the location of all turbines, demonstrating compliance with the minimum setback requirements under **WF-AO1.1**.

**Plans and Reports Recommended as Conditions of Development Approval**

**Independent Engineering Certification Report**

To demonstrate satisfaction of **WF-AO1.2**, an Independent Engineering Certification Report prepared by a suitably qualified and independent structural engineer is required to certify:

- a. **Pre-construction:** That the wind turbines and their foundations have been designed in accordance with relevant Australian and international standards.
- b. **Post-construction:** That the wind turbines and their foundations have been constructed in accordance with relevant Australian and international standards.

## 2.3 WF Element 2 – Noise

### Context

Wind turbines produce noise with unique acoustic characteristics that can vary depending on location, wind speed and direction, and operational parameters. Noise from wind farms can travel long distances and may affect the amenity of houses and other noise-sensitive land uses. Infrastructure associated with wind farms, including transformers, substations, battery energy storage systems and transmission infrastructure, may also contribute to overall noise impacts.

Wind farm noise has the potential to impact both existing noise-sensitive land uses and areas identified in State and local planning frameworks for future urban and rural-residential development. Maintaining sufficient separation between wind turbines and these land uses or future growth areas ensures wind farms do not cause noise impacts that exceed the limits permitted under the Environmental Protection (Noise) Regulations 1997. This helps protect amenity and avoid constraining planned land use outcomes<sup>1</sup>.

### Element Objective

- WF-E02.1 Wind farms** are sited, designed and operated to avoid an **unreasonable noise impact** on:
- any existing or approved **noise-sensitive land use**; and
  - areas identified for the future development of **noise-sensitive land uses**.

### Performance Outcome

**WF-PO2.1 Wind turbines** and other **associated infrastructure** are sited, designed and operated to avoid an **unreasonable noise impact** on any existing or approved **noise-sensitive land use** located on a **host or non-host lot**.

**WF-PO2.2 Wind turbines** and other **associated infrastructure** are sited to avoid an **unreasonable noise impact** on areas identified for future urban development<sup>2</sup> or rural residential development in WAPC-endorsed State and local planning frameworks, to ensure these areas can be developed without constraint from wind farm noise impacts.

### Acceptable Outcome

*Not applicable*  
– *Performance Outcomes apply.*

<sup>1</sup> The impact of wind farms on the ability of nearby **non-host lots** to accommodate a future single house where the wind farm's **noise impact area** extends into the **non-host lot** is addressed separately under Element 3 – Single House Development Potential on Non-Host Lots.

<sup>2</sup> Areas identified for future urban development include, but are not limited to, land identified in regional or local planning strategies, local planning schemes or approved structure plans, for residential, tourism, or other noise-sensitive urban uses.

**Plans and Reports to Accompany a Development Application**

**Noise Impact Assessment**

A Noise Impact Assessment should be prepared by a qualified acoustic engineer and include, at a minimum:

- a. Predictive noise modelling identifying the extent of noise impacts arising from the wind farm.
- b. Consideration of cumulative noise impacts from approved or existing nearby wind farms in noise modelling.
- c. Identification and mapping of all existing and approved noise-sensitive land uses located on host and non-host lots within three kilometres of the wind farm development site.
- d. Identification of areas designated for future urban or rural residential development in State and local planning frameworks.
- e. Mapping of the modelled noise impact area of the wind farm, provided in the digital geospatial format specified by the Department of Planning, Lands and Heritage for publication as part of the Department's dataset.
- f. Details of any operational or mitigation strategies – such as wind turbine shutdowns or reduced operation under certain conditions – incorporated into the modelling to achieve **WF-PO2.1** and **WF-PO2.2**.
- g. Assessment of the wind farm's compliance with the Environmental Protection (Noise) Regulations 1997.
- h. Demonstration that existing and approved noise-sensitive land uses will not be affected by the modelled noise impact area.
- i. Demonstration that areas identified for future urban development in State and local planning frameworks will not be affected by the modelled noise impact area.

**Plans and Reports Recommended as Conditions of Development Approval**

**Noise Monitoring Plan and Noise Monitoring Report**

A Noise Monitoring Plan and Noise Monitoring Report may be required within the first 12 months of the wind farm becoming fully operational.

The Noise Monitoring Plan, prepared in consultation with the Department of Water and Environmental Regulation, establishes the context, methodology and parameters for any required post-construction noise monitoring.

The Noise Monitoring Plan should, at a minimum:

- a. Describe the goals of the monitoring (For example, determination of 'as-built' sound power levels (i.e. the actual measured noise of a wind turbine at source), investigate intrusive characteristics, demonstrate compliance with noise criteria);
- b. Describe the procedures and standards to be used for noise monitoring; and
- c. Be made publicly available on the wind farm operator's website for the life of the wind farm.

A Noise Monitoring Report details the outcomes of monitoring undertaken in accordance with the Noise Monitoring Plan. Its primary purpose is to verify the Noise Impact Assessment inputs, rather than to measure noise levels at sensitive receivers.

The Noise Monitoring Report should, at a minimum:

- a. Compare monitoring data against monitoring goals (For example, measured vs predicted noise levels (i.e. what the actual on-the-ground noise level from a constructed wind farm is in comparison to that modelled in a Noise Impact Assessment), and measured vs modelled sound power levels (i.e. the actual noise generated by a constructed wind turbine at source in comparison to the value assigned as an input in a Noise Impact Assessment);
- b. Identify any additional measures required to mitigate identified deficiencies;
- c. Identify any required updates to the wind farm's noise impact area; and
- d. Be made publicly available on the wind farm operator's website for the life of the wind farm.

Noise modelling is the primary and most effective method for identifying and assessing potential noise impacts. Noise monitoring serves to verify the assumptions and parameters used in the Noise Impact Assessment and should not be used as a substitute for a comprehensive Noise Impact Assessment at the development application stage.

**Operational Management Plan**

An Operational Management Plan may be required to outline any operational management or mitigation measures necessary to ensure wind farm noise impacts remain at acceptable levels. The plan is to be made publicly available on the wind farm operator's website for as long as the wind farm is operational.

## 2.4 WF Element 3 – Single House Development Potential on Non-Host Lots

<p><b>Context</b></p> <p>The development of a single house is commonly permitted as-of-right on rural zoned land across Western Australia, with many local governments exempting it from requiring development approval.</p> <p>Operational noise from wind farms can extend beyond the development site and may exceed acceptable levels on nearby non-host lots, potentially rendering these areas unsuitable for the future development of a single house. However, due to the characteristics of wind turbine noise, it is not practical to require that a wind farm’s noise impact area be entirely contained within the boundaries of host lots.</p> <p>It is therefore necessary to consider the noise impact of a proposed wind farm on affected non-host lots to ensure that it does not unreasonably constrain their development potential.</p>	<p><b>Element Objective</b></p> <p>WF-EO3.1 Wind farms are sited to ensure that <b>non-host lots</b> without an existing or approved <b>single house</b> retain sufficient land outside the <b>wind farm’s noise impact area</b> that is suitable for accommodating a future <b>single house</b>.</p>
	<p><b>Performance Outcome</b></p> <p>WF-PO3.1 A <b>wind farm’s noise impact area</b> may extend onto a non-host lot where:</p> <ol style="list-style-type: none"> <li>The <b>non-host lot</b> retains a suitable and sufficient area of land outside the <b>noise impact area(s)</b> of the <b>wind farm</b> and any other nearby existing or approved <b>wind farms</b>, for a future <b>single house</b>, which:             <ol style="list-style-type: none"> <li>is permissible under the local planning scheme;</li> <li>is not affected by development constraints such as <b>conservation areas</b> or flood-prone land; and</li> <li>can be practically serviced, including with vehicle access and utility services; or</li> </ol> </li> <li>The <b>non-host lot</b> forms part of a broader contiguous landholding used for agricultural purposes, where a <b>single house</b> already exists on another lot within the same holding, and the <b>non-host lot</b> is not intended or required to accommodate a separate <b>single house</b>.</li> </ol>
	<p><b>Acceptable Outcome</b></p> <p><i>Meeting this Acceptable Outcome satisfies the Element Objective.</i></p> <p>WF-AO3.1 The <b>non-host lot</b> is located entirely outside of the <b>wind farm’s noise impact area</b>.</p>

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<p><b>Plans and reports to accompany a development application</b></p>	<p><b>Single House Development Potential Impact Assessment</b> (not required where <b>WF-AO3.1</b> is satisfied)</p> <p>Where <b>WF-PO3.1</b> applies, a Single House Development Potential Impact Assessment is to be submitted and should include:</p> <ol style="list-style-type: none"> <li>a. Details of affected non-host lot(s), including lot size and ownership;</li> <li>b. Identification and mapping of the following on affected non-host lot(s):             <ol style="list-style-type: none"> <li>i. the noise impact area (including noise contours) of the proposed wind farm and any existing or approved nearby wind farms;</li> <li>ii. existing land uses, buildings, structures and internal access tracks;</li> <li>iii. physical development constraints, such as topography, flood-prone land, bushfire prone land and vegetation; and</li> <li>iv. areas considered suitable for development of a single house, including their size and location.</li> </ol> </li> <li>c. Details of engagement with the owners of affected non-host lots, including any stated development intentions and, where applicable, the desired location and rationale. (Note: While the outcomes of this engagement will inform the decision-maker's assessment against this Element, they will not be determinative in the decision on the application.)</li> <li>d. An evaluation of development potential in accordance with <b>WF-PO3.1</b>.</li> </ol> <p>An example assessment table is provided in <b>Appendix 5</b>.</p>
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<p><b>Plans and Reports Recommended as Conditions of Development Approval</b></p>	<p>Not applicable.</p>
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## 2.5 WF Element 4 – Landscape

**Context**

Wind farms are large-scale infrastructure and are often located on elevated terrain to maximise wind capture, making them visible over significant distances.

Visual change to the landscape is an inherent outcome of wind farm development. The acceptability of this change depends on the sensitivity of the landscape and the nature of the viewing experience. In areas with significant landscapes or views of recognised State, national or international importance, such as World Heritage Areas and national parks (e.g. Purnululu National Park and Shark Bay) wind farms may require careful and responsive siting and design to avoid or minimise adverse impacts, and in some cases may be unsuitable.

In other settings, where the landscape is more accommodating of visual change, context-responsive design should still be considered where opportunities exist to minimise visual impacts in key locations.

### Element Objectives<sup>3</sup>

<p><b>WF-EO4.1</b> Wind farms are sited and designed to avoid or minimise adverse impacts on <b>significant landscapes</b> and <b>significant views</b>, particularly areas of recognised State, national or international importance.</p> <p><b>WF-EO4.2</b> Wind farms are sited and designed with sensitivity to their <b>landscape</b> setting to minimise unnecessary visual disruption and prominence where practical opportunities exist, with the understanding that visual change to the landscape is an inevitable outcome of <b>wind farm</b> development.</p>	<p><b>Acceptable Outcome</b></p> <p><i>Not applicable</i> – <i>Performance Outcomes apply.</i></p>
<p><b>Performance Outcome</b></p> <p><b>WF-PO4.1</b> Where a <b>wind farm</b> may affect a <b>significant landscape</b> or <b>significant view</b>, it is sited and designed to avoid or minimise unnecessary visual disruption and prominence and adverse <b>landscape</b> and visual impacts. Siting and design responses may include (but are not limited to):</p> <ol style="list-style-type: none"> <li>a. siting <b>wind turbines</b> and <b>associated infrastructure</b> outside the <b>significant view</b> viewing corridor or <b>significant landscape</b> extent where feasible;</li> <li>b. reducing the number, height or spread of <b>wind turbines</b>;</li> <li>c. avoiding siting <b>wind turbines</b> and <b>associated infrastructure</b> on prominent ridgelines;</li> <li>d. using <b>landform</b> and tree planting to screen <b>wind turbines</b> and <b>associated infrastructure</b>.</li> </ol> <p><b>WF-PO4.2</b> In all settings, <b>wind farms</b> are sited and designed to utilise practical opportunities available within the landscape setting, such as the screening effect of topography or vegetation, or new planting opportunities, to minimise unnecessary visual disruption and the prominence of <b>wind turbines</b>.</p> <p><b>WF-PO4.3</b> Lighting associated with wind turbines is designed to avoid or minimise adverse impacts on views and <b>landscapes</b>, while ensuring compliance with aviation safety requirements.</p> <p><b>WF-PO4.4</b> <b>Wind turbine blades</b> are finished with a surface treatment of low reflectivity to minimise blade glint.</p>	<p><b>Acceptable Outcome</b></p> <p><i>Not applicable</i> – <i>Performance Outcomes apply.</i></p>

<sup>3</sup> Element 4 objectives and performance outcomes replace the guidelines for wind farms in section 3.3 of the WAPC's Visual Landscape Planning in Western Australia: a manual for evaluation, assessment, siting and design (2007).

**Plans and Reports to Accompany a Development Application**

**Landscape and Visual Impact Assessment (LVIA)**

A LVIA is required to demonstrate that **WF-PO4.1**, **WF-PO4.2** and **WF-PO4.3** can be satisfied. The LVIA should be prepared by a suitably qualified landscape planner, landscape architect, or other professional with relevant experience, in accordance with the methodology outlined in **Appendix 4**.

The scope of the LVIA should be proportionate to the scale and complexity of the wind farm and its landscape setting, ensuring that it provides sufficient information and analysis, and siting and design explanation to inform decision-making.

The assessment should:

- a. Describe and analyse the pre-development landscape and visual characteristics of the study area, including the general viewing experience of the area as illustrated through photographs of the site from key viewing locations.
- b. Describe the visual characteristics of the wind farm in its landscape setting, including: viewshed mapping; identification of significant landscapes and significant views; and description of existing or proposed landscape and visual management objectives that should inform wind farm siting and design.
- c. Assess potential landscape and visual impacts, identifying those areas and views most impacted and evaluating the nature and extent of those impacts in relation to landscape sensitivity, viewing experience, and relevant landscape and visual objectives (considering stakeholder feedback where relevant).
- d. Describe how the siting and design respond to identified impacts, including avoidance, minimisation or mitigation measures.
- e. Outline anticipated landscape and visual outcomes, and demonstrate how the Element Objectives and Performance Outcomes are met.

**Plans and Reports Recommended as Conditions of Development Approval**

**Landscape Plan**

Required where the LVIA recommends tree planting to mitigate impacts.

**Lighting Management Plan**

Required where mitigation of lighting impacts on dark skies or astrotourism is warranted, noting that management of dust impacts may be addressed as part of the Construction Management Plan (see Element 11 – Construction).

The Plan must:

- comply with minimum mandatory aviation safety lighting requirements from the approved Aviation Impact Assessment (see Element 8 – Aviation);
- be prepared in accordance with the Position Statement: Dark sky and astrotourism (WAPC, 2022).

## 2.6 WF Element 5 – Shadow Flicker

### Context

Shadow flicker is the recurring flickering of shadows cast by rotating wind turbine blades. Its intensity and duration depend on geographical location, time of year, blade height, proximity to wind turbines and cloud cover. Shadow flicker is most prevalent when the sun is low (early morning and late afternoon) and generally affects areas within an east-west arc of a turbine.

Extended periods of shadow flicker can cause annoyance for nearby visually sensitive land uses, including houses, short-stay accommodation and outdoor recreational areas like ovals and courts.

### Element Objective

**WF-EO5.1** Wind turbines are sited, designed and operated to minimise shadow flicker impacts on any existing or approved **visually sensitive land use** located on a **non-host lot**.

### Performance Outcome

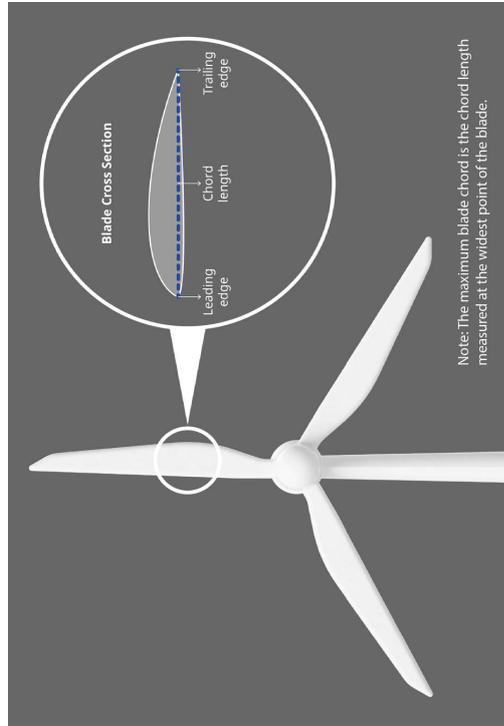
**WF-PO5.1** Wind turbines are sited and operated to ensure that shadow flicker at any **visually sensitive land use** on non-host lots does not exceed:

- a. **30 hours per year and 30 minutes on any single day**, based on theoretical shadow flicker modelling; or
- b. **10 hours per year**, based on predicted actual shadow flicker modelling.

### Acceptable Outcome

*Meeting this Acceptable Outcome satisfies the Element Objective.*

**WF-AO5.1** Wind turbines are set back a minimum distance of 265 times the **maximum blade chord** length from any existing or approved **visually sensitive land use** on non-host lots.



Note: The maximum blade chord is the chord length measured at the widest point of the blade.

Figure 6: Maximum blade chord measurement

**Plans and Reports to Accompany a Development Application**

**Shadow Flicker Assessment**

A Shadow Flicker Assessment is to be prepared by a suitably qualified consultant where **WF-PO5.1** applies and include:

Mapping and description of modelled annual maximum shadow flicker exposure for existing and approved visually sensitive land uses on non-host lots using either of the below methodologies:

- a. Theoretical shadow flicker modelling applying the parameters in Table 1; or
- b. Predicted actual shadow flicker modelling applying the parameters in Table 2.

Identification of any proposed mitigation measures and how they will be implemented through an Operational Management Plan.

Model Parameter	Setting
Distance for modelling the effect of shadows	265 times the maximum blade chord length
Minimum angle to the sun	3 degrees
Shape of the sun	Disk
Time and duration of modelling	One full year representing a non-leap year 12 to 15 years after the lodgement date for the development application
Orientation of the rotor	Sphere or disk facing the sun
Offset between rotor and tower	Not required
Time step	Ten (10) minutes or less
Effects of topography	Included
Height of visually sensitive land use	1.5 metres – 2 metres and window / balcony height where visually sensitive land use has more than one storey
Visually sensitive land use location	Modelling should be mapped to within 50 metres of the relevant boundary of a visually sensitive land use. The relevant boundary is defined as: <ul style="list-style-type: none"> <li>a. the perimeter building wall for built land uses such as residential dwellings, short-stay accommodation, schools, hospitals, and childcare centres; and</li> <li>b. the nearest part of the reserve boundary for recreation areas.</li> </ul>
Grid size for mapping and assessment of shadow flicker at a visually sensitive land use	Not more than 25 metres
Vegetation or topography blocking shadows	Where it can be demonstrated through a photomontage that the view of a shadow flicker source wind turbine is completely blocked, the contribution of that wind turbine to shadow flicker effect on a visually sensitive land use can be excluded from the modelling.

Table 1: Theoretical Shadow Flicker Modelling Parameters

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Mitigation	
Cloud cover assessment	Shadow flicker may be reduced to a maximum of 10 hours per year (see below for assessment of cloud cover).
Wind turbine curtailment	Shadow flicker may be reduced to a maximum of 10 hours per year, subject to implementation of this mitigation measure through an Operational Management Plan. While this mitigation is acceptable, it is less preferred due to greater compliance challenges and should be used only where other means of achieving compliance are not available.

*Table 2: Predicted Actual Shadow Flicker Modelling – Summary of allowable mitigations*

For predicative actual shadow flicker modelling, cloud cover adjustments must:

- Use Bureau of Meteorology cloud cover data (minimum three years) from the closest appropriate site (reporting at least 9am and 3pm cloud cover).
- Calculate monthly averages separately for the 9 am and 3 pm proportion of cloudy days.
- Reduce modelled shadow flicker in a given month by the relevant cloudiness proportion of cloudy days (evening shadow flicker must be reduced using the proportion from 3 pm and morning shadow flicker using the proportion from 9 am).
- Sum the reduced monthly totals to determine the revised annual modelled exposure.

**Note:** The predicted actual methodology does not include a daily limit for shadow flicker exposure as this is inherently satisfied within the annual limit.

**Plans and Reports Recommended as Conditions of Development Approval**

**Operational Management Plan** (required where wind turbine curtailment strategies are proposed to satisfy **WF-PO5.1**)

The Plan is to detail turbine curtailment strategies, implementation scheduling, and be publicly available on the operator’s website for the life of the wind farm.

## 2.7 WF Element 6 – Natural Environment

Context	Element Objective	Performance Outcome	Acceptable Outcome
<p>Potential impacts of wind farms on the natural environment – including native vegetation, flora and fauna, water resources and soil health – vary according to the characteristics and location of each site.</p> <p>Wind farm development typically requires significant site works to establish turbine foundations, electricity infrastructure, access tracks and temporary storage areas during construction. It is important that these works minimise native vegetation clearing, soil erosion and disruption to surface water and groundwater systems.</p> <p>Clearing native vegetation can contribute to biodiversity and habitat loss. Wind farms may pose risks to birds and bats through collision with wind turbines and displacement from adjacent habitats. Ground-dwelling and burrowing fauna may also be affected.</p> <p><b>Environmental Approvals</b></p> <p>Where a proposal has the potential to significantly impact the environment, it must be referred by either the applicant or decision-maker to the Environmental Protection Authority (EPA) under Part IV of the <i>Environmental Protection Act 1986</i> (EP Act).</p>	<p><b>Flora and Fauna</b></p> <p><b>WF-E06.1 Wind farms</b> are sited, designed, constructed and operated to avoid or minimise adverse impacts on <b>flora and fauna</b>, in particular <b>threatened species, migratory species</b> and <b>threatened ecological communities</b>.</p>	<p><b>Performance Outcome</b></p> <p><b>WF-P06.1 Wind farms</b> are sited outside and sufficiently set back from: <b>conservation areas, threatened ecological communities</b>, known habitats of <b>threatened species</b>, and migration paths of <b>migratory species</b>, including birds and bats.</p> <p><b>WF-P06.2 Wind farms</b> are sited to avoid or minimise <b>native vegetation</b> clearing where practicable by locating in areas that have already been cleared or disturbed.</p> <p><b>WF-P06.3 Wind turbines</b> are designed and operated to reduce adverse impacts on birds and bats, in particular <b>threatened species</b> and <b>migratory species</b>. This may include (but should not be limited to):</p> <ol style="list-style-type: none"> <li>positioning the height of the <b>rotor swept path</b> (see <b>Figure 7</b>) outside of known bird and bat flight paths;</li> <li>using design features that deter birds and bats and minimise the risk of bird and bat collision; and</li> <li>using technology to detect bird and bat activity and curtail the operation of <b>wind turbines</b> where needed.</li> </ol> <p><b>WF-P06.4</b> Land management practices are undertaken during the operation of the <b>wind farm</b> to:</p> <ol style="list-style-type: none"> <li>reduce the attractiveness of the site to birds and bats which are prone to collision with <b>wind turbines</b>; and</li> <li>maintain biosecurity and minimise the spread of pests, weeds and diseases.</li> </ol>	<p><b>Acceptable Outcome</b></p> <p>Not applicable – <i>Performance Outcomes</i> apply.</p>

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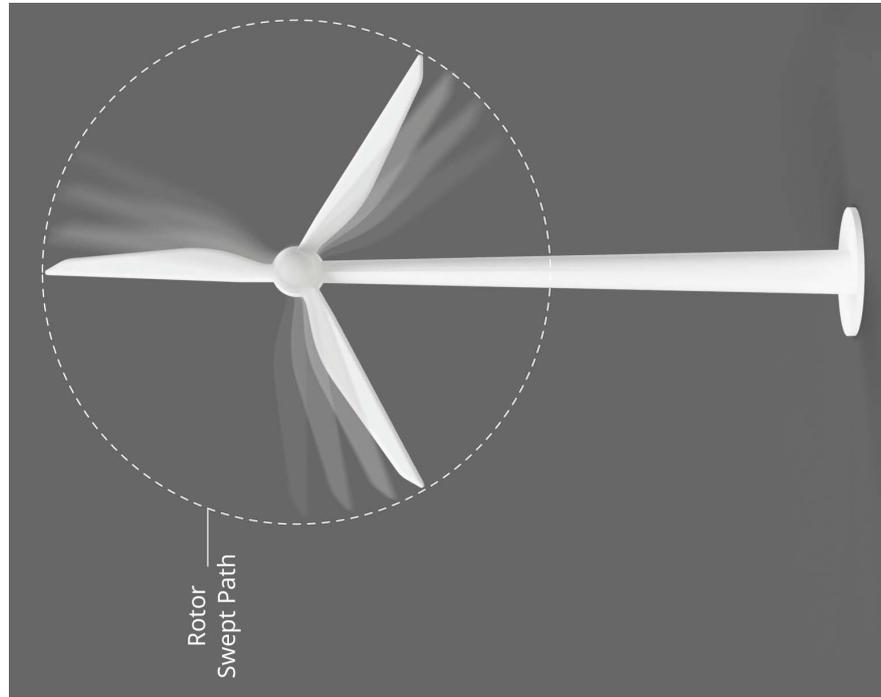


Figure 7: Rotor swept path

**Element Objective**

**Water and Land**

**WF-EO6.2 Wind farms** are sited, designed and constructed to avoid or minimise **land degradation** and adverse impacts on the quantity and quality of water resources and in particular **sensitive water resources, public drinking water source areas and significant wetlands.**

**Performance Outcome**

**WF-PO6.1 Wind farms** are sited, designed and constructed in accordance with the draft Statement of Planning Policy 2.9 Planning for Water (WAPC, 2021) and draft Planning for Water Guidelines (WAPC, 2021). This includes but is not limited to:

- a. siting **wind farms** outside and sufficiently set back from **waterways, wetlands and dams;**
- b. siting **wind turbines** outside areas with high water tables or areas likely to disrupt natural drainage flows, **water resources, public drinking water areas and dams;** and
- c. designing and constructing stormwater, groundwater and sediment management systems (including rehabilitation and stabilisation of disturbed areas) to maintain water quantity and quality.

**WF-PO6.2 Wind farms** are sited and designed to avoid or minimise:

- a. disturbance of contaminated land or acid sulphate soils; and
- b. salinity mobilisation and erosion.

**Acceptable Outcome**

*Not applicable*  
– *Performance Outcomes apply.*

**Plans and Reports to Accompany a Development Application**

**Environmental Report**

The Environmental Report is to identify:

- a. The extent, type and condition of features within and near the host lot.
- b. The extent and type of the proposed development, including any clearing of native vegetation.
- c. The risk of adverse environmental impacts addressing each of the environmental factors (as identified in the EPA's [Statement of Environmental Principles, Factors and Objectives](#) and Environmental Factor Guidelines) during construction and operation.
- d. Proposed mitigation measures to avoid, minimise and rectify adverse environmental impacts.

Environmental features should be identified through a combination of desktop analysis and environmental surveys and should identify where relevant:

- a. Climatic conditions including wind and rainfall.
- b. Native vegetation extent, type and condition.
- c. Flora and fauna and in particular, birds and bats, threatened species and their associated habitats, migratory species and their associated migration paths, and threatened ecological communities.
- d. Conservation areas.
- e. Water resources (including waterways and wetlands) and specifically sensitive water resources and significant wetlands, public drinking water source areas, dams as well as coastal waters (Note: these features are to be addressed in detail in the Water Management Report).
- f. Geology and soils including land prone to erosion, slip, collapse or subsidence, contamination, acid sulphate soils and salinity.
- g. Biosecurity risks (pests, weeds and diseases).

Surveys should be undertaken in accordance with relevant State Government environmental guidelines.

The level of detail provided in the Environmental Report will depend on the extent of environmental features on the site and their significance. Where a development proposal has been referred to the EPA under Part IV (Section 38) of the *Environmental Protection Act 1986*, the Environmental Report should include:

- a. Information provided by the proponent as part of the referral of the proposal to the EPA.
- b. The EPA's decision whether to assess the referred proposal.
- c. The proponent's Environmental Review Document and Environmental Management Plans (where applicable).
- d. The EPA report on the assessment of the proposal (where applicable).
- e. The Ministerial Approval Statement (where applicable).

**Bird and Bat Management Plan**

Prepared by a suitability qualified ecologist and include:

- a. Bird and bat utilisation survey results.
- b. Assessment of the risks of adverse impacts on birds and bats.
- c. Measures to mitigate these risks through wind farm siting and design, construction and operation, including post-construction monitoring and reporting of bird and bat activity and injury/mortality, as well as adaptive management responses where necessary.

**Water Management Report**

Demonstrates appropriate protection, management and use of water resources and public drinking water resource areas, including stormwater, groundwater and sediment management, during construction and operation.

should be prepared in accordance with the draft Statement of Planning Policy 2.9 – Planning for Water (WAPC, 2021) and draft Planning for Water Guidelines (WAPC, 2021).

**Plans and Reports Recommended as Conditions of Development Approval**

**Environmental Management Plan (EMP)**

The EMP is to outline how environmental impacts will be managed and monitored during construction and operation. It should be prepared in accordance with the EPA's instructions – [How to prepare Environmental Protection Act 1986 Part IV Environmental Management Plans](#).

Where relevant, the EMP should include any relevant elements of:

- The Bird and Bat Management Plan; and
- The Water Management Report

The EMP should be publicly available on the wind farm operator's website for the life of the project.

**Reference Documents**

The following documents provide guidance in relation to specific environmental impacts and potential approaches or principles that can be applied to avoid and minimise these impacts. They may assist in meeting the requirements of the Renewable Energy Planning Code.

- The Department of Water and Environment Regulation's (DWER) [Green Energy Proponent Guideline](#).
- Environmental Protection Authority's (EPA) [Statement of Environmental Principles, Factors and Objectives](#) and [Environmental Factor Guidelines](#);
- EPA's [Technical Guidance – Subterranean Fauna Surveys for Environmental Impact Assessment](#).
- EPA's [Technical Guidance – Flora and Vegetation Surveys for Environmental Impact Assessment](#).
- EPA's [Technical Guidance – Terrestrial Vertebrate Fauna Surveys for Environmental Impact Assessment](#).
- EPA's [Rehabilitation of Terrestrial Ecosystems \(GS 6\)](#).
- Australian Government's [draft Onshore Wind Farm Guidance – Best practice approaches when seeking approval under the Australia's national environmental law \(May, 2024\)](#).
- WAPC's [Statement of Planning Policy 2.0 – Environment and Natural Resources Policy](#) (WAPC, 2003).
- WAPC's [draft Statement of Planning Policy 2.9 – Planning for Water](#) (WAPC, 2021) and [draft Statement of Planning Policy 2.9 Planning for Water Guidelines](#) (WAPC, 2021).

## 2.8 WF Element 7 – Natural Hazards

<p><b>Context</b></p> <p>Wind farm development must consider the exposure and vulnerability of people, property and infrastructure to natural hazards including bushfire, flooding, coastal erosion and inundation, landslides and other land movements (karst), earthquakes and cyclones. Climate change may increase the frequency and severity of some hazards, and this must inform site selection, design and long-term resilience measures.</p>	<p><b>Element Objective</b></p> <p><b>WF-E07.1 Wind farms</b> are sited, designed, constructed and operated to avoid or minimise risks to people, property and infrastructure arising from <b>natural hazards</b>.</p> <p><b>Performance outcome</b></p> <p><b>Fire</b></p> <p><b>WF-PO7.1 Wind turbines and associated infrastructure</b> (excluding access tracks) are sited:</p> <ol style="list-style-type: none"> <li>Outside <b>bushfire prone areas</b> where possible; or</li> <li>Within <b>bushfire prone areas</b> where the pre-development radiant heat impact does not exceed Bushfire Attack Level (BAL)-29 (29kW/m<sup>2</sup>), as shown in pre-development BAL contour mapping; or</li> <li>where (a) or (b) cannot be achieved, with asset protection zones (i.e. low fire fuel areas) established around <b>wind turbines</b> and <b>associated infrastructure</b> to reduce the post-development radiant heat impact to BAL-29 or below, while avoiding or minimising native vegetation clearing and ensuring that any additional landscaping or <b>revegetation</b> does not contribute to an unacceptable fire risk.</li> </ol> <p><b>WF-PO7.2 Wind turbines and associated infrastructure</b> are spaced apart to:</p> <ol style="list-style-type: none"> <li>reduce the risk of fire spreading between components, considering radiant heat flux as a potential ignition source; and</li> <li>enable safe and effective aerial firefighting operations with a minimum separation of 300 metres between turbines.</li> </ol> <p><b>WF-PO7.3 Wind turbines and associated infrastructure</b> incorporate features that minimise ignition risk and support emergency response, including:</p> <ol style="list-style-type: none"> <li>fire and lightning detection, power disconnection, and independent shutdown systems that can operate independently of local communications during an emergency;</li> <li>non-combustible or fire-resistant materials in construction;</li> <li>aviation obstacle lighting;</li> <li>safe storage of hazardous, flammable and/or combustible materials consistent with <i>Planning for Bushfire Guidelines</i> (WAPC, 2024), specifically Bushfire Protection Criteria 7: Development - Commercial and industrial A2.4 Storage of hazardous, flammable and/or combustible materials.</li> </ol>
	<p><b>Acceptable Outcome</b></p> <p><i>Not applicable</i> – <i>Performance Outcomes apply.</i></p>

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Performance outcome	Acceptable Outcome
<p><b>WF-P07.4 Wind farms</b> include vehicular access enabling efficient, safe and reliable emergency response and evacuation, consistent with the Planning for Bushfire Guidelines (WAPC, 2024). This includes:</p> <ul style="list-style-type: none"> <li>a. at least two ingress/egress points, preferably from two different public roads, and for each part of the <b>development site</b> where the site is divided by a public road(s).</li> <li>b. internal access tracks that:                             <ul style="list-style-type: none"> <li>i. have suitable gradients, vertical clearances and all-weather surfaces;</li> <li>ii. provide a minimum four-metre trafficable width to each <b>turbine</b> and key infrastructure components such as substations and control offices;</li> <li>iii. include passing bays at least every 600 metres, with a minimum size of 20 metres long and six metres wide; and</li> <li>iv. provide adequate turn-around areas for emergency vehicle manoeuvring.</li> </ul> </li> </ul> <p><b>WF-P07.5 Wind farms</b> provide sufficient, accessible water supply and firefighting infrastructure. The number, size and locations of water tanks is to be determined in consultation with the Department of Fire and Emergency Services and local brigade, and include at a minimum:</p> <ul style="list-style-type: none"> <li>a. one 45,000-litre static water tank at each property entrance from a public road;</li> <li>b. one additional 45,000-litre static water tank within the <b>development site</b>;</li> <li>c. water tank fittings compliant with relevant <i>Planning for Bushfire Guidelines</i> (WAPC, 2024) standards; and</li> <li>d. a hardstand at each tank for emergency vehicles.</li> </ul> <p><b>WF-P07.6 Wind farm</b> operations support emergency response by:</p> <ul style="list-style-type: none"> <li>a. maintaining firebreaks, <b>asset protection zones</b>, access tracks, water supply, hardstands and fire equipment; and</li> <li>b. enacting emergency procedures, such as <b>turbine</b> shutdown, blade repositioning, power disconnection, activation of obstacle lighting to support aerial firefighting, and facilitating emergency vehicle and water access.</li> </ul> <p><b>WF-P07.7</b> Any new <b>habitable building</b> associated with the <b>wind farm</b>, located wholly or partly within a <b>bushfire prone area</b>, is sited, designed and constructed in accordance with State Planning Policy (SPP) 3.7 Bushfire (WAPC, 2024) and the Planning for Bushfire Guidelines (WAPC, 2024).</p> <p><b>Other Hazard Management</b></p> <p><b>WF-P07.8 Wind farms</b> are sited, designed, constructed and operated to avoid or minimise risks associated with:</p> <ul style="list-style-type: none"> <li>a. coastal erosion and inundation, where within a <b>coastal zone</b>;</li> <li>b. flooding;</li> <li>c. cyclones and earthquakes (see <i>Element 1 - Safety, WF-A01.2</i>); and</li> <li>d. landslides and other land movement (karst), avoiding slopes 15 per cent or greater as per SPP 3.4 Natural Hazards and Disasters (WAPC, 2006).</li> </ul>	<p><i>Not applicable</i> – <i>Performance Outcomes apply.</i></p>

<p><b>Plans and Reports to Accompany a Development Application</b></p> <p><b>BAL Contour Map</b> A BAL contour map showing radiant heat impact areas is required where wind farm infrastructure is wholly or partly in a bushfire prone area. The BAL contour map is to be prepared by an accredited Level 2 or 3 bushfire planning practitioner in accordance with the method, manner and form set out in Appendix A.3 of the Planning for Bushfire Guidelines (WAPC, 2024).</p> <p><b>Bushfire Management Plan (BMP)</b> Required where:</p> <ul style="list-style-type: none"> <li>a. wind farm infrastructure is wholly or partly in a bushfire prone area with a pre-development radiant heat impact exceeding BAL-29 as shown on the BAL contour map; or</li> <li>b. any <b>habitable building</b> associated with the wind farm is wholly or partly in a bushfire prone area.</li> </ul> <p>Where relating to habitable buildings, the BMP should meet the requirements of SPP 3.7 Bushfire (WAPC, 2024), Planning for Bushfire Guidelines (WAPC, 2024) and the <a href="#">Bushfire Management Plan (BMP) Manual</a> template.</p> <p><b>Coastal Hazard Risk Management and Adaptation Plan</b> Required where triggered by SPP 2.6 State Coastal Planning Policy (WAPC, 2006). Prepared in accordance with the Coastal Hazard Risk Management and Adaptation Planning Guidelines (WAPC, 2019).</p> <p><b>Geotechnical Assessment</b> Required where turbines or associated infrastructure are proposed on land vulnerable to landslip (slopes greater than 15 per cent) or other geotechnical hazards (such as karst). The assessment must:</p> <ul style="list-style-type: none"> <li>a. detail geology and soil conditions;</li> <li>b. demonstrate suitability for development; and</li> <li>c. recommend minimum design and construction standards to mitigate risks.</li> </ul> <p>Prepared by a suitably qualified geotechnical engineer in accordance with AS 1726:2017: Geotechnical Site Investigations.</p>
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<p><b>Plans and Reports Recommended as Conditions of Development Approval</b></p> <p><b>Emergency Management Plan (EMP)</b> An EMP may be required as a condition of development approval. It should identify the actions to be undertaken in the event of a natural hazard emergency (including structural incidents and bushfire) during the construction, operation and decommissioning phases of the wind farm. The EMP should be prepared with input from relevant local stakeholders, including:</p> <ul style="list-style-type: none"> <li>a. Department of Fire and Emergency Services (DFES), including DFES Aerial Services;</li> <li>b. local bushfire and emergency response organisations; and</li> <li>c. host lot and non-host lot landowners and occupiers.</li> </ul> <p>Where relating to bushfire, the EMP should be prepared generally in accordance with the Bushfire Emergency Plan Manual (WAPC, 2024).</p>
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## 2.9 WF Element 8 – Aviation

<p><b>Context</b></p> <p>Wind turbines can pose hazards to aviation due to their height, potential conflict with aircraft operations, interference with radar systems and the creation of turbulence. Consideration must be given at all stages of a wind farm project to the safety, efficiency and operational integrity of airports, aerodromes, aircraft landing areas and other aviation operations and services, including agricultural spraying, aerial mustering, military aviation and emergency air services.</p> <p>While wind turbines are generally conspicuous during daylight due to their scale, aviation lighting is the primary means of ensuring visibility at night or in low-visibility conditions, and must balance safety requirements with minimising amenity impacts.</p>	<p><b>Element Objective</b></p> <p><b>WF-E08.1</b> Wind farms are sited, designed, constructed and operated to maintain the safety, efficiency and operational integrity of airports, aerodromes, aircraft landing areas and associated aviation operations and navigation, including low-flying aviation activities.</p> <p><b>Performance Outcome</b></p> <p><b>WF-PO8.1</b> Wind turbines and associated infrastructure are sited, designed, constructed and operated to:</p> <ul style="list-style-type: none"> <li>a. avoid hazards or unacceptable risks to aircraft safety;</li> <li>b. avoid or minimise adverse impacts on the safety, efficiency or operational integrity of:             <ul style="list-style-type: none"> <li>i. airports, aerodromes and aircraft landing areas and associated aviation operations and navigation; and</li> <li>ii. low-flying aviation operations, including aerial agricultural activities (spraying and mustering), recreational aviation, military aviation, helicopter operations and emergency air services; and</li> </ul> </li> <li>c. avoid or minimise adverse impacts on the development and operation of future aviation infrastructure identified in State and local planning frameworks.</li> </ul> <p><b>WF-PO8.2</b> Where aviation risks and impacts cannot be fully avoided, they are minimised through effective mitigation measures.</p> <p><b>WF PO8.3</b> Wind turbines and associated infrastructure incorporate appropriate lighting and marking to address safety risks while minimising impacts.</p> <p><b>Acceptable Outcome</b></p> <p><i>Not applicable</i> – Performance Outcomes apply.</p>
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**Plans and Reports to Accompany a Development Application**

**Aviation Impact Assessment**

An Aviation Impact Assessment should be prepared by a suitably qualified aviation consultant and include a comprehensive assessment of risks to aviation safety, efficiency and operational integrity, along with proposed mitigation and management strategies.

The Assessment should meet the requirements of:

- a. **National Airports Safeguarding Framework (NASF) Guideline D: Managing the Risk to Aviation Safety of Wind Turbine Installation (Wind Farms/ Wind Monitoring Towers).**
- b. **CASA Advisory Circular AC 139.E-05v1.1 Obstacles (including wind farms) outside the vicinity of a CASA certified aerodrome.**
- c. **Airservices Australia Aviation Impact Statement - Developments at and around airports**, which includes specific requirements relating to wind farms.

**Impacts and Risks**

An Aviation Impact Assessment must address (where relevant):

- a. Identify obstacle locations and heights both Above Ground Level and Australian Height Datum.
- b. Identify surrounding airports, aerodromes and aircraft landing areas, flight paths, airspace (Obstacle Limitation Surface, Procedures for Air Navigational Services – Aircraft Operations, Declared Defence Aviation Areas and any declared/prescribed airspace) and other relevant considerations.
- c. Consider future airports identified in State and local planning frameworks to ensure proposed/planned wind turbines do not impact the ability to deliver future aviation infrastructure requirements.
- d. Assess potential impacts and risks of the project on aviation activity, including navigation, radar, wake/turbulence and communications.
- e. Demonstrate consideration of cumulative impacts of other approved or operating wind farms in the vicinity.
- f. Assess impacts of wind turbines on low-flying activities conducted in the vicinity of the wind farm, such as aerial agricultural activities spraying, mustering, recreational aviation, military aviation, helicopter operations and emergency air services.

- g. Identify required aviation obstacle lighting, having regard to the defined air traffic routes, aircraft operating heights, approach/departure procedures, radar interference, communication systems and navigation aids.
- h. Consider crane use during construction.
- i. Detail operational procedures during bushfire events, for example, turbine shutdowns, blade positioning, lighting activation to minimise interference with aerial firefighting operations and activating lighting to increase visibility of turbines to pilots.
- j. Conduct a risk analysis in accordance with AS/NZS ISO 31000:2018 Risk Management – Guidelines.

**Consultation**

While decision-makers will refer applications to the Civil Aviation Safety Authority (CASA), AirServices Australia and the Department of Defence, the Aviation Impact Assessment must demonstrate that the applicant has consulted with the following parties and appropriately addressed any concerns raised:

- a. nearby airport, aerodrome and aircraft landing area owners, operators and users;
- b. neighbouring non-host lot landowners;
- c. aircraft operators known to fly in the area (aerial spraying, mustering, recreational aviation and helicopter operators, and emergency air services including but not limited to DFES and the Royal Flying Doctor Service);
- d. Airservices Australia to determine if any aerodrome operating procedures may be affected by the project (prior to consulting with CASA) and whether any aeronautical communications, navigation or surveillance equipment may be affected;
- e. Department of Defence to determine whether any defence aerodromes and facilities, Declared Defence Aviation Area (DAA) – protected airspace, low flying military aviation activities or aeronautical communications, navigation or surveillance equipment may be affected;

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**Plans and Reports to Accompany a Development Application**

- f. CASA – regarding air safety and lighting/markings. Where CASA advises that a proposed wind turbine or other structure proposed in an application will be hazardous and poses an unacceptable risk to aircraft safety, it should not be supported by a decision-maker. Additionally, the Civil Aviation Safety Regulations 1998 require that a person proposing to construct or erect any object that extends to a height of 100 metres or more above local ground level must, as soon as practicable after forming the intention to construct or erect the proposed object or structure, give notice to CASA (see Civil Aviation Safety Regulations, Regulation 139.175).

*Marking and Lighting*

The Assessment should:

- a. outline lighting and marking recommendations in accordance with CASA and/or Department of Defence advice and National Airports Safeguarding Framework Guideline D;
- b. consider measures to minimise the impact on amenity such as radar-activated lighting (specific advice should be sought from CASA and/or the Department of Defence);
- c. consider the WAPC’s Position Statement: Dark Sky and Astro tourism (WAPC, 2022);
- d. identify the proposed colour of turbines (usually white unless otherwise supported by CASA and the Department of Defence); and
- e. detail monitoring reporting and maintenance procedures for lighting outages, including CASA notification.

*Other Mitigation Measures*

The Assessment should also:

- a. provide as-constructed details of turbines and monitoring masts (including the specific location coordinates and heights AGL and in AHD) to Airservices Australia Vertical Obstacle Database so they are registered on the national database. Notification is to be of any tall structure’s permanent obstacles, including wind turbines, meteorological masts or wind-monitoring towers, greater than 30 metres or more above ground level within 30 kilometres of an aerodrome; or 45 metres or above ground level elsewhere;
- b. detail marking of overhead transmission lines consistent with Australian Standard AS 3891.1 Air Navigation (with visual identification tools such as marker balls) and in consultation with the transmission network provider.

Where mitigation requires changes to aerodrome procedures, these must be resolved before an application is determined.

**Plans and Reports Recommended as Conditions of Development Approval**

**Operational Management Plan**

The Plan is to detail operational and aviation impact mitigation measures identified in the approved and updated (where relevant) Aviation Impact Assessment or recommended by CASA or the Department of Defence. It must also include procedures for responding to any unanticipated impacts identified post-construction or through complaints.

The plan must be publicly available on the wind farm operator’s website for the life of the wind farm.

## 2.10 WF Element 9 – Electromagnetic Interference

<p><b>Context</b></p> <p>Wind turbines can interfere with or degrade microwave, television, radar and radio transmissions through electromagnetic interference (EMI). This may be caused an electric and magnetic (electromagnetic) field forming around the wind turbine or where radiocommunications are obstructed by the physical structure of the turbine. Services that can be impacted include emergency services, aviation, television and radio broadcasting, internet, weather monitoring and mobile networks.</p>	<p><b>Element Objective</b></p> <p><b>WF-EO9.1 Wind farms</b> are sited, designed and operated to avoid or minimise <b>EMI</b>, ensuring the ongoing reliability and functionality of essential services, including communications, radar, weather monitoring, television and radio broadcasting and radio astronomy.</p> <p><b>Performance Outcome</b></p> <p><b>WF-PO9.1 Wind farms</b> are sited, designed and operated to avoid EMI wherever practicable, ensuring reliable and functional essential services consistent with regulatory and operational requirements, ensuring continuity for civilian, government and commercial systems.</p> <p><b>WF-PO9.2</b> Where <b>EMI</b> to essential services cannot be fully avoided, it is minimised through effective mitigation measures, including adjusting wind turbine siting and design, or implementing technical solutions (for example, filters or signal boosters) to maintain service performance.</p> <p><b>Acceptable Outcome</b></p> <p><i>Not applicable – Performance Outcomes apply.</i></p>
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**Plans and Reports to Accompany a Development Application**

**Electromagnetic Interference Assessment**

An EMI Assessment is to be prepared by a suitably qualified engineer or specialist with demonstrated expertise.

The Assessment is required to:

- a. Assess potential impacts on services, including (but not limited to) point-to-point microwave links, aviation, defence and meteorological radar and communications, emergency service communications, utility communications, mobile voice-based communications, wireless and satellite internet, broadcast and digital radio, digital and satellite television, trigonometry stations, GPS, observatories and radio astronomy.<sup>4</sup>
- b. Engage with key stakeholders<sup>5</sup> (as listed in Appendix 3, but not limited to) and document:
  - i. statutory or operating requirements of stakeholders that may require consideration; and
  - ii. evidence of stakeholder input into and/or review of the EMI Assessment, including confirmation that any identified impacts are acceptable or that proposed avoidance or mitigation measures are supported.
- c. Demonstrate the consideration of the National Airports Safeguarding Framework Guideline G: Protecting Aviation Facilities – Communication, Navigation and Surveillance (Department of Infrastructure, Transport, Regional Development, Communications, Sport and the Arts) where applicable.
- d. Demonstrate consideration of any requirements for Radio Quiet Zones regulated by the Australian Communications and Media Authority and Department of Local Government, Industry Regulation and Safety, including relevant local planning scheme provisions.
- e. Assess and describe the magnitude, risks and implications of identified impacts on affected facilities and services.
- f. Describe avoidance and mitigation measures ensuring achievement of **WF-PO9.1** and **WF-PO9.2**, including any ongoing mitigation required during wind farm operation.
- g. Outline the implementation program for mitigation measures and how this will be communicated to affected stakeholders and the community.
- h. Describe how post-construction signal strength testing will be used to verify predicted impacts on television, radio and mobile phone coverage, and how any unanticipated impacts will be addressed through additional or revised mitigation measures.

<sup>4</sup> The assessment should consider the worst-case scenario where wind turbine envelopes are being considered.

<sup>5</sup> Some stakeholders may require detailed technical information and several months to provide input prior to the lodgement of the development application.

**Plans and Reports Recommended as Conditions of Development Approval**

**Signal Strength (Television, Radio and Mobile Phone) Testing Report**

A Signal Strength Testing Report may be required to record pre- and post-operation signal strength and quality. The report must demonstrate either:

- a. no EMI impacts on television, radio or mobile coverage, or
- b. where impacts occur, that they are consistent with the EMI Assessment and addressed through mitigation.

Where unacceptable impacts are identified that were not anticipated in the EMI Assessment, the wind farm operator may be required to:

- a. prepare an addendum to the EMI Assessment identifying the cause and extent of the impact; and
- b. update the Operational Management Plan to include additional or revised mitigation measures and implementation programs.

**Operational Management Plan**

The Plan is to detail EMI mitigation measures identified in the approved (and updated) EMI Assessment, as well as procedures for responding to unanticipated EMI impacts identified through testing or community complaints.

The Plan is to be made publicly available on the wind farm operator's website for the life of the wind farm.

## 2.11 WF Element 10 – Transport

<p><b>Context</b></p> <p>The transportation of wind farm components, construction materials and workforce personnel must be efficiently managed and coordinated to protect Western Australia's transport network. This includes the movement of large and heavy components such as turbine blades, towers and nacelles, as well as construction materials, waste and workforce transit. Careful planning and management of transport routes and vehicle movements helps minimise disruption, maintain community safety and preserve the function of local and regional transport infrastructure.</p> <p>This element principally applies to the construction and operational phases of wind farm development. Transport impacts during decommissioning are addressed in Element 12 – Decommissioning.</p>	<p><b>Element Objective</b></p> <p><b>WF-EO10.1</b> The movement of people, materials and equipment associated with a <b>wind farm</b> is managed to:</p> <ol style="list-style-type: none"> <li>minimise disruption to transport networks and ensure their safe and efficient operation; and</li> <li>avoid and minimise adverse impacts on property, infrastructure and vegetation.</li> </ol> <p><b>Performance Outcome</b></p> <p><b>WF-PO10.1</b> Transport routes for oversize overmass (OSOM) vehicle movements are selected, and vehicle movements are scheduled to:</p> <ol style="list-style-type: none"> <li>maintain road and rail user safety;</li> <li>avoid unreasonable disruption to local and regional transport networks;</li> <li>avoid or minimise the need for:             <ol style="list-style-type: none"> <li>modifications to road and rail infrastructure, and utility services;</li> <li>vegetation clearing; and</li> <li>adverse impacts on adjoining properties.</li> </ol> </li> </ol> <p><b>WF-PO10.2</b> Workforce vehicular access points are sited to minimise disruption to local and regional transport networks.</p> <p><b>Acceptable Outcome</b></p> <p><i>Not applicable</i> – <i>Performance Outcomes apply.</i></p>
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<p><b>Plans and Reports to Accompany a Development Application</b></p> <p><b>Transport Impact Assessment</b></p> <p>An Assessment should be prepared in accordance with the <a href="#">Transport Impact Assessment Guidelines</a> (WAPC, 2016) and include:</p> <ol style="list-style-type: none"> <li>Port-to-project transport routes for OSOM movements, supported by a Route Survey consistent with Main Roads Western Australia (MRWA)'s <a href="#">Oversize Vehicle Route Survey – Audit Regime</a>. The assessment should demonstrate safe accommodation of vehicles, considering road widths, roadside impediments, swept path analysis and height clearances.</li> <li>Identification of required permanent and temporary modifications to road and rail infrastructure to facilitate transport movements, including estimated costs. Contributions may be required consistent with SPP 3.6 Infrastructure Contributions (WAPC, 2021) as part of any development approval without the need for a Development Contribution Plan.</li> <li>Forecast workforce and OSOM movements during construction and operational phases.</li> <li>Assessment of transport movement impacts, including:             <ol style="list-style-type: none"> <li>the operation of the road network, particularly intersections (supported by SIDRA analysis where required);</li> <li>operation of the rail network where rail crossings are proposed;</li> <li>impacts on adjoining properties and associated land uses, buildings, infrastructure (including utility services) and vegetation, including responsibilities for mitigating impacts; and</li> <li>utility services within the road reserve (for example, overhead utilities), including any required relocation or protection.</li> </ol> </li> <li>An engagement summary documenting consultation with MRWA, local governments, port and rail operators and other relevant authorities.</li> </ol>
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<p><b>Plans and Reports Recommended as Conditions of Development Approval</b></p> <p><b>Construction Traffic Management Plan</b></p> <p>The Plan should outline how construction-related transport activities will be managed to minimise impacts on the transport network, local communities and the environment. It should include:</p> <ol style="list-style-type: none"> <li>Final port-to-site routes for required OSOM movements, supported by route assessments and approvals from relevant authorities.</li> <li>Management of temporary and permanent road infrastructure modifications, including changes to intersections, bridges, road widening, service relocation, signage and lighting.</li> <li>Vegetation clearing requirements associated with transport access, including required clearing permits.</li> <li>Procedures for managing disruptions to utility services, including notification protocols and coordination with service providers.</li> <li>Coordination of OSOM<sup>6</sup> and workforce vehicle movements to avoid peak periods (for example, holidays, school terms, local events) and to manage cumulative impacts where multiple renewable energy projects use shared corridors.</li> <li>Management plans for safety, noise, dust and public notification.</li> <li>Rectification and restoration of the road network and other affected infrastructure following construction, including the developer's responsibilities for repairs and reinstatement works.</li> <li>An engagement summary documenting consultation with MRWA, local governments, port and rail operators and other relevant authorities.</li> </ol> <p><b>Pre- and Post-Construction Road Pavement Survey</b></p> <p>A road pavement survey may be required before and after construction to assess any damage from OSOM and heavy vehicle use. This may form a condition of development approval to ensure necessary road repairs are addressed by the developer.</p> <p><b>Railway Safety Management Plan</b></p> <p>Where OSOM rail crossings are proposed, a Railway Safety Management Plan should be prepared by a suitably qualified consultant, in consultation with the rail infrastructure owner and rail service operator.</p>
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<sup>6</sup> MRWA approval is required for the use of Restricted Access Vehicles and the transport of OSOM loads. An OSOM Transport Management Plan, prepared in accordance with MRWA's [Guidelines for Preparing an Oversize Transport Management Plan](#), must be submitted and accepted by MRWA prior to any OSOM movements. Early engagement with MRWA is strongly recommended to support timely assessment and coordination.

## 2.12 WF Element 11 – Construction

<p><b>Context</b></p> <p>Wind farm construction requires extensive site preparation and logistical activities that can affect the environment, local amenity and services. Activities typically include transporting components and construction materials, constructing access tracks, establishing laydown areas, and installing turbines, foundations and supporting infrastructure such as transmission lines, battery storage and worker facilities.</p> <p>Significant resources, including water and gravel, are required for turbine foundations and roadworks. Construction may place pressure on local supplies, infrastructure and services, and must therefore be carefully managed to minimise disruption, ensure safety and protect the environment.</p>	<p><b>Element Objective</b></p> <p><b>WF-EO11.1</b> Wind farms are constructed to:</p> <ol style="list-style-type: none"> <li>avoid or minimise adverse impacts on the environment, amenity and safety;</li> <li>maintain sustainable use and management of local resources and infrastructure; and</li> <li>maintain safe and efficient movement of people, materials and equipment.</li> </ol> <p><b>Performance Outcome</b></p> <p><b>WF-PO11.1</b> The construction phase of <b>wind farms</b> is managed to avoid or minimise adverse environmental impacts, including effects on <b>flora, fauna</b>, water, land, air quality and noise.</p> <p><b>WF-PO11.2</b> Land disturbed during construction must be <b>rehabilitated</b> post-construction.</p> <p><b>WF-PO11.3</b> Construction activities are planned and executed to maintain site safety and minimise risks to workers and the public, including risks associated with equipment use and, where relevant, aviation interactions.</p> <p><b>WF-PO11.4</b> Use of local resources and infrastructure, including water, gravel and waste disposal facilities, is sustainable and does not place undue strain on local supply or services.</p> <p><b>WF-PO11.5</b> Waste generation is avoided or minimised and, where waste is generated, it is reused or recycled where possible and disposed of responsibly in accordance with best practice.</p> <p><b>WF-PO11.6</b> Vehicular movement of <b>wind farm</b> components, construction materials and workforce personnel is coordinated to minimise disruption to transport networks and ensure their safe and efficient operation.</p> <p><b>Acceptable Outcome</b></p> <p><i>Not applicable</i> – <i>Performance Outcomes apply.</i></p>
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**Plans and Reports to Accompany a Development Application**

**Construction Management Plan**

A Construction Management Plan should be prepared to ensure construction activities are well managed and impacts are avoided or minimised.

The plan must:

- include a program of works;
- describe measures to manage potential adverse impacts;
- detail how disturbed land will be rehabilitated; and
- address the matters outlined below (where applicable), along with any other relevant matters identified through assessment or arising from other elements of the Code.

*Safety and emergency management*

- a. Safety and site hygiene management
- b. Natural hazard management, including fire and emergency management
- c. Fuel and chemical storage and handling
- d. Unexploded ordnance
- e. Aviation impacts and management

*Environmental Management*

- a. Biosecurity, weed and pest management
- b. Dust, noise and vibration management
- c. Site contamination and remediation
- d. Flora and fauna protection and management
- e. Site stabilisation and revegetation of disturbed areas post-construction
- f. Drainage, erosion and sediment control
- g. Dewatering and acid sulphate soil management

*Resource management and services*

- a. Waste management
- b. Wastewater management, including treatment and disposal
- c. Water and basic raw material supply (for example, gravel for foundations)

Transport

- a. Transport impacts associated with construction are addressed in Element 10 – Transport.

**Plans and Reports Recommended as Conditions of Development Approval**

Not applicable.

## 2.13 WF Element 12 – Decommissioning and Rehabilitation

<p><b>Context</b></p> <p>Wind turbines typically operate for 20 to 25 years. At the end of their operational life, they may be decommissioned or repowered to extend operation or increase generation capacity.</p> <p>Decommissioning involves dismantling and removing turbines and other above-ground infrastructure, and disconnecting from the electricity grid where applicable. Below-ground infrastructure, such as foundations, cabling and conduits, may also be required to be removed. However, in some circumstances removal may not be necessary if the infrastructure does not interfere with the future use of the land (for example, grazing of the State's rangeland farming areas). Access tracks may also be retained where they support ongoing or future land uses.</p> <p>Proponents are expected to have appropriate financial arrangements (for example, bank guarantees or bonds) in place with host-lot owners to meet their decommissioning obligations and ensure that infrastructure is responsibly removed or managed at the end of its operational life.</p>	<p><b>Element Objective</b></p> <p><b>WF-EO12.1</b> Wind farms are <b>decommissioned</b> upon ceasing operation to:</p> <ol style="list-style-type: none"> <li>avoid or minimise adverse impacts on the environment, amenity and safety;</li> <li>facilitate sustainable waste management; and</li> <li>maintain safe and efficient movement of people, materials and equipment.</li> </ol> <p><b>WF-EO12.2</b> Wind farm host lots are rehabilitated upon <b>decommissioning</b> to their pre-development state or to a condition compatible with their intended ongoing or future land use.</p> <p><b>Performance Outcome</b></p> <p><b>WF-PO12.1</b> Wind farms are decommissioned and rehabilitated within 18 months of ceasing operation.</p> <p><b>WF-PO12.2</b> Wind farms are decommissioned by removing:</p> <ol style="list-style-type: none"> <li>above-ground infrastructure, unless retention is agreed with the landowner for repurposing (for example, access tracks); and</li> <li>below-ground infrastructure to the extent necessary to support future land uses.</li> </ol> <p><b>WFPO-12.3</b> Land disturbed as a result of the wind farm and its <b>decommissioning</b> is <b>rehabilitated</b> to an acceptable condition that supports future land uses, in consultation with the <b>host-lot</b> owner.</p> <p><b>WF-PO12.4</b> Wind farms are <b>decommissioned</b> to avoid or minimise adverse environmental impacts, including effects on <b>flora, fauna</b>, water, land, air quality and noise.</p> <p><b>WF-PO12.5</b> <b>Decommissioning</b> activities are planned and executed to maintain site safety and minimise risks to workers and the public, including risks associated with equipment use and, where relevant, aviation interactions.</p> <p><b>WF-PO12.6</b> Waste generation is minimised through reuse and recycling consistent with best practice and all waste is disposed of at licensed facilities with confirmed capacity.</p> <p><b>WF-PO12.7</b> Vehicular movement of <b>wind farm</b> components, materials and workforce personnel is coordinated to minimise disruption to transport networks and ensure their safe and efficient operation.</p> <p><b>Acceptable Outcome</b></p> <p>Not applicable – Performance Outcomes apply.</p>
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### Plans and Reports to Accompany a Development Application

#### Preliminary Decommissioning and Rehabilitation Management Plan

This Plan should accompany the development application and:

- a. confirm the operator's commitment to decommissioning and rehabilitation;
- b. provide a high-level scope of decommissioning and rehabilitation works;
- c. outline consultation undertaken with the host-lot owner, including agreement on the scope of works and financial arrangements; and
- d. detail proposed consultation with adjoining landowners, the community, local government and relevant government agencies.

### Plans and Reports Recommended as Conditions of Development Approval

#### Detailed Decommissioning and Rehabilitation Plan

A Plan should be prepared prior to the end of the wind farm's operational life – generally at least six months in advance – unless otherwise agreed with the decision-maker. The Plan must be approved before decommissioning commences.

Where repowering is proposed and the replacement turbines and associated infrastructure are not like-for-like, a new development application may be required.

Where partial repowering is proposed, the Plan must clearly identify turbines to be decommissioned and specify the scope, staging and rehabilitation measures.

Decommissioning and rehabilitation works should be completed within 18 months of the turbines ceasing operation.

The Plan must describe the scope and staging of decommissioning and rehabilitation works, and address the following matters, along with any other matters arising through assessment or from other elements of the Code:

#### *Safety and emergency management*

- a. Safety and site hygiene management
- b. Natural hazard management, including fire and emergency management
- c. Fuel and chemical storage, handling and disposal
- d. Aviation impacts and management

#### *Environmental management*

- a. Biosecurity, weed and pest management
- b. Dust, noise and vibration management
- c. Site contamination and remediation
- d. Vegetation retention, rehabilitation and associated monitoring
- e. Flora and fauna protection and management
- f. Drainage, erosion and sediment control
- g. Wastewater management

#### *Waste Management*

- a. Identification of waste types and volumes, including:
  - i. confirmation that all waste will be removed from the site;
  - ii. outline how waste will be reused, recycled or disposed of in approved and licensed waste management facilities; and
  - iii. identify the licensed waste management facility or facilities proposed to be used and confirm their capacity to accommodate the waste.

**Plans and Reports Recommended as Conditions of Development Approval**

*Transport*

- a. Transport impacts associated with decommissioning must be addressed in accordance with the requirements of Element 10 – Transport, adapted for the decommissioning phase.
- b. A Decommissioning Traffic Management Plan is to be prepared and include:
  - i. identification of haulage routes and OSOM vehicle movements, conducted safely and in a manner that minimises adverse impacts on the transport network, consistent with MRWA’s Movement of High Risk OSOM Vehicles Policy;
  - ii. coordination of vehicle movements to avoid peak traffic periods and cumulative impacts where multiple renewable energy projects affect shared corridors;
  - iii. dilapidation surveys and arrangements for repairing any road damage caused by heavy vehicles; and
  - iv. engagement with MRWA, local governments and relevant authorities to confirm routes and obtain necessary approvals.

*Consultation and Landowner Agreements*

- a. Outline consultation undertaken and agreements in place with the host-lot owner regarding the scope of works, including decisions on infrastructure removal or retention to support future land uses.
- b. Outline financial arrangements to fund decommissioning and rehabilitation, including guarantees or security arrangements to ensure responsibilities are met in the event of operator insolvency.<sup>7</sup>
- c. Outline consultation undertaken or proposed with adjoining landowners, the community, local government and relevant government agencies and authorities.

<sup>7</sup> Development approvals and associated decommissioning responsibilities run with the land. If the wind farm operator becomes insolvent, these responsibilities transfer to the landowner. Landowners should therefore secure appropriate guarantees to avoid being burdened with decommissioning and rehabilitation obligations.

# Appendices

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## Appendix 1 – Definitions

*The terms defined in the Code apply to all grammatical forms of the word.*

**Aerodrome** – means an area of land or water (including any buildings, installations and equipment) intended for use wholly or partly for the arrival, departure or movement of aircraft and is certified as an aerodrome under the regulations made under the *Civil Aviation Act 1988* (Cth).

**Aircraft landing area** – means an area of ground intended for use for the conduct of take-off and landing and associated aircraft operations for private, aerial work or charter activities.

**Airport** – means an aerodrome with significant facilities. This includes:

- Federally leased airports regulated by the *Airports Act 1996*.
- a certified **aerodrome** available for use in regular public transport operations (i.e. commercial fee-paying passengers) and may include contiguous land for aviation-related infrastructure/activities.
- defence airfields under the *Defence Act 1903* and joint-user airports under control of the Department of Defence where an arrangement under section 20 of the *Civil Aviation Act 1988* (Cth) is in force.
- land zoned/reserved for the purpose in the scheme.

**Asset Protection Zone** – means a managed buffer zone located between a bush fire hazard and a building or piece of infrastructure used to reduce bushfire risk by strategically controlling vegetation and limiting plant flammability within the zone.

**Associated infrastructure** – means the permanent and temporary buildings, structures and other infrastructure associated with energy infrastructure, including meteorological masts, habitable buildings (such as control or office buildings), storage buildings, fuel storage tanks, mobile concrete batching plants, internal access tracks, fencing, firefighting equipment, gates and signage.

**Battery energy storage system** – means the use of premises for the operation of one or more battery storage devices that:

- a. convert electricity into stored energy; and
- b. release stored energy as electricity; and

includes any equipment necessary for the operation of the plant.

**Bushfire prone area** – means an area designated by the Fire and Emergency Services Commissioner under section 18P of the *Fire and Emergency Services Act 1998* as being subject, or likely to be subject, to bushfires. Refer to Department of Fire and Emergency Services [Bushfire Prone Area map](#).

**Coastal zone** – means those areas of water and land that may be influenced by coastal processes.

**Conservation areas** – has the meaning given in the *Environmental Protection Act 1986*.

**Dam** – means any artificial structure, barrier or levee, whether temporary or permanent, which does or could impound, divert or control water, silt, debris or liquid borne materials, together with its appurtenant (associated) works.

**Decommission** – means the removal of buildings, structures and infrastructure associated with a land use once it fully or partially ceases operation.

**Development site** – means that part of a lot(s) on which a building or structure that is the subject of the development stands or is to be constructed.

**Ecological community** – has the meaning given in the *Biodiversity Conservation Act 2016*.

**Electromagnetic interference** – means the effect of disturbing or degrading communications and monitoring signals currently in operation and transmitted via microwave, very high frequency and ultra-frequency systems resulting from siting and operation of energy infrastructure and other structures.

**Energy infrastructure** – means renewable energy facilities, transmission systems and battery energy storage systems.

**Fauna** – has the meaning given under the *Biodiversity Conservation Act 2016*.

**Flora** – has the meaning given under the *Biodiversity Conservation Act 2016*.

**Ground clearance** – means the vertical distance from the ground level at the base of a wind turbine to the tip of its blade when it is in its lowermost position (see Figure 2).

**Ground level** – means the finished ground level resulting from the development.

Habitable building – has the meaning given under State Planning Policy 3.7 Bushfire (WAPC, 2024).

**Host lot** – means the lot or lots on which the development is proposed or located and includes all land within the development application or approval area.

**Land degradation** – has the meaning given under the *Soil and Land Conservation Act 1945*.

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**Landforms** – has the meaning given under the Environmental Protection Authority’s Environmental Factor Guideline – Landforms as follows: The distinctive, recognisable physical features of the earth’s surface having a characteristic shape produced by natural processes. A landform is defined by the combination of its geology (composition) and morphology (form).

**Landscape** – means the cumulative expression of natural and cultural features, patterns and processes in a geographical area, including human perceptions and associations with visual landscape incorporating appearance and the type of views provided.<sup>8</sup>

**Maximum blade chord length** – means the widest point of a wind turbine blade cross-section, measured from the trailing edge to the leading edge of the blade (refer Figure 6).

**Micro-siting** – means the movement of wind turbines by small distances within the wind turbine envelope during the detailed design or construction stages of a development.

**Migratory species** – has the meaning given in the *Environment Protection and Biodiversity Conservation Act 1999* (Cth).

**Native vegetation** – has the meaning given in the *Environmental Protection Act 1986*.

**Natural hazards** – means processes or phenomena that have the potential to cause significant adverse impacts to people, property and infrastructure associated with fires, floods, coastal erosion and inundation, landslides, other land movements (karst), earthquakes and cyclones.

**Noise impact area** – means an area of land in the vicinity of a noise-generating land use that is either currently or projected in the future to be affected by an unreasonable noise impact from that land use as identified through a Noise Impact Assessment.

**Noise-sensitive land use** – means a land use or development occupied or designed for occupation or use for residential purposes (including dwellings, residential buildings or short-stay accommodation), caravan park, camping ground, educational establishment, child care premises, hospital, nursing home, corrective institution or place of worship.

**Non-host lot** – means any lot adjoining or in proximity to a host lot that may be impacted by the development or land use.

**Predicted actual shadow flicker modelling** – means a modelling approach for wind turbines that estimates realistic shadow flicker at a specific location by accounting for meteorological conditions (such as cloud cover), turbine operations and mitigation measures, such as curtailment and shutdown, with the aim of providing a more realistic forecast of shadow flicker under typical operating conditions.

**Public drinking water source area** – means underground water pollution control areas, catchment areas and water reserves that are constituted under the *Metropolitan Water Supply, Sewerage, and Drainage Act 1909* or the *Country Areas Water Supply Act 1947*.

**Rehabilitation** – means a process where disturbed land is returned to a stable, productive and self-sustaining condition, taking future land use into account.

**Renewable energy facility/facilities** – means premises and structures used to generate electricity from a renewable source/s. It does not include renewable energy electricity generation where the electricity produced principally supplies and is incidental to an associated domestic, business or community related premises.

**Renewable sources** – has the meaning given in the *Electricity Corporations Act 2005*.

**Repowering** – means the replacement or substantial upgrade of one or more existing wind turbines or associated infrastructure to extend the facility’s operating life or improve its generating capacity.

**Revegetation** – means returning vegetation (indigenous or otherwise) to an area.

**Rotor swept path** – means the circular area surrounding the nacelle within which the blades rotate (see Figure 7). **Sensitive water resources** – means areas in which development has the potential to affect water-dependent ecosystems, natural waterways and estuaries, wetlands and selected coastal inlets and embayment that have been recognised at either the state or national level as having high ecological, social, cultural and/or economic values and are sensitive to contamination associated with land use and development. They include:

- a) estuary catchments on the Swan and Scott Coastal Plains;
- b) land that drains to and is within two kilometres of Irwin Inlet, Wilson Inlet, Torbay Inlet, Manarup Lagoon, Lake Powell, Princess Royal Harbour and Oyster Harbour;
- c) land that drains to and is within two kilometres of the estuarine areas of the following: Dampier Creek (Broome), Hill River, Irwin River (Mid West), Margaret River (South West), Murchison River, Hardy Inlet, Chapman River, Walpole-Nornalup Inlet, Wellstead Estuary and Greenough River;
- d) land that drains to and is within two kilometres of the following coastal embayments: Cockburn Sound, Coral Bay, Cowaramup Bay, Flinders Bay, Geographe Bay, Jurien Bay, Koombana Bay, Mangles Bay, Peaceful Bay, Roebuck Bay, Shark Bay (south of the northern tip of Peron Peninsula) and Warnbro Sound;
- e) land that drains to and is within one kilometre of other estuarine areas, except for portions approved by government for uses such as ports;
- f) within one kilometre up groundwater gradient and 250 metres down groundwater gradient of a **significant wetland**; or where the groundwater gradient is unknown or seasonably variable within one kilometre of the **significant wetland**;

<sup>8</sup> Best Practice Note Landscape Assessment and Sustainable Management 10.1, NZ Institute of Landscape Architects 2017)

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- g) habitats of specially protected water-dependent **fauna** and the area within one kilometre of groundwater-dependent **threatened ecological communities** and groundwater-dependent priority **ecological communities**; and
- h) wild rivers catchments.

Site-specific assessments undertaken during the planning process may identify additional significant **water resources**.

The sensitive **water resource** area boundaries are identified on the policy map of Sensitive Water Resource Areas and may be refined through higher resolution mapping in accordance with the definition provided above.

**Shadow flicker** – means the recurrent flickering effect caused when rotating wind turbine blades cast shadows across the ground or nearby buildings, creating alternating patterns on light and shade.

**Significant landscape** – means a **landscape** area or feature that holds special importance or value, formally recognised in international, national or state legislation or policy and which warrants consideration in planning and development decisions. May include World Heritage areas, national and state parks.

**Significant view** – means a public view that holds special importance or value for its visual qualities or economic or cultural significance, formally recognised in international, national or state legislation or policy which warrants consideration in planning and development decisions. May include views from iconic scenic or tourist routes, trails and lookouts.

**Significant wetland** – means Ramsar wetlands and those listed in the Australian Government's Directory of Important Wetlands in Australia; wetlands categorised as Conservation Category in the Department of Biodiversity, Conservation and Attractions' Swan Coastal Plain wetlands dataset, wetlands listed in the South Coast Significant Wetlands dataset, other endorsed wetland datasets and other wetlands that have been identified for protection during the land planning process.

**Single house** – has the meaning given in the Planning and Development (Local Planning Schemes) Regulations 2015.

**Solar farm** – means a **renewable energy facility** that uses solar energy to generate electricity and includes ground-mounted photovoltaic and thermal technology and any **associated infrastructure**.

**Theoretical shadow flicker modelling** – means a modelling approach used to determine the maximum theoretical extent and duration of shadow flicker at a specific location. It is based on geometric simulation that accounts for the sun's path, topographic variation and the wind turbine specifications such as blade chord length and hub height.

**Threatened ecological community** – has the meaning given in the *Biodiversity Conservation Act 2016* and the *Environmental Protection and Biodiversity Conservation Act 1999* (Cth).

**Threatened species** – has the meaning given in the *Biodiversity Conservation Act 2016* and the *Environmental Protection and Biodiversity Conservation Act 1999* (Cth).

**Transmission system** – has the meaning given in the *Electricity Industry Act 2004*.

**Turbine curtailment** – means the intentional reduction or stopping of blade rotation to avoid or minimise an impact, such as noise, shadow flicker, the risk to wildlife.

**Unreasonable noise impact** – means a level of noise impact that exceeds the lowest assigned level permitted for a "Noise sensitive premises: highly sensitive area" in Table 1 of the Environmental Protection (Noise) Regulations 1997.

**Visually sensitive land use** – means a land use where people live or regularly spend extended periods of time, including residential dwellings, short-stay accommodation, schools, hospitals, recreation areas and generally excludes commercial or industrial premises.

**Water resources** – means watercourses, **waterways** and their estuaries, inlets and floodplains, **wetlands**, groundwater, surface water, stormwater and drainage. A water resource includes all aspects of the water resource, including water, organisms and other components and ecosystems that contribute to the physical condition and ecological health of the water resource.

**Waterway** – means any river, creek, stream or brook, including its foreshore area or reserve, floodplain, estuary and inlet. This includes systems that flow permanently, for part of the year or occasionally; and parts of the waterway that have been artificially modified.

**Wetland** – means an area of seasonally, intermittently or permanently waterlogged or inundated land, whether natural or otherwise, and includes a lake, swamp, marsh, spring.

**Wind farm** – means a renewable energy facility that uses wind energy to generate electricity and includes wind turbines and any **associated infrastructure**.

**Wind turbine** – means a structure that incorporates a machine designed to convert wind energy into electricity and comprises a foundation, tower, nacelle and rotor. It does not include a wind mill, which uses wind energy to generate mechanical energy.

**Wind turbine envelope** – means a defined area of land measured from the centre of an indicative wind turbine location within which a wind turbine and its foundation may be sited.

## Appendix 2 – Material to Accompany a Development Application

Clause 1.5.1 of the Code requires the following information to accompany an application for development approval for **energy infrastructure**.

### All Energy Infrastructure

1. Outcomes from any pre-lodgement community and stakeholder engagement undertaken including:
  - a. Details of pre-lodgement engagement activities undertaken.
  - b. Summary of information, plans and images shared.
  - c. Feedback received, including key issues raised.
  - d. Explanation of how feedback was considered or addressed.
2. Confirmation of servicing availability (such as water, power, waste) for any proposed **habitable buildings**.
3. Details of the proposed **transmission system** and transmission line route to connect the **renewable energy facility** and/or **battery energy storage system** to the state's electricity grid and the status of the connection approval where relevant.

### Wind Farms

#### Site Plan Details

1. A plan showing:
  - a. Location and GPS coordinates for each **wind turbine** (where individual siting is confirmed), or GPS-defined boundaries of **wind turbine envelopes**.
  - b. Setbacks of **wind turbines** and **wind turbine envelopes** from **non-host lot** boundaries and reserves.
2. A plan showing the location, design and depth of **wind turbine foundations**, electricity cabling and other underground infrastructure.
3. A plan showing the location of any **associated infrastructure**.

### Wind Turbine Specifications

1. Total number and characteristics of the **wind turbines**, including:
  - a. **hub height**;
  - b. **blade length** and **rotor diameter**;
  - c. **maximum blade chord**;
  - d. **blade tip height**;
  - e. **ground clearance**;
  - f. **rotor swept path**;
  - g. colours, materials and finishes;
  - h. noise-generation characteristics;
  - i. aviation safety lighting; and
  - j. transformer locations (near to or inside the tower).

### Reports and Plans

1. Noise Impact Assessment
2. Single House Development Potential Impact Assessment (where relevant)
3. Landscape and Visual Impact Assessment
4. Shadow Flicker Assessment (where relevant)
5. Environment Report
6. Bird and Bat Management Plan
7. Water Management Report
8. Bushfire Attack Level (BAL) Contour Map
9. Bushfire Management Plan
10. Coastal Hazard Risk Management and Adaptation Plan (where relevant)
11. Geotechnical Assessment (where relevant)
12. Aviation Impact Assessment
13. Electromagnetic Interference Assessment
14. Transport Impact Assessment
15. Construction and Environmental Management Plan
16. Preliminary Decommissioning and Rehabilitation Management Plan

*Note: Information required in the above reports and plans is detailed in Part Two – Wind Farms*

## Appendix 3 – Preliminary Engagement – Community and Stakeholders

Proponents of energy infrastructure are encouraged to undertake preliminary engagement with communities, stakeholders and relevant public and statutory authorities prior to lodging a development application. Early engagement helps identify potential issues, build understanding and support, and inform project design and assessment.

Engagement should include, as relevant:

- a. Adjacent and nearby landowners and occupiers, particularly those with noise-sensitive or visually sensitive land uses likely to be affected;
- b. Local governments of the host district and any adjoining districts;
- c. Local communities and community groups, including Aboriginal communities, resident groups and business associations;
- d. The Department of Energy and Economic Diversification and electricity network operators where connection to the electricity network is proposed;
- e. Public and statutory authorities, especially those responsible for issuing other approvals), and any other key stakeholders.

Proponents should seek advice from local governments on:

- relevant stakeholders and community groups to be engaged; and
- appropriate engagement methods tailored to local community needs and expectations.

The following tables identify relevant public and statutory authorities, along with other key stakeholders, that proponents should consult for different types of energy infrastructure.

*Note: Tables for other types of energy infrastructure will be added as the Code is expanded.*

### Wind Farms:

Authorities/ Stakeholders	Wind Farm Elements											
	1 - Safety	2 - Noise	3 - Single House Devt Potential	4 - Landscape	5 - Shadow Flicker	6 - Natural Environment	7 - Natural Hazards	8 - Aviation	9 - Electromagnetic Interference	10 - Transport	11 - Construction	12 - Decommissioning
<b>State Government:</b>												
Department of Biodiversity, Conservation and Attractions	X			X		X						
Department of Fire and Emergency Services	X						X <sup>1</sup>	X <sup>1</sup>	X <sup>1</sup>			
Department of Local Government, Industry Regulation and Safety	X							X				
Department of Planning, Lands and Heritage							X <sup>2</sup>					
Department of Primary Industries and Regional Development						X	X			X		
Department of Transport and Major Infrastructure							X <sup>2</sup>		X			
Department of Water and Environmental Regulation		X				X	X				X	

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Authorities/ Stakeholders	Wind Farm Elements											
	1 - Safety	2 - Noise	3 - Single House Devt Potential	4 - Landscape	5 - Shadow Flicker	6 - Natural Environment	7 - Natural Hazards	8 - Aviation	9 - Electromagnetic Interference	10 - Transport	11 - Construction	12 - Decommissioning
Department of Defence								X	X			
Dept of Industry, Science and Resources								X <sup>3</sup>				
<b>Other Key Stakeholders:</b>												
Aircraft Operators								X	X			
Airport / aerodrome owners / operators and users								X	X			
Astronomical observatories								X <sup>4</sup>				
Australian Rail Track Corporation									X			
Local fire and emergency services brigades and emergency management groups								X	X			
Port authorities										X		
Royal Flying Doctor Service								X	X			

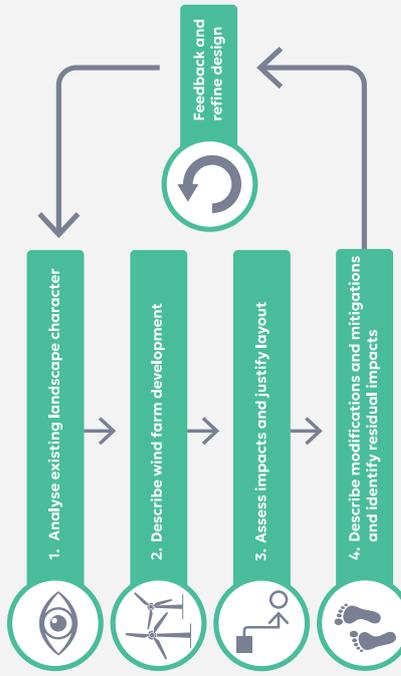
Authorities/ Stakeholders	Wind Farm Elements											
	1 - Safety	2 - Noise	3 - Single House Devt Potential	4 - Landscape	5 - Shadow Flicker	6 - Natural Environment	7 - Natural Hazards	8 - Aviation	9 - Electromagnetic Interference	10 - Transport	11 - Construction	12 - Decommissioning
Environmental Protection Authority					X							
Main Roads Western Australia							X					
Public Transport Authority							X					
<b>Australian Government:</b>												
AirServices Australia								X	X			
Australian Communications and Media Authority								X				
Bureau of Meteorology								X				
Civil Aviation Safety Authority							X					
Commonwealth Scientific and Industrial Research Organisation									X <sup>3</sup>			
Department of Climate Change, Energy, the Environment and Water						X						

Authorities/ Stakeholders	Wind Farm Elements											
	1 - Safety	2 - Noise	3 - Single House Devt Potential	4 - Landscape	5 - Shadow Flicker	6 - Natural Environment	7 - Natural Hazards	8 - Aviation	9 - Electromagnetic Interference	10 - Transport	11 - Construction	12 - Decommissioning
Telecommunications providers								X				
Tourism and heritage associations			X									
TV and radio broadcasters								X				
Utility service agencies and companies									X			
Notes:	<ol style="list-style-type: none"> <li>1. The Department of Fire and Emergency Services' Land Use Services Branch and Aviation Services Branch should be specifically consulted.</li> <li>2. The Department of Planning, Lands and Heritage and Department of Transport and Major Infrastructure should be consulted where coastal hazards are present.</li> <li>3. The Commonwealth Scientific and Industrial Research Organisation (CSIRO) and Department of Industry, Science and Resources should be consulted where the wind farm is within the Australian Radio Quiet Zone (260 kilometres from the Inyarrimanha Ilgari Bundara, the CSIRO Murchison Radio-astronomy Observatory and Square Kilometre Array).</li> <li>4. Astronomical observatories should be consulted where the wind farm is within proximity to these.</li> </ol>											

## Appendix 4 – Landscape and Visual Impact Assessment Methodology

This section outlines how the general principles of landscape and visual assessment in Visual Landscape Planning in Western Australia: A manual for evaluation, assessment siting and design (WAPC, 2007) are to be applied to wind farm development applications. These principles should be applied in preparing Visual and Landscape Impact Assessment (VLI) reports to demonstrate achievement of the Element Objectives and Performance Outcomes for Element 4 - Landscape.

The LVIA should follow the steps outlined below, with each step clearly documented in the LVIA report.



**1. Analyse Existing Landscape Character**  
Spatially define and describe the extent of the study area. This includes the preparation of base plans showing:

- a. Wind farm development site and distance bands measured from the development site boundary at 1km, 1.5km, 2km, 5km, 10km, 15km and to the extent of the study area.
- b. Key landscape context features such as national and state reserves, tourist drives, key lookouts and features of high landscape and visual sensitivity such as water features and distinctive landforms.
- c. Location of non-host lot dwellings in proximity to the development site, up to 2km at a minimum.
- d. Topography and substantial areas of remnant bushland and other existing screening vegetation such as roadside vegetation.
- e. Landscape character types<sup>9</sup> and any other landscape areas and specific features, or considerations relevant to landscape and visual assessment.

Refer to examples – **Figure A4.1:** Location and Context and **Figure A4.2:** Landscape Character – Study Area.

**2. Describe Wind Farm Development**

Describe the visual components of the wind farm in its landscape setting. This should be supported by maps and graphics, including:

- a. Diagrams of individual wind turbines, including dimensions and siting locations.
- b. Viewshed mapping showing theoretical turbine visibility (measured from at least nacelle height), graded to show the number of turbines visible. Two viewshed maps should be prepared showing visibility across the full extent of the LVIA study area and visibility for an area up to 5km from the development site boundary.
- c. Identification of potentially affected **significant landscapes** and **significant views** where turbines should be avoided or not be visible or, if visible, should not be visually prominent; and
- d. Other areas in which it would be appropriate to minimise visual disruption and prominence of turbines, acknowledging that some change in landscape character is inevitable.

<sup>9</sup> Landscape character types refers to areas of land that have uniform patterns of landform, vegetation, water form and land use, defined at a range of scales beginning with state level units identified in 'Reading the Remote – Landscape Characters of Western Australia' and which may be developed at finer scales in local or regional landscape studies.

Refer to examples - **Figure A4.3:** Viewshed (Nacelle Height) and Key Viewing Locations – Study Area, and **Figure A4.4:** Viewshed (Nacelle Height) and Key Viewing Locations – Development Site and Surrounds and **Figure A4.5:** Landscape Areas, Features and Key Viewing Locations – Development Site and Surrounds.

**3. Assess Impacts and Justify Layout**

The LVIA should assess and illustrate how the siting and design of the wind farm responds to:

- a. Avoiding or minimising impacts on significant landscapes and significant views, including consideration of the sensitivity of viewers and the magnitude of change to landscape character.
- b. The capacity of the landscape to absorb change, considering factors such as topography, vegetation and opportunities for mitigation through screening or topography.
- c. The location, layout and visual prominence of turbines and associated infrastructure and visual disruption to representative public views, and how the design responds to landscape and visual management objectives<sup>10</sup> in a contextually sensitive manner to the landscape.

At a minimum, this section should include wireframes<sup>11</sup> from representative public viewing locations to illustrate the visual effect of the wind farm, highlighting general public viewing experiences and potentially sensitive public views, with commentary on their sensitivity to change. Photomontages<sup>12</sup> may be included to support wireframes and provide a more realistic illustration of change. Refer to examples such as **Figures A4.6 to A4.8** for visual impact areas, key viewing locations and wireframe/photomontage outputs.

**4. Describe Modifications and Mitigations and Identify Residual Impacts**

Building on the assessment of impacts and justification of layout, this step should demonstrate how the wind farm design has been refined to reduce visual impacts. This includes:

- a. Adjustments to siting and layout of turbines and associated infrastructure to respond to landscape and visual sensitivities.
- b. Measures to minimise lighting effects while meeting aviation requirements, as identified in the Aviation Impact Assessment.
- c. Use of new screening vegetation.
- d. Clear illustration of residual visual effects after mitigation, supported by graphics and a map identifying areas of greatest impact and any proposed mitigation planting (if applicable).

Refer to **Figure A4.8** for example outputs.

<sup>10</sup> Landscape and visual management objectives means objectives for managing impacts on significant landscapes, significant views or landscape character types.

<sup>11</sup> A wireframe refers to a type of visualisation that is a computer-generated line drawing based on a digital terrain model that illustrates the three-dimensional shape of the landscape and the outline of a development.

<sup>12</sup> A photomontage is a type of visualisation that superimposes an image of a proposed development onto a photograph or series of photographs to illustrate its appearance within the existing landscape.

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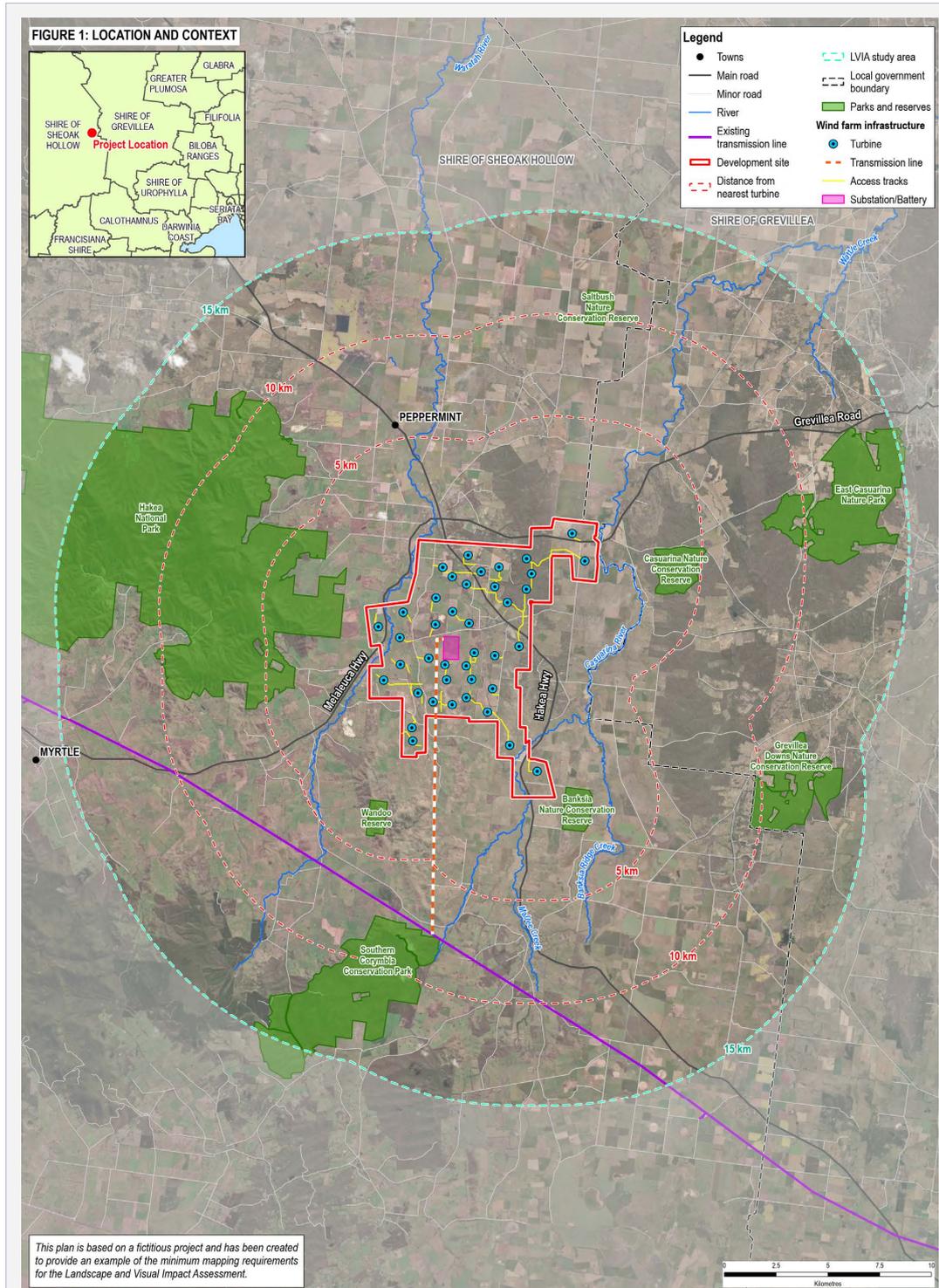
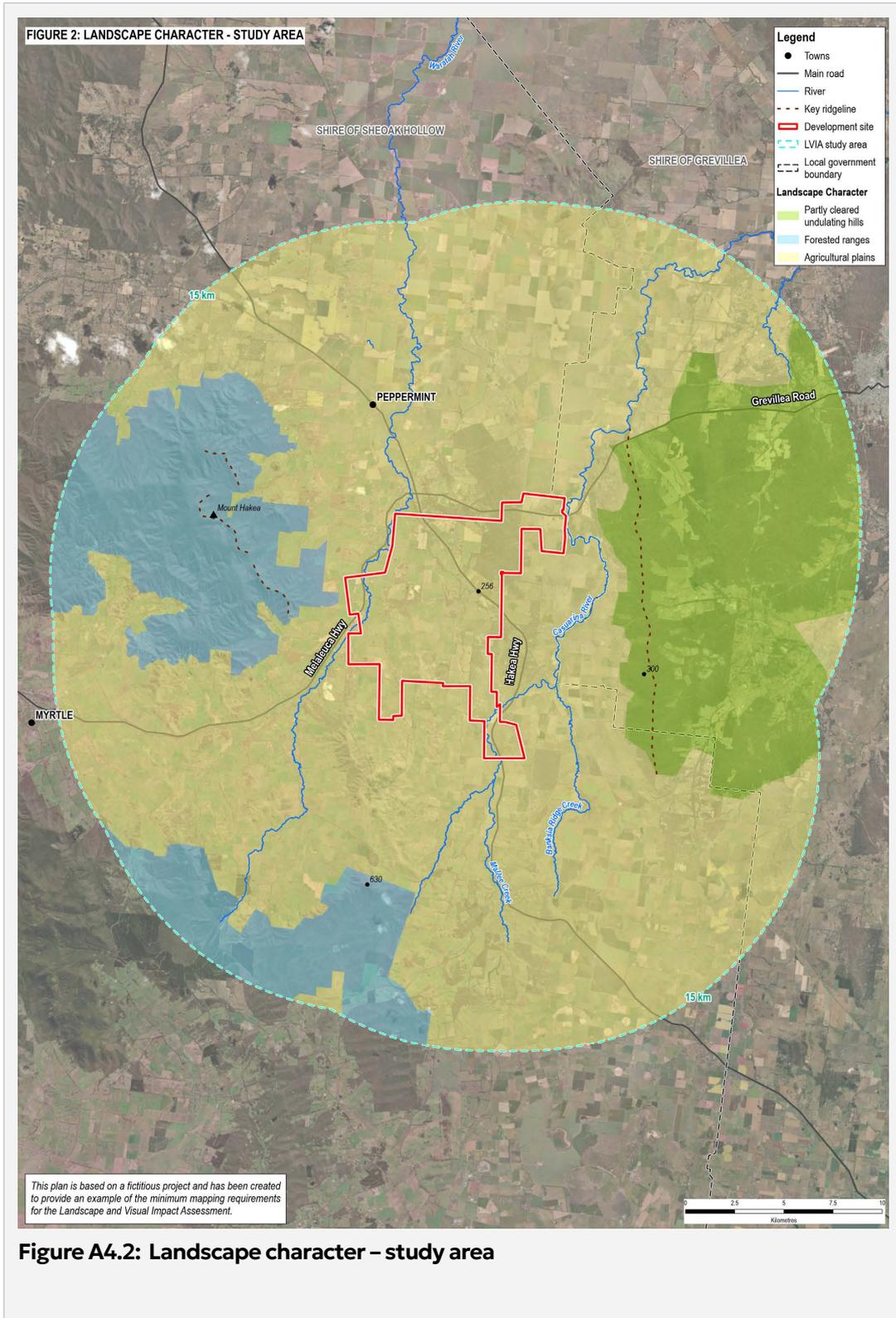
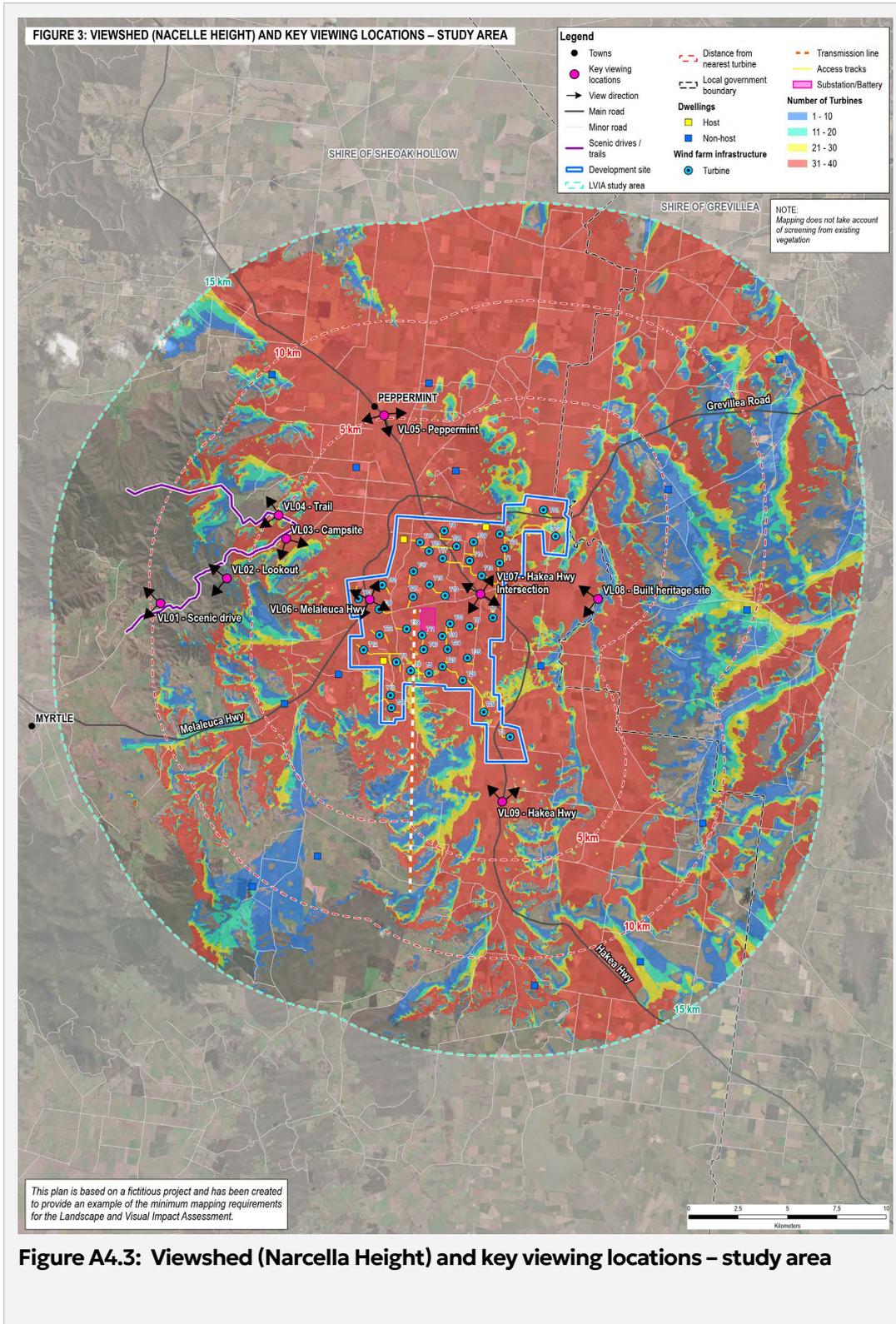


Figure A4.1: Location and context

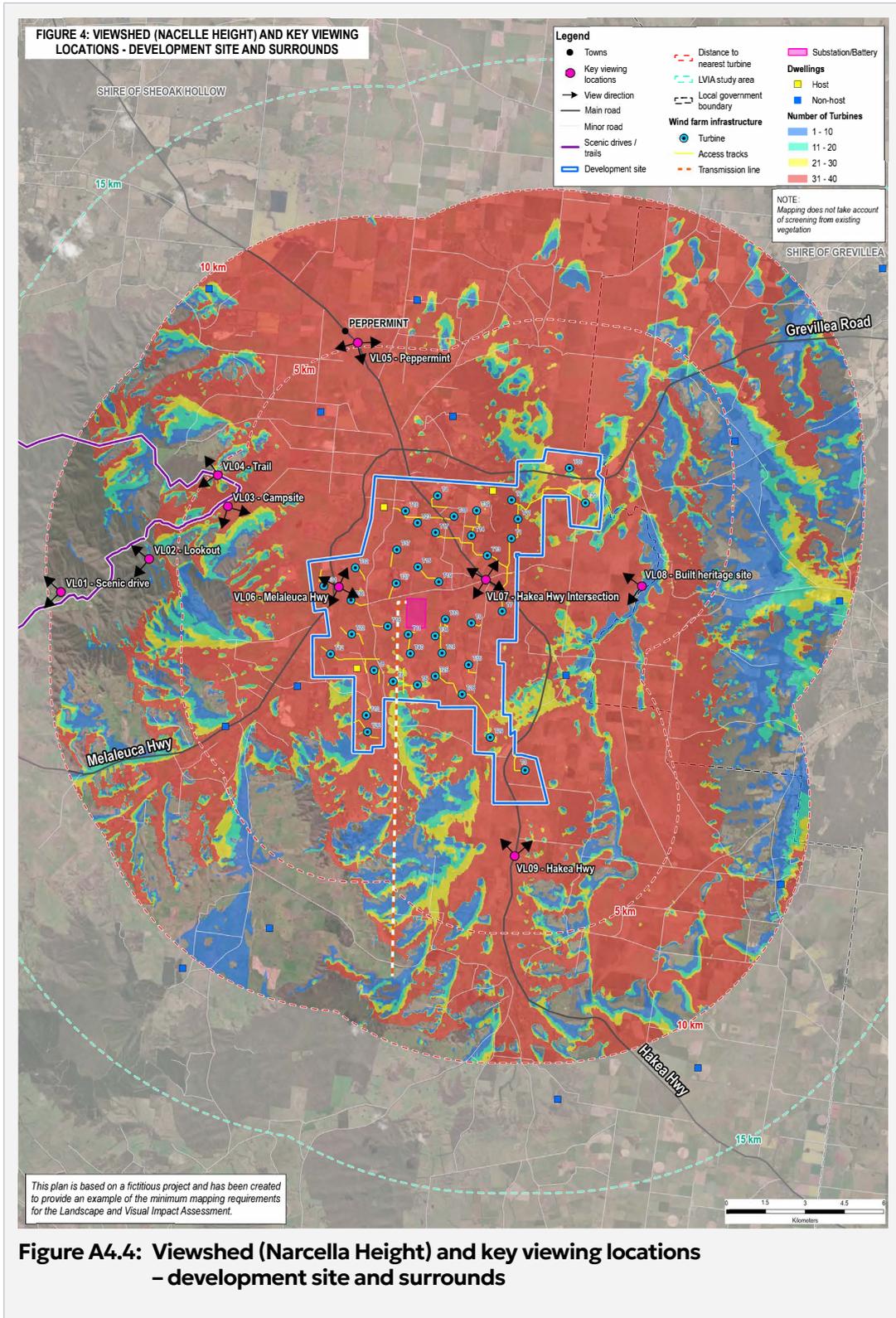
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**Figure A4.4: Viewshed (Narcella Height) and key viewing locations – development site and surrounds**

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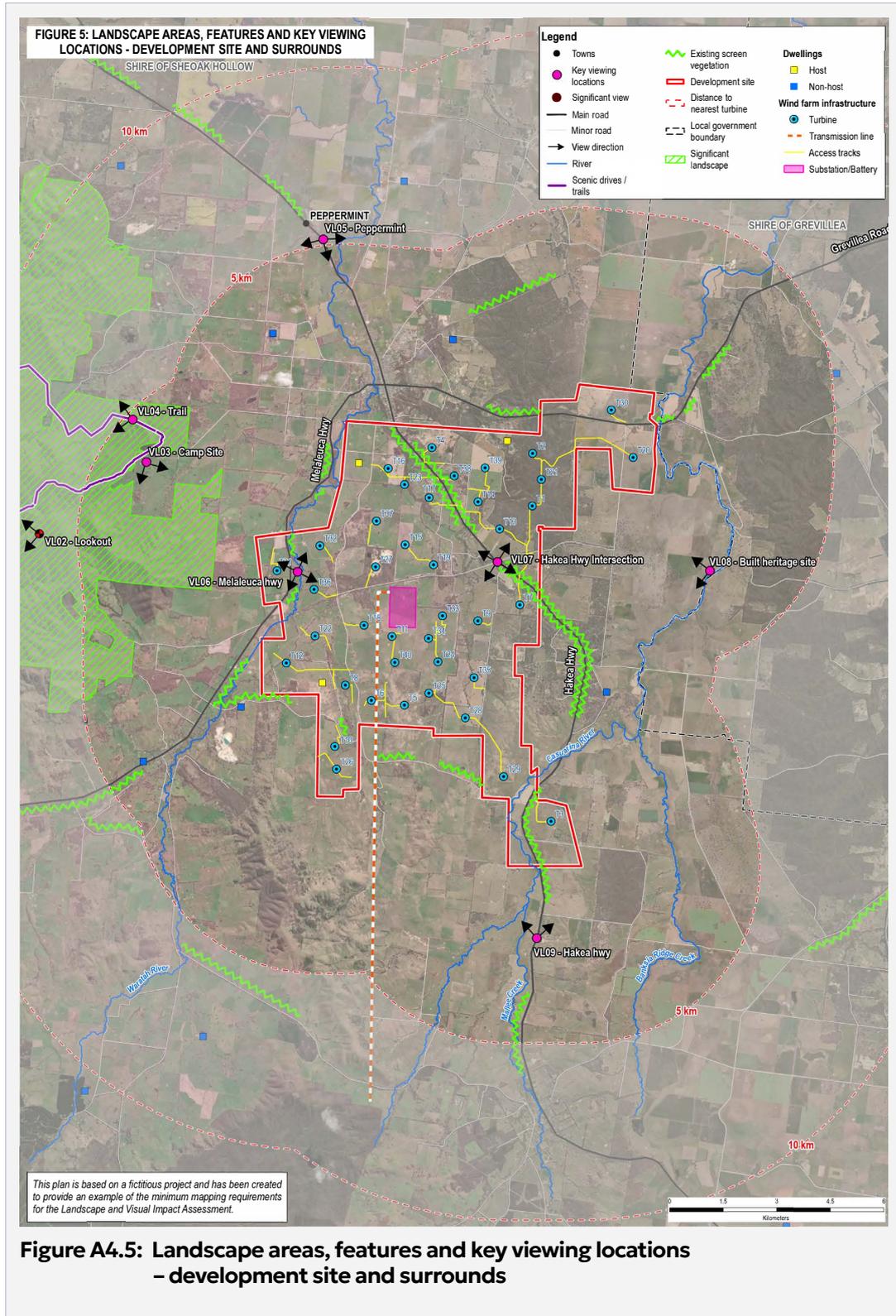


Figure A4.5: Landscape areas, features and key viewing locations – development site and surrounds

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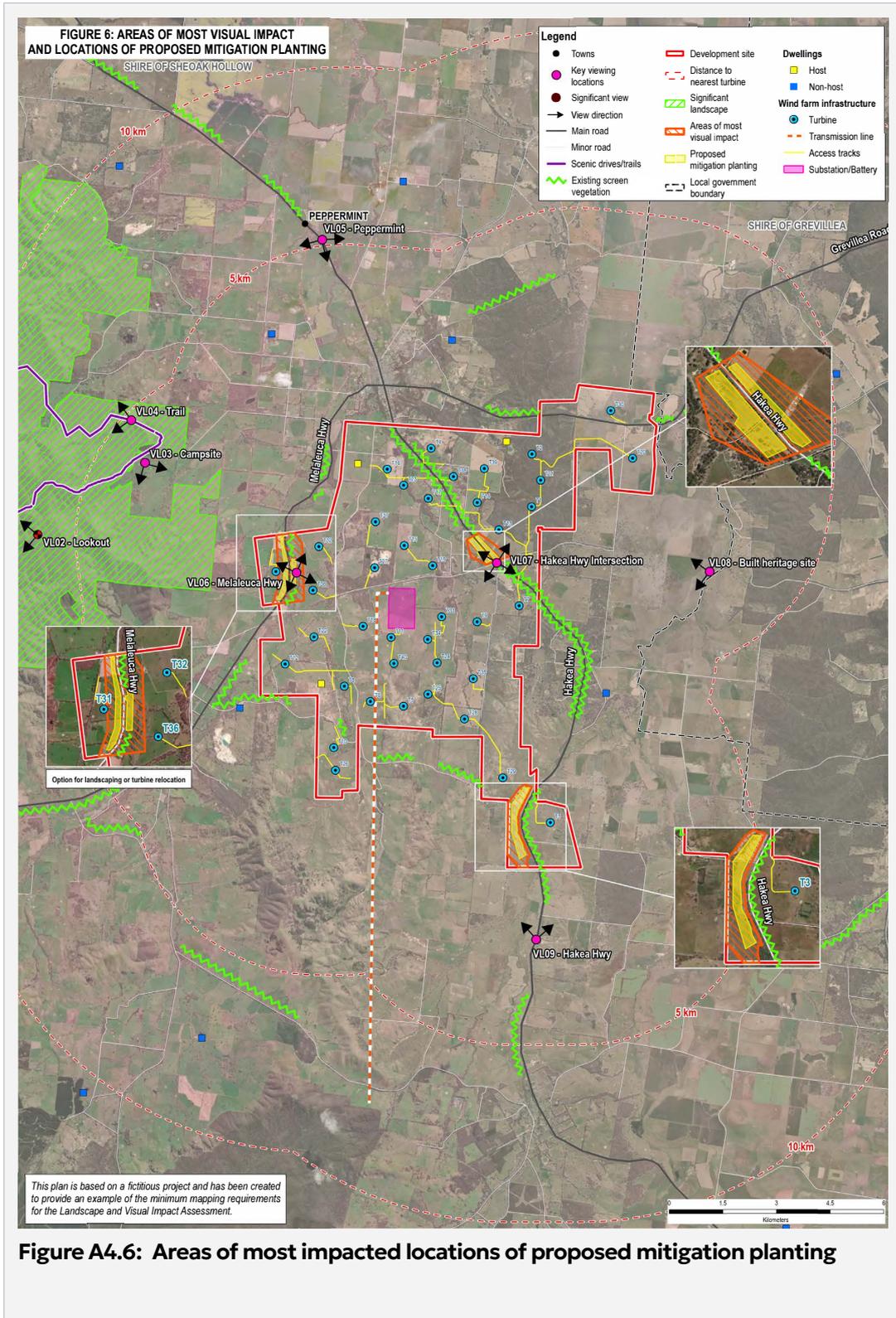
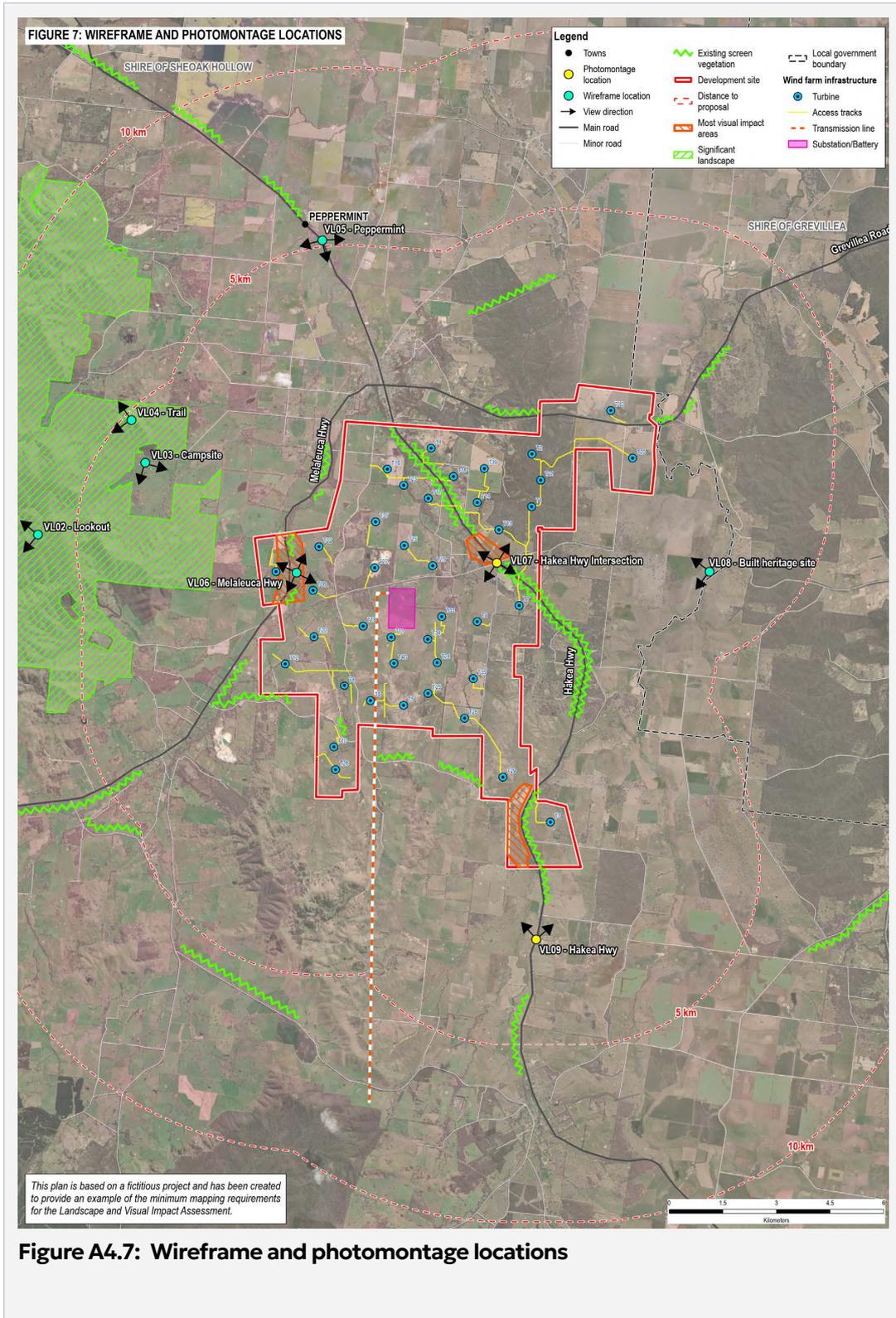


Figure A4.6: Areas of most impacted locations of proposed mitigation planting

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## Appendix 5 – Examples of Single House Development Potential Impact Assessment on Non-Host Lots

The following examples are provided to demonstrate how a Single House Development Potential Impact Assessment may be undertaken to demonstrate achievement of the Performance Outcomes of WF Element 3 – Single House Development Potential on Non-Host Lots.

Non-host Lot	Details	Assessment
<p>Lot 1 Example Road, Scenariotville</p>	<p><b>Lot/Landholding Details</b> The lot is 500ha in area. The lot does not form part of a broader contiguous landholding.</p> <p><b>Current Land Use</b> The lot is predominately cleared of native vegetation and used for cropping purposes.</p> <p><b>Land Use Permissibility</b> A single house is a discretionary land use under the local planning scheme.</p> <p><b>Wind Farm Noise Impact</b> A small proportion of the lot (10 per cent - 50ha) in the north-western corner is subject to an unreasonable noise impact from wind turbines.</p> <p><b>Other Development Constraints</b> A small proportion of the lot (10 per cent - 50ha) is covered by native vegetation. No other development constraints have been identified that would affect the potential to accommodate a single house.</p> <p><b>Servicing and Access</b> Road and service access to the lot is via Example Road, which runs along its eastern boundary.</p> <p><b>Landowner Consultation</b> Landowners have been consulted and have advised they intend to develop a single house on the southern portion of the lot.</p>	<p>The development potential impact of the wind farm is considered acceptable. There is sufficient land (80 per cent of lot - 400ha) without development constraints, including portions that can be easily accessed and serviced.</p>

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Non-host Lot	Details	Assessment
<p>Lot 2 Scenario Road, Example town</p>	<p><b>Lot/Landholding Details</b> The lot is 100ha in area. The lot forms part of a broader contiguous landholding that includes Lot 3 Scenario Road, which has an existing single house.</p> <p><b>Current Land Use</b> The lot is used for cropping purposes, however, a significant proportion of the lot is covered by native vegetation.</p> <p><b>Land Use Permissibility</b> A single house is a discretionary land use under the local planning scheme.</p> <p><b>Wind Farm Noise Impact</b> A large proportion of the (60 per cent - 60ha) of the lot on its western side is subject to an unreasonable noise impact from wind turbines.</p> <p><b>Other Development Constraints</b> The lot is constrained by native vegetation and steep topography on its eastern side, which is likely prevent the development of a single house.</p> <p><b>Servicing and Access</b> Road and service access to the lot is via Scenario Road, which runs along its western boundary and is remote from the land that is suitable for development.</p> <p><b>Landowner Consultation</b> Landowners have been consulted and have advised they do not intend to develop a single house on the lot.</p>	<p>Development potential impact of the wind farm is considered acceptable. Lot 2 operates as part of a larger, consolidated farming property that already accommodates a single house. The landowners have advised they have no intention to develop Lot 2 for an additional dwelling.</p>



**WAPC**  
Western  
Australian  
Planning  
Commission

December 2025

## INFORMATION SHEET

# Renewable Energy – Policy Intent Summary – Proposed Amendments to the Planning and Development (Local Planning Schemes) Regulations 2015

## Background:

To support Western Australia's transition to renewable energy, the Western Australian Planning Commission (WAPC) is preparing a Renewable Energy Planning Code (RE Planning Code). The RE Planning Code will introduce consistent development assessment standards for **energy infrastructure** (including renewable energy facilities, battery energy storage systems and transmission systems) that can be applied statewide.

As a planning code under section 32C of the *Planning and Development Act 2005* (PD Act), the RE Planning Code is given effect once it is incorporated into local planning schemes. The *Planning and Development (Local Planning Schemes) Regulations 2015* (LPS Regulations) govern how local planning schemes are prepared, amended, and interpreted. The LPS Regulations comprise:

- **Regulations** – procedural requirements for making schemes;
  - **Model Provisions (Schedule 1)** – a template for scheme content;
  - **Deemed Provisions (Schedule 2)** – automatically read into all schemes and override inconsistent provisions.
- Changes to the Model Provisions of the LPS Regulations are proposed to support the incorporation of the RE Planning Code into local planning schemes through future amendments or reviews.

In addition to these changes, further amendments to the LPS Regulations Deemed Provisions are proposed to:

- Promote consistency between local planning instruments and approved planning codes;
- Include an approved planning code as a relevant matter to be given due regard by local government in considering applications for development approval;
- Address the issue of noise-sensitive development near wind farms — including the need for development approval for single houses within proximity to turbines; and
- Introduce new land use definitions relevant to renewable and green energy.

The following table summarises the proposed amendments, outlining the policy intent and the regulatory changes required to support improved planning outcomes across Western Australia.

**Note:**

1. Final mechanism in relation to the LPS Regulation amendments will be determined by the Parliamentary Counsel's Office (PCO).
2. The PD Act requires consultation on the proposed amendments to the LPS Regulations with the Environmental Protection Authority, local governments, and any other public authorities or persons the Minister considers likely to be affected. This consultation will occur once the draft LPS amendment regulations have been prepared by the PCO.

Context	Policy Intent
<p><b>1. RE Planning Code to be incorporated into schemes</b></p> <p>Planning codes can make provision for any matter that may be the subject of a local planning scheme. The RE Planning Code has been prepared to introduce a consistent development assessment framework for energy infrastructure (including renewable energy facilities, battery energy storage systems and transmission systems) across Western Australia. Section 32C of the PD Act provides that a Planning Code has effect (and is subsidiary legislation) when it is incorporated, with or without modifications, into a local planning scheme<sup>1</sup> under section 77(1)(b). This incorporation can be done through a scheme amendment or scheme review.</p> <p>It is expected that the RE Planning Code will ultimately be introduced into the majority of local planning schemes across the State. Amendments to the Model Provisions of the LPS Regulations are proposed to support local governments in incorporating the RE Planning Code into their local planning schemes.</p>	<p><b>Amend the Model Provisions to include a provision to facilitate the incorporation of the RE Planning Code into Local Planning Schemes, providing a consistent mechanism for its application across the State.</b></p>
<p><b>2. Local Planning Framework (Local Planning Policies and Local Development Plans)</b></p> <p>While a key objective of the RE Planning Code is to provide a consistent development assessment framework for energy infrastructure (including renewable energy facilities, battery energy storage systems and transmission systems) across Western Australia, it is acknowledged that local or regional circumstances may warrant additional provisions or variations.</p> <p>The draft RE Planning Code allows local planning policies, structure plans and local development plans to supplement the Element Objectives and modify or supplement the Performance Outcomes or Acceptable Outcomes where necessary to address specific local planning objectives—subject to approval by the WAPC.</p> <p>To ensure consistency with the Code and appropriate oversight, amendments to the LPS Regulations are proposed to clarify that a local government must not proceed with or approve a local planning policy or local development plan that:</p> <ul style="list-style-type: none"> <li>• is inconsistent with an approved Planning Code; and/or</li> <li>• requires WAPC approval under the Code, where that approval has not been granted.</li> </ul> <p>As WAPC approval is already required for structure plans, no regulatory amendments are proposed in relation to these.</p>	<p><b>Amend the Deemed Provisions of the LPS Regulations to include a requirement that a local government must not proceed with or approve a local planning policy or local development plan that is inconsistent with an approved Planning Code.</b></p> <p>This may also include reference to where WAPC approval is required and has not been granted.</p> <p>It is proposed that the amendment refers to any approved Planning Code, to prevent the need for future regulatory amendments should additional planning codes be introduced.</p>

<sup>1</sup> Note that under the PD Act, a planning code may also be written into an improvement scheme or the Swan Valley Planning Scheme.

Context	Policy Intent
<p><b>3. Requirement for an approved Planning Code to be given due regard in considering an application for development approval</b></p> <p>Once the RE Planning Code is incorporated into a local planning scheme, it becomes a mandatory consideration in the assessment of development applications under clause 67(2)(a) of the Deemed Provisions, which includes: “the aims and provisions of this scheme (including any Planning Code that is read, with or without modifications, into this Scheme).”</p> <p>However, incorporation into a scheme requires formal amendment processes, resulting in delays to implementation. In the interim, an approved planning code may be considered under clause 67(2)(zb):</p> <p style="padding-left: 40px;">67(2)(zb) any other planning consideration the local government considers appropriate.</p> <p>While clause 67(2)(zb) provides a discretionary pathway, it is considered more appropriate for approved planning codes to be explicitly referenced in clause 67(2) to ensure consistent and transparent consideration across jurisdictions.</p>	<p><b>Amend Clause 67 (2) of the Deemed Provisions of the LPS Regulations to include approved Planning Codes as a specific matter that local governments are to give due regard to in development assessment.</b></p> <p>This amendment would provide a clear statutory basis for considering planning codes during assessment, even before they are embedded in local schemes, supporting timely and consistent decision-making.</p>
<p><b>4. Requirement for development approval for noise sensitive land uses within vicinity of a wind farm</b></p> <p>Wind farms are a significant infrastructure investment contributing to the decarbonisation of Western Australia’s electricity grid. Due to the unique acoustic characteristics of wind turbines, noise can extend beyond the boundaries of host lots, making it a relevant planning consideration when assessing proposed noise-sensitive uses (such as dwellings, tourist accommodation) located near proposed, approved or existing wind farms.</p> <p>Single houses in a rural area are often exempt from development approval under local planning schemes and policies. This can result in dwellings being constructed near wind turbines without development assessment as to their suitability. If noise levels at these receptor sites exceed permissible limits under the <i>Environmental Protection (Noise) Regulations 1997</i>, wind farm operators may be required to curtail or cease operations to remain compliant. Industry has identified this as a major source of operational risk and investor uncertainty.</p> <p>To address this, amendments to the LPS Regulations are proposed to:</p> <ul style="list-style-type: none"> <li>• Require development approval for single houses and other noise-sensitive uses where located within a defined proximity of a wind farm, notwithstanding any existing exemptions;</li> <li>• Specify that such a decision is discretionary, even where the use is otherwise permitted under the local planning scheme;</li> <li>• Outline the matters to be considered in the assessment of an application for development approval.</li> </ul>	<p><b>Amend the Deemed Provisions of the LPS Regulations to introduce development approval requirements for single houses and other noise sensitive land uses within the vicinity of wind farms.</b></p> <p>The proposed provisions will:</p> <ol style="list-style-type: none"> <li>1. Require noise sensitive land uses to be sited and designed to avoid being subject to unreasonable noise impacts from proposed, approved or existing wind farms.</li> <li>2. Require development approval for the development of a noise sensitive land use within a lot that contains, or on a lot that is within 2 km of a lot which contains an approved or existing wind farm, unless the proposed noise sensitive land use is located outside of the noise impact area of the wind farm.</li> <li>3. Specify that the approval of such noise sensitive land uses are subject to the discretion of the local government (‘D’ use), notwithstanding the use may be designated a ‘P’ use under the Scheme.</li> </ol> <p>Additional provisions will address assessment criteria, referral requirements, defined terms relevant to the new provisions, and other supporting matters.</p>

Context	Policy Intent
<p><b>5. Definitions</b></p> <p>Additional land use definitions are required for relevant renewable and green energy technologies, including:</p> <ul style="list-style-type: none"> <li>• Renewable energy facility</li> <li>• Hydrogen Production Facility – small scale</li> <li>• Battery Energy Storage System (BESS)</li> <li>• Electricity Transmission Infrastructure (Transmission Systems)</li> </ul> <p>These uses are not currently defined within the LPS Regulations.</p>	<p><b>Amend the LPS Regulations via Deemed (preferred) or Model (not preferred) Provisions to introduce additional land use terms.</b></p>

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**WAPC**

Western  
Australian  
Planning  
Commission

Attachment 4

LEADING A  
CONTEMPORARY  
PLANNING SYSTEM

December 2025

## INFORMATION SHEET

# Renewable Energy – Policy Intent Summary – Proposed Amendments to the Planning and Development (Significant Development) Regulations 2024

### Background:

To support Western Australia's transition to renewable energy, the Western Australian Planning Commission (WAPC) is progressing a Renewable Energy Planning Framework to provide clarity and consistency for industry and communities. The framework comprises three key components:

#### 1. Renewable Energy Planning Code (RE Planning Code) and Guidelines

The RE Planning Code will establish consistent development assessment standards for energy infrastructure - including renewable energy facilities, battery energy storage systems and transmission systems - that can be applied statewide. A draft RE Planning Code, initially focused on wind farms, has been prepared for public consultation.

#### 2. Amendments to the Planning and Development (Local Planning Schemes) Regulations 2015

Proposed amendments will:

- require proposals for new houses and other noise sensitives uses near existing or approved wind farms to be assessed to ensure they are not located where unacceptable noise impacts could occur.
- Include provisions to support the incorporation of the RE Planning Code into local planning schemes
- Introduce new land use definitions, including renewable energy facility, hydrogen production facility – small scale, battery energy storage system and transmission system.

#### 3. Amendments to the Planning and Development (Significant Development) Regulations 2024 (the subject of this Summary Paper)

- These amendments will classify significant renewable energy facilities, battery energy storage facilities, transmission systems, hydrogen production facilities and ammonia production facilities valued at over \$20 million as 'mandatory significant development' requiring determination by the WAPC under Part 11B of the *Planning and Development Act 2005* (PD Act).

## Amendments to Significant Development Regulations

At present, proponents of significant renewable energy developments have three assessment and determination pathways:

### 1. WAPC determination under Part 11B – Significant Development

Under the PD Act and the Planning and Development (Significant Development) Regulations 2024 (Significant Development Regulations), 'prescribed significant development' may be assessed and determined by the WAPC. This applies where the estimated development cost is \$20 million or more in the Swan Valley, Perth and Peel regions, and \$5 million or more elsewhere. Applications are submitted to the Department of Planning, Lands and Heritage's State Development Assessment Unit, which provides advice to the WAPC.

### 2. Development Assessment Panel (DAP) determination

For developments with an estimated cost of \$2 million or more, applications are submitted to and assessed by the relevant local government, which provides advice to the DAP.

### 3. Local government determination

For all other developments, applications are assessed by local government officers, with decisions made either under delegated authority or by Council.

The Significant Development Regulations currently provide only for 'prescribed significant development', which may be assessed by the WAPC at the applicant's discretion. However, Part 11B of the PD Act enables the Regulations to include provisions for 'mandatory significant development' — development that, subject to eligibility criteria, must be assessed and determined by the WAPC.

The amendments to the Significant Development Regulations will introduce the first 'mandatory assessment pathway' for significant renewable energy projects, requiring all eligible developments to be determined by the WAPC under Part 11B. This change will provide the following benefits:

- A single development assessment and determination pathway supporting consistent assessments and decision-making;
- Coordination of State Government referrals and provision of whole of Government advice through the Department's State Referral Coordination Unit;
- Specialist assessment by the Department's State Development Assessment Unit, a team with the expertise required for complex renewable energy projects; and
- Continued local government and community consultation as part of the process to ensure local issues are understood and appropriately addressed.

Requiring significant renewable energy developments to be assessed and determined by the WAPC aligns with approaches adopted in other Australian States.

The following table outlines the policy intent and context, along with the proposed amendments to the Significant Development Regulations.

Please note:

- These amendments will not apply retrospectively.
- Any development applications lodged prior to commencement will continue under the assessment and determination pathway chosen by the proponent.

Policy Intent and Context	Proposed Amendment
<p><b>1. Development Types</b></p> <p><b>Intent:</b> Mandate that all significant renewable energy-related developments be determined by the WAPC under Part 11B of the PD Act. This includes the following development types:</p> <p><b>Renewable energy facilities</b> Facilities such as a wind or solar farm that generates electricity from a renewable energy source. That is, an energy source that is replaced rapidly by natural processes, and includes sunlight, wind, biomass, water in motion and geothermal activity.</p> <p><b>Battery storage facilities</b> Facilities that store and release energy using chemical processes. They can have advantages over other energy storage facilities in that they can respond faster and therefore assist in supporting grid stability.</p> <p>To support the transition to renewable energy, the definition will capture battery storage facilities which are developed as standalone facilities or in association with renewable energy and other power generating facilities.</p> <p><b>Electricity transmission infrastructure (Transmission Systems)</b> The network of high-voltage cables, towers, transformers and substations that transport electricity from generation to distribution points.</p> <p>To support the transition to renewable energy, the definition will capture electricity transmission infrastructure which is used to distribute electricity generated from both renewable and non-renewable energy sources.</p> <p><b>Hydrogen and ammonia production facilities</b> Facilities used to produce and store hydrogen or ammonia. Both hydrogen and ammonia can be used to store energy (including energy captured by renewable energy facilities). The definitions will capture all types of hydrogen and ammonia production regardless of the energy source and technology used. This inclusive approach recognises that while some production methods are greener than others, all forms can contribute in some way to the renewable energy transition.</p>	<p>Amend the Significant Development Regulations to specify the following as mandatory significant development:</p> <ul style="list-style-type: none"> <li>• Renewable energy facility</li> <li>• Battery storage facility</li> <li>• Transmission system</li> <li>• Hydrogen production facility</li> <li>• Ammonia production facility</li> </ul> <p>Provide supporting definitions for each.</p>

Policy Intent and Context	Proposed Amendment
<p><b>2. Development Value</b></p> <p><b>Intent:</b> Require that renewable energy-related developments classified as 'mandatory significant development' be determined by the WAPC under Part 11B of the PD Act.</p> <p>For this purpose, 'mandatory significant development' will be defined by its estimated development cost – specifically projects valued at \$20 million or more. This threshold would apply to an individual renewable energy development type (such as those described above) or a combination of these types within a single proposal.</p> <p><b>Note:</b> Current thresholds for 'prescribed significant development' are \$20 million or more in the Swan Valley and Perth or Peel regions, and \$5 million elsewhere.</p>	<p><b>Amend the Significant Development</b> Regulations to classify the renewable energy development types specified in point 1 above, as 'mandatory significant development' under Part 11B where the estimated development cost is \$20 million or more (individual or combined development types in a single proposal).</p>

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## PLANNING DECISIONS FEBRUARY 2026

2026-006	EJ, AJ & JA McCLINTOCK	LOT 11 (No. 4043) GEORGE GREY YALLABATHARA & Lot 11263 ON DEPOSITED PLAN 89101088 BEING PORTION OF RESERVE 35206	COMMERCIAL RECREATIONAL TOURISM ACTIVITY "WAGOE BEACH QUAD BIKE TOURS"	11 February 2026	**
2026-007	J GILLARD (KALBARRI MOTOR HOTEL) T CAITHNESS	LOT 188 (No. 60) JEFFREY BROWNE WAY, KALBARRI	SHADE SAIL OVER PLAYGROUND	17 February 2026	\$8,000
2026-008	R PENFOLD	LOT 1 (38/39, 43) (No. 4) KALBARRI LANE, KALBARRI	PILATES STUDIO	20 February 2026	**
2026-009	MIDWEST SHEDS & GARAGES	LOT 137 (No. 18) CENTROLEPIS CIRCUIT, KALBARRI	DWELLING AND OVERHEIGHT OUTBUILDING	25 February 2026 Council Decision	\$850,000
2026-010	PM MAVER	LOT 89 (No. 111) WANNERENOOKA ROAD, NORTHAMPTON	OUTBUILDING	25 February 2026 Council Decision	\$170,000
2026-011	S VIGILANTE	LOT 9000 SECOND AVENUE, NORTHAMPTON	ERECTION OF OUTBUILDING PRIOR TO HOME CONSTRUCTION	25 February 2026 Council Decision	\$15,500
2026-012	J STANICH	STRATA LOT 42, LOT 100 (No. 31) GLANCE STREET, HORROCKS	DWELLING ALTERATIONS AND ADDITIONS	25 February 2026 Council Decision	\$200,000
2026-013	G KAY & K WATERS	LOCATION 12570 FAWCETT-BROAD DRIVE, KALBARRI	AVGAS FUEL STORAGE FOR TOUR OPERATOR AT KALBARRI AIRPORT	25 February 2026	\$30,000
2026-014	HANCOCK ENERGY	LOT 77 (No. 106) MITCHELL STREET, HORROCKS	REVISED PLANS FOR RETAINING WALL AND ALTERATION TO EXISTING CONTOURS	25 February 2026 Council Decision	**
2026-015	HANCOCK ENERGY	LOT 5065 (No. 4138) BALLA-WHELLARA ROAD, BINNU	EXTENSION TO GAS HUB (TEMPORARY ACCOMMODATION CAMP)	26 February 2026 Council Decision	**
2026-016	HANCOCK ENERGY	LOT 5065 (No. 4138) BALLA-WHELLARA ROAD, BINNU	EXTENSION TO GAS HUB (MINI CAMP)	26 February 2026 Council Decision	**
2026-017	N & C JONGEDYK	LOGT 69 (No. 90) MITCHELL STREET, HORROCKS	ANNUAL RENEWAL – HOLIDAY HOUSE	27 February 2026	**

**2026 SUBDIVISION / CLEARANCE REGISTER**

Date	WAPC #	Applicant	Type	Property	Description	Delegated or Council	File
15 Jan 2026	202720	Hille Thompson & Delfos	Rererral	Lot 9000 Second Ave, Northampton (Settlers Loop)	2 Lot Subdivision	C	10.8.2 / A4796
21 Jan 2026	202746	EM Kelly	Referral	Lot 878 (No. 12) Portree Elbow, Kalbarri	2 Lot Subdivision	D	10.6.4 / A2991

Ref: 111766

28 January 2026

The Shire of Northampton  
Development Management  
PO Box 61  
Northampton  
WA 6535



**RESOLVE**  
RESOLVE GROUP PTY LTD

Dear Sir, Madam,

## **APPLICATION FOR DEVELOPMENT APPROVAL: SERVICED ACCOMMODATION, LOT 587, 80 GREY STREET, KALBARRI**

On behalf of Tasman Holiday Parks, I am pleased to enclose an application for the construction of nine no. self-contained serviced apartments, at Lot 587, 80 Grey Street, Kalbarri. Formal approval is requested from the Shire of Northampton for the development proposed.

### **BACKGROUND**

The Site is located on Grey Street, Kalbarri, to the north of the Kalbarri Visitor Centre, and to the South of the existing Tasman Holiday Park as illustrated in **Figure 1** below.

The Site comprises a vacant piece of land. It is understood that the land was previously occupied by the Black Rock Café, prior to suffering extensive damage during Cyclone Seroja in 2021. Following the cyclone the café was unable to re-open and the building was demolished.



^ Figure 1: Site Location (Google)

Resolve Group Pty Ltd | Level 4, 15 Ogilvie Road, Mount Pleasant WA 6153 | [www.resolvegroup.com.au](http://www.resolvegroup.com.au)

PROPERTY CONSTRUCTION MINING | APPROVALS COMPLIANCE CERTIFICATION



## RELEVANT LEGISLATION AND KEY PLANNING POLICIES

### Legislation

- Planning and Development Act 2005
- Planning and Development (Development Assessment Panels) Regulations 2011
- Planning and Development (Local Planning Schemes) Regulations 2015
- Local Planning Scheme No. 11 – Kalbarri Townsite

### State Government Policy and Strategy

- State Planning Policy 3.7 0- Bushfire
- State Planning Policy 7.0 - Design of the Built Environment

### Local Policies and Guidance

- Caravan Temporary Accommodation
- Commercial Recreational Tourism Activity
- Rural Tourism
- Holiday Houses 2020
- Land Development Specifications

## STRATEGIC CONTEXT

The Shire of Northampton is located on the north coast of the State's Midwest Region. The Shire is situated approximately 475 kilometres north of Perth. The Settlement Pattern is characterised by three coastal townships - Kalbarri, Horrocks and Port Gregory and an inland urban centre, being Northampton. Other gazetted minor townsites include Binnu, Isseka, Ajana, Lynton and Galena.

While the local economy is predominantly based on primary industries of agriculture and fishing, tourism is becoming increasingly important especially to the coastal towns. The coastal town of Kalbarri attracts large numbers of tourists and holidaymakers who enjoy the beaches, cliffs and national parks and there are opportunities for growth of tourism to and around the Northampton Townsite. Smaller secondary and tertiary sectors service these primary industries and the growing tourism industry.

The primary population and housing issue for the Shire is facilitating stabilisation of the current population and encouraging growth primarily within the Northampton and Kalbarri Townsites through increased broad scale employment, continued tourism development and improved housing options. It addresses the need to plan for both permanent residents and visitors, including caravan parks, chalets, medium-density housing, and resort development in specific locations like Jakes Point and along the river reserve.



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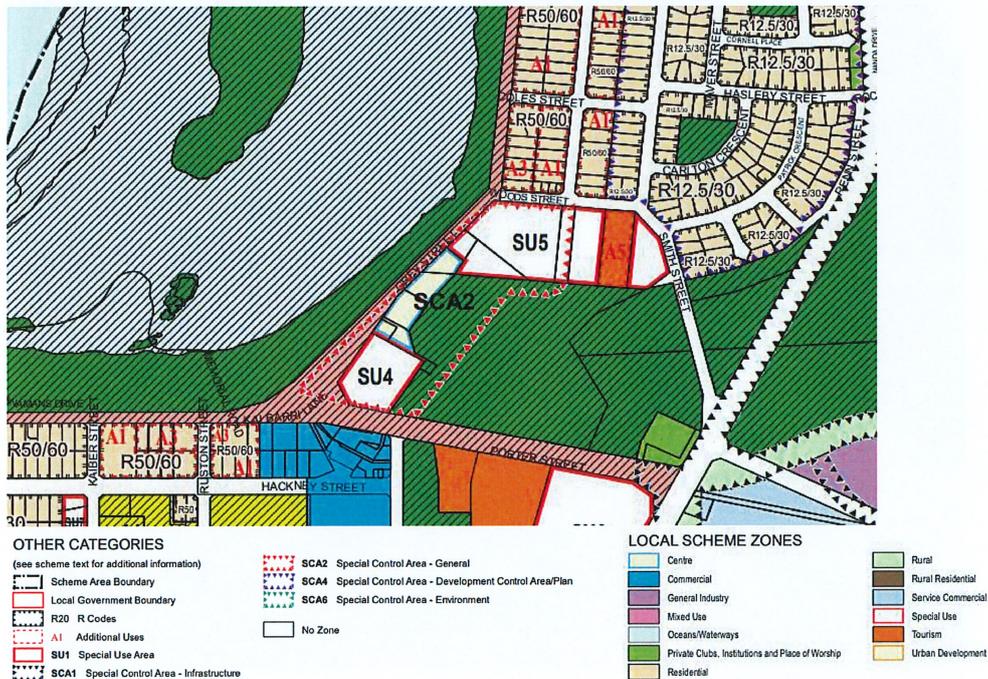
Kalbarri itself also benefits from the Kalbarri Townsite Strategy as a guiding document for the future planning, development and management of the Kalbarri Townsite. The Kalbarri Townsite Strategy focuses on enhancing Kalbarri's position as a premier holiday destination while also promoting sustainable development and economic diversification. Key objectives include protecting the town's unique urban values, boosting its economic and employment base, and managing growth to ensure a balance between residential and tourist accommodation needs.

### SITE ALLOCATION / ZONING

The property is located within the jurisdiction of the Shire of Northampton and the site is zoned within the 'Centre' area within the Local Planning Scheme No. 11. The Site is also within Special Control Area 2 (General) as shown in **Figure 2** below.

In terms of the Kalbarri Townsite Strategy, the site is located within Town Centre Area 3 as shown in **Figure 3**, which is identified for a 'Family Resort Club' within the maps as shown in **Figure 4**, comprising tourist commercial uses (both figures overleaf).

The site is also within a Bushfire Prone Area as illustrated in **Figure 5** overleaf.



^ Figure 2: Extract from Local Planning Strategy



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^Figure 3: Kalbarri Townsite Strategy



^Figure 4: Kalbarri Townsite Strategy



^Figure 5: Bushfire Risk



## PROPOSED DEVELOPMENT

### Site Operation

The proposed development is being brought forward by Tasman Holiday Parks, who also own and operate the adjacent Tasman Holiday Park as shown in **Figure 6** below.



^ Figure 6 (taken from Google Maps)

As a result, it is envisaged that the serviced accommodation will be operated from the Tasman Holiday Park, with all guests checking into the accommodation at Tasman Holiday Park reception, before heading to the units at 80 Grey Street. Similarly, all servicing and caretaking of the site will be undertaken by staff members from the Tasman Holiday Park. An Operational Management Plan which outlines this approach has been submitted with this development application.

### Quantum and Layout

The proposed development comprises the construction of 9 no. modular short stay serviced apartment units with relocated vehicular access from Grey Street. Five of the units will comprise 2 no. bedroom, 1 no. bathroom accommodation, with the 4 no. units to the rear of the site comprising 1 bedroom, 1 bathroom units. The site plan is included in **Figure 7** overleaf.



^ Figure 7

The apartments have been sensitively designed to the context, with the location of the site within a Bushfire Risk Prone zone also informing the set-back distances. The site layout allows for landscaping between units and along boundaries, assisting in integrating the development into its surroundings. A 1.2m tubular fence is proposed to the site perimeter. The existing bollards to the rear of the site are retained. Signage is provided on a reinforced masonry wall arrangement to the south east corner of the site facing Grey Street. Signage details are provided on the submitted plans.

**Scale, Massing and Design**

Each of the proposed serviced accommodation units are proposed to be single storey with a shallow pitched roof, covered amenity and car parking space. The units will have a maximum eaves height of 2.905m and a maximum ridge height of 3.755m.

The chalets have been sensitively designed to respond to their context; with the units being modest in scale and low-rise in form. Layout and setbacks minimise overlooking and ensure no unreasonable visual dominance or overshadowing. Amenity impacts are considered acceptable. The building materials comprises corrugated metal roof sheeting to the roof and weatherboard cladding to the main building.



### Access and Parking

Each unit benefits from an in-curtilage parking space. The site access has been relocated, and the previous cross over will be removed, with the footway being reinstated. A boom gate will be provided at the site entrance to restrict vehicles to guests and staff only.

## KEY MATTERS FOR CONSIDERATION

### Land Use Permissibility

Within the Shire of Northampton Local Planning Scheme No. 11 – Kalbarri Townsite, the site is currently zones within the ‘Centre’ Area.

The aims of this zone are:

*To designate land for future development as a town centre or activity centre.*

*To provide a basis for future detailed planning in accordance with the structure planning provisions of this Scheme or the Activity Centres State Planning Policy.*

‘Serviced Apartment’ is a permitted use under the ‘Centre’ zone and aligns with the proposal for self-contained short stay accommodation

Within the LPS, Serviced Accommodation is defined as follows:

**Serviced Apartment** means a group of units or apartments providing:

- (a) self-contained short stay accommodation for guests; and
- (b) any associated reception or recreational facilities.

‘Serviced Apartment’ is a permitted use under the ‘Centre’ zone and aligns with the proposal for self-contained short stay accommodation.

Alternatively, Tourism Development is defined as:

**Tourist Development** means a building, or a group of buildings forming a complex, other than a bed and breakfast, a caravan park or holiday accommodation, used to provide —

- (a) short-term accommodation for guests; and
- (b) onsite facilities for the use of guests; and
- (c) facilities for the management of the development.

‘Tourist Development’ is a discretionary use in the ‘Centre’ zone and may be appropriate where a broader complex of short-term accommodation and guest facilities is proposed.

As no on-site facilities or management facilities are provided in the development, it is considered that the units would fall within the ‘Serviced Apartment’ definition and use class, which is acceptable subject to the submission of a development application.



## Design

Each of the proposed serviced accommodation units is designed as a single-storey unit with a shallow pitched roof, covered outdoor amenity area and an associated on-site car parking space.

The buildings have a maximum eaves height of 2.905 metres and a maximum ridge height of 3.755 metres, ensuring a low-profile built form that integrates comfortably with the existing townscape and does not result in excessive bulk or visual prominence.

The site falls within Special Control Area 2 (Town Centre) under Local Planning Scheme No. 11, which seeks to promote a pedestrian-friendly, mixed-use tourism precinct characterised by active frontages, passive surveillance and high-quality urban design outcomes. The proposed layout responds positively to these objectives by orientating each unit with the covered amenity areas toward Grey Street, providing an active interface and facilitating natural surveillance of the street. This design approach contributes to pedestrian safety, street activation and the overall vitality of the town centre environment.

The units have been sensitively designed in response to their context, adopting a modest scale and low-rise form consistent with the surrounding built character. The layout and setbacks minimise overlooking, maintain appropriate separation between units and adjoining properties, and ensure no unreasonable visual dominance or overshadowing noting the Kalbarri Townsite Strategy identifies that TC3 (to which the site is located) does not have a density restriction, nor any specific setback requirements to Grey Street. Furthermore LPS 11 has a nil setback requirement for development in this area. Amenity impacts are therefore considered acceptable and consistent with both Scheme objectives and the design principles of State Planning Policy 7.0: Design of the Built Environment, particularly in relation to context, built form and amenity.

Building materials comprise corrugated metal roof sheeting and weatherboard cladding, which are durable, visually lightweight and appropriate to the coastal and tourism character of Kalbarri. This material palette supports a cohesive and understated built form outcome consistent with the expectations of SPP 7.0.

In planning terms, the proposal clearly complies with the height provisions of Local Planning Scheme No. 11, which stipulate that, except as otherwise provided, no building is permitted to exceed two storeys and 9 metres in height when measured from natural ground level. The proposed single-storey chalets are well below this threshold, and no variation to Scheme height controls is sought notwithstanding the increased height provisions for the Kalbarri Townsite.

With regard to landscaping, LPS 11 provides that the submission of a landscaping plan may be required either at the time of application or as a condition of development approval, noting an LPS11 requirement for 5% of the site to be landscaped.

Landscaping details have been submitted with the application and demonstrates compliance with Scheme requirements, including the provision of landscaping within the frontage of Grey Street and exceeding the 5% requirement. This landscaping will assist in softening the built form, enhancing the pedestrian environment along Grey Street and reinforcing the town centre character envisaged by the Scheme.

Overall, the proposal delivers a low-scale, well-designed serviced accommodation development that is fully consistent with the objectives of Local Planning Scheme No. 11, the Special Control Area 2 (Town Centre 2) provisions, and the design principles of State Planning Policy 7.0: Design of the Built Environment.



### **Access and Parking**

The Local Planning Scheme parking requirements for Serviced Apartments ordinarily require the provision of two (2) parking spaces per accommodation unit for developments of up to ten (10) units. While this standard has been taken as the starting point for assessment, it is considered appropriate in this instance to apply planning discretion having regard to the short-stay nature of the proposed serviced accommodation and the operation of the accommodation in tandem with the adjacent Tasman Holiday Park.

The development comprises nine modular units intended solely for temporary visitor accommodation, with no permanent residential occupation. Short-stay accommodation typically generates a lower parking demand than permanent dwellings, as visitors often travel in single vehicles per unit, have shorter lengths of stay, and make greater use of walking and nearby local services once accommodated. This reduced demand profile is well recognised in planning practice and is reflected in the Scheme's ability to exercise discretion where adequate justification is provided.

To this end, it is noted that the serviced accommodation will be operated in tandem with the adjacent Tasman Holiday Park and in line with the submitted Operational Management Plan. The Plan confirms that at the time of booking, all guests will be advised of the 1 vehicle per unit limit, noting any additional required vehicular parking (including any requirement for boat parking) must be booked and confirmed in advance with the Tasman Holiday Park. A barrier is also provided at the entrance (as shown on the plans) and will be fob controlled to prevent unauthorised vehicles from entering the site.

In addition, there are no on-site staff members (noting the site will be serviced by staff from the adjacent Tasman Holiday Park), and in the unlikely event of additional parking being required, this could be accommodated on the adjacent Tasman Holiday Park site if absolutely necessary.

On this basis, the provision of one parking space per unit is considered sufficient to meet the operational needs of the development without resulting in parking overspill or adverse impacts on the surrounding area.

Vehicle access and internal circulation are safe and legible, with all manoeuvring accommodated within the site, ensuring that parking demand can be managed effectively.

Accordingly, it is considered that the proposed parking provision represents an appropriate and reasonable outcome that satisfies the intent of the Scheme while responding to the specific characteristics of serviced accommodation.

### **Bushfire**

The site is located within a Bushfire Prone Area, as illustrated in **Figure 5**, and has therefore been assessed in accordance with State Planning Policy 3.7: Planning in Bushfire Prone Areas and the associated Guidelines for Planning in Bushfire Prone Areas. In response, advice has been obtained from a suitably qualified and experienced Bushfire Consultant, and the site layout has been designed to accommodate the required separation distances and setbacks to achieve compliance with the applicable bushfire protection measures.

A Bushfire Management Plan (BMP) has been prepared and submitted with the application, demonstrating how the development achieves the Bushfire Protection Criteria set out in SPP 3.7.



The BMP confirms that bushfire risk has been appropriately addressed through the application of acceptable bushfire risk management measures, including siting, setbacks, access arrangements and defensible space, as relevant to the scale and nature of the development.

It is noted that no Outcomes-based Approaches (OAs) are proposed as part of this application. All bushfire protection measures have been addressed through compliance with the Acceptable Solutions framework under the Guidelines. Notwithstanding this, a Bushfire Evacuation Plan has also been prepared and submitted with the application to further support occupant safety and emergency preparedness, consistent with best practice bushfire planning principles.

Accordingly, the proposal is considered to be fully compliant with State Planning Policy 3.7, and the submitted documentation demonstrates that bushfire risk has been appropriately identified, managed and mitigated to an acceptable level in accordance with State planning requirements.

### **SUMMARY**

The subject site presents a strategic opportunity for high-quality short stay accommodation within the Kalbarri town centre. Both the Local Planning Strategy and Kalbarri Townsite Strategy explicitly support tourism-led development on this site. In line with this strategic support, land use permissibility under Local Planning Scheme No. 11 also identifies Serviced Apartments as a permitted use.

In light of the above, we respectfully request the Shire of Northampton favourably consider the application for the construction of nine new short stay serviced apartment units, with associated landscaping and parking at 80 Grey Street, Kalbarri.

The development will assist in bringing a long-vacant site back into meaningful tourism related use through the delivery of nine new short stay serviced apartments. The development accords with the development requirements as outlined in the Local Planning Scheme and will assist in achieving the aims and objectives of the Local Planning Strategy.

I trust that this information will meet your requirements and the development application can be assessed without delay. In the event you require additional information or you would like to arrange a meeting to discuss feel free to give me a call on (08) 9364 3395 or via email at [katie.flynn@resolvegroup.com.au](mailto:katie.flynn@resolvegroup.com.au).

Yours sincerely,

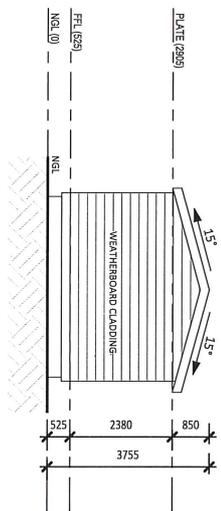
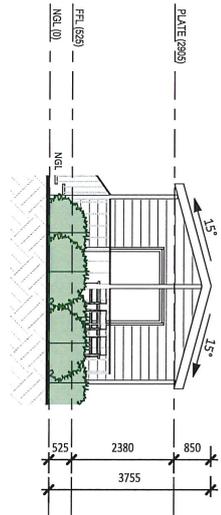
A handwritten signature in black ink, appearing to be "Katie Flynn".

**KATIE FLYNN MP/IA**  
**SENIOR PLANNING CONSULTANT**



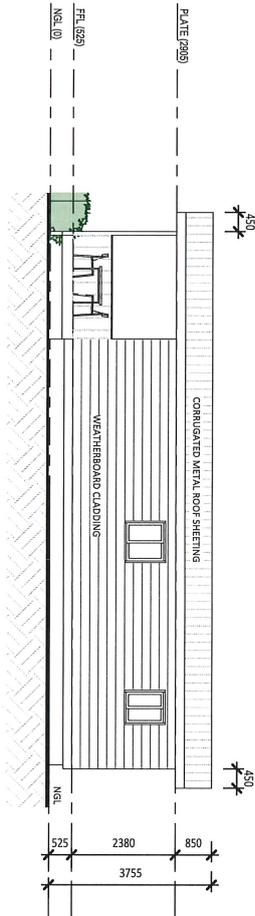




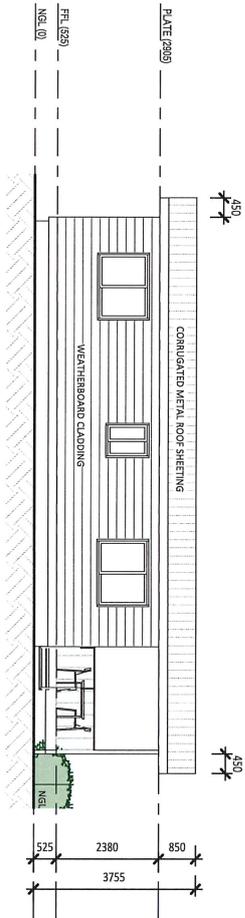


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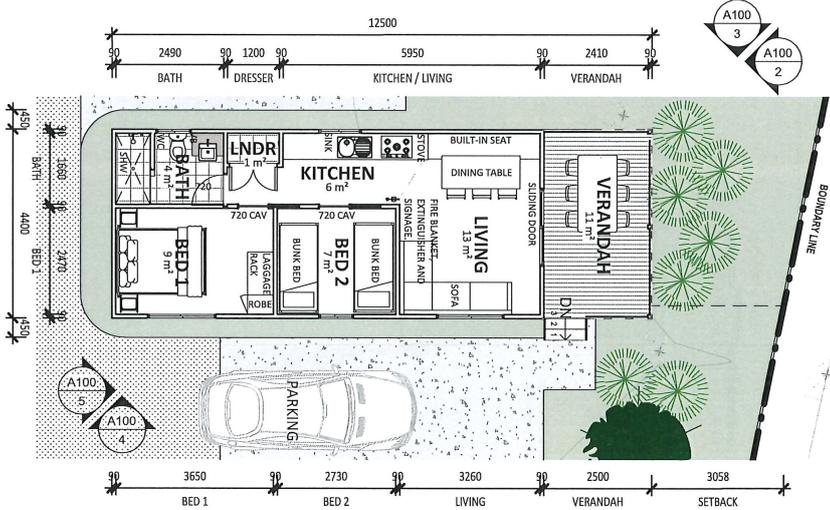
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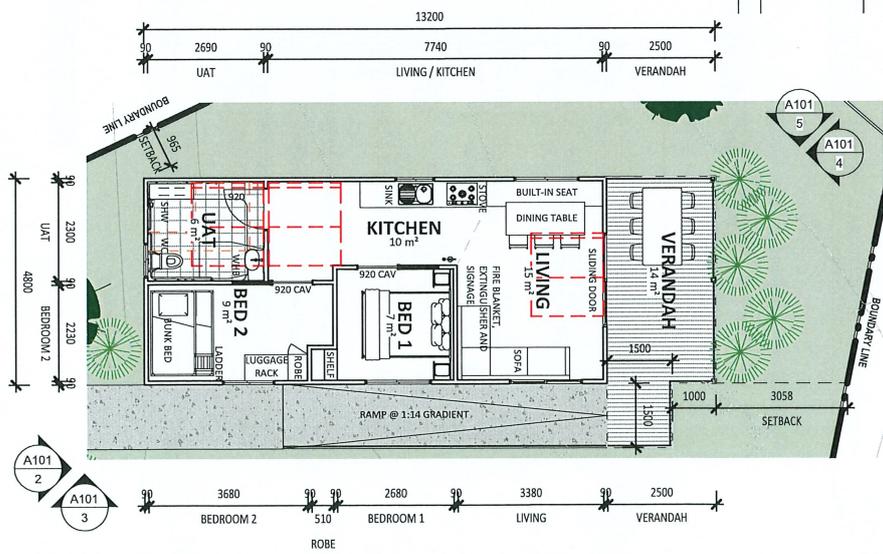
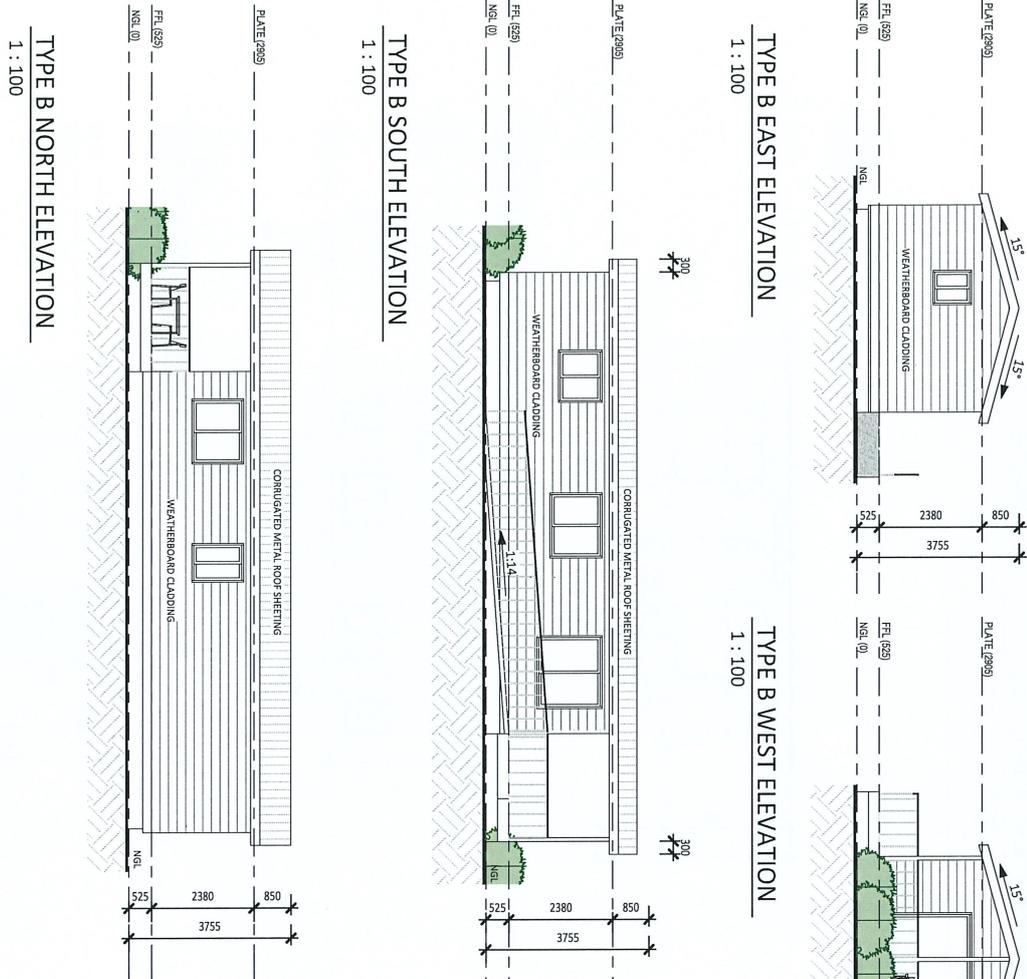


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2	16/12/2023
3	10/11/2023
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DRAWING TITLE	TYPE A CABIN PLANS	DRAWING NO.	A100	PROJECT NAME	LOT 587(TBC), #82 Grey Rd, Kairali WA	SCALE	@A3 1:100
CLIENT	TASMAN HOLIDAY PARKS	PRODUCT NO.		REV.	D		



REVISIONS		DRAWING TITLE		DRAWING NO.		PROJECT NAME		SCALE	
1	ISSUED FOR REVIEW	TYPE B UAT CABIN PLANS		A101		TASMAN HOLIDAY PARKS		SCALE @ A3 1:100	
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## Operational Management Plan

### 1. Introduction

This Operational Management Plan (OMP) outlines the management and operation of 9 new short stay units at Land Adjacent to Tasman Holiday Park, 80 Grey Street, Kalbarri, which will form part of, and be managed by, the existing Tasman Holiday Park. The plan ensures that the development operates in a manner that is safe, efficient, and respectful to the surrounding community and environment.

### 2. Management

The short stay units will be fully integrated into the operations of the Tasman Holiday Park. The Holiday Park's existing management team will oversee day-to-day operations, bookings, and guest services.

Key roles include:

- Park Manager: Overall responsibility for operations, compliance, and guest experience.
- Reception & Administration Staff: Handling bookings, guest check-ins, and enquiries.
- Housekeeping Team: Responsible for cleaning and maintenance of units.
- Maintenance Staff: Ensuring functionality and safety of buildings, equipment, and landscaping.

### 3. Guest Management

The units will be advertised to guests via the existing Tasman Holiday Park website and other popular short stay accommodation apps and platforms.

When a booking is confirmed, guests will be made aware that they are required to check in at the Tasman Holiday Park reception, where identification will be verified.

At check-in, Guests will be provided with information regarding site rules and emergency contact details and procedures. These will also be provided within an information folder kept inside each accommodation unit.



All guests will be required to return to the reception building to check-out unless checking out during an out-of-hours period, whereby a key drop-box outside of the existing reception building will be available.

Once guests have vacated the units, the existing Housekeeping Team will be responsible for the cleaning and maintenance of units and reporting any issues back to the Park Manager.

#### **4. Parking and Traffic Management**

Dedicated parking bays will be provided for the 9 short stay units (one bay per unit) ensuring guests have safe and convenient access.

At the time of booking, all guests will be advised of the 1 vehicle per unit limit – noting any additional required vehicular parking (including any requirement for boat parking) must be booked and confirmed in advance with the Tasman Holiday Park.

The units at 80 Grey Street benefit from access control gates at the front of the property for security. Guests are provided with a keypad entry number for access which is provided with their booking to ensure that only authorised vehicles can enter the site.

#### **5. Noise and Amenity**

Guests will be advised of noise restrictions at check-in. Quiet hours will apply between 10:00pm and 7:00am. Management will actively monitor and respond to any complaints.

#### **6. Emergency Procedures**

Emergency response procedures will be aligned with the Resort's existing management systems. Measures include:

- Clearly displayed evacuation maps in all units.
- Staff trained in first aid and emergency response.
- Regular testing and maintenance of fire safety equipment.
- Emergency contact numbers provided in each unit.



## 7. Complaints Management

The Resort maintains a transparent complaints process to ensure issues are resolved promptly. Guests and neighbors can lodge complaints directly with the Park Manager. A log of complaints and actions taken will be maintained to ensure accountability and continuous improvement.

## 8. Waste Management

Each unit will be provided with 1x 240-litre mobile garbage bins (MGB's) to allow general waste generated from the unit to be disposed of.

Bins will be stored in designated, discreet locations adjacent to the accommodation units, to minimise the visual impact whilst ensuring accessibility.

Bins shall remain closed when not in use to prevent pest access, odours and windblown litter.

The waste collection authority is the local council, who provide scheduled bin collections on the following basis:

- Standard Season: Mondays and Fridays
- Peak Holiday Season: Mondays, Wednesdays, and Fridays

The cabins are expected to generate the following primary waste streams:

- General waste from cabins and communal use
- Limited recyclable materials (where applicable and aligned with council services)

Hazardous, liquid, or commercial quantities of waste are not permitted within the standard bin system.

Tenants and short-stay guests are responsible for:

- Disposing of waste only in the bins provided.
- Ensuring waste is securely bagged prior to placement in bins.
- Not overfilling bins or placing waste beside bins.
- Refraining from disposing of prohibited items, including:
  - Building materials.
  - Bulky items.
  - Green waste beyond minor trimmings.
  - Hazardous or chemical substances.



Clear signage and welcome information will reinforce correct waste practices.

Park management is responsible for:

- Providing and maintaining adequate bin infrastructure.
- Monitoring waste volumes and adjusting bin allocation as required.
- Coordinating bin presentation at the verge for council collection.
- Placing bins in the correct location and with the correct spacing for collection.
- Returning bins to the units promptly after servicing.
- Inspecting bins for damage or contamination.
- Bin cleaning as required.
- Managing overflow or additional waste during peak periods.
- Educating tenants and guests on waste expectations and compliance.
- Addressing non-compliance in accordance with park policies.
- Advise council of any missed collections to minimise operational disruption.

## 9. Conclusion

The integration of the 9 new short stay units into Tasman Holiday Park - Kalbarri will enhance visitor accommodation options while maintaining high standards of management, safety, and environmental care.

This Operational Management Plan provides a framework to ensure the development operates responsibly and in harmony with the surrounding community.

---

**Document Owner:** Tasman Holiday Parks – Operations

**Review Cycle:** Annually or as operational changes occur



WESTERN  
ENVIRONMENTAL

## Bushfire Management Plan

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Development Application:  
Lot 587 (No. 80) Grey Street, Kalbarri

**Western Environmental Approvals Pty Ltd**

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## Bushfire Management Plan

Development Application:  
Lot 587 (No. 80) Grey Street, Kalbarri

**Report No:**  
A25.340-RPT-BMP\_0\_FINAL

**Issue Date:**  
30-Jan-2026

**Status**  
FINAL

**Prepared for:**  
Tasman Holiday Parks  
C/O Podium Consulting Group  
PO Box 7384  
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**Prepared by**  
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West Perth WA 6005  
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**Internal Review**

Author	Reviewed by	Approved by
 Hannah Witherspoon Bushfire Consultant Level 1 Accredited BPAD Practitioner - 68474 30-Jan-2026	 Dylan Wray Principal Bushfire Consultant Level 2 Accredited BPAD Practitioner - 44656 30-Jan-2026	 Daniel Panickar Senior Principal Level 3 Accredited BPAD Practitioner - 37802 30-Jan-2026

**Distribution Record**

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The conclusions must also be considered in light of the agreed scope of services (including any constraints or limitation therein) and the methods used to carry out those services, both of which are as stated or referred to in this report.

### **Bushfire Protection**

The bushfire management measures and risk treatments proposed in this document do not guarantee that buildings or infrastructure will not be damaged in a bushfire, nor that there will be no injuries or fatalities either on the site or offsite while evacuating. Primarily, this is due to the unpredictable nature and behaviour of fire and fire weather conditions. In addition, implementation of the required bushfire management measures (including construction standards, maintenance etc.) and any other required or recommended measures, will depend upon, among other things, the ongoing actions of landowners and/or operators over which WEPL has no control.

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**Appendices**

Appendix A: Classified Vegetation Photos



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## 1. Introduction

### 1.1 Proposal Details

Podium Consulting on behalf of Tasman Holiday Parks is seeking to progress a redevelopment application for Lot 587 (No. 80) Grey Street, Kalbarri (hereafter referred to as the subject site, Figure 1). The proposed development will result in an intensification of land use and involves the development of five (5) cabins and four (4) motel suites, to be used in conjunction with the existing Kalbarri Caravan Park (Figure 2).

### 1.2 Map of Bushfire Prone Areas

The subject site is within a designated bushfire prone area (Area 2) as per the *Western Australia State Map of Bush Fire Prone Areas* (DFES, 2024; Figure 3), which triggers bushfire planning requirements under *State Planning Policy 3.7 Bushfire* (SPP 3.7; WAPC, 2024a) and reporting to accompany submission of the development in accordance with the associated *Planning for Bushfire Guidelines* (the Guidelines; WAPC, 2024b).

Western Environmental Approvals Pty Ltd (WEPL) was commissioned to prepare a Bushfire Management Plan (BMP) to support the development application. This BMP has been prepared by Bushfire Consultant Hannah Witherspoon (FPAA BPAD Level 1 Certified Practitioner No. BPAD68474), Principal Bushfire Consultant Dylan Wray (FPAA BPAD Level 2 Certified Practitioner No. BPAD44656) and Senior Principal Consultant Daniel Panickar (FPAA BPAD Level 3 Certified Practitioner No. BPAD37802).

### 1.3 Site context

The subject site is located within the Shire of Northampton and is zoned 'Centre' under the Shire of Northampton Scheme No. 11. The subject site contains a mixture of unmanaged, classifiable vegetation as well as cleared areas. The subject site is bound by Grey Street to the west, public open space to south and Kalbarri Caravan Park to the north and east.

### 1.4 Purpose and Application of the BMP

This BMP has been prepared in accordance with SPP 3.7 and the Guidelines to support the assessment of the development for the subject site submitted to Shire of Northampton.

In addition, this BMP provides strategies and guidance to reduce the level of bushfire risk exposure for the subject site through implementation of a range of bushfire management measures in accordance with the Guidelines.



---

## 1.5 Specific Land Use Consideration

The proposed development meets the definition of a vulnerable tourism land use given visitors and guests may be unfamiliar with the area and require assistance during a bushfire emergency.

Policy Measure 7.4 of SPP 3.7 requires development applications for vulnerable land uses to be accompanied by a Bushfire Emergency Plan (BEP), prepared in accordance with the Guidelines and *the Bushfire Emergency Plan (BEP) Manual* (WAPC, 2024c). A BEP (WEPL, 2025) has been prepared for proposed development to satisfy the relevant policy measures of SPP 3.7 and the Guidelines.



---

## 2. Environmental Considerations

SPP 3.7 policy objective 5.4 recognises the need to consider bushfire risk management measures alongside environmental, biodiversity and conservation values.

A review of publicly available desktop data indicates an Environmentally Sensitive Area (DWER-046) associated with the Murchison River to west of the subject site as shown on Figure 2. Given this is located outside of the subject site, it is not expected to constrain the proposed development.

Mapped native vegetation (DPIRD-005) is also present to the southeast of the subject site, as shown on Figure 2. The proposed development and associated bushfire management measures do not require the clearing of native vegetation given it is located outside of the subject site.

WEPL is not aware of any environmental approvals required for the proposed development to proceed.

### 2.1 Native Vegetation - Modification and Clearing

The subject site has been historically cleared and is currently devoid of native vegetation.

### 2.2 Revegetation/Landscape Plans

No revegetation is proposed on the subject site. Additional landscaping will be established around the proposed development, with the landscaping designed to a low threat standard to avoid the introduction of additional bushfire hazards.

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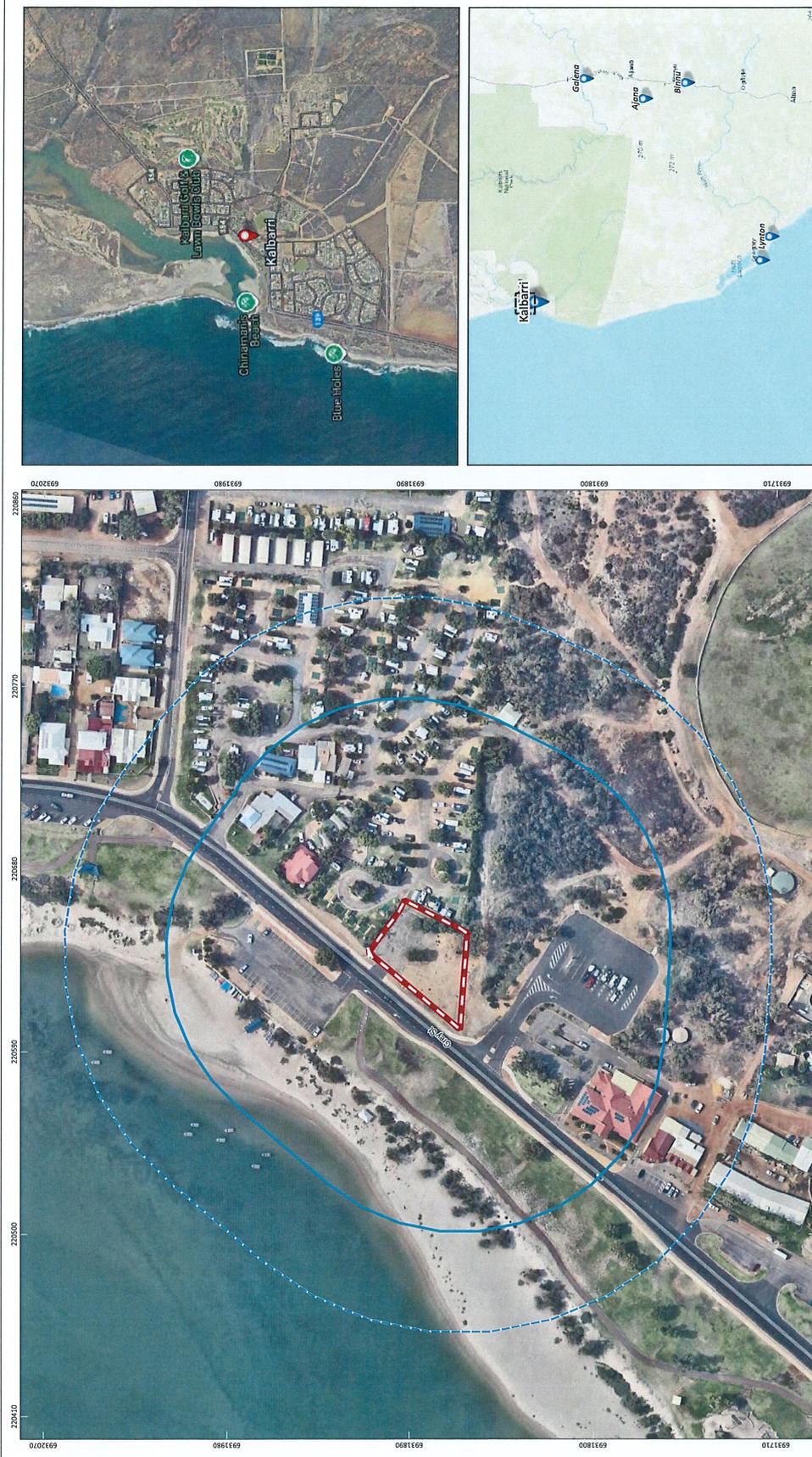


Figure 1: Site Overview



**WESTERN ENVIRONMENTAL**  
 Western Environmental Pty Ltd  
 100/101 Stirling Street, Perth WA 6000  
 Phone: (08) 9447 1234  
 Email: info@westernenv.com.au

<b>Legend</b>	<ul style="list-style-type: none"> <li><span style="border: 1px solid red; display: inline-block; width: 20px; height: 10px; margin-right: 5px;"></span> Subject Site</li> <li><span style="border: 1px dashed blue; display: inline-block; width: 20px; height: 10px; margin-right: 5px;"></span> Buffer: 100m</li> <li><span style="border: 1px dashed blue; display: inline-block; width: 20px; height: 10px; margin-right: 5px;"></span> Buffer: 150m</li> </ul>
<b>PROJECT NAME</b>	Bushfire Management Plan (BMP) LOT 587 (NO. 80) GREY STREET, KALBARRI
<b>CLIENT</b>	Tasman Holiday Parks c/- Podium Consulting Group
<b>DATE</b>	0
<b>PROJECT NUMBER</b>	A25.340
<b>DRAWN BY / APPROVED BY</b>	SC/HC
<b>DATE</b>	30/1/2026

Scale: 1:1,800

GRID: A3 COLOUR

COORDINATE REFERENCE SYSTEM: GDA2020 / MGA zone 50

DATA SOURCE: NEARMAP

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North Arrow

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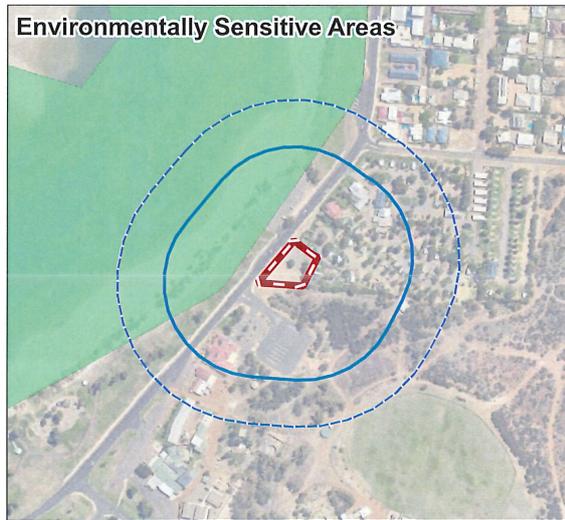
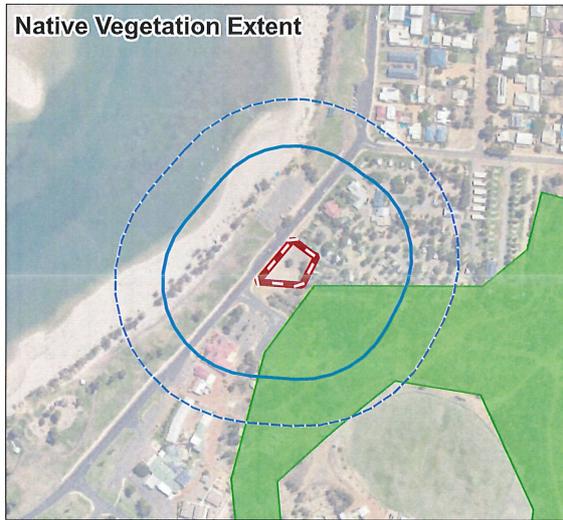


Figure 2: Site Plan

		<b>PROJECT/REPORT NAME</b> Bushfire Management Plan (BMP) LOT 587 (NO. 80) GREY STREET, KALBARRI		<b>Legend</b> Subject Site Subject Building Native Vegetation Extent (DPIRD-005) Environmentally Sensitive Areas (DWER-046)		 <b>WESTERN ENVIRONMENTAL</b> Western Environmental Pty Ltd 68-62/4-2/10-11 Springhill Road, Perth WA 6005 Level 3/105 Power St, West Perth WA 6005 www.westernenv.com.au
SCALE 1:500	SHEET NO. A3 COLOUR	<b>CLIENT</b> Tasman Holiday Parks C/- Podium Consulting Group		<b>VERSION</b> 0		
<b>COORDINATE REFERENCE SYSTEM</b> GDA2020 / MGA zone 50		<b>PROJECT NUMBER</b> A25.340	<b>DATE</b> 30/1/2026			
<b>DATA SOURCE</b> NEARMAP		<b>DRAWN BY / REVISED BY</b> SC/HC				

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Figure 3: Bushfire Prone Areas

		<b>PROJECT/REPORT NAME</b> Bushfire Management Plan (BMP) LOT 587 (NO. 80) GREY STREET, KALBARRI		<b>Legend</b> Subject Site Buffer 100m Buffer 150m Subject Building		Bush Fire Prone Area Planning (OBRM-023) Bushfire Prone Area 2		 Western Environmental Pty Ltd 08 8144 2100   170 Collins Street Melbourne Level 3/25 Princes St, West Perth WA 6005 www.westernenv.com.au
<b>SCALE</b> 1:1,600	<b>SHEET SIZE</b> A3 COLOUR	<b>CLIENT</b> Tasman Holiday Parks Cf-Podium Consulting Group		<b>Legend</b> (continued)				
<b>COORDINATE REFERENCE SYSTEM</b> GDA2020 / MGA zone 50		<b>PROJECT NUMBER</b> A25.340	<b>VERSION</b> 0					
<b>DATA SOURCE</b> NEARMAP		<b>DRAWN BY / REVIEWED BY</b> SC/HC	<b>DATE</b> 30/1/2026					

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### 3. Bushfire Assessment Results

#### 3.1 Bushfire Assessment Inputs

A bushfire assessment has been undertaken for the proposed development in accordance with the Guidelines. Inputs to this assessment are detailed below.

#### 3.2 Fire Danger Index

A blanket Fire Danger Index (FDI) 80 is adopted for Western Australia, as outlined in *Australian Standard AS 3959: 2018 Construction of Buildings in Bushfire Prone Areas (SA, 2018)*.

#### 3.3 Vegetation Classification and Slope under Vegetation

Vegetation and effective slope (i.e. slope under vegetation) within the subject site and surrounding 150 m (the assessment area) were assessed on 8/01/2026 in accordance with the Guidelines and AS 3959: 2018.

The pre-development classified vegetation and effective slope for the site from each of the identified vegetation plots are identified below in Table 1 and Figure 4.

**Table 1: Classified Vegetation as per AS 3959: 2018**

Plot	Vegetation classification	Effective slope
1	Class D Scrub	All upslopes and flat land (0 degrees)
2	Class G Grassland	All upslopes and flat land (0 degrees)
3	Excluded - clause 2.2.3.2 (e)	-
4	Excluded - clause 2.2.3.2 (f)	-

Photographs relating to each area and vegetation type are included in Appendix A.



Figure 4: Vegetation Classification

	PROJECT/REPORT NAME Bushfire Management Plan (BMP) LOT 587 (NO. 80) GREY STREET, KALBARRI	<b>Legend</b> [Red dashed box] Subject Site [Blue solid box] Buffer 100m [Blue dashed box] Buffer 150m [Circle with dot] Photos [Yellow box] Class D - Scrub [Light green box] Class G - Grassland [Dark blue box] Excluded AS 3959: 2018 2.2.3.2 (e) [Light blue box] Excluded AS 3959: 2018 2.2.3.2 (f)	<p>Western Environmental Pty Ltd                  08 9344 3100   enquiries@western.com.au                  Level 3/25 Power St, Unit 301, WA 6005                  western.com.au</p>
	CLIENT Tasman Holiday Parks C/- Podium Consulting Group		
SCALE 1:1,600	SHEET SIZE A3 COLOUR	PROJECT NUMBER A25.340	REVISION 0
COORDINATE REFERENCE SYSTEM GDA2020 / MGA zone 50	DATE 30/1/2026		
DATA SOURCE NEARMAP			

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### 3.4 Bushfire Assessment Outputs

A Bushfire Attack Level (BAL) assessment has been undertaken in accordance with SPP 3.7, the Guidelines, AS 3959: 2018 and the bushfire assessment inputs in Section 3.1.

### 3.5 BAL Assessment

All land located within 100 m of the classified vegetation depicted in Figure 5 is considered bushfire prone and is subject to a BAL assessment in accordance with AS 3959: 2018.

A Method 1 BAL assessment (as outlined in AS 3959: 2018) has been completed for the proposed development and incorporates the following factors:

- Fire Danger Index (FDI) rating.
- Vegetation class.
- Slope under classified vegetation.
- Distance between proposed buildings and the classified vegetation.

Based on the identified BAL, construction requirements for relevant buildings/structures can then be assigned. The BAL rating gives an indication of the expected level of bushfire attack (i.e. radiant heat flux, flame contact and ember penetration) that may be received by proposed buildings and subsequently informs the standard of construction required to increase building survivability.

### 3.6 Method 1 BAL Assessment

Table 2 and Figure 5 display the Method 1 BAL assessment (in the form of BAL contours) that has been completed for the proposed development in accordance with AS 3959: 2018 methodology.

**Table 2: Method 1 BAL Calculation (BAL Contours)**

Plot	Vegetation classification	Effective slope	Separation distances required (m)				
			BAL-FZ	BAL-40	BAL-29	BAL-19	BAL-12.5
1	Class D Scrub	All upslopes and flat land (0 degrees)	<10	10-13	13-<19	19-<27	27-<100
2	Class G Grassland	All upslopes and flat land (0 degrees)	<6	6-<8	8-<12	12-<17	17-<50
4	Excluded - clause 2.2.3.2 (e)	-	No separation distances required - BAL-LOW				
5	Excluded - clause 2.2.3.2 (f)	-	No separation distances required - BAL-LOW				



Post-development, all habitable buildings will be subject to a radiant heat impact not exceeding 29kW/m<sup>2</sup> (BAL-29), as detailed in Table 3 and shown on Figure 5.

**Table 3: BAL Ratings for Assets Within the Subject Site**

Proposed Building/Asset	Plot Most Affecting BAL Rating	Separation Distance (m)	BAL Rating
<b>Motel Suites - North</b>	Plot 2 Class G Grassland	22 m	BAL-12.5
<b>Motel Suites - South</b>	Plot 2 Class G Grassland	8 m	BAL-29
<b>Type A Cabin - 1</b>	Plot 2 Class G Grassland	11.8 m	BAL-29
<b>Type A Cabin - 2</b>	Plot 2 Class G Grassland	14.5 m	BAL-19
<b>Type A Cabin - 3</b>	Plot 2 Class G Grassland	20.6 m	BAL-12.5
<b>Type A Cabin - 4</b>	Plot 2 Class G Grassland	27.1 m	BAL-12.5
<b>Type B Cabin</b>	Plot 1 Class D Scrub	13 m	BAL-29



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## 4. Identification of Issues Arising from the BAL Assessment

Post-development, all habitable buildings will be subject to a radiant heat impact not exceeding 29kW/m<sup>2</sup> (BAL-29). No issues have been identified in the BAL assessment.

A reassessment of BAL ratings, through either a BMP addendum or revised BMP will be undertaken if changes to development design or classified vegetation within the assessment area which require a modified bushfire management response occur.

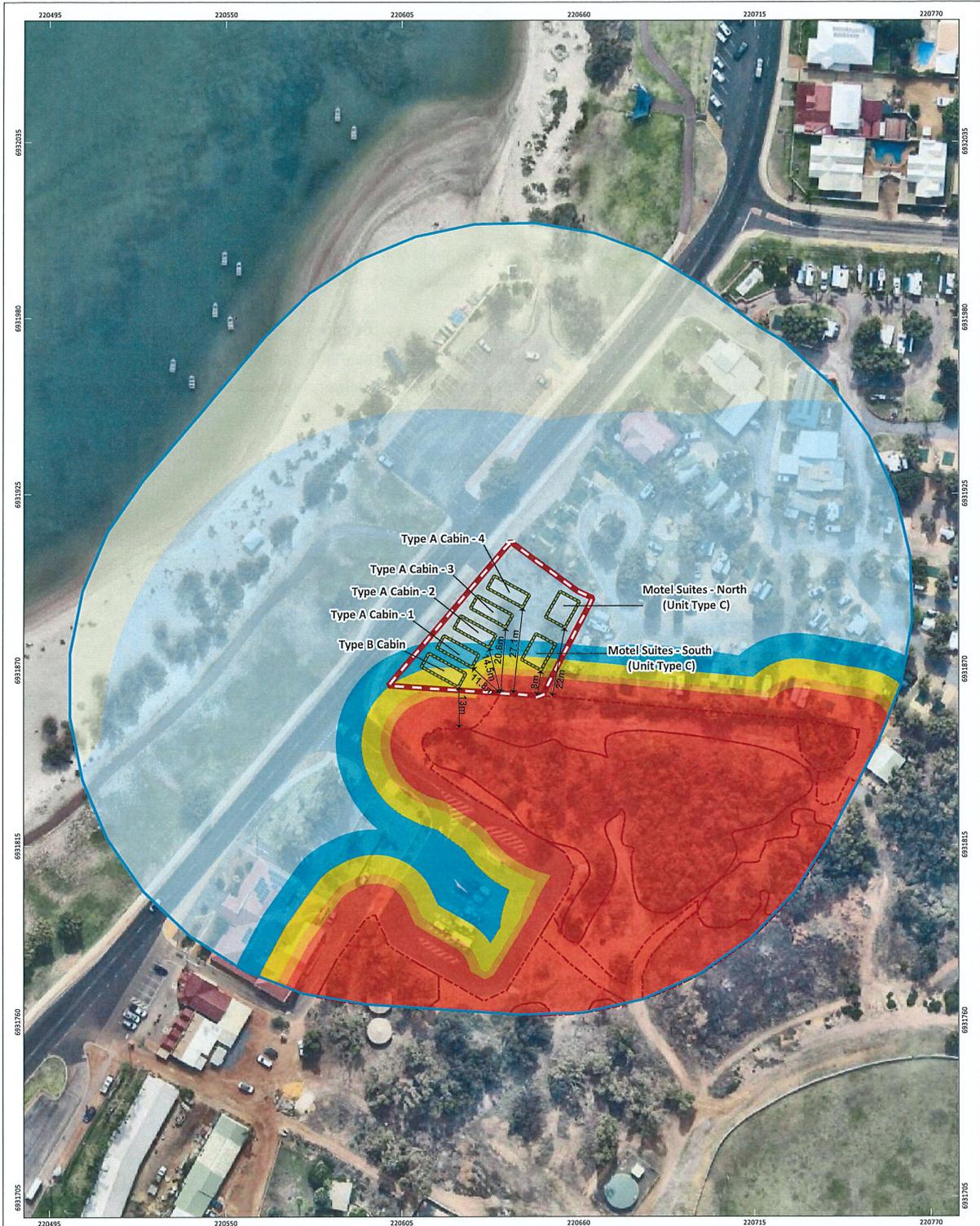


Figure 5: Bushfire Attack Level (BAL) Contours

		<b>PROJECT/REPORT NAME</b> Bushfire Management Plan (BMP) LOT 587 (NO. 80) GREY STREET, KALBARRI		<b>Legend</b>		<p>Western Environmental Pty Ltd                  08 6244 2100   <a href="mailto:enquiries@western.com.au">enquiries@western.com.au</a>                  Level 3/25 Princes St, West Perth WA 6005  <a href="http://www.western.com.au">www.western.com.au</a></p>
<b>SCALE</b> 1:1,100	<b>SHEET SIZE</b> A3 COLOUR	<b>CLIENT</b> Tasman Holiday Parks Cf-Podium Consulting Group	<b>PROJECT NUMBER</b> A25.340	<b>VERSION</b> 0	<b>Bushfire Attack Level (BAL)</b> BAL-FZ BAL-40 BAL-29 BAL-19 BAL-12.5 BAL-LOW	
<b>COORDINATE REFERENCE SYSTEM</b> GDA2020 / MGA zone 50			<b>DRAWN BY / REVISED BY</b> SC/HC	<b>DATE</b> 30/1/2026		
<b>DATA SOURCE</b> NEARMAP						

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## 5. Assessment Against the Bushfire Protection Criteria

### 5.1 Compliance

The proposed development is required to comply with Policy Measure 7.1 of SPP 3.7 and Bushfire Protection Criteria 8 (Development - Vulnerable tourism land uses and day uses) of the Guidelines.

Table 4 outlines the Acceptable Solutions (AS) that are relevant to the proposal and summarises how the intent of each Bushfire Protection Criteria has been achieved through the application of bushfire risk management measures. No Outcomes-based Approaches (OA) have been proposed for this development. These management measures are depicted in Figure 6 where relevant.

Implementation of this BMP is expected to meet objectives 5.1-5.4 of SPP 3.7.

**Table 4: Assessment Against the Bushfire Protection Criteria 8**

Bushfire Protection Criteria 8	AS	OA	N/A
<b>Element 1: Location</b>			
<b>A1.1 Development location</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Not Applicable - This Element does not apply to vulnerable land use developments.			
<b>Element 2: Siting and design</b>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>A2.1a Siting and design</b>			
All proposed habitable buildings are subject to a radiant heat impact not exceeding 29kW/m <sup>2</sup> (BAL-29), as shown on Figure 6.			
The proposed development is considered to be compliant with A2.1a.			
<b>A2.1b Asset Protection Zone (APZ)</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Not applicable - No Asset Protection Zones (APZ) are proposed given development sites have been set back from bushfire hazards to achieve a radiant heat impact not exceeding 29kW/m <sup>2</sup> (BAL-29).			
<b>A2.2a Siting within 40kW/m<sup>2</sup> (BAL-40) and/or more than 40kW/m<sup>2</sup> (BAL-FZ)</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Not applicable - All proposed habitable buildings will be located in areas that achieve a radiant heat impact not exceeding 29kW/m <sup>2</sup> (BAL-29), as shown on Figure 6.			
<b>A2.2b Asset Protection Zone (APZ)</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Not applicable - As per A2.1b, no APZs are required as part of the proposed development.			
<b>A2.3 Clearing of native vegetation</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Not applicable - no clearing or modification of native vegetation within the subject site is proposed.			
<b>A2.4 Landscape management plan</b>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Existing and proposed landscaping within the subject site will be maintained in a low threat state by the existing maintenance team / gardener for the Kalbarri Caravan Park.			
The proposed development is considered to be compliant with A2.4.			



Bushfire Protection Criteria 8	AS	OA	N/A
<b>A2.5 On-site shelter (safer building)</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Not applicable - On-site shelter is not required given compliance with A3.2 has been achieved.			
<b>Element 3: Vehicular access</b>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>A3.1 Public roads</b>			
The subject site is access via the existing public road network. WEPL assumes the existing public road network meets the applicable standard in the local government area. The exiting public access arrangements will provide suitable access and egress for occupants and emergency services personnel in the event of a bushfire. The development is considered to be compliant with A3.1.			
<b>A3.2 Access routes</b>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Multiple access routes from the subject sites to more than two suitable destinations are available via the existing public network. The subject site is accessed via Grey Street which provides egress to the north and south to multiple suitable destinations as shown in Figure 6. The development is considered to be compliant with A3.2.			
<b>A3.2b For a day use with no overnight accommodation</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Not applicable - proposed development includes overnight accommodation.			
<b>A3.3a No-through roads</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Not applicable - the subject site is accessed via a through-road.			
<b>A3.3b No-through road requirements</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Not applicable - the subject site is accessed via a through road.			
<b>A3.4 Emergency access way</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Not applicable - emergency access ways are not required given compliance with A3.2 has been achieved.			
<b>A3.5 On-site shelter</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Not applicable - on-site shelter is not required given compliance with A3.2 has been achieved.			
<b>A3.6 Fire service access route</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Not applicable - no lots are proposed and access to classified vegetation is available from the public road network.			
<b>A3.7 Internal vehicular access and private driveways</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Not applicable - Private driveway technical requirements do not apply given the access road to the proposed habitable buildings is less than 70 m in length as shown in Figure 6.			
<b>A3.8 Signage</b>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Emergency evacuation diagrams will be displayed in all habitable buildings outlining the bushfire emergency procedures contained within the BEP (WEPL, 2026). The development is considered to be compliant with A3.8.			



Bushfire Protection Criteria 8	AS	OA	N/A
<b>Element 4: Water</b>			
<b>A4.1 Water supply</b>	✓	☐	☐
<p>Existing reticulated water is present within the area and the proposed development will be serviced by this water supply. The nearest existing hydrants are located along Grey Street, as shown on Figure 6. WEPL assumes the surrounding network of hydrants meet Water Corporation specifications given they are existing and within an established urban area / townsite.</p> <p>The proposed development is considered to be compliant with A4.1.</p>			

Note: AS - Acceptable solution, OS - Outcomes-based Approach, N/A - Not applicable.

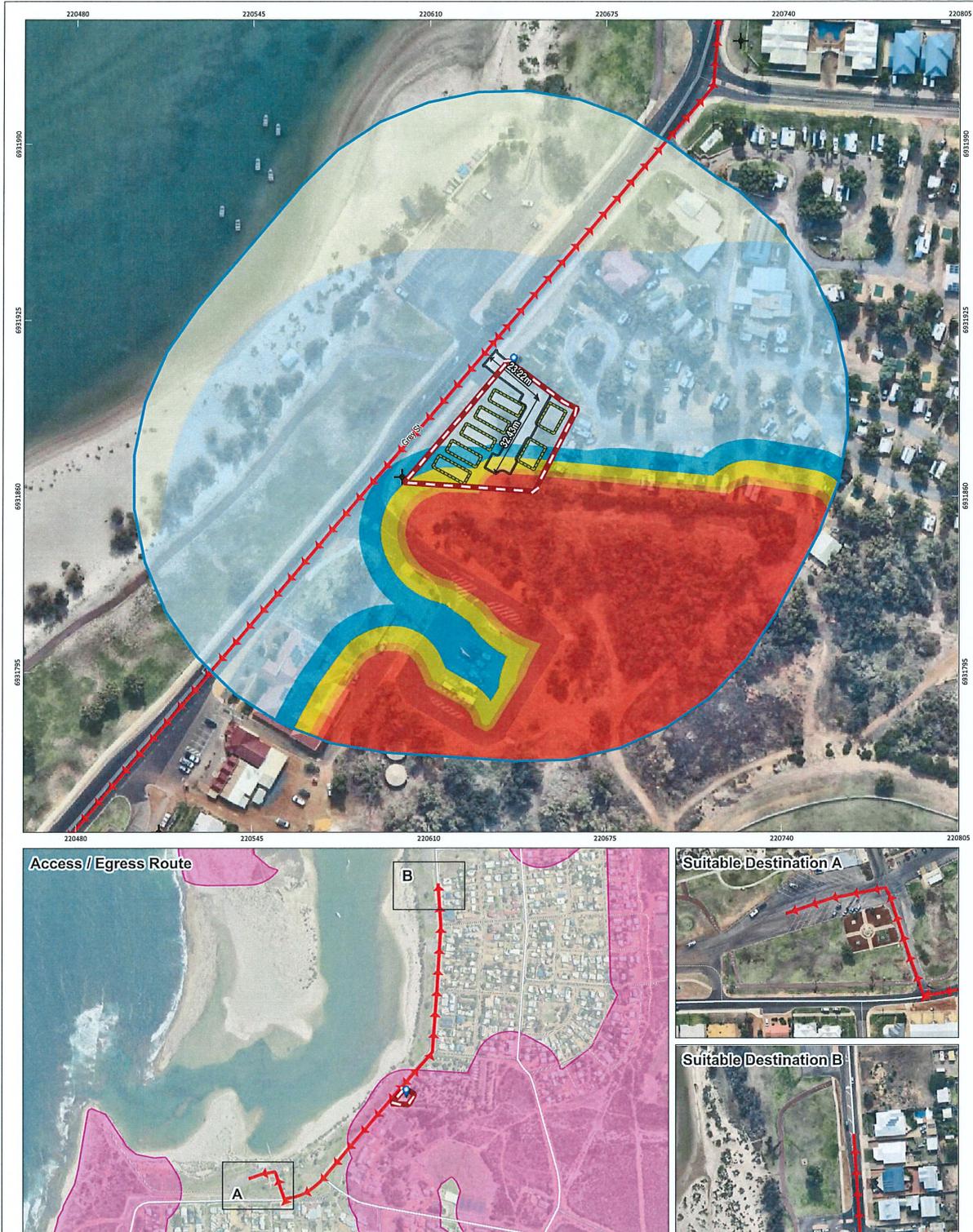


Figure 6: Bushfire Mitigation Measures

<p>PROJECT/REPORT NAME Bushfire Management Plan (BMP) LOT 587 (NO. 80) GREY STREET, KALBARRI</p>		<p>CLIENT Tasman Holiday Parks C/- Podium Consulting Group</p>		<p>PROJECT NUMBER A25.340</p>		<p>VERSION 0</p>	
<p>SCALE 1:1,300</p>		<p>SHEET SIZE A3 COLOUR</p>		<p>DRAWN BY / REVIEWED BY SC/HC</p>		<p>DATE 30/1/2026</p>	
<p>COORDINATE REFERENCE SYSTEM GDA2020 / MGA zone 50</p>				<p>DATA SOURCE NEARMAP</p>			

<p><b>Legend</b></p> <ul style="list-style-type: none"> <li><span style="border: 1px dashed red; padding: 2px;"> </span> Subject Site</li> <li><span style="border: 2px solid blue; padding: 2px;"> </span> Buffer 100m</li> <li><span style="border: 1px solid green; padding: 2px;"> </span> Subject Building</li> <li><span style="border: 1px solid black; padding: 2px;"> </span> Driveway</li> <li><span style="color: blue;">+</span> Water Hydrant (WCORP-070)</li> <li><span style="color: blue;">●</span> Access point</li> <li><span style="color: red;">→</span> Access / egress route</li> <li><span style="background-color: pink; border: 1px solid pink; padding: 2px;"> </span> Bush Fire Prone Area Planning (OBRM-023)</li> <li><span style="background-color: pink; border: 1px solid pink; padding: 2px;"> </span> Bushfire Prone Area 2</li> </ul>		<p><b>Bushfire Attack Level (BAL)</b></p> <ul style="list-style-type: none"> <li><span style="background-color: red; width: 15px; height: 10px; display: inline-block;"></span> BAL-FZ</li> <li><span style="background-color: orange; width: 15px; height: 10px; display: inline-block;"></span> BAL-40</li> <li><span style="background-color: yellow; width: 15px; height: 10px; display: inline-block;"></span> BAL-29</li> <li><span style="background-color: lightblue; width: 15px; height: 10px; display: inline-block;"></span> BAL-19</li> <li><span style="background-color: cyan; width: 15px; height: 10px; display: inline-block;"></span> BAL-12.5</li> <li><span style="background-color: lightgreen; width: 15px; height: 10px; display: inline-block;"></span> BAL-LOW</li> </ul>	
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<p><b>WESTERN ENVIRONMENTAL</b></p> <p>Western Environmental Pty Ltd                  08 8244 2100   info@westernenv.com.au                  Level 1/15 Princes St, West Perth WA 6005                  westernenv.com.au</p>
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## 6. Responsibilities for Implementation and Management of Bushfire Management Measures

Responsibility for implementation of the bushfire risk management measures outlined in Section 5 of this BMP applies to the developer, future owners/builders within the subject site and the local government. Table 5 provides a works program detailing these measures, timing of implementation and responsibility.

**Table 5: Proposed Works Program**

No.	Bushfire management measure
<b>Developer responsibilities - Prior to Occupation</b>	
1	Establish proposed landscaping to a low threat standard.
2	Construct habitable buildings to relevant construction standard in AS 3959: 2018, as prescribed by the National Construction Code.
3	Implement and update the BEP (WEPL, 2026) to include contact details of key personnel.
<b>Landowner responsibilities - Ongoing</b>	
4	Maintain landscaping to a low threat standard, in perpetuity.
5	Review the BEP (WEPL, 2025) on an ongoing basis and update details / procedures as required.
6	If an emergency evacuation plan has been prepared by Tasman Holiday Parks for the existing Kalbarri Caravan Park, this should be updated to align with the bushfire emergency procedures outlined in the BEP (WEPL, 2026).



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## 7. Conclusion

In the professional opinion of the author, the proposed development satisfies the intent, aim and objectives of SPP 3.7 and the Guidelines and is recommended for approval.



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## 8. References

Standards Australia (SA). (2018). Construction of buildings in bushfire-prone areas (AS 3959: 2018).

Western Australian Planning Commission (WAPC). (2024a). State Planning Policy 3.7 Bushfire. Government of Western Australia.

Western Australian Planning Commission (WAPC). (2024b). Planning for Bushfire Guidelines. Government of Western Australia.

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### Datasets Used

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<http://www.dfes.wa.gov.au/regulationandcompliance/bushfireproneareas/Pages/default.aspx>.

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Department of Water and Environmental Regulation (DWER). (2025). *Clearing Regulations - Environmentally Sensitive Areas (DWER-046)*.

Retrieved on 16/01/2026 from

<https://catalogue.data.wa.gov.au/dataset/clearing-regulations-environmentally-sensitive-areas-dwer-046>



# **Appendix A: Classified Vegetation Photos**

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*WEPL Report: Bushfire Management Plan: Development Application:  
Lot 587 (No. 80) Grey Street, Kalbarri*



**Plot 1** **Class D Scrub**

**Photo 1**

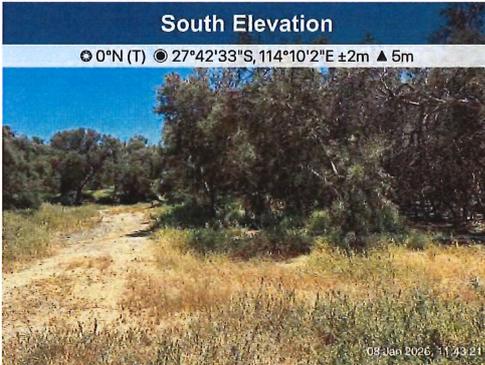
This plot contains *Casuarina obesa* over *Rhagodia* shrubs and does not exceed 6 m in height. Overstorey canopy cover is greater than 30 % and the understorey vegetation structure is multi-tiered. The slope under this vegetation was assessed to be upslope/flat land.



**Plot 1** **Class D Scrub**

**Photo 2**

This plot contains *Casuarina obesa* over *Rhagodia* shrubs and does not exceed 6 m in height. Overstorey canopy cover is greater than 30 % and the understorey vegetation structure is multi-tiered. The slope under this vegetation was assessed to be upslope/flat land.



**Plot 1** **Class D Scrub**

**Photo 3**

This plot contains shrubs and not exceeding 6 m in height. Overstorey canopy cover is greater than 30 % and the understorey vegetation structure is multi-tiered. The slope under this vegetation was assessed to be upslope/flat land.





<p>Plot 2</p>	<p>Class G Grassland</p>
<p><b>Photo 4</b> Grassland containing grasses greater than 100 mm in height. Isolated trees and shrubs occur which are less than 10% of the overstorey. The slope under this vegetation was assessed to be upslope/flat land.</p>	<p><b>North West Elevation</b> ☉ 144°SE (T) ☉ 27°42'33"S, 114°10'3"E ±3m ▲ 0m</p> 
<p>Plot 2</p>	<p>Class G Grassland</p>
<p><b>Photo 5</b> Grassland containing grasses greater than 100 mm in height. Isolated trees and shrubs occur which are less than 10% of the overstorey. The slope under this vegetation was assessed to be upslope/flat land</p>	<p><b>West Elevation</b> ☉ 77°E (T) ☉ 27°42'34"S, 114°10'3"E ±3m ▲ 6m</p> 
<p>Plot 2</p>	<p>Class G Grassland</p>
<p><b>Photo 6</b> Grassland in between scrub and windbreak. The grassland contains grasses and weeds greater than 100 mm in height. Isolated trees and shrubs occur which are less than 10% of the overstorey. The slope under this vegetation was assessed to be upslope/flat land.</p>	<p><b>Compass and Scale</b> ☉ 84°E (T) ☉ 27°42'31"S, 114°10'1"E ±5m ▲ 6m</p> 

WEPL Report: Bushfire Management Plan: Development Application:  
Lot 587 (No. 80) Grey Street, Kalbarri



**Plot 3** Excluded - clause 2.2.3.2 (e)

**Photo 7**

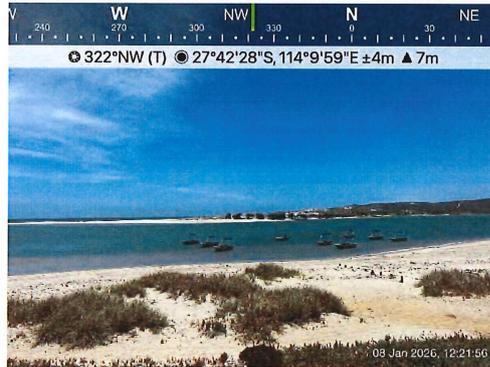
Grey Street Kalbarri a sealed road and devoid of classifiable vegetation.  
Non-vegetated areas have been excluded in accordance with Clause 2.2.3.2 (e) of AS 3959: 2018.



**Plot 3** Excluded - clause 2.2.3.2 (e)

**Photo 8**

Murchison River and associated sandy banks.  
Non-vegetated areas have been excluded in accordance with Clause 2.2.3.2 (e) of AS 3959: 2018.



**Plot 3** Excluded - clause 2.2.3.2 (e)

**Photo 9**

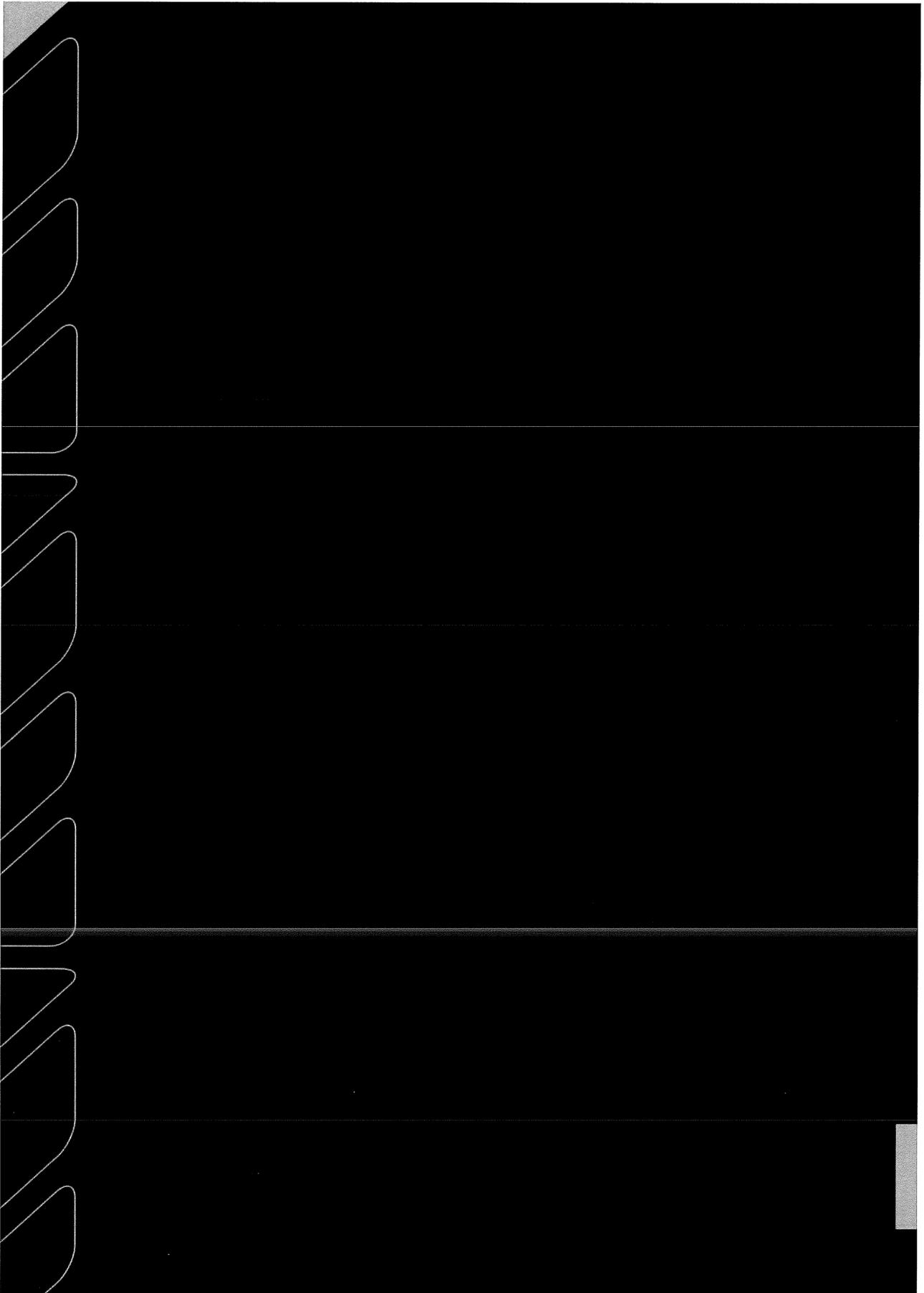
Kalbarri Visitor Centre sealed Car Park and devoid of classifiable vegetation.  
Non-vegetated areas have been excluded in accordance with Clause 2.2.3.2 (e) of AS 3959: 2018.



WEPL Report: Bushfire Management Plan: Development Application:  
Lot 587 (No. 80) Grey Street, Kalbarri



<p><b>Plot 4</b></p> <p><b>Photo 10</b> The Kalbarri Visitor Centre frontage area comprising of managed vegetation such as single rows of trees and mowed grass. Low threat vegetation has been excluded in accordance with Clause 2.2.3.2 (f) of AS 3959: 2018.</p>	<p><b>Excluded - clause 2.2.3.2 (f)</b></p>
<p><b>Plot 4</b></p> <p><b>Photo 11</b> Kalbarri Foreshore Playground area containing managed vegetation such as gardens, single rows of trees and mowed grass. Low threat vegetation has been excluded in accordance with Clause 2.2.3.2 (f) of AS 3959: 2018.</p>	<p><b>Excluded - clause 2.2.3.2 (f)</b></p>
<p><b>Plot 4</b></p> <p><b>Photo 12</b> Tasman Holiday Park grounds containing managed vegetation such as gardens, single rows of trees, gravel driveways and mowed grass. Low threat vegetation has been excluded in accordance with Clause 2.2.3.2 (f) of AS 3959: 2018.</p>	<p><b>Excluded - clause 2.2.3.2 (f)</b></p> <p><b>North Elevation</b></p>





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## **Bushfire Emergency Plan**

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Proposed Holiday Units - Kalbarri Caravan Park  
Lot 587 (No. 80) Grey Street, Kalbarri

**Western Environmental Pty Ltd**

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westenv.com.au



## Bushfire Emergency Plan

Proposed Holiday Units - Kalbarri Caravan Park  
Lot 587 (No. 80) Grey Street, Kalbarri

**Report No:**  
A25.340\_RPT-BEP\_A\_DRAFT

**Issue Date:**  
28-Jan-2026

**Status**  
DRAFT

**Prepared for:**  
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C/O Podium Consulting Group  
PO Box 7384  
Secret Harbour WA 6173

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## Internal Review

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28-Jan-2026	28-Jan-2026	28-Jan-2026

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### Reliance on Data

In preparing this report, WEPL has relied on data, surveys, analyses, designs, plans and other information provided by the Client (or its agents), other individuals and organisations ("the data").

Except as otherwise stated in this report, WEPL has not verified the accuracy or completeness of the data. WEPL does not represent or warrant that the data is true or accurate, and disclaims any and all responsibility or liability with respect to the use of the data.

To the extent that the statements, opinions, facts, information, conclusions and/or recommendations in this report ("conclusions") are based in whole or part on the data, those conclusions are contingent upon the accuracy and completeness of the data.

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The conclusions must also be considered in light of the agreed scope of services (including any constraints or limitation therein) and the methods used to carry out those services, both of which are as stated or referred to in this report.

### **Bushfire Protection**

The bushfire management measures and risk treatments proposed in this document do not guarantee that buildings or infrastructure will not be damaged in a bushfire, nor that there will be no injuries or fatalities either on the site or offsite while evacuating. Primarily, this is due to the unpredictable nature and behaviour of fire and fire weather conditions. In addition, implementation of the required bushfire management measures (including construction standards, maintenance etc.) and any other required or recommended measures, will depend upon, among other things, the ongoing actions of landowners and/or operators over which WEPL has no control.

### **Report for Benefit of Client**

This report is confidential. Neither the whole nor any part of this report, or any copy or extract thereof, may be disclosed or otherwise made available to any third party without the prior written approval of WEPL.

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### **Other Limitations**

This report is intended to be read in its entirety, and sections or parts of this report should therefore not be read and relied on out of context.

WEPL will not be liable to update or revise this report to take into account any events or circumstances or facts becoming apparent after the date of this report.




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## Using this Bushfire Emergency Plan

This Bushfire Emergency Plan (BEP) is for the proposed holiday units at Kalbarri Caravan Park on Lot 587 (No. 80) Grey Street, Kalbarri (hereby referred to as the subject site). This BEP has been developed to assist management in the protection of life and property in the event of a bushfire.

This plan was developed in line with the *Bushfire Emergency Plan (BEP) Manual* (WAPC, 2024). Some items are listed as To Be Confirmed (TBC) as the required information was not available during the time this plan was developed. It is critical that this plan be updated with all required information as a condition of the development approval.

This plan assumes that the requirements under the Bushfire Management Plan (WEPL, 2026) will be implemented, including:

- Maintaining existing and proposed landscaping in a low threat state, in perpetuity.
- Proposed habitable buildings being constructed to the relevant bushfire construction standards under the National Construction Code.

This BEP outlines procedures for both EVACUATION and SHELTER-IN-PLACE to enhance the protection of occupants from the threat of a bushfire. It is critical that all persons visiting the subject site understand:

- The primary bushfire management procedure.
- The primary bushfire emergency procedure.
- Relevant triggers and associated bushfire management/emergency procedures and actions to be undertaken.
- The designated evacuation routes and destinations.
- The location of safer buildings or areas for shelter-in-place.
- Emergency contacts and information sources.

**ANY DIRECT AND SPECIFIC EVACUATION MESSAGES REGARDING THIS SITE FROM DFES OR OTHER EMERGENCY PERSONNEL WILL OVERRIDE THE PROCEDURES IN THIS BEP.**



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## 1. Primary Bushfire Management and Bushfire Emergency Procedures

The PRIMARY BUSHFIRE MANAGEMENT PROCEDURE is

**PRE-EMPTIVE CLOSURE OF THE FACILITY UNDER A CATASTROPHIC FIRE DANGER RATING.**

The PRIMARY BUSHFIRE EMERGENCY PROCEDURE is

**EVACUATE OFF SITE TO A SUITABLE DESTINATION  
(ONLY IF TIME TO BUSHFIRE ARRIVAL IS GREATER THAN 45 MINUTES  
OR AS OTHERWISE DETERMINED BY EMERGENCY SERVICES).**

Justification for these procedures is provided in Appendix A.

Early, safe evacuation is the preferred course of action. However, bushfires are unpredictable by nature and in the event of a bushfire impacting the subject site before there is sufficient time to safely evacuate, all occupants will be required to SHELTER-IN-PLACE due to guests potentially being unfamiliar with the area and the local road network.



## 2. Facility Details

<b>Facility Name</b>	Tasman Holiday Parks
<b>Type of facility:</b>	Caravan Park
<b>Phone number:</b>	(08) 9337 1005
<b>Number of buildings:</b>	9 Holiday Units
<b>Number of employees:</b>	TBC
<b>Number of overnight guests:</b>	28
<b>Number of visitors (events):</b>	18 (assumed 2 visitors per holiday unit)
<b>Number of vulnerable guests with support needs:</b>	TBC



### 3. Responsibilities

RESPONSIBILITIES				
Position	Job Title	Building / area of responsibility	Responsibility	Name and phone number
Fire Warden	TBC	Whole facility	<p>Overall responsibility for implementing this BEP, including managing all aspects of the emergency and delegation of duties.</p> <p>Determine whether to evacuate or shelter-in-place based on advice from emergency services or DFES.</p> <p>Monitor DFES and BoM websites for fire danger ratings and emergency warnings.</p> <p>Notify all occupants on activities and tasks in accordance with this BEP.</p> <p>Delegate employees to check buildings and close all doors and windows.</p> <p>Account for all guests, visitors and staff members at assembly area.</p> <p>Complete building preparedness checks.</p>	TBC
First Aid Officer	TBC	Whole facility	<p>Evaluate the extent of injuries and administer first aid (only where safe to do so).</p> <p>Assess if injured personnel can be evacuated safely.</p>	TBC
Traffic Warden	TBC	Whole facility	<p>Ensure all guests, visitors and staff have access to a private vehicle.</p> <p>Oversee the orderly evacuation of the site and coordinate traffic flows onto Grey Street.</p> <p>Guide the arrival of emergency services to the facility and advise of location of firefighting equipment.</p>	TBC
Gardener / Maintenance Person	TBC	Whole Facility	Maintain landscaping in accordance with the BMP.	TBC



## 4. Emergency Contacts

EMERGENCY CONTACTS		
Name or organisation	Office / Contact	Contact details
<b>EXTERNAL CONTACTS</b>		
<b>Fire, Police, Ambulance</b>	Fire or Emergency	000
<b>Department of Fire &amp; Emergency Services</b>	Emergency information	13 33 37 (13 DFES)
<b>Bureau of Meteorology</b>	Fire Danger Ratings	<a href="http://www.bom.gov.au/wa/forecasts/fire-danger-ratings.shtml">http://www.bom.gov.au/wa/forecasts/fire-danger-ratings.shtml</a>
<b>Emergency WA</b>	Warnings and Incidents	<a href="http://www.emergency.wa.gov.au">www.emergency.wa.gov.au</a>
<b>SES</b>	Emergency Assistance	132 500
<b>Kalbarri Police Station</b>	Local Police Office	(08) 9936 3000
<b>Kalbarri Health Centre</b>	Medical Services	(08) 9937 0100
<b>Bureau of Meteorology (BoM)</b>	Recorded Information	1300 659 213
<b>ABC Radio</b>	Warnings and Incidents	1215 AM
<b>INTERNAL CONTACTS</b>		
<b>General Manager</b>	TBC	TBC
<b>Operations Manager</b>	TBC	TBC
<b>Park Manager/s</b>	TBC	TBC



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## 5. Preparedness

The following actions are to be undertaken by the landowner at the specified times.

### ONGOING ACTIONS (YEAR-ROUND)

Ensure the subject site complies with the Shire of Northampton Firebreak and Hazard Reduction Notice (as amended) with the following maintained during the bushfire season (November - March):

- Flammable materials shall be mowed/slashed/mulched to a height between 50 mm and 100 mm and maintained for the fire season, with the exception of live standing trees and selected shrubs.
- Retention of selected shrubs that are located more than 3 metres from an adjacent building is encouraged to reduce soil instability.

In addition, the caravan park shall be maintained in a low threat state all year round, in accordance with the following best practices adopted from the Bushfire Preparation Toolkit (DFES, 2022) and the Asset Protection Zone Technical Requirements (WAPC, 2024):

- Combustible items within 10 m of the building must not be located close to the vulnerable parts of the building i.e. windows and doors.
- Combustible dead vegetation matter less than 6mm in thickness reduced to and maintained at an average of two tonnes per hectare.
- Tree branches shall be pruned so they are not touching or overhanging the building, with lower branches removed to a height of 2m above ground.
- Groups of shrubs (0.5m - 5m in height) shall not be located within 3m of the building and not located within 10m of windows and doors.
- Ground covers (<0.5m in height) can be located within 2m of the building but shall not be located within 3m of windows and doors if greater than 100mm in height.
- A defensible space shall be maintained within 3m of the building, kept free from vegetation but can include ground covers, grass and non-combustible mulches.

Detailed information and checklists are available on the DFES website including 'Preparing Your Property'<sup>1</sup> and the 'My Bushfire Plan Toolkit'<sup>2</sup> published by DFES.

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<sup>1</sup> <https://publications.dfes.wa.gov.au/publications/preparing-your-property>

<sup>2</sup> <https://mybushfireplan.wa.gov.au/>




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#### ACTIONS IMMEDIATELY PRIOR TO THE BUSHFIRE SEASON

- Review this BEP to ensure details, procedures and contact phone numbers are correct and up to date.
- Ensure all staff are informed and familiar with the procedures laid out in this BEP.
- Place current version of the Bushfire Emergency Map in a visible location within the buildings.
- Maintain directional signage throughout the subject site advising occupants where each access road travels.
- Ensure adequate levels of drinking water are available in case of emergency.
- Ensure any firefighting equipment (fire extinguishers, fire hose reels, fire hydrants, etc.) are serviceable and available.
- Ensure no hazards are present around buildings (for example, rubbish piles) that could contribute to increased fire intensity.
- Ensure property access is kept clear and easily trafficable.
- Ensure first aid kits, fire blankets, emergency lighting and other emergency resources are current, serviceable and accessible.
- Ensure roof and gutters are free from leaf litter and debris.
- Ensure an emergency evacuation kit containing a copy of this BEP has been prepared and is easily accessible by staff. Refer to <https://www.dfes.wa.gov.au/hazard-information/emergency-kits> for examples of potentially relevant items to include in the kit.
- Conduct evacuation drills and update this BEP as required.
- Brief all staff on the bushfire evacuation procedures with updated advice provided when fire warnings are issued by Emergency Services (currently DFES) for the locality.

#### ONGOING ACTIONS DURING THE BUSHFIRE SEASON

- Maintain the landscaped grounds surrounding the holiday units in a low-threat state, as detailed above.
- Maintain compliance with the Shire of Northampton Firebreak Notice issued under s33 of the *Bush Fires Act 1954*.
- Ensure defendable spaces around buildings and assembly points are maintained.
- Ensure details, procedures and contact phone numbers are correct and up to date.



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## 6. Awareness and Pre-Emptive Procedures

Bushfire awareness and pre-emptive procedures have been developed with reference to Fire Danger Ratings (FDRs) and the Fire Behaviour Index (FBI). Bushfire management procedures for each FDR are provided below with information about FDRs and the FBI provided in Appendix B.

It is imperative that the Deputy Fire Warden (or delegated person) monitors FDRs daily (after 4pm) on the DFES and BoM websites to determine the FDR for the following day and weekly predictions. Staff, visitors and guests are to be updated if there is a likelihood of the facility being closed due to a Catastrophic FDR.

In addition, DFES has the ability to put in place Total Fire Bans (TFB) for Local Government areas based on the predicted extreme fire weather for any part of a day. The TFB is announced by DFES with information to be found on their website or by call the TFB hotline on 1800 709 355. Additional bushfire awareness measures are applicable when a TFB is issued over the area where the subject site is located, as detailed below.



<b>BUSHFIRE AWARENESS AND PRE-EMPTIVE PROCEDURES</b>		
<b>Actions</b>	<b>Frequency / timing</b>	<b>Responsible Person</b>
<b>Days forecast with No Rating</b>		
No actions required	N/A	N/A
<b>Days forecast as Moderate FDR</b>		
Monitor Emergency WA / or DFES website or ABC Radio for fire incident.	Once daily (1pm)	Deputy Fire Warden
Check Emergency WA or BOM website for next day FDR.	Once daily (4pm)	Deputy Fire Warden
<b>Days forecast as High FDR</b>		
Monitor Emergency WA / or DFES website or ABC Radio for fire incidents.	Twice daily (1pm and 4pm)	Deputy Fire Warden
Check Emergency WA or BOM website for next day FDR.	Once daily (4pm)	Deputy Fire Warden
Complete building preparedness checks.	Once daily (prior to 10am)	Deputy Fire Warden
<b>Days forecast as Extreme FDR</b>		
Monitor Emergency WA / or DFES website or ABC Radio for fire incidents.	Four times daily (9am, 11am, 1pm and 4pm) or more frequently if fire event in locality	Deputy Fire Warden
Check Emergency WA or BOM website for next day FDR.	Twice daily (9am and 4pm)	Deputy Fire Warden
Complete building preparedness checks.	Once daily (prior to 10am)	Deputy Fire Warden
<b>Days forecast as Catastrophic FDR</b>		
<b>PRE-EMPTIVE CLOSURE OF FACILITY</b>	Day before (prior to 4pm)	Fire Warden
Complete building preparedness checks.	Once daily (prior to 10am)	Deputy Fire Warden
<b>Additional Controls - Total Fire Ban in area where the Lodge is located</b>		
Monitor Emergency WA / or DFES website or ABC Radio for fire incidents and FDRs.	Four times daily (9am, 11am, 1pm and 4pm) or more frequently if fire event in locality	Deputy Fire Warden

**FIRE WEATHER FORECAST AREA:** Midwest Coast



## 7. Emergency Procedure Location and Transport Details

### Assembly Area

#### ON-SITE ASSEMBLY AREA

##### On-site assembly area (prior to off site evacuation)

Name/Description	Internal access road (refer to the BEP diagram below)
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### Evacuation

#### OFF-SITE EVACUATION ROUTES and DESTINATIONS

##### Off site evacuation destinations

Destination 1	<p>Location: Kalbarri War Memorial Address: Memorial Rd, Kalbarri WA 6536 Travel Route: Travel south along Grey street for 450 m, turn right at Memorial Lane and travel 60 m (refer to the BEP diagram below).</p>
Destination 2	<p>Location: Grey Street Parkland and Car Park South of the Fisherman's Wharf Jetty Address: 144 Grey St, Kalbarri WA 6536 Travel Route: Travel North along Grey Street for 700 m turn left (refer to the BEP diagram below).</p>

#### EVACUATION VEHICLE REQUIREMENTS

##### OCCUPANT CHARACTERISTICS

Category	Using own vehicles	Require transport	alternative	Details
Guests	✓		✓	All guests are expected to access and egress the subject site by their own private vehicles. If guests do not have access to their own private vehicle, they will be transported with a staff member or carpool with other guests.
Staff	✓		<input type="checkbox"/>	All staff are expected to access and egress the subject site by private vehicles.
Visitors	✓		<input type="checkbox"/>	Visitors attending the holiday park are expected to access and egress the subject site by private vehicles.

### Shelter-in-Place

#### SHELTER-IN-PLACE DETAILS

Building / Area	Location
Open area within the centre of Kalbarri Caravan Park (non-bushfire prone)	Refer to the BEP diagram below.

# BUSHFIRE EMERGENCY PLAN



**ADDRESS:** Lot 587 (NO. 80) GREY STREET, KALBARRI  
**DURING HOURS PHONE:** (08) 9937 1005  
**AFTER HOURS PHONE:** TBC



**WESTERN ENVIRONMENTAL**

## EVACUATION PROCEDURE

Refer to Bushfire Emergency Evacuation Plan for full evacuation procedures.  
 Move to the designated assembly point on becoming aware that a bushfire is in the surrounding area.

Evacuate when :

- a bushfire threatens to impact the property (DFES 'Advice' or 'Watch and Act' alert), or
- little warning of approaching bushfire has been given but there is time to perform a safe evacuation, or
- emergency services have advised that evacuation is necessary.

Shelter in place as a last resort only when:

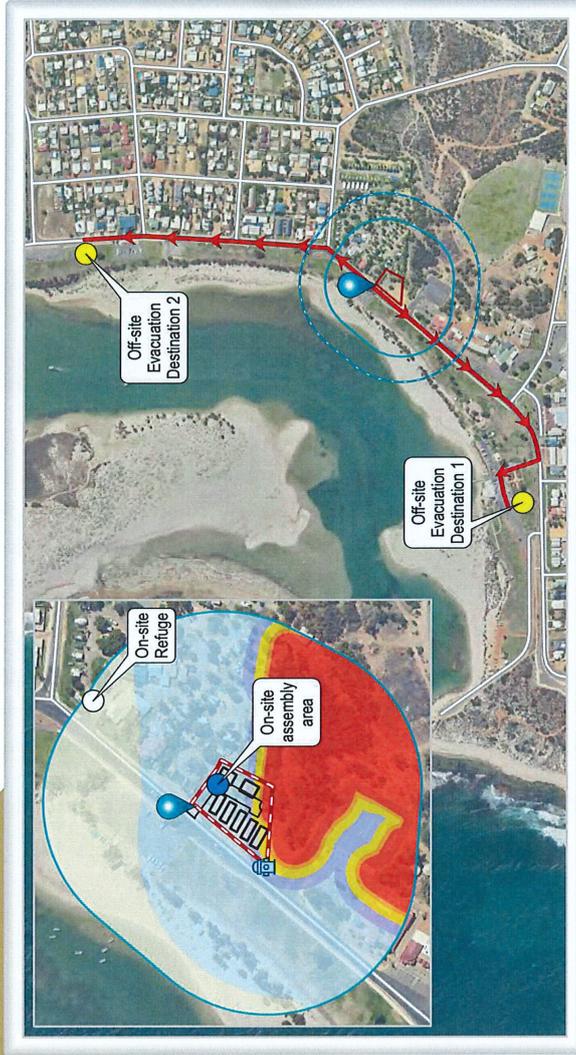
- a bushfire threatens to impact imminently and there is no time to perform a safe evacuation, or
- advised by emergency services that shelter in place is necessary.

## BUSHFIRE ASSEMBLY POINT & REFUGE AREA

Prior to evacuation, assemble at the designated bushfire assembly point – carpark adjacent main office.

Evacuate south along Grey street for 450 m towards Kalbarri War Memorial;  
 or evacuate north along Grey Street for 700 m towards Parkland and Car Park;  
 or alternative safer place away from the direction of bushfire travel should be undertaken.

If it is too late to evacuate, the designated on-site refuge is at the Tasman Holiday Park entry point.



**Bushfire Information and Updates:**  
**DFES:** 13 DFES (13 33 37)  
[www.emergency.wa.gov.au](http://www.emergency.wa.gov.au)  
**Radio Updates:** 684 am (ABC South)  
 720 am (ABC Radio Perth)  
**Fire Danger Ratings:** [www.dfes.wa.gov.au](http://www.dfes.wa.gov.au)  
[www.bom.gov.au](http://www.bom.gov.au)



NO RATING (FBI 0-11)	HIGH (FBI 24-49)
MODERATE (FBI 12-23)	CATASTROPHIC (FBI 100+)
Plan and prepare	Be ready to act
EXTREME (FBI 50-99)	Take action now to protect life and property
For your survival, leave bushfire risk area	



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## 8. Emergency Response

The PRIMARY BUSHFIRE EMERGENCY PROCEDURE is

**EVACUATE OFF SITE TO A SUITABLE DESTINATION  
(ONLY IF TIME TO BUSHFIRE ARRIVAL IS GREATER THAN 45 MINUTES  
OR AS OTHERWISE DETERMINED BY EMERGENCY SERVICES).**

Off site evacuation is always safer, provided adequate time is available to complete it safely. Vegetation within the adjacent public open space reserve was identified as the highest risk for bushfire threat to the proposed holiday units. Given a bushfire could potentially compromise the local road network, off site evacuation should only be considered if time permits, well in advance of a bushfire impacting the area. Prior to enacting evacuation procedures, confirming with Lead Agency (DFES or other Emergency Service) and follow all directions.

Bushfire emergency procedures for both evacuation and shelter-in place are provided below, including relevant triggers which align with the DFES Bushfire Warning Levels. Any direct and specific evacuation messages regarding this site from DFES or other emergency personnel will override these procedures.

Specific details for the off site evacuation and shelter-in-place locations are provided in Sections 6.1 and 6.2.

TRIGGERS: BUSHFIRE EMERGENCY PROCEDURES			
Trigger	Safe, early, off site EVACUATION	SHELTER-IN-PLACE	Procedure
1. DFES issue an ADVICE bushfire warning	<input type="checkbox"/>	<input type="checkbox"/>	<p>If a fire is spotted, report immediately to 000 and then the Fire Wardens. Request information from DFES regarding bushfire time to arrival and confirm if <u>OFF SITE EVACUATION</u> should be undertaken.</p> <p>If <u>OFF SITE EVACUATION</u> is to occur, undertake actions in Row 2 below.</p> <p>Establish regular communication between the Fire Wardens and all staff, guests and visitors to provide awareness of potential bushfire threat.</p> <p>Fire Wardens (or delegate) to account for location of all staff, guests and visitors and record names and contact numbers.</p> <p>Fire Wardens (or delegate) to keep updated with the DFES advice via Emergency WA website.</p> <p>Continually monitor DFES alerts for change in conditions and advice and prepare for evacuation.</p>
2. DFES issue a WATCH AND ACT bushfire warning and there is NO FIRE within the adjacent public open space reserve.	✓	<input type="checkbox"/>	<p>If a fire is spotted, report immediately to 000 and then the Fire Wardens. Request information from DFES regarding bushfire time to arrival and confirm if <u>OFF SITE EVACUATION</u> should be undertaken.</p> <p>If DFES and/or the Fire Wardens confirm <u>OFF SITE EVACUATION</u> is to be undertaken, all staff, guests and visitors are to be informed and instructed to move to the on-site assembly area (with the exception of those with specific bushfire responsibilities).</p> <p>Fire Wardens (or delegate) to account for location of all staff, guests and visitors and record names and contact numbers.</p> <p>Fire Wardens (or delegate) to advise on evacuation to Kalbarri Ware Memorial or Grey Street Parkland based on DFES advice and/or location of fire.</p> <p>All visitors, guests and other non-essential staff to be asked to leave the site if safe to do so.</p> <p>Evacuate to Kalbarri Ware Memorial or Grey Street Parkland via private vehicles.</p> <p>If <u>SHELTER-IN-PLACE</u> is to occur, undertake actions in Row 3 below.</p>



TRIGGERS - BUSHFIRE EMERGENCY PROCEDURES	
<p>3. DFES issue a WATCH AND ACT bushfire warning and there is A FIRE within the adjacent public open space reserve</p>	<p>Fire Wardens (or delegate) to account for location of all staff, guests and visitors and record names and contact numbers.                      Fire Wardens (or delegate) to supervise and ensure that all staff, guests and visitors are located in the central SHELTER-IN-PLACE location within the existing Caravan Park which is devoid of bushfire hazards.                      Fire Wardens (or delegate) to transport first aid kits, drinking water, fire extinguishers, fire blankets, emergency lighting and other emergency resources deemed appropriate.                      Fire Wardens (or delegate) to contact DFES immediately to determine appropriate course of action and inform all staff, guests and visitors.</p>
<p>4. DFES issue an EMERGENCY WARNING bushfire warning, or a fire is spotted within the locality</p>	<p>Fire Wardens (or delegate) to account for location of all staff, guests and visitors and record names and contact numbers.                      Fire Wardens (or delegate) to supervise and ensure that all staff, guests and visitors are located in the central SHELTER-IN-PLACE location within the existing Caravan Park which is devoid of bushfire hazards.                      Fire Wardens (or delegate) to transport first aid kits, drinking water, fire extinguishers, fire blankets, emergency lighting and other emergency resources deemed appropriate.                      Fire Wardens (or delegate) to contact DFES immediately to determine appropriate course of action and inform all staff, guests and visitors.</p>

WEPL Report: Bushfire Emergency Plan: Proposed Holiday Units - Kalbarri Caravan Park Lot 587 (No. 80) Grey Street, Kalbarri



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## 9. Recovery

Following a bushfire emergency event impacting on the subject site, the following actions should be undertaken:

- Account for all staff, guests and visitors, ensure their safety and seek medical assistance for those requiring it.
- Follow the directions of emergency services personnel at all times.
- If off site evacuation occurred:
  - No person should re-enter the subject site until it is deemed safe to do so (this may be advised by emergency services and power/gas supply technicians).
  - Account for all staff, guests and visitors.
  - Inform the police/emergency service of any persons unaccounted for.
- If shelter-in-place occurred:
  - Remain in the shelter-in-place location until advised to leave by emergency services (unless there is an imminent threat to life).
- Review this BEP for effectiveness, make note of improvements and amend as necessary.
- In the event of the facility being impacted by a bushfire, critical incident stress support should be provided to all staff, guests and visitors.



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## 10. References

Department of Fire and Emergency Services (DFES). *Australian Fire Danger Rating System*. Government of Western Australia.

Department of Fire and Emergency Services (DFES). (2025). Map of Bush Fire Prone Areas. Retrieved on 15/01/2026 from: <https://maps.slip.wa.gov.au/landgate/bushfireprone/>

Standards Australia (SA). (2018). *Construction of buildings in bushfire-prone areas* (AS 3959: 2018).

Western Australian Planning Commission (WAPC). (2024a). *State Planning Policy 3.7 Bushfire*. Government of Western Australia.

Western Australian Planning Commission (WAPC). (2024b). *Planning for Bushfire Guidelines*. Government of Western Australia.

Western Australian Planning Commission (WAPC). (2024c). *Bushfire Emergency Plan (BEP) Manual*. Government of Western Australia.

Western Environmental (WEPL). (2026). *Bushfire Management Plan: Development Application: Lot 587 (No. 80) Grey Street, Kalbarri*. Final. January 2026.



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# Appendix A: Supporting Analysis

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*WEPL Report: Bushfire Emergency Plan: Proposed Holiday Units - Kalbarri Caravan Park Lot 587 (No. 80) Grey Street, Kalbarri*



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In accordance with the *Bushfire Emergency Plan (BEP) Manual* (WAPC, 2024c), the following matters informed the emergency response procedures contained within this BEP.

## Facility Details, Site Analysis and Location Characteristics

### Location and Facility Details:

- Vegetation that poses the greatest bushfire threat to the holiday units is on the adjacent public open space reserve. The vegetation comprises of grassland and scrub to the south.
- Areas central to the existing Kalbarri Caravan Park have been identified as suitable for an onsite shelter-in-place given it is devoid of bushfire hazards and surrounded by existing development and low threat vegetation.
- Potential ignition sources are from surrounding land uses, vehicles using public roads, smokers, camp stoves and fires or lightning strike.
- Potential bushfire time to arrival is less than 45 minutes from reporting of a bushfire before it impacts the subject site, however it is possible that impacts could be experienced earlier in the event of rapid-onset bushfire (i.e. bushfire scenarios which occur with limited warning and result in insufficient time to evacuate before bushfire attack is experienced).

### Occupant Characteristics:

- Number of overnight guests: 28 guests (assumed 2 guests per motel suites and 4 per cabin)
- Number of visitors: 18 visitors (assumed 2 visitor per holiday unit)
- Number of staff: TBC

### Bushfire Management Measures:

Given the possibility for a bushfire to impact the holiday units, multiple bushfire risk management measures are proposed through the BMP (WEPL, 2026) and this BEP, which include:

- Site management and routine building preparedness checks.
- Closure of the facility on a Catastrophic FDR rating.
- An evacuation plan that identifies clear triggers and actions.
- Construction of accommodation buildings to the relevant bushfire requirements under the National Construction Code.

## Transport Considerations

### Available transport:

All staff, guests and visitors will have access to private vehicles in the event evacuation is required.



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**Evacuation timing:**

- Time for notification of an approaching bushfire and that evacuation is required - 10 minutes.
- Time for assembly and mobilisation of all staff, guests and visitors to the assembly point adjacent the office - 10 minutes.
- Time to load staff and visitors into private vehicles and travel to off site evacuation location (Kalbarri War Memorial or Grey Street Parkland) - 10 minutes.
- Total time to be notified, assemble and travel - 30 minutes.
- Adding a safety factor of 1.5 to the total time to load and travel results in the total evacuation time of 45 minutes.
- In a rapid onset bushfire scenario, the safest option is to remain on site.
- These timings are to be reassessed during annual reviews of the BEP or following an event.
- A personal evacuation plan should be prepared for all staff, guests and visitors who have permanent or temporary (e.g. following injury etc.) mobility limitations detailing how evacuation for that person will be managed in accordance with this BEP. Updates to the BEP should be made if required.

**Limitations:**

- In times of stressful situations such as evacuation and fire, people's behaviour can be erratic.
- Traffic conditions in a bushfire emergency may impact on the time required (and safety) of the evacuation to the off site evacuation locations.
- Smoke and heat from a bushfire (particularly in a rapid-onset event) may limit the ability for evacuation to the off site evacuation locations.



## Off-Site Shelter Considerations

In the assessment of Kalbarri War Memorial and Grey Street Parkland as appropriate off site locations, the following questionnaire from the *BEP Manual* (WAPC, 2024c) has been completed.

Off-site Shelter Questionnaire	Yes	No
<b>If there are occupants with support needs that require a similar facility to support them, is the off-site shelter suitable?</b>	✓	<input type="checkbox"/>
Both locations are accessible for persons with support needs.		
<b>Is the off-site shelter in an area away from the effects of bushfire?</b>	✓	<input type="checkbox"/>
Both off-site locations are in a non-bushfire prone area which is considered a suitable destination as defined under SPP 3.7 and the Guidelines.		
<b>Are there amenities (toilets, food, water, etc.) available at the off-site shelter?</b>	✓	<input type="checkbox"/>
Both locations have water with shops and toilets within close proximity.		
<b>Can the off-site shelter accommodate the number of occupants?</b>	✓	<input type="checkbox"/>
There is adequate space to accommodate the number of occupants.		
<b>Does the route to the off-site shelter require transporting through bushfire affected areas or areas that may be affected by an approaching bushfire?</b>	✓	<input type="checkbox"/>
The evacuation routes are predominantly through developed areas clear of bushfire hazards.		
<b>Has the owner of the off-site shelter advised that they are happy to accommodate occupants if evacuation from a bushfire emergency occurs?</b>	<input type="checkbox"/>	✓
The off-site shelter locations are both publicly accessible areas.		
<b>Do you have your own transport for all occupants?</b>	✓	<input type="checkbox"/>
All staff, guests and visitors will have access to private vehicles.		
<b>Are you going to use private vehicles?</b>	✓	<input type="checkbox"/>
All staff, guests and visitors will have access to private vehicles.		
<b>If using private vehicles, will they be available when you need them and will there be drivers available?</b>	✓	<input type="checkbox"/>
Private vehicles will be parked in designated parking areas. It is expected that an appropriate number of drivers will be available.		
<b>Will there be sufficient vehicles to transport all the occupants?</b>	✓	<input type="checkbox"/>
Access to the site is only available by private vehicles. Sufficient vehicles to transport all guests, visitors and staff will be available.		
<b>Have occupants with support needs been considered when determining transport types and necessary timing to evacuate?</b>	✓	<input type="checkbox"/>
Visitors with support needs will utilise the vehicle that they used to attend the site.		
<b>Is disabled transport required, and is this sufficient to move the number of occupants from the facility?</b>	✓	<input type="checkbox"/>
Visitors with support needs will utilise the vehicle that they used to attend site.		



Off-site Shelter Questionnaire	Yes	No
<b>Do you require ambulances?</b> Ambulances are not required.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>Is a community bus available?</b> Community buses are not required.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>Will community buses be available when you need them and will drivers be available?</b> Community buses are not required.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>Are other means of transport available?</b> No other means of transport are required.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>Do you need any other type of special transport?</b> Special transport is not required.	<input type="checkbox"/>	<input checked="" type="checkbox"/>

## On-Site Shelter

In the assessment of the central on-site shelter location at the existing Kalbarri Caravan Park, the following questionnaire from the *BEP Manual* (WAPC, 2024c) has been completed.

On-Site Shelter Questionnaire	Yes	No
<b>Is the property well maintained and kept free from a build-up of fuel and leaf litter in gutters and around buildings?</b> The property is well maintained by the gardener / maintenance team.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>Is there a building on-site that is away from bushland and is unlikely to be impacted by bushfire?</b> The existing buildings are not considered appropriate for on-site shelter.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>Is the building constructed in a manner that minimises bushfire attack with appropriate APZs?</b> A building is not being used for on-site shelter.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>Can the building accommodate the number of occupants and visitors?</b> A building is not being uses for on-site shelter. However, the location central to the subject site is expected to be able to accommodate the number of persons on site at any one time.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>Is there ease of accessibility to the building and is it easily identifiable?</b> A building is not being uses for on-site refuge. However, the location central to the subject site is accessible via the existing access roads, and footpaths approximately 100m from the proposed holiday units.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>Is there access to amenities (toilets, food, water etc.) away from the effects of a bushfire?</b> The adjacent administration building contains toilets, kitchen, drinks, food and first aid kits.	<input checked="" type="checkbox"/>	<input type="checkbox"/>



---

## Summary

Based on the above analysis, the following actions are recommended:

1. The primary bushfire management action is EARLY CLOSURE OF THE FACILITY UNDER CATASTROPHIC FIRE DANGER RATING.
2. The primary action to follow in a bushfire emergency is EVACUATE OFF SITE (ONLY IF TIME TO BUSHFIRE ARRIVAL IS GREATER THAN 45 MINUTES OR AS OTHERWISE ADVISED BY EMERGENCY SERVICES).
3. The secondary action to follow in a bushfire emergency is SHELTER-IN-PLACE.

If shelter-in-place is required, a location central with the existing Kalbarri Caravan Park has been identified as suitable on-site shelter based on the following:

- The location is not designated as bushfire prone and is surrounded by non-vegetated areas and low threat vegetation.
- The location is easily accessible via foot and is within close proximity to the administration building which contains toilets, food, drinking water and first aid supplies.
- The location is large enough to accommodate the number of staff, guests and visitors anticipated to be on site at any one time.

Any direct and specific evacuation messages regarding this site from DFES or other emergency personnel will override the above actions.



## **Appendix B: Information: Fire Danger Ratings, Behaviour Indices and Warnings**

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*WEPI Report: Bushfire Emergency Plan: Proposed Holiday Units - Kalbarri Caravan Park Lot 587 (No. 80) Grey Street, Kalbarri*

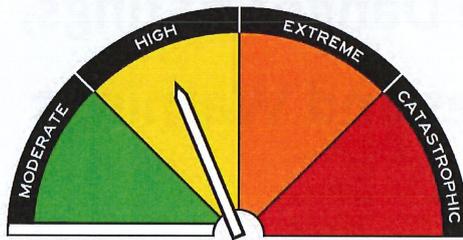


**Fire Danger Ratings describe the potential level of danger should a bushfire start.**

They are important because they provide people with information so that they can take action to protect themselves and others from the potentially dangerous impacts of bushfires.

Launched on 1 September 2022, the new Australian Fire Danger Rating System is a simplified, action-oriented Fire Danger Rating System.

**The new Australian Fire Danger Rating System (AFDRS) levels are:**



- Moderate**  
Plan and prepare

---

- High**  
Be ready to act

---

- Extreme**  
Take action now to protect life and property

---

- Catastrophic**  
For your survival, leave bushfire risk areas

- The AFDRS also introduces **'No Rating'** for days where bushfires are unlikely to spread in a dangerous or life-threatening way. On these days you still need to remain alert and abide by local seasonal laws and regulations.
- The AFDRS is informed by one of Australia's largest social research projects which found that most Australians did not understand the old system and would prefer a simpler, action-oriented set of Fire Danger Ratings.
- The AFDRS has been implemented consistently across Australia and means that wherever you are across the country, you will be able to understand the threat posed on any given day and make appropriate decisions to keep you and your family safe.





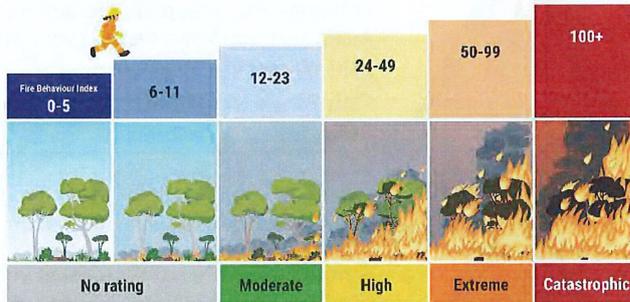
While the AFDRS Fire Danger Ratings are primarily intended for community messaging, the Fire Behaviour Index is intended to support operational fire management decision making.

**Features of the Fire Behaviour Index (FBI):**

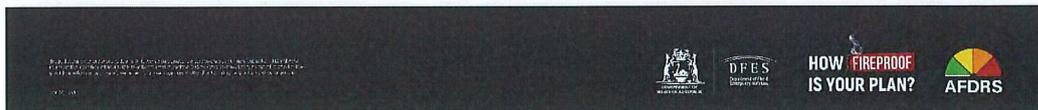
<b>A Fine Scale of Fire Behaviour</b>	The FBI is expressed in whole numbers from 0 to 100+. As the FBI rises, the more dangerous a fire that starts will become.	Takes advantage of decades of improved understanding of fire behaviour, fuels and fire weather.
<b>Stepped Categories</b>	Links transitions in fire behaviour to implications for operational decision making.	Turns the FBI into a powerful operational tool and takes advantage of improved understanding of the relationship between fire behaviour, fire spread, suppression and impacts.
<b>Fuel Type Specific</b>	Eight different Fire Behaviour Indexes based on eight different fire behaviour models.	Takes advantage of decades of improved knowledge of fire behaviour in different fuels to produce more specific results.
<b>Nationally Consistent</b>	The index is the same anywhere in Australia.	Supports cross border operations and resource sharing.

The Stepped categories are controlled by tables that define FBI thresholds. The thresholds represent changes in the underlying fire behaviour that have consequences for operational decision making, including:

- Indicative fire behaviour and fire weather.
- Implications for prescribed burning.
- Fire suppression and containment strategies that are appropriate.
- Potential for impact on life, property and infrastructure.



**For more information visit [dfes.wa.gov.au/prepare](https://dfes.wa.gov.au/prepare) or email [AFDRS@dfes.wa.gov.au](mailto:AFDRS@dfes.wa.gov.au)**





**EMERGENCY WARNING**

An out of control fire is approaching fast and you need to take immediate action to survive. If you haven't prepared your home it is too late.

**You must seek shelter or leave now if it is safe to do so.**



**WATCH AND ACT**

A fire is approaching and there is a possible threat to lives or homes. Put your plan into action. If your plan is to leave, make sure you leave early. If your plan is to stay, check all your equipment is ready.

**Only stay and defend if you are mentally and physically prepared.**



**ADVICE**

A fire has started but there is no immediate danger. Stay alert and watch for signs of a fire.

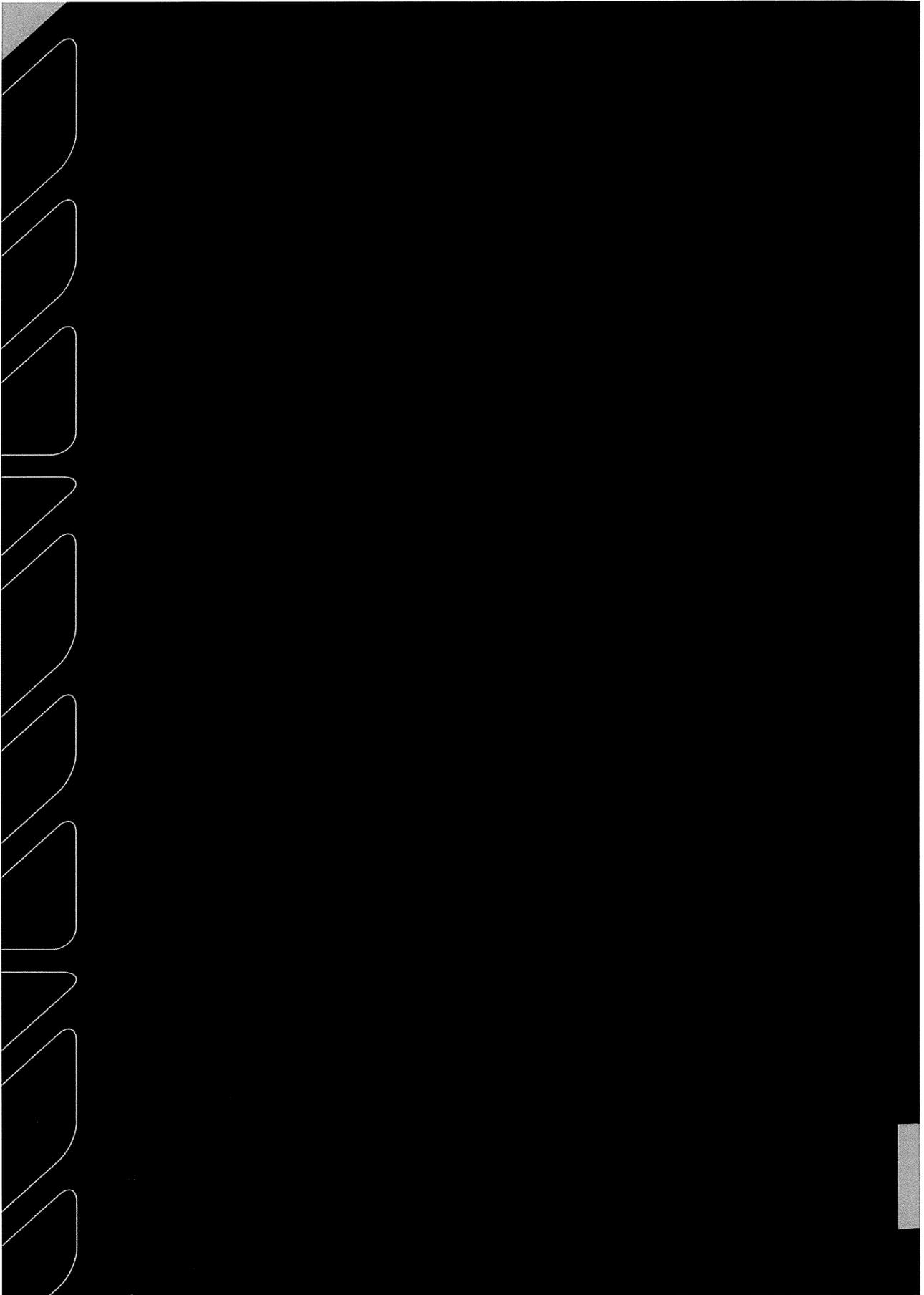
**Be aware and keep up to date.**

**Where can I get information during an emergency?**

- [emergency.wa.gov.au](http://emergency.wa.gov.au) ☎ 13 DFES (13 33 37)
- [@dfeswa](https://www.facebook.com/dfeswa) ● [@dfes\\_wa](https://www.instagram.com/dfes_wa) ● Local ABC Radio




*WEPL Report: Bushfire Emergency Plan: Proposed Holiday Units - Kalbarri Caravan Park Lot 587 (No. 80) Grey Street, Kalbarri*





**Brian Robinson**

---

**From:** Graham Kay [REDACTED]  
**Sent:** Wednesday, March 4, 2026 2:47 PM  
**To:** Brian Robinson; Andrew Campbell  
**Cc:** Roslyn Suckling  
**Subject:** Re: Conditional Approval to earthworks, retaining and drainage - Lot 106 Mitchell Street, Horrocks

Hi Brian,

After reading the conditions, number 2, it's not practical to have a chunk of earth hanging in the air as you specified in your conditions to not excavate 1m from the boundary on the Northern neighbours boundary side, nor is it safe for me or anyone inside my backyard having 5 cubic meters plus just hanging in the air, how am I to safely retain that or practically? What or how too even fence it?

I'm requesting that I match the contours of the excavated existing land on the northern neighbour boundary batter graded to the east, then angle a south batter into my property (no more than 500mm over 1 meter) meeting the required east batter of that the engineer has specified in the plans, (which was always my aim) so there is no large chunk of earth (5 cubic meters) hanging on the northern boundary hanging inside my property making it very unsafe and unusable. If you wish to visit the site and see what I'm referring to you may. All I ever wanted to do and discussed with my neighbour was to match 108's backyard and batter, but now due to engineering requirements it's changed.

I'm all ready appeasing the neighbour by building a retaining wall return (which the engineer thought was a joke) on the Northern boundary, as it's already retained on the 108 property on the former boundary. (When I refer to former boundary I have been notified by the Surveyor that all the boundaries on Mitchell St are where out to the north by 300mm). Now the neighbour has taken to claiming she has the right to deface my materials.

Please see the attached photos. Hope we can resolve this so I can access my rear yard safely.

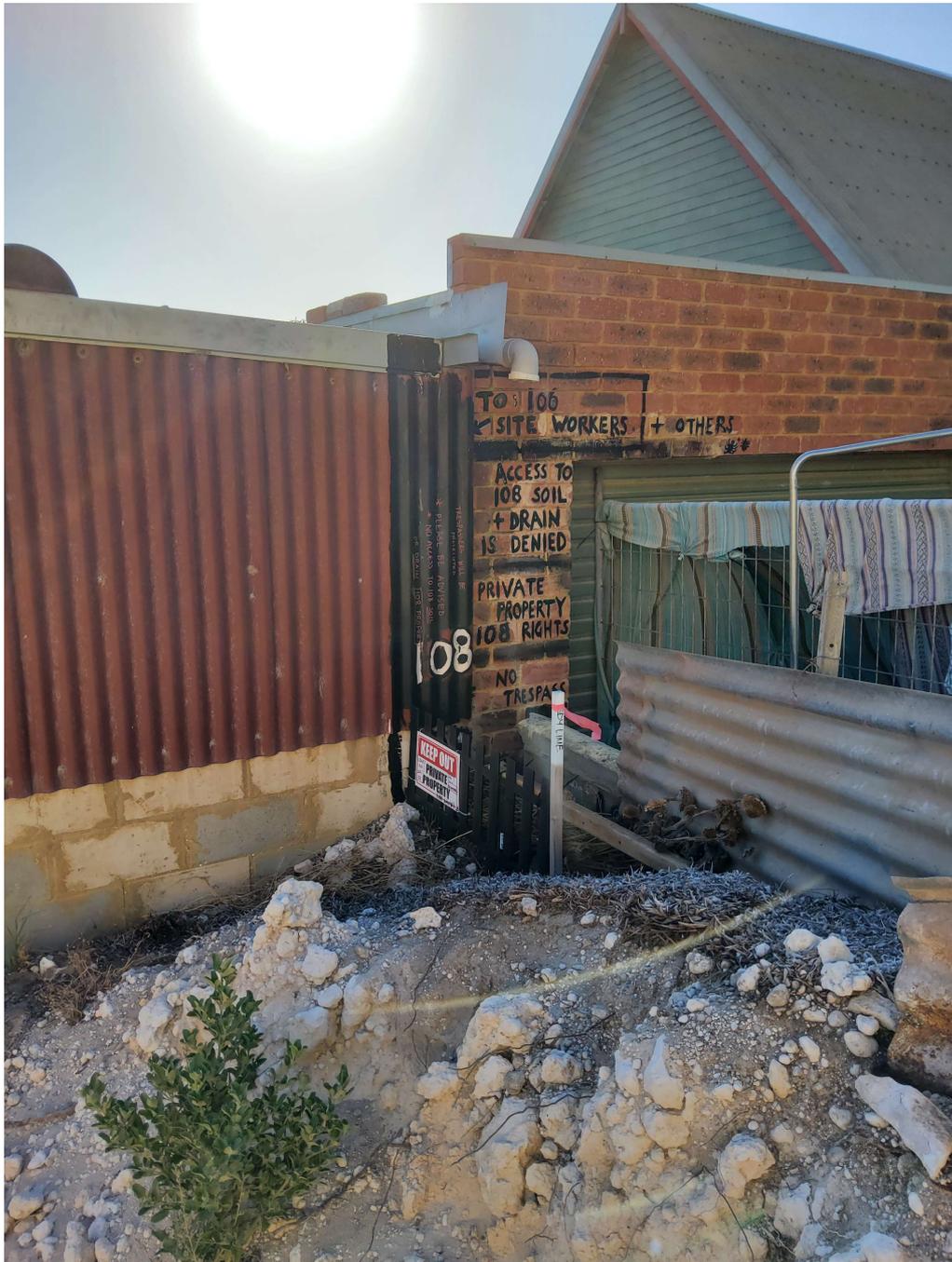
Regards,

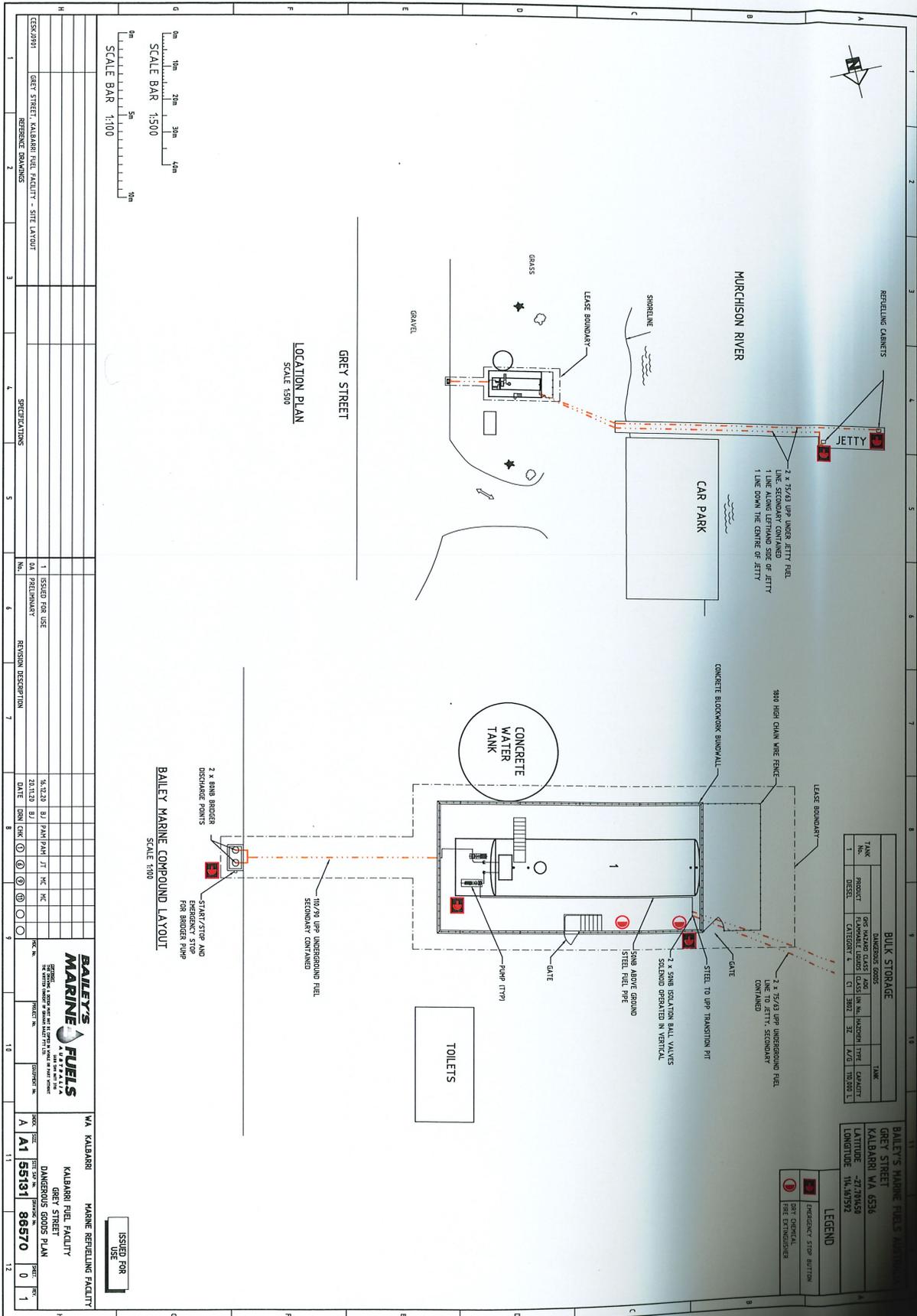
Graham Kay & Karen Waters  
106 Mitchell Street  
[REDACTED]











NO.	REVISION DESCRIPTION	DATE	BY	CHK	HE
1	ISSUED FOR USE	20/12/24	BJ	JPH	PAH
2	FOR COMMENTS				

**BAILEY'S MARINE FUELS**  
 1000 HIGGINS ROAD, KALBARRI WA 6536  
 PHONE: 08 9437 1111  
 FAX: 08 9437 1112  
 WEBSITE: www.baileysmarinefuels.com.au

WA KALBARRI MARINE REPLENISHING FACILITY  
 GREY STREET  
 DANGEROUS GOODS PLAN  
 A1 55131 86570

ISSUED FOR USE



# CERTIFICATE OF REGISTRATION

This is to certify that the management system of:

**Graham Bailey Pty Ltd**

Trading as

**Bailey's Marine Fuels Australia (BMFA)**

Main Site: 2/28 Mews Road, Fremantle, Western Australia, 6160, Australia

See appendix for additional sites and additional site scopes

has been registered by INTERTEK SAI Global as conforming to the requirements of:

**ISO 14001:2015**

The management system is applicable to:

The receipt, storage and dispensing of marine fuels and the storage and sale of engine oils.

Certificate Number:  
CEM20053

Initial Certification Date:  
30 July 2003

Date of Certification Decision:  
03 July 2025

Issuing Date:  
21 July 2025

Valid Until:  
30 July 2027



*Rathin Grover*

**Rathin Grover**  
President, Business Assurance

SAI Global Certification Services Pty. Ltd.  
Level 7, Suite 7.01  
45 Clarence Street  
Sydney NSW 2000  
Australia



In the issuance of this certificate, INTERTEK SAI Global assumes no liability to any party other than to the client, and then only in accordance with the agreed upon Certification agreement. This certificate's validity is subject to the organization maintaining their system in accordance with INTERTEK SAI Global requirements for systems certification. Validity may be confirmed via email at [certificate.validation@intertek.com](mailto:certificate.validation@intertek.com) or by scanning the code to the right with a smartphone. The certificate remains the property of INTERTEK SAI Global, to whom it must be returned upon request.





# CERTIFICATE OF REGISTRATION

## APPENDIX

This appendix identifies the locations covered by the management system of:

### Graham Bailey Pty Ltd

This appendix is linked to the Main Certificate #CEM20053 and cannot be shown nor reproduced without it.

#### Graham Bailey Pty Ltd - Kalbarri

Grey Street, Kalbarri, Western Australia, 6536, Australia

The receipt, storage and dispensing of marine fuels.

In the issuance of this certificate, INTERTEK SAI Global assumes no liability to any party other than to the Client, and then only in accordance with the agreed upon Certification Agreement. This certificate's validity is subject to the organization maintaining their system in accordance with INTERTEK SAI Global requirements for systems certification. Validity may be confirmed via email at [certificate.validation@intertek.com](mailto:certificate.validation@intertek.com) or by scanning the code to the right with a smartphone. The certificate remains the property of INTERTEK SAI Global, to whom it must be returned upon request.

Page 4 of 7



# RAV DG Services

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PO Box 35 Madeley WA 6065 | ABN: 39 093 873 573 | Ph:0417 872 973 | ravisser@ravdg.com.au

**November 14, 2025**

**Fuel Maintenance & Engineering**

PO Box 232

**Geraldton WA 6531**

**Attention: Mr Gerard Ward**

Dear Sir

**Re: Baileys Marine Facility Kalbarri**

I am a Western Australia Department of Local Government, Industry Regulation and Safety accredited dangerous goods storage and handling compliance consultant. I am also an associate member of the Australian Institute of Dangerous Goods Consultants.

As per your request, I have reviewed the information provided and completed assessments comparing the facility with both Australian Standards and Western Australia Dangerous Good Regulations.

My assessment found that the diesel storage tank area at Kalbarri meets compliance criteria with the facility having a risk ranking of As Low As Reasonably Practicable.

Thank you for the opportunity of providing this service.

Yours faithfully  
RAV DG Services



Ron Visser  
Accredited Assessor 6IM 068

Attachments:

- Risk Assessments

**Dangerous goods risk assessment template**

**Site details**

<b>Operator name</b> Baileys Marine Facility	<b>Dangerous goods site licence no. (if applicable)</b> tba
<b>Site address</b> Kalbarri Marine Facility Grey Street Kalbarri WA 6536	
<b>Site location and site reference no. (if applicable)</b> Latitude -27.701476 Longitude 114.167557	<b>Description of dangerous goods storage or handling system</b> Self-Bunded Diesel Tank
<b>Persons involved in this risk assessment</b> Ron Visser	

**Supporting documentation** (please attach)

- Site plan and manifest [r. 78]
- Safety data sheet(s) (SDS) [r. 79]
- Compliance check against an approved code of practice (Australian Standard) identified in section 2

**Complete**

- Where applicable (i.e. no approved code of practice applicable or a variance to the code has been identified) complete the risk assessment in section 3
- Demonstration of compliance against Dangerous Goods Safety (Storage and Handling of Non-explosives) Regulations 2007 in section 4

## 1 Hazard identification

### 1.1 Product details Diesel Fuel

Manufacturer	Ampol Australia		
Active constituents			
Physical state	Liquid		
Physical appearance, odour, other characteristics	Colourless to light brown, mild odour, combustible liquid		

### 1.2 Details of dangerous goods storage and handling

UN No.	Class or Division	Subsidiary risk	Packing Group	Name of dangerous good	Quantity (kL or t)
-	C1	Nil	-	Diesel	110kL

### 1.3 Review of SDS for hazards arising from properties

Diesel Fuel is a combustible liquid, storage and handling safety is paramount. Vapours from spills could result in flash fires and will result in ground water contamination if the spill reaches the aquifer. Diesel is harmful to aquatic organisms

Contact with the skin should be avoided.

### 1.4 List of previous dangerous goods incidents at this site and control measures adopted in response

There are no known fuel incidents recorded against this site.

**1.5 Review your hierarchy of control. For example, whether the dangerous goods can be replaced by another substance less hazardous**

Controls in place:

1. Compliant Electrical installation
2. Compliant Tank and Pipe work
3. Earthing of tank, pipes and pumping gear
4. Portable Fire extinguishers
5. Filling and refuelling procedures
6. Staff training

**2 Application of an approved code of practice**

Use this section to identify and record approved codes of practice that are applicable to your dangerous goods storage and handling site. Enter the approved codes of practice in the table below that applies to your dangerous goods site (some examples have been provided).

Note: The full list of approved codes of practice under the Dangerous Goods Safety Act 2004 is available from the [Parliamentary Counsel's Office website](#).

Number	Title of approved codes of practice	Edition	Applied? (Y/N)
<b>Australian or Australian/New Zealand Standard</b>			
AS 4897	The design, installation and operation of underground petroleum storage systems	2008	Yes
AS 1940	The storage and handling of flammable and combustible liquids	2017	Yes

**2.1 Is the storage or handling system fully covered within the scope of an approved code of practice?**  
 If you have answered 'No', you need to complete Section 3 risk assessment.  Yes  No

**2.2 Has a compliance check against an approved code of practice (identified in the table above) been completed and attached?**  
 If you answered 'No', you need to conduct a compliance check against an approved code of practice and attach documentation to confirm compliance.  Yes  No

- 2.3 Are there any unusual hazards with this storage and handling installation?  
 If you have answered 'Yes', you need to complete Section 3 risk assessment.  Yes  No
- 2.4 Have alternative safety measures been applied that is at variance to the approved code of practice?  
 If you have answered 'Yes', you need to complete Section 3 risk assessment.  Yes  No

**3 Risk assessment**

Complete this table when:

- an applicable code of practice for your storage site has not been identified
- or
- a variance to the code has been identified during a compliance check and alternative safety measures implemented.

Ref. no.	Hazard [List the activity, process, plant, procedure, or situation that could give rise to a dangerous goods incident]	Impact of a hazardous event happening [How big is the risk?]			Proposed risk control measures	Have the risk control measures been implemented? [If "No", document this in Section 5]	Residual risk after implementation of the risk control measures			Is the residual risk as low as reasonably practicable (ALARP)?
		C	L	R			C	L	R	

C = consequence

L = likelihood

R = risk rating

Note: Refer to Appendix 1 (Risk Score Calculator) in the Dangerous Goods Safety Guide – Risk assessment for dangerous goods

**4 Demonstration of compliance against Dangerous Goods Safety (Storage and Handling of Non-explosives) Regulations 2007**

Risk control measure	Complies?	Description and reference
Spill containment [r. 51]	Yes	Fill points have 15L containment sumps

Risk control measure	Complies?	Description and reference
Segregation of dangerous goods [r. 52]	Yes	Only Diesel is stored in bulk at this location.
Stability [r. 53]	Yes	The fuel tank is self-bunded and painted white. Ambient temperature changes will not impact the product
Protection from impact [r. 54]	Yes	The tank is located in a non-trafficable area protected by a concrete bund wall.
Transferring dangerous goods [r. 55]	Yes	The fill point connections can be made with a liquid tight seal.
Ignition sources in hazardous areas [r. 56]	N/A	This is combustible liquid installation only, there are no hazardous zones associated with diesel fuel.
Ventilation (hazardous atmospheres) [r. 57]	Yes	The vent outlet is correctly located.
Separation distance [r. 58]	Yes	The separation distance to protected places both onsite and offsite meet the requirements of the standard
Containers for bulk dangerous goods and pipework [r. 60 and 61]	Yes	The tank has been constructed in accordance with AS1692, the underground pipe work is double walled non-corrosive approved fuel pipe.
Underground storage or handling systems for Class 3 dangerous goods and petroleum products [r. 62]	Yes	The underground pipe work is level 1 equipment in accordance with AS4897
Lighting [r. 64]	Yes	Area lighting is adequate for the hours of operation.
Entrances and exits [r. 65]	Yes	Site entry and exit are clearly defined.
Security [r. 66]	Yes	Fuel dispensing is controlled electronically. The diesel fuel tank is in a fenced compound.
Placarding and pipework labelling [r. 60 and 68-72]	Yes	The tank fill is clearly marked,
Fire control equipment [r. 73]	Yes	There are 2 x fire extinguishers in the tank area.
Other risk control equipment [r. 74]	No	There are no addition risk controls in place.
Emergency plan [r. 75]	Yes	The site has emergency procedures posted.
Information for occupier of site adjacent to dangerous goods sites [r.76A]	N/A	The adjacent businesses will not be impacted due to product and limited access.
Measures to contain DG incidents [r. 76]	Yes	Facility users are training, access is limited.

**5 Outstanding risk control actions**

Summary of risk control actions still to be implemented (if any) – where risk has not been minimised

Item reference no.	Comments and action plan with implementation dates and persons responsible for action
Regulation 74	Fire protection is missing in the dispensing areas and there are not spill kits available on site. Facility owner to provide asap.

**6 Risk assessment summary**

The risks from this existing dangerous goods storage or handling system have been minimised to as low as reasonably practicable to people, property and the environment.

Name of assessor(s) Ron Visser

Date 14.11.2025

Name of operator

Date

Signature of assessor

Signature of Operator



Date of next review 14.11.2030

**Compliance Check - AS1940-2017 - The storage and handling of flammable and combustible liquids**

<b>Company Name:</b>	Baileys Marine Facility
<b>Location of Proposed/Existing Storage or Handling Facility:</b>	Kalbarri Maritime Facility, Grey Street, Kalbarri

**Details of Proposed/Existing Flammable Liquid or C1 Combustible Liquid Store**

Class 3 or Combustible Liquid	UN No	Name of Dangerous Good	Quantity(kL)	Tank or Package	ID Number
Combustible Liquid	-	Diesel Fuel	110kL	Self-Bunded Tank	Tank 1

**AS1940-2017 - The storage and handling of flammable and combustible liquids**

**Compliance Issue Summary and Recommendations**

Issue Number	Item Number	Issue Detail	Completion Date	Owners Comments
1	7.6.2	Spill Kit should be made available for spill clean-ups		
2	11.3.7	A drawing of where emergency response equipment is kept should be posted.		
3	11.9.2	Firefighting equipment is required near the fuel dispensing cabinets		

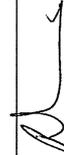
**Compliance check summary**

This existing C1 Combustible Liquid – tank complies with AS1940-2017. (Tank serial number C2-468)

**Name of assessor/s:** Ron Visser

**Date:** 14.11.2025

**Signature/s:**



**Date of next review:** 14.11.2028

## AS1940 Compliance Assessment

SECTION 1 SCOPE AND GENERAL	Page	AS1940 Specification	Describe what is proposed/actual to demonstrate compliance	Complies (Y/N/NA)
1.1 Scope	8	Determine if this standard is applicable to the installation being assessed.	The facility will store and handle diesel fuel. AS1940 can be utilized to determine if the facility complies with WA Dangerous Goods Regulations	Yes
1.2 Application	8	Are the requirements listed in AS1940 applicable to this facility	The facility will store and handle dangerous goods as defined by Regulations	Yes
1.3 Reference Document	9	Which standards have been referred to when assessing the design and construction of the facility.	The following standards have been considered in this review: AS1020, AS1345, AS1692, AS1657	Yes
1.4 Definitions	9	Definitions Reviewed	Confirm standard is applicable to facility design & installation	Yes

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SECTION 3 GENERAL REQUIREMENTS	Page	AS1940 Specification	Describe what is proposed/actual to demonstrate compliance	Complies (Y/N/NA)
3.1 Scope of Section	28	Facility is greater than Minor Storage therefore AS1940 should be applied to meet compliance	The storage volume exceeds placarding volumes and is greater than minor storage	Yes
3.2.1 General Section	28	Design Safety & Suitability Considerations <ul style="list-style-type: none"> <li>Working Pressure, structural stress</li> <li>Heat, corrosion, liquid compatibility</li> <li>Site conditions, topography, adjoining areas flooding</li> <li>Emergency provisions</li> <li>Ignitions sources</li> <li>Ventilation/hazardous atmospheres</li> <li>Pressure relief</li> <li>Spill control/containment</li> </ul>	This is a hydrocarbon storage and handling facility only, no other dangerous goods are stored in close proximity. There are indicators to determine that the proposed storage tank/s will be compliant with AS1692 and suitable for this location. The ground is stable, the facility is adequately isolated from other site activities and safe entry is provided. Fuel vapours are unlikely to impact on nearby structures or personnel using the facility. Accidental fuel release will not leave site	Yes
3.2.2 Emergency Provisions	28	Consider the designs impact in managing emergencies – layout, quantity, access, building structure, fire protection	Access to firefighting provisions is not restricted, there are no obvious slip and trip hazards, emergency escape routes are available.	Yes
3.2.3 & 4 Vapour hazards & Ignition Sources	29	Review hazardous zones and possible impact of vapour on and off-site	The liquid is diesel, there are no hazardous zone associated with this facility	Yes

SECTION 3 GENERAL REQUIREMENTS	Page	AS1940 Specification	Describe what is proposed/actual to demonstrate compliance	Complies (Y/N/NA)
3.2.5.1 Separation Distances General	29	Activities on adjacent site not to impact	The adjoining site is a mine site >10km away and will not impact.	Yes
3.2.5.2			<b>Required</b>	
3.2.5.3		Separation to property boundary	7m	Yes
3.2.5.4		Separation to off-site protected places	7.5m	Yes
		Separation to on-site protected places	>50m	Yes
3.3 Mechanical Equipment & Installation	30	Equipment must not cause impact, compliant with to industry standard recommended	Equipment is a recognized industry standard	Yes
3.4 Electrical Installation and Equipment	30	Electrical installation to be compliant <ul style="list-style-type: none"> <li>Installation to be compliant with of AS3000 plus AS60079 in regards to Hazardous Zones</li> <li>Portable and mobile equipment to comply</li> <li>Electric forklifts and stacker to comply with AS1915</li> </ul>	There are no hazardous zones that would impact this facility	N/A
3.6 Lighting	31	Is lighting adequate to operate the facility during operating hours.	Area lighting will provide adequate light for operations	Yes
3.6 Restricted Usage	31	Will other incompatible DG Products be stored	Only C1 Combustible Liquid will be stored	N/A
3.9 Security, Signs and Notices	32	Site to be secured against unauthorized access Placarding to be in installed/displayed	Site is remote access is controlled electronically Danger No Smoking No Naked Flames 150mm high Combustible Liquid Decal bund fence Warning Restricted access sign An emergency contact details on OPT Name, address, and contact details of occupier	Yes Yes Yes Yes Yes Yes

SECTION 5 STORAGE IN TANKS	Page	AS1940 Specification	Describe what is proposed/actual to demonstrate compliance	Complies (Y/N/NA)
5.1 Scope of Section	55	Review tank installation details to determine if suitable for petrol or diesel.	Confirm facility will meet the requirement of the standard.	Yes
5.2.1 General Requirements	56	Determine build compliance of tank/s	The tank design and constructed is to AS1692 as determined by the manufacturer's compliance plate	Yes

SECTION 5 STORAGE IN TANKS	Page	AS1940 Specification	Describe what is proposed/actual to demonstrate compliance	Complies (Y/N/NA)
5.2.2 Markings	56	Where there are multiple tanks they are to be numbered.	<p>Above ground tanks</p> <ul style="list-style-type: none"> <li>• Diameter &gt;6m 500mm high numbers &lt;6m 150mm numbers</li> <li>• Bottom of marking to be visible and above bund crest</li> <li>• Visible from access points for emergency services</li> <li>• Markings to be in colour contrast with the tank</li> </ul> <p>a. Underground tanks to have fills, dips, and VR IDs b. All tanks to have required warning signs</p> <p>Tank contents have not changed</p>	Yes N/A Yes Yes N/A Yes N/A
5.2.3 Change of tank Contents	56	Changes to tank contents required change to marking		N/A
5.2.4 Pipework	56	Pipe system to be compatible with product	Pipe is schedule 40 and press fit stainless above ground	Yes
		Piping to be adequately protected from physical and electrostatic damage	Piping is contained in the tank cowling or a fenced compound. Underground pipe is double contained	Yes
		Above ground pipe to be colour coded or labelled	Piping has been painted and labelled but is confined to a fenced compound or underground	Yes
		Piping to be supported and protected from impact	Piping is adequately anchored	Yes
		Flexible hose not to be use as pipe	Hose is not used in place of pipe	Yes
5.3.1 Tank fill points	58	Fill connection to storage tank to liquid-tight fitting unless trigger nozzle filled	Fill point consists of a camlock, pump, ball valve and non-return valve	Yes
5.3.2 Location of fill point	58	a) Fill point to be readily accessible	Fill points are remote in containment sumps readily accessible to the fuel delivery tanker	Yes
		b) Fill point to be protected from impact	Fill points are in a concrete surround in a non-trafficable area.	Yes
		c) Flammable liquid fill point to be in open area clear of ignition sources	Product is diesel fuel	N/A
		d) Fill points for diesel should be located outside	The tank is located outside on open ground	Yes
		e) Fill point to be located so tanker does not enter tank compound	This is a self-bunded tank	N/A
		f) For flammable liquid drops tanker to be fully on site	Product is diesel fuel and tanker is on site to deliver	Yes
		g) Fill points to be properly identified	The fill point has a marker	Yes

SECTION 5 STORAGE IN TANKS	Page	AS1940 Specification	Describe what is proposed/actual to demonstrate compliance	Complies (Y/N/NA)
5.3.3 Liquid level Indication	58	<p>h) Area around fill point to be impervious to the product It shall be possible to monitor the liquid level in the receiving tank</p> <p>a) Maximum fill not to exceed 95% of tank capacity</p> <p>b) An alarm can be omitted for CL tanks &lt;25KL and Class 3 &lt;5KL capacity &amp; UG tks</p> <p>c) Larger tanks than (b) to have high level audible alarm at 97% of tank capacity</p> <p>d) Gravity filled tanks to have flow limiter at 98% capacity</p> <p>e) Remote monitored tank to have display at filler</p>	<p>The fill point is in a containment sump</p> <p>The tank has a dip stick and gauging system</p> <p>Safe fill is set at 95% capacity</p> <p>Tank capacity exceeds 25KL, an alarm is installed/flashing light is installed</p> <p>The tank has a high-level audible alarm and flashing light</p>	<p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p>
5.4.1 Venting General	60	<p>1) Each tank to have a free or PV vent</p> <p>2) Flammable liquid tanks to have emergency vents</p> <p>3) Vent terminals to be outdoors unless part of a process</p> <p>4) Vents to be separate from fills</p> <p>5) Vent capacity to meet the requirements of API 2000</p> <p>Venting to be suitable rated for the fill rates so as not to damage the tank from over or under pressurization</p>	<p>This is an on ground tank</p> <p>The tank is monitored by dip stick</p> <p>The tank is free venting</p> <p>This is a diesel tank</p> <p>The tank is outside</p> <p>The tank has a separate fill and vent</p> <p>Vent capacity is compliant with Table 5.1.</p>	<p>N/A</p> <p>N/A</p> <p>Yes</p> <p>N/A</p> <p>Yes</p> <p>Yes</p>
5.4.2 Vent Capacity	60	<p>Venting to be suitable rated for the fill rates so as not to damage the tank from over or under pressurization</p>	<p>Vent capacity is compliant with Table 5.1. Flow rate is &lt;1,500lpm filling and &lt;500lpm withdrawing, vent size is 50mm.</p>	<p>Yes</p>
5.4.2 Vent Piping	61	<p>a) Vent piping to fall back to tank in slope of at least 1 in 100</p>	<p>This is an above ground installation</p>	<p>N/A</p>
5.4.4 Vent outlet Location	62	<p>a) Vent discharge to be located laterally &gt;4m for flammable &amp; &gt;2m for combustible from any building opening and outside the HZ zone.</p> <p>b) Vent discharge to be &gt;4m above G/L or 150mm above tank top for above ground tanks.</p> <p>c) Vent discharge to be &gt;4m above fill point level and above tanker top.</p> <p>d) Cat 1 to 5 tanks when filled by pump vent to be in line of site to filling operator or the tank must have an audible alarm</p>	<p>This is a diesel facility at a marina. The vents are tank top mounted.</p> <p>Vent discharge is 500mm above tank top</p> <p>Vent discharge is 150mm above tank top, a level switch de-energizes the unload pump at high level</p> <p>Tank has a high-level audible alarm.</p>	<p>N/A</p> <p>N/A</p> <p>Yes</p> <p>Yes</p> <p>Yes</p>
5.4.5 Vent terminals	63	<p>Vent discharge to be protected from ingress of foreign bodies. Flammable liquid tanks to have a flame arrest capacity...600um gauze is acceptable</p>	<p>Product stored is diesel, each tank has a vent cap with gauze.</p>	<p>Yes</p>

SECTION 5 STORAGE IN TANKS	Page	AS1940 Specification	Describe what is proposed/actual to demonstrate compliance	Complies (Y/N/NA)																			
5.7 Separation of Above-Ground Tanks	65	Are separation distances adequate.	Distance to the boundary, protected places, protected works is >20m. Separation distances indicated in table 5.3 is 7.5m.	Yes																			
5.7.2 Location & Separation distances	65	Tanks to be located so minimum separation distances can be maintained	<table border="1"> <thead> <tr> <th colspan="2">Stored Volume kl</th> <th colspan="2">Required Distance</th> <th rowspan="2">Actual Distance</th> </tr> <tr> <th>CL 3</th> <th>C1</th> <th>C2</th> <th>CL 3</th> </tr> </thead> <tbody> <tr> <td></td> <td>110</td> <td></td> <td>7.5</td> <td>&gt;50</td> </tr> <tr> <td></td> <td>110</td> <td></td> <td>7.5</td> <td>&gt;20</td> </tr> </tbody> </table>	Stored Volume kl		Required Distance		Actual Distance	CL 3	C1	C2	CL 3		110		7.5	>50		110		7.5	>20	Yes
Stored Volume kl		Required Distance		Actual Distance																			
CL 3	C1	C2	CL 3																				
	110		7.5	>50																			
	110		7.5	>20																			
5.7.6 Horizontal tanks	68	Minimum distance to <b>off-site protect places</b> as per table 5.4 Minimum distance to <b>on-site protect places</b> as per table 5.3 a) horizontal tanks to comply with AS1692 b) 600mm between tanks are required. If next to vertical use vertical separation distance requirements c) Tank should not be installed end for end unless risk assessed	Compliance with AS1692 noted on compliance plate This is a single tank installation	Yes N/A																			
5.9.1 General - Requirements for Above-Ground Tanks with Integral Secondary Containment	71	A self-bunded tank is one of the following: a) A double walled tank b) A secondary contained fire rated tank c) A tank with an attached secondary spill compound	This a single tank installation	N/A																			
5.9.2 Requirements for all tanks having integral secondary containment	71	a) Tank not to be used for PG I liquids b) Capacity shall not exceed a. 55kl for PG II liquids b. 110kl for PG III liquids c. 110kl for combustible liquids For mines sites up to 200kl can be used for CLs c) Inner tank shall be constructed to AS1692 d) Secondary must be designed to contain inner tank capacity e) Must be able monitor integrity of inner tank f) Must be installed to clause 5.11 or 5.12.6 g) Where flammable liquid or vapours could escape from the interstitial space, ignition sources must be >3m away including vehicles h) Spacing between tank to be at least 600mm	Secondary tank provides complete containment of inner tank. This is a standard self-bunded tank This is a standard self-bunded tank The tank will store diesel fuel The tank has a 110kl storage capacity. The tank is compliant with AS1692 Cat 4 tank Secondary tank is larger than primary The tank has an interstitial dip stick The tank has been installed to clause 5.11 This is a diesel only facility This a single tank installation	Yes N/A N/A N/A Yes Yes Yes Yes N/A N/A																			

SECTION 5 STORAGE IN TANKS	Page	AS1940 Specification	Describe what is proposed/actual to demonstrate compliance	Complies (Y/N/NA)		
		i) Tanks to be protected from impact	Tank is in a non-trafficable area protected by a concrete wall and fencing	Yes		
		j) Syphoning out must be prevented	The tank has a foot valve	Yes		
		k) Tank must have a dip stick accessible to delivery driver	The tank has a dipstick plus ladder and platform	Yes		
		l) All tank nozzles to be above maximum liquid level	All nozzles are above maximum product level	Yes		
		m) Manifolided tanks to have provisions to prevent overflow	This is a single tank installation	N/A		
		n) Tanks to have an audible alarm and overflow protection	Tank has an audible alarm & valve in fill line	Yes		
		o) Each fill point to have no less than 15L spill containment	Fill point is in a containment sump with a 15L capacity.	Yes		
		p) Aggregate volume & lowest flashpoint to be used for Multi compartment tank separation distances	This is a single compartment tank	N/A		
		q) Venting to be compliant with clause 5.4	The tank is vented in accordance with Clause 5.4	Yes		
		r) Interstitial space to be vented	The interstitial space has a vent pipe	Yes		
		s) Internal valves to be tested externally without tank entry	It can be determined if the internal valves are working without tank entry	Yes		
		5.9.3 Additional requirements for double walled tanks	72	a) Primary & secondary tanks to be wholly constructed from steel as per AS1692	The inner and outer tanks are steel	Yes
				b) Separation distances to be as per clause 5.7	The tank is greater than 20m from protected places	Yes

SECTION 6 SYSTEMS FOR PIPING, VALVES PUMPS AND TANK HEATING	Page	AS1940 Specification	Describe what is proposed/actual to demonstrate compliance	Complies (Y/N/NA)
6.1 General - Design suitability	78	Pumping and piping system to be tested suitable for product, pressures, temperature, and structural stress	Pumps are to be ductile iron, pipe is schedule 40 carbon steel or press fit stainless	Yes
	6.1.2 Material Suitability	78	Material used in construction or installation of piping to be suitable for conditions. Following requirements apply	
a) Material to be compatible with liquid & components		Piping is metal compatible with diesel fuel	Yes	
b) Resistant to exposed heat		Piping is metal compatible with diesel fuel	Yes	
6.2 Piping	78	c) Resistant to corrosion	Piping is metal compatible with diesel fuel	Yes
		Copper is a non-preferred material, refer to this clause in the standard for more information		
		Following design considerations must be taken into account for suitable piping systems		

SECTION 6 SYSTEMS FOR PIPING, VALVES PUMPS AND TANK HEATING	Page	AS1940 Specification	Describe what is proposed/actual to demonstrate compliance	Complies (Y/N/NA)
		<ul style="list-style-type: none"> <li>a) Access to service, maintain, and test</li> <li>b) Support and fixing</li> <li>c) Mechanical protection</li> <li>d) Corrosion protection</li> <li>e) Liquid compatibility</li> <li>f) Integration with any cathodic protection</li> <li>g) Pressure relief provisions – thermal relief</li> <li>h) Expansion or contraction of piping</li> <li>i) Drainage if pipes are in trenches</li> <li>j) Protection of UG piping from loading or settlement</li> <li>k) Electrical bonding and earthing</li> </ul>	<ul style="list-style-type: none"> <li>All piping above ground pipe is accessible</li> <li>All piping is supported</li> <li>All piping is protected</li> <li>All piping is exposed or non-corrosive</li> <li>All piping is compatible with diesel fuel</li> <li>Cathodic protection not required</li> <li>Pipe work has thermal relief provisions</li> <li>Expansion and contraction will not impact pipe integrity</li> <li>All piping is installed above ground or is buried</li> <li>All piping is installed in tank cowling</li> <li>Tank is earthed, pipe is bonded to tank</li> </ul>	<ul style="list-style-type: none"> <li>Yes</li> <li>Yes</li> <li>Yes</li> <li>N/A</li> <li>Yes</li> <li>N/A</li> <li>Yes</li> <li>N/A</li> <li>N/A</li> <li>N/A</li> <li>Yes</li> </ul>
6.2.2 Joints	79	<ul style="list-style-type: none"> <li>a) Threaded joints to AS1722; and</li> <li>b) Flanged joints to AS2129 or ANSI B16.5 Class 150</li> </ul> <p>Where flexible tubing is used it must be compatible with the intended service.</p>	<ul style="list-style-type: none"> <li>Joints are press fit or threaded</li> <li>Flanged joints are to ANSI B16.5 Class 150</li> </ul>	<ul style="list-style-type: none"> <li>Yes</li> <li>Yes</li> </ul>
6.2.3 Flexible Piping	79	Where flexible tubing is used it must be compatible with the intended service.	Double braided stainless-steel tube is used to assist with alignment and expansion.	Yes
6.2.4 Transfer hose	79	Transfer hose to comply with AS2683	Transfer hoses are code 1000 fuel hoses and truck mounted	Yes
<b>6.3.1 Valves system requirements</b>	80	Sufficient valves to be provided to permit facility to operate safely.	The following requirements apply	
		<ul style="list-style-type: none"> <li>a) manually operated and valve to be located as close as possible to tank shell</li> <li>b) a non-return valve is required at the fill point to ensure no backflow.</li> </ul>	<ul style="list-style-type: none"> <li>The tank valves doubles as the fill point valve</li> <li>A non-turn valve has been installed on the fill</li> </ul>	<ul style="list-style-type: none"> <li>Yes</li> <li>Yes</li> </ul>
6.3.2 Emergency Stop Provision	80	Emergency stop provisions required to shut off flow quickly in the event of an emergency		
		<ul style="list-style-type: none"> <li>a) from storage tank &amp; service tank to consuming device</li> <li>b) and to the vehicle fill point</li> </ul>	<ul style="list-style-type: none"> <li>Fuel is dispensed by trigger nozzle and there are E/Stops</li> <li>Fuel is dispensed by trigger nozzle and there are E/Stops</li> </ul>	<ul style="list-style-type: none"> <li>Yes</li> <li>Yes</li> </ul>
6.3.3 Valve selection	80	<p><i>Any valve manually operated or remotely actuated shall be marked Emergency Liquid Shut off or Emergency Stop</i></p> <ul style="list-style-type: none"> <li>a) on valve on flammable or combustible liquid to comply with the following:</li> <li>b) manual valves ability to visually tell if open or closed</li> <li>c) manual valves with hand wheels to close clockwise, with handles right angle to pipe if closed</li> </ul>	<ul style="list-style-type: none"> <li>Ball valves have been used</li> <li>Ball valves have been used</li> </ul>	<ul style="list-style-type: none"> <li>Yes</li> <li>Yes</li> </ul>

SECTION 6 SYSTEMS FOR PIPING, VALVES PUMPS AND TANK HEATING	Page	AS1940 Specification	Describe what is proposed/actual to demonstrate compliance	Complies (Y/N/NA)
		c) detachable handle to be avoided d) preference to be able to replace gland without removing valve e) valves not to fail due to fire – steel or SGI preferred	Ball valves have been used This is a self-bunded tank. install, removing a valve for service will not impact Ball valves have been used	Yes N/A Yes
6.4.1 Pumps pressure and temperature control	81	Pump system design must prevent over pressurization of system a) Thermal relief provisions required b) hydraulic relief valve not to have an isolation valve	The piping system has adequate T/R back to the tank Pumping units have an internal pressure by-pass.	Yes Yes
6.4.2 Emergency Shut off	81	c) hydraulic relief adjustment not to over pressure system And emergency shut off device to be provided at each pump	Maximum adjustment is below maximum system pressure There is an e/stop in the tank cowlng	Yes Yes
SECTION 7 FUEL DISPENSING	Page	AS1940 Specification	Describe what is proposed/actual to demonstrate compliance	Complies (Y/N/NA)
7.1 Scope of Section	83	This section applies to flammable and combustible liquids dispensed into vehicles, boats, and other containers. Can be applied to filling light aircraft.	Facility will refuel boats	Yes
7.2.1 General Requirements Storage Methods	83	Bulk fuel >minor storage may only be dispensed from approved packages or tanks	The tank is an approved self-bunded tank	Yes
7.2.2 High Level Tanks	83	Any tank situation to provide a gravity head at the dispenser must have a fail-safe solenoid or other device to shut off flow when dispenser is not being used.	Fuel is pumped and has a solenoid in the supply line that is only energised when the pumps is energised	Yes
7.2.3 Gaseous fuels	83	Where gaseous fuels are dispensed refer to standards a) AS1596 for LPG b) AS 3961 for LNG c)AS 5092 for CNG	Only diesel fuel is being dispensed	N/A
7.2.4 Emergency Power Cutoff	83	A clearly identified switch or circuit breaker shall be provided to de-energize the pumps	There is an e/stop in the tank cowlng and at the dispensing points	Yes
7.2.5 Signage	83	A Stop Engine – No Smoking to be installed near the bowsers	A no smoking sign has been installed	Yes
7.2.6 Hazardous Areas	83	Hazardous Zones to be delineated	This is a diesel fuel facility there no HZ zones	N/A

SECTION 7 FUEL DISPENSING	Page	AS1940 Specification	Describe what is proposed/actual to demonstrate compliance	Complies (Y/N/NA)
7.3.1 Dispensing General	84	Fuel dispenser to be compliant with AS2229	The bowsers are industry standard	Yes
7.3.2 Location	84	Fuel dispensers must be located in accordance with the following requirements: a) Where potential damage can be minimised b) Flammable liquid dispenser to be 4m from roadway c) Flammable liquid dispenser separation distances: a. 8m from on ground flammable liquid tank b. 15m from a fill gantry d) When inside a building a. Within 1.5m of vehicle entrance b. Only used for vehicles entering c. Have a compliant nozzle d. Area 1.5m around dispenser graded so a spill leaves the building e) HZ to be kept clear of any ignition source A dispenser by pass to be piped to return to the tank	Bowsers are fuel cabinets on the jetty This is a diesel site This is a diesel site This is a diesel site, outside and clear of protected places This is a diesel site, there are no classified Hazardous Zones There is no by pass on the fuel dispenser This is a marine facility	Yes N/A N/A N/A N/A N/A
7.3.4 Dispenser By-pass	84	Any self-serve retail dispensing systems controlled by an OPT shall comply with the following: a) The dispenser hose to be too short to reach boundary or buildings b) Area around bower and OPT adequately lit c) Must have an emergency shut-down device that will: a. Shut down fuel system and transmit an alarm to a responder b. Be readily accessible to OPT c. Be protected from miss-use d. Have operating instruction in case of emergency	Lighting is adequate for the hour of operation There is an emergency stop connected to a response provider	Yes Yes
7.4 Delivery Hoses & Nozzles	86	When fuel is delivered to the dispensing nozzle by a pumping system it must have the following features: a) nozzle to be auto shut off. b) nozzle to shut off and stay off if dropped >250mm c) auto shuts off if nozzle spout is tilted above horizontal d) not to have a latching device if dispenser has pre-set	This is an industry standard nozzle This is an industry standard nozzle This is an industry standard nozzle The dispenser does not have a preset	Yes Yes Yes N/A

SECTION 7 FUEL DISPENSING	Page	AS1940 Specification	Describe what is proposed/actual to demonstrate compliance	Complies (Y/N/NA)
7.4.2 Customer-operated nozzles	86	Flammable liquid nozzles must not have a latching device.	This is a diesel fuel site	N/A
7.4.3 Conductivity	86	Hose to be capable of dissipating any static electricity	The hoses will be tested for continuity	Yes
7.4.4 Hose assemblies	86	Hose to comply with AS2683 compatible with product and conductive.	Industry standard fuel hoses have been used	Yes
7.5.1 Marine Dispensers	86	Marine facilities to comply with Section 7	This is a marine facility	Yes
7.5.2 Pipework	87	Pipework supplying off shore marine dispenser shall be provided with a readily accessible emergency isolation valve. It shall be clearly marked EMERGENCY STOP VALVE	There is a control valve in place, the E/stop closes a valve in the supply line	Yes
7.5.3 Location	87	Pipework shall have secondary contained double walled pipe.	Pipe work underground and over water is double contained non-corrosive pipe	Yes
7.5.4 Nozzle	87	Pipework to be tested annually to 1.5 times maximum working pressure, secondary pipe to also be tested.	Pipe is tested annually	Yes
7.5.5 Instructions	87	Dispenser shall not impede entry or exit to boat being fuelled.	Refuelling cabinets are correctly placed	Yes
7.6.1 Operations - Records	87	Nozzle to be auto shut off as per 7.4.1 with no latching device	Nozzle is auto shut-off	Yes
7.6.2 Procedures	87	Marine Refuelling Instructions to be displayed	Standards Baileys safety information is displayed	Yes
		Inventory records of liquids received, stored, and dispensed shall be maintained and reconciled.	Fuel stocks are automatically controlled	Yes
		Operation Procedures to include: a) no smoking, no ignition sources within 3m of flammable liquid exposure b) Switch off vehicle engine during refuelling c) prevent vapours from reaching pilot light etc. d) prevention of overfilling and spillage e) maintenance of fill and dip caps to be liquid tight f) checking suitability of containers being filled g) preventing non-compliant containers from being filled h) risks of using flammable liquids to clean parts i) procedures for spill clean up and spills on clothes j) risk when draining fuel tanks k) hot work risks on fuel tanks of all types	There is an operating procedures manual in place	Yes
			There is an operating procedures manual in place	Yes
			This is a marine facility, primarily for fishing boats	N/A
			There is an operating procedures manual in place	Yes
			There is an operating procedures manual in place	Yes
			There is an operating procedures manual in place	Yes
			There are no flammable liquids on site	N/A
			There is an operating procedures manual in place	Yes
			There is an operating procedures manual in place	Yes
			There is an operating procedures manual in place	Yes

SECTION 7 FUEL DISPENSING	Page	AS1940 Specification	Describe what is proposed/actual to demonstrate compliance	Complies (Y/N/NA)
		l) electrical safety in pits and HZ areas m) Availability of emergency cleanup equipment	This is a diesel only facility <b>Clean up equipment to be made available to enable a respond to a spill incident</b>	N/A <b>No</b>
		n) preventing persons under 15 from using dispenser o) working in confined spaces p) training in the use of emergency equipment	This is a marine facility for fishing boats There is an operating procedures manual in place There is an operating procedures manual in place	N/A Yes Yes
7.6.3 Filling of containers with flammable liquids	88	Containers >25 litres not to be filled at services station dispenser and. a) container must comply with AS2906 approved for fuel b) container is suitable portable for a boat	This is a marine facility for fishing boats This is a marine facility for fishing boats	N/A N/A
7.6.4 Filling combustible liquid containers at dispensers	88	Any container to be leak proof and tightly fitting closure	This is a marine facility for fishing boats	N/A

SECTION 9 Operational and Personnel Safety	Page	This is an informative Section to provide advice to licence holder on Operations and Personnel Safety in accordance with AS1940 Specifications
9.1 Scope of Section	94	Operational Safety for staff and customers as applicable
9.2.1 General Requirements – control of entry	94	Entry to facility to be controlled to prevent unauthorized access, which could result in injury or containment issues. If fence facility should be locked when not in use.
9.2.2 Clear Access	94	Entry into area where DG is stored must be kept clear. Unrestricted access must be provided to: a. Firefighting equipment b. Personal protective equipment c. Clean-up materials The place where manifest is kept
9.2.6 Lighting Requirement	95	a) Lighting to be adequate for the hours of operation allowing labels & signs to be legible
9.2.7.3 Smoking	95	Smoking or carrying matches or lighters prohibited from hazardous areas.
9.2.7.4 Earthing and Bonding	95	Static electricity shall be controlled by a bonding circuit tank to dispensing device. Earthing must be compliant with AS3000 – electrical specifications
9.2.9 Site Upkeep	96	The area within any compound or in & around any storage shall be maintained in a safe condition. The following applies: a) area to be kept clear of all extraneous material b) specified clearance distances to be maintained

SECTION 9 Operational and Personnel Safety	Page	This is an informative Section to provide advice to licence holder on Operations and Personnel Safety in accordance with AS1940 Specifications
		c) package placement must not prevent access d) vegetation must not become a fire hazard e) weed killer that can become a fire danger to be used with caution f) compound drain valve to be locked closed when not in use and signed COMPOUND DRAIN VALVE – TO BE KEPT CLOSED AND LOCKED g) walkway to be kept clear of extraneous materials h) spill to be cleaned up ASAP
9.2.12 Commissioning of new, modified, or repaired equipment	96	Prior to equipment being put into service an assessment to be conducted to ensure adequate controls are put in place. Operating procedures must be provided.
9.2.13 MSDS	97	MSDS/SDS must be available, current, and readily accessible
9.3 Operating Procedures – General Requirements	96	Written safe work procedures for all aspects of operation and maintenance of the equipment must be provided with the equipment. Must include: a. Site plan that indicates tanks, plant, main pipe work, switch boards, e/stop provisions, fire protection and drainage systems b. Day to day operations c. Maintenance and test procedures d. Emergency Procedures e. Construction & Maintenance procedures
9.3.2 Operating Procedures	97	Operating procedures to include the following a) Commissioning b) Handling c) Liquid Transfer d) Monitoring e) Hazard control f) Equipment Operations g) Earthing & Bonding h) Fault Conditions i) Housekeeping j) Isolations and de-energising k) Maintain access routes l) Leak and Spill cleanup m) PPE n) Environment Monitoring o) Utility Ops. p) Fire protection system q) control of access, movement & activities
9.3.4 Emergency Procedures	98	A documented emergency plan must be available
9.4.1 Management of Leaks & Spills	98	Spills and leak to be prevented and controlled if they do occur.
9.4.2 Clean-up materials and equipment	99	A spill kit must be available and should include as appropriate: a) quantities of absorbent materials b) resealable waste-recovery containers c) pumping gear if necessary

SECTION 9 Operational and Personnel Safety	Page	This is an informative Section to provide advice to licence holder on Operations and Personnel Safety in accordance with AS1940 Specifications
		d) shovels and brooms e) booms f) drain covers and drain plugs A disposal plan for recovered waste and absorbent material is also required Refer to emergency plan for flow charts, actions, and responsibilities
9.4.3 Actions for dealing with leaks & spills	99	
9.5.2 Safety Information	100	Safety information to available to emergency services to include: a) The location of the emergency plan b) The location of the manifest c) Location of PPE and cleanup equipment d) Location of essential services, controllers, isolators etc.
9.6 Liquid Transfer	100	Fuel quantity over 5L must be transfer in closed approved containers
9.7 Effluent Control	100	Collection of spills and leaks must be provided
<b>9.8.1 Construction and Maintenance Work</b>	100	All fuel work on site to be subject to a safety and hazardous analysis
9.8.2 Routine Work	101	Routine work to be adequately supervised to ensure it is completed safely
9.8.3 Work Permits	101	Work other than route & Non-hazardous to have work permit. Permit to include: a) nature & extent of work b) conditions to be observed c) required PPE d) period permit is valid for e) required checks during works (i.e. Oxygen levels) f) procedures & precautions returning area to normal service g) required firefighting to have on hand h) spill response equipment to have on hand
9.8.4 Preparation of work site	101	The relevant plan shall be prepared in a way to reduce the potential for fire, explosion, or exposure Precautionary measures to include: a) identification of equipment to be worked on and other affected equipment b) depressurization and disconnection of such equipment c) isolation and lock out of the equipment from other equipment d) Draining and purging e) remove hazardous substances that impact work site f) sealing off sewers g) provision of appropriate firefighting equipment h) testing and gas freeing work area i) having appropriate spill response gear available
9.8.5 Completion of work and commissioning	102	When work is complete, before handing plant back, check the following to ensure that: a) the work has, in fact been completed b) temporary blank, plugs, by-pass have been removed c) all equipment and personnel accounted for d) work permit has been cancelled and signed complete e) all related equipment and facilities, are operational, have been inspected and tested

SECTION 9 Operational and Personnel Safety	Page	This is an informative Section to provide advice to licence holder on Operations and Personnel Safety in accordance with AS1940 Specifications
9.8.6.1 Hot Work	102	Any work involving cutting or welding by gas or electric arc shall not be taken place in a restricted area unless: a) a work permit has first been obtained; and b) any flammable or hazardous residues or vapours have been removed. Refer to AS1674 for detailed advice
9.8.7 Work in a confined space	103	A confined space permit and certification is required for all work in a confined space
9.9 Gas-Freeing of tanks and packages	103	Site personnel to hire trained and experienced personnel to complete gas freeing of vessels
9.10 Personnel Training	103	Employees to receive training in the areas that impact on his/her daily activities.
9.11 Records	104	Record Keeping Provisions Record of inductions and training of personnel to be maintained and available for inspection by Regulator.
9.12 Personal Protective Equipment	105	PPE provisions It is a site requirement for employees to wear the following PPE Safety Glasses, Hard Hat, Safety Boots, Gloves Hi Vis long sleeve shirts and trousers
9.13 First Aid	105	First Aid Provisions First Aid provisions must be available on site

SECTION 11 FIRE PROTECTION	Page	AS1940 Specification	Describe what is proposed/actual to demonstrate compliance	Complies (Y/N/NA)
11.1 Scope of Section	118	Considers the appropriateness of firefighting provisions.		Yes
11.2 General Requirements	118	The ability to fight a fire safely is required under Regulations	There are multiple fire extinguishers and local fire fighters for backup.	Yes
11.3.1 General Requirements for Fire Protection Equipment	118	Level of protection to be adequate for site and operating conditions.	Primary protection is fire extinguishers, system design, limited access, trained personnel.	Yes
11.3.2 Equipment compatibility	118	Firefighting equipment should be compatible with local fire authorities	This is a remote site required to be self sufficient	N/A
11.3.3 Location of firefighting equipment	119	Firefighting equipment must be readily accessible to the area of risk.	There are 2 x 9kg fire extinguishers available at the fuel tank area.	Yes
11.3.6 Labelling of equipment	119	Fire extinguisher type should be type labelled	Fire extinguisher marker disc to be installed	Yes
11.3.7 System drawing illustration	119	A drawing of where firefighting gear should be displayed	A drawing is to be made available locating firefighting equipment	No
11.4 Portable Fire Extinguishers	120	Extinguishers to comply with AS1841 and mounted as per AS2444	Fire extinguishers are compliant with standards and maintained under contract.	Yes

SECTION 11 FIRE PROTECTION	Page	AS1940 Specification	Describe what is proposed/actual to demonstrate compliance	Complies (Y/N/NA)
11.4.2 Fire extinguisher type and rating	120	a) Powder type extinguisher to be at least a 2A 60B(E) 9kg. b) Foam to be at least 2A 20B	Fire extinguishers are 2A 60B(E)	Yes
11.6.1 Fire Protection Requirements for Product Pumps, Manifolds, And Hose Connection Points	123	At least 1 x powder extinguisher >3m & <10m from risk point	Each pump location has 1 x 9kg dry powder fire extinguisher	Yes
11.9.2 Fire Protection Requirements for Fuel Dispensing Installations. Refuelling berth for Small Craft	127	a) One powder type and one foam extinguisher per dispenser or group of dispensers located not more than 10m from a dispenser. b) One hose reel located on the shore side of the jetty, with the nozzle capable of reaching each dispenser on the same jetty when the hose is fully extended. The reel shall be at least 3m from the dispenser.	<b>There is no firefighting equipment at the fuel dispensing are or on the jetty.</b>	No
11.9.5 Specific Dispenser extinguisher	127	Extinguisher specified for dispensers shall be in addition to any others for site.	Each dispensing area has 1 fire extinguisher	Yes
11.11.4 Location	128	Fire extinguishers shall be located within 10m of the tank and outside of the bund.	Fire extinguishers are located within 10m of the tank	Yes
11.12.4 Fire Protection Requirements For Above-Ground Tank Storage of Aggregate Capacity 60 m3 To 2000m3	129	<b>Combustible liquids</b> when stored without flammable the installation requires: a) a hose reel and foam making equipment for use where water supply is adequate; or b) 2 x powder extinguishers plus extra for multiple tank installations	2 x 9kg extinguishers are required with a local fire fighters for backup	Yes

SECTION 12 WASTE STORAGE AND DISPOSAL	Page	AS1940 Specification	Describe what is proposed/actual to demonstrate compliance	Complies (Y/N/NA)
12.1 Scope of Section	139	Waste to be correctly handled and disposed of	All waste disposal is in line with DEC operating licence conditions.	Yes
12.2 Storage of Wastes	139	Storage of combustible and flammable liquid waste to comply with storage and handling of dangerous goods.	Liquid waste is removed by licenced contractor	Yes
12.3 Waste management	139	An assessment shall be made of the appropriateness of disposal which may include recycling of the following items and liquids:	Contaminated fill is control by Environmental Department	Yes

SECTION 12 WASTE STORAGE AND DISPOSAL	Page	AS1940 Specification	Describe what is proposed/actual to demonstrate compliance	Complies (Y/N/NA)
		a) wastes and residue from spills and leaks b) liquids that cannot be identified c) contaminated clothing and equipment d) liquids in excess of possible use or demand e) foam generated in test and emergency use		
12.4 Waste Disposal	139	Waste shall be handled with the same precautions as flammable liquids and not be allowed to accumulate in large quantities	Liquid waste is removed from site by licenced contractor	Yes
12.5 Pre-Disposal Treating of Empty Containers	139	Empty DG Containers shall be rendered safe by cleaning and then punctured or crushed	Not applicable	N/A
12.6 Methods of Disposal	140	Waste disposal shall be compliant with Regulations	Liquid waste is removed from site by licenced contractor	Yes



## BUILDING APPROVAL STATISTICS – FEBRUARY 2026

APPROVAL TYPES	NUMBER APPROVED	CONSTRUCTION VALUE
<b>Building Permits -</b>		
<u>Uncertified</u>		
· Dwelling	1	\$0.00
· Shed	3	\$255,800.00
· Patio	5	\$134,800
· Carport		
· Retaining Wall	1	\$8,900
· Swimming Pool		
<b>TOTAL</b>	<b>10</b>	<b>\$399,500.00</b>
<u>Certified</u>		
· Dwelling	2	\$829,690
· Shed		
· Patio		
· Carport		
· Retaining Wall		
· Swimming Pool		
· Commercial/Industrial		
<b>TOTAL</b>	<b>2</b>	<b>\$829,690</b>
<b>TOTAL BUILDING PERMITS</b>	<b>12</b>	<b>\$1,229,190</b>
<b>Demolition Permits -</b>		
· Residential		
· Commercial/Industrial		
<b>TOTAL</b>	<b>0</b>	<b>\$0</b>
<b>Occupancy Permit/Building Approval Certificates</b>	<b>2</b>	<b>\$0</b>
<b>TOTAL APPROVALS</b>	<b>14</b>	<b>\$1,628,690</b>



**NORTHAMPTON DISTRICT BOWLING CLUB INC.**

**PO BOX 215**

**NORTHAMPTON 6535**

**ABN 94860 693395**

**Email: [northamptonbowlingclub@gmail.com](mailto:northamptonbowlingclub@gmail.com)**

**[Bank Details NAB BSB 086 886 AC 174851913](#)**

**President: Pauline Forrester Ph 0417 988 248      Secretary Diane MacKay ph 0488 020 398**

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10<sup>th</sup> February 2026

Mr Brian Robinson  
Shire of Northampton  
[Brian.robinson@northampton.wa.gov.au](mailto:Brian.robinson@northampton.wa.gov.au)

Dear Brian

I am writing to ask if we can have the overflow of caravans at the club for our carnival in June. Our Captain will stay there and give people access to showers and toilets.

We realize that this can only happen if the caravan park is full.

Thank you for considering this proposal.

Diane MacKay  
Secretary



Appendix 2. Mobile food vehicle permit application form

**Application Form - Permit to Operate a Mobile Food Vehicle**

**Applicant Details**

First Name: Charlotte Carter Ben Huisman	Surname:
Business Name:	
Trading Name The Coastal Roast	
ABN or ACN:	
Postal Address:	
Contact Telephone:	E-mail: thecoastalroast@hotmail.com

I agree that the information and plans provided with this application may be made available by the local government for public viewing in connection with the application. Yes  No

Signature:  Date: 24/02/2026

**Vehicle Details**

Vehicle Registration:	Vehicle Colour: BLUE
Vehicle Make/Model: Custom build	

**Proposed Trading Days/Dates**

7 Days a week
---------------

**Proposed Trading Times**

6am-3pm
---------

137

9.4.2(1)

**Proposed Trading Location(s) (no additional fee for applying for multiple locations)****Northampton:**

Hampton Gardens carparking area (Site A)

**Horrocks:**

Carparking area upon Lot 202, Horrocks, south of the Jetty carpark (Site B)

**Kalbarri:**

- Reserve 52436, adjacent to the Land-Backed Wharf (Site C)  
 Carpark in Reserve 25307 Grey Street opposite Clotworthy Street (Site D)  
 Red Bluff Beach Road (Site E)

Other proposed location/s (please specify below):

Reserve 25307 - Sallys tree/Marine Rescue Carpark

Please state the address where the mobile food vehicle is proposed to be stored outside of trading hours (NB. You may require additional approval for the storage of the vehicle, which may require you to apply and renew annually):

4 Batavia Circle, Kalbarri, WA, 6536

**Proposed Goods to be Sold:**

Various smoothie bowls with fresh fruits and granola, scrolls, cold pressed juices, slices, coffees, cold drinks, canned drinks, toasties, bagels, healthy snacks, cookies, croissants, cakes, muffins, chia cups, overnight oats, asst bakery items, soups, stews, chips, laksa, curries.

**Power and use of Generators**

Do you intend to use a generator to supply power to your mobile

food vehicle?  No

Yes – please specify sites where generator is proposed to be used:

Generator will be attached to the back of our ute

**Permit Type/Fees**

Please select the preferred permit type.

- Three month permit = \$250  
 Six month permit = \$500  
 12 month permit = \$1,000  
 Temporary Permit (less than three months) = \$100

Successful applicants will be required to pay the fee(s) before start of operation.

7 of 8

Attachments - Ordinary Meeting of Council - 19 February 2026

The following non-refundable application fees will also be payable upon submission of first application:

- For applications upon Sites A, B, C, D or E: an application fee of \$50
- For applications to use sites other than Sites A – E: an application fee of \$297, plus advertising expenses

\*Note: The above application fees also apply for renewals where previous permit has expired.

**Attachments**

- A current Certificate of Currency for your public liability insurance, minimum \$20 million.
- A floor plan detailing the internal layout of the mobile food vehicle, including dimensions and fittings.
- Photographs of the external façades of the mobile food vehicle.
- A site plan for any proposed trading locations, detailing the location of the vehicle in relation to other site features, infrastructure and lot boundaries.
- A site plan showing the location of the stored vehicle, outside of trading hours, detailing the distance from lot boundaries and other site features and buildings etc.
- A current copy of the Applicant's Food Registration Certificate.
- A copy of the manufacturer's specifications for any generators proposed to be used.

**Starting Date of Permit**

If your application is successful, what date would you prefer the permit to commence?  
(Please note that an application to trade upon a site not described as Site A, B, C or D may take up to three (3) months for a determination to be given)

As soon as approval is permitted we wish to begin trading.

Wendy Dalywater  
Environmental Health Officer  
Shire of Northampton, WA, 6536

To whom it may concern,

**RE: NEW APPLICATION FOR EXISTING KAT A CHINO COFFEE VAN TO OPERATE – CHANGING OWNERSHIP AND LOCATION FROM KALBARRI BOAT HIRE TO KALBARRI WAR MEMORIAL/SALLY’S TREE CARPARK – KALBARRI, WA, 6536**

The following information is provided for the request to approve an already existing coffee/food van within Kalbarri although with a change of ownership, re-branding and location change from Kalbarri Boat hire to Kalbarri Murchison River Foreshore Memorial Carpark.

While the coffee van will be undergoing a change of ownership and rebranding in the near future, it will continue to operate as a mobile coffee van providing takeaway coffee and light food to the local community and visitors.

**BUSINESS OBJECTIVES**

As part of this transition, we are hoping to discuss the possibility of operating from the Kalbarri War Memorial Car Park going forward. We believe this location would be suitable due to its accessibility, facilities, existing foot traffic, and proximity to visitors and locals, while still operating in a respectful and considerate manner. We wish to have a few chairs available for people waiting or those that struggle to stand for periods of time.

We aim to continue operating the mobile coffee van in Kalbarri serving quality coffees, the menu will be seasonal with more hot meals during winter, and cold meals during summer. We will have around 2-4 different main meal choices. Menu options will be subject to availability of ingredients and how busy trade becomes. We will source local staff and purchase local products whenever we can, supporting Kalbarri’s local bakery, Butcher and IGA.

We have painted the outside of the van a light blue colour to fit into the colour scheme Kalbarri has to offer. We are also going to change the name from Kat A Chino to The Coastal Roast, this name we believe suits us and our business better. Photo’s of the current van are attached.

**OPERATORS HISTORY**

Charlotte has been working in the hospitality industry since high-school and has her barista certificate, she has called Kalbarri home her whole life along with her family. Ben’s family have owned a house in Kalbarri his whole life, he finally called Kalbarri home in 2022 and is currently working for a local crayfishing family. Both Ben and Charlotte are first aid qualified and safety trained.

**OPERATIONAL HOURS**

The coffee van will be at the location by 5:30am for a 6am start and close at 3pm, in peak times and potentially 11am during the quiet seasons. We wish to eventually run a few nights a week when we are more established, potentially 5pm until 8pm. We are striving to operate a full 7 days a week unless weather or unexpected events do not permit us to.

**FOOD PREPERATION**

All food preparation, cooking and serving will be done from inside the van, if not already pre-packaged and ready for sale. In accordance with the Food Act 2008 and any relevant legislations or regulations.

**PROPOSED GOODS TO BE SOLD**

Our menu will include a variety of different items. The menu items are subject to change in the Winter and Summer months. We wanted to add all of the different dishes to the application rather than coming back to the shire to add different dishes as the seasons change, as it will most likely be more convenient for all involved.

Various smoothie bowls with fresh fruits and granola, scrolls, cold pressed juices, slices, coffees, cold drinks, canned drinks, toasties, bagels, healthy snacks, cookies, croissants, cakes, muffins, chia cups, overnight oats, asst bakery items, soups, stews, chips, laksa, curries.

**SIGNAGE**

As per the shire's policy, a teardrop banner flag and an A frame sign will be used, only during operational hours and in proximity to the van. We will also ensure not to block or obstruct foot traffic or vehicle traffic in any way. We have attached a picture of our new signage below.

**ATTACHMENTS**

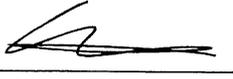
Please find attached the following documents to support this application;

1. Application form – 4 pages
2. Internal Sketch of coffee van
3. Photos of external coffee van
4. Google Earth image detailing where our proposed parking area would be at the Murchison Foreshore Memorial Carpark

Thank-you in advance for your consideration, we are eagerly looking forward to the Northampton Shire's response. If you need anything further, please don't hesitate to contact Charlotte on \_\_\_\_\_ at your leisure.

Kindest Regards,

Charlotte Carter & Ben Huisman

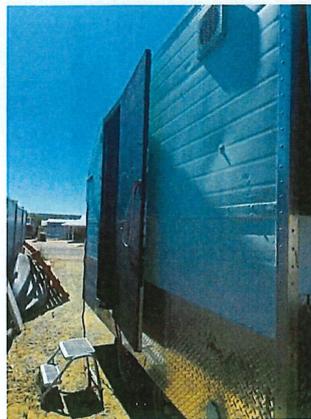
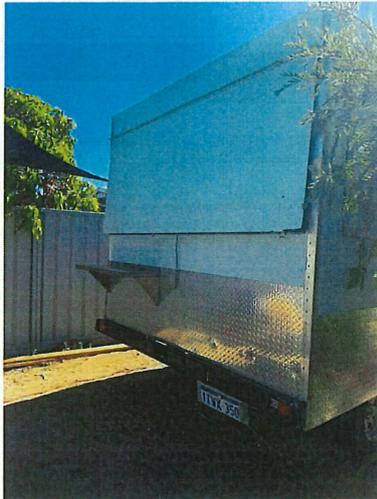
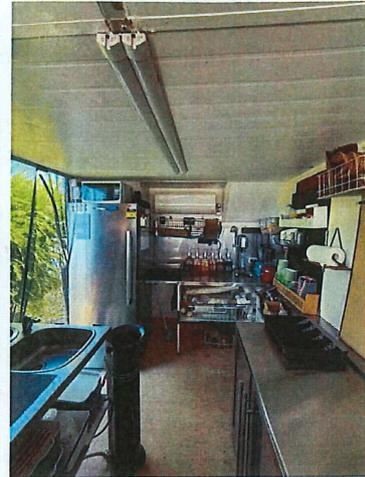
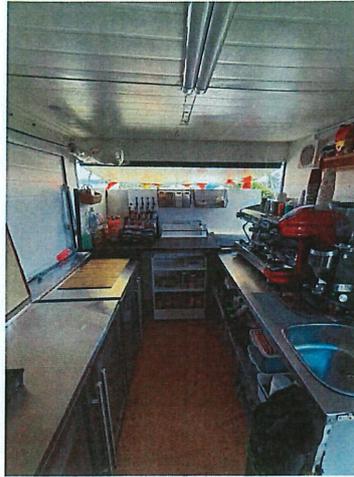
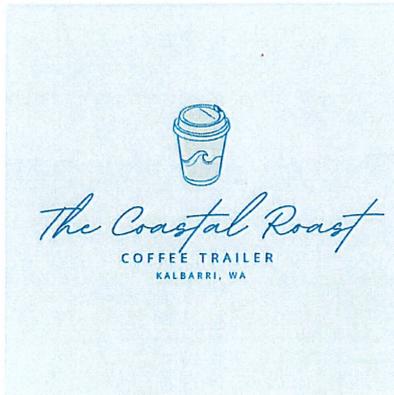


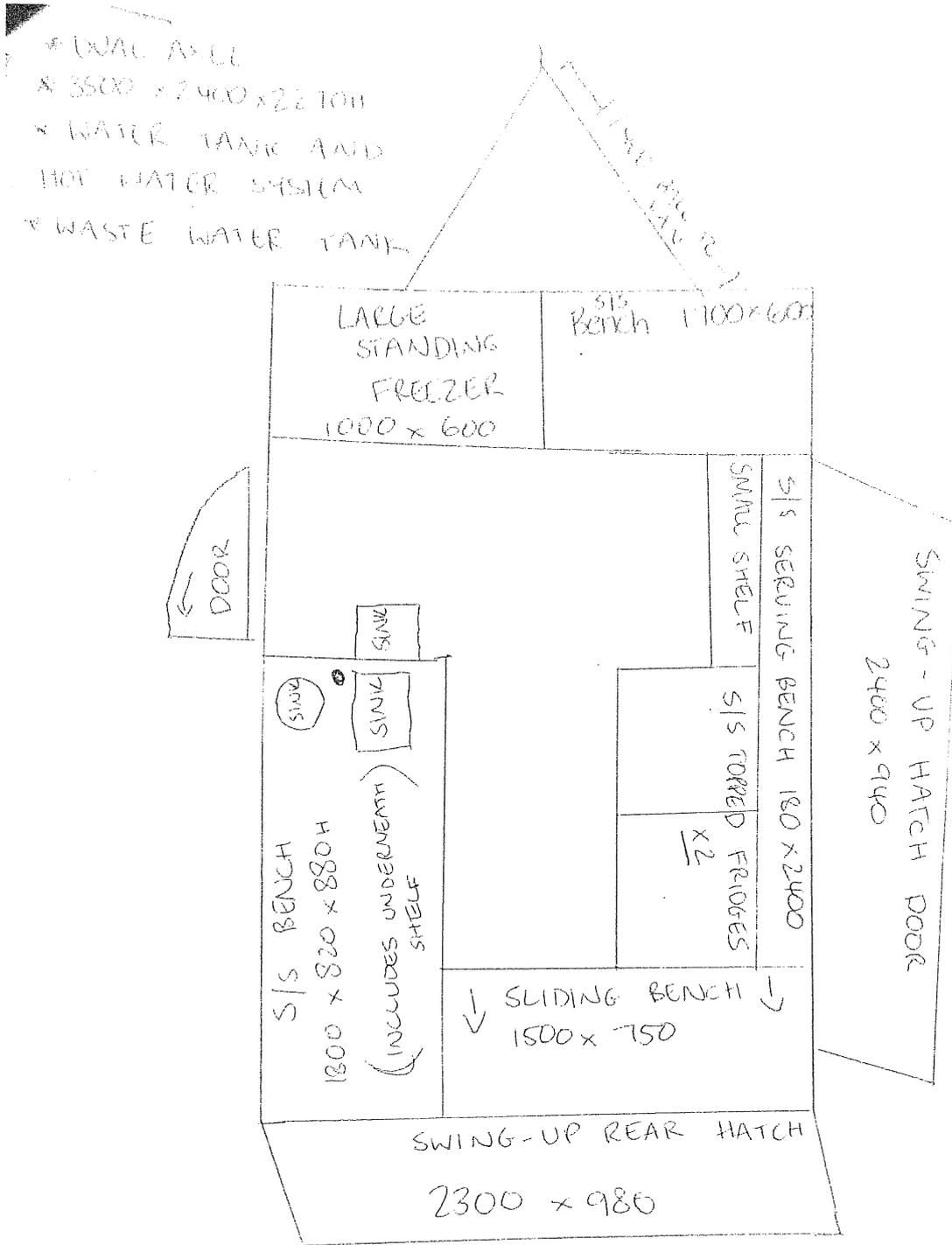
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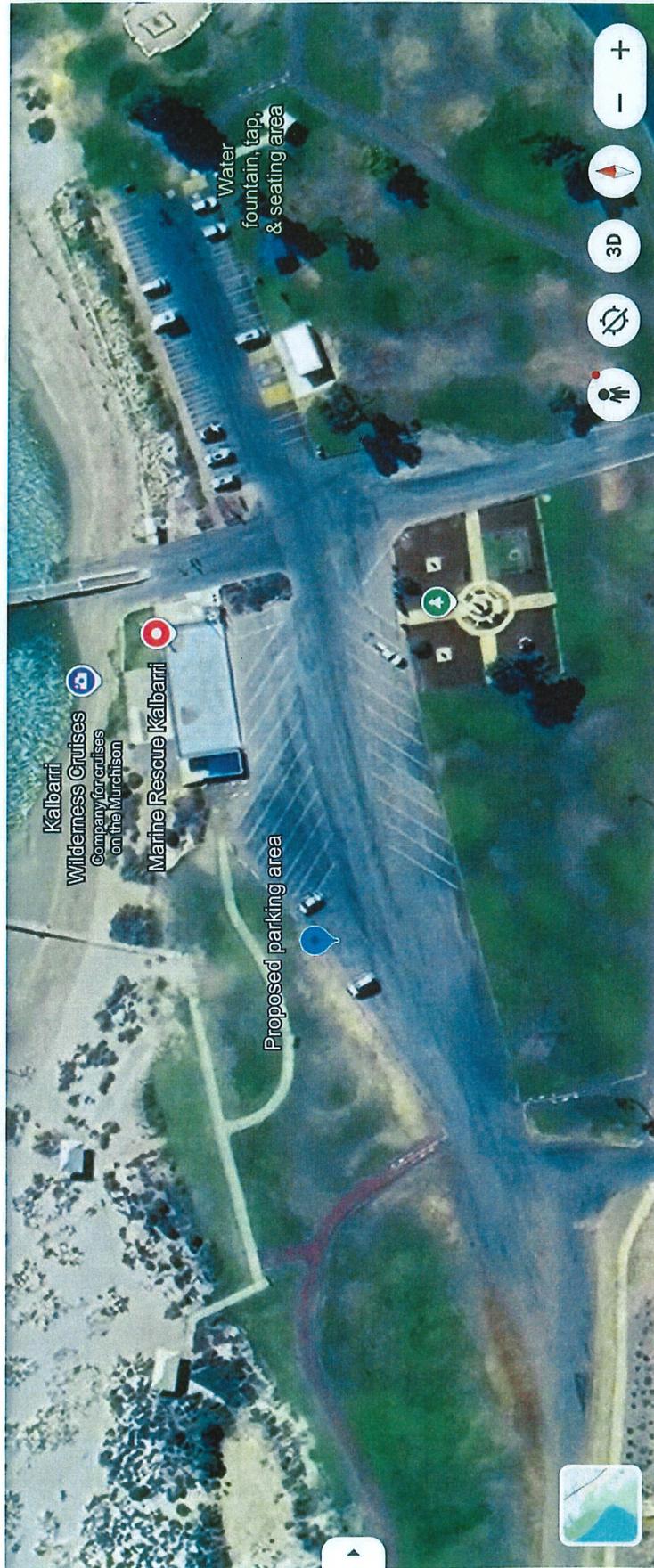
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**CURRENT PHOTOS OF THE VAN EXTERNALLY/INTERNALLY**





CURRENT COFFEE VAN INTERNAL LAYOUT.





### Description

Spec Sheet Download

Model	BQH7500E
Engine	GB320
Displacement (cc)	320
Engine Rated Power (hp)	12hp
Generator Type	Inverter
Generator Material	Permanent Magnet
Socket	1x 15a, 1x 32a
Max Power (kw)	6.5
Rated Power Output (kw)	6
Run Time @50% Load (Hrs)	6.5
Starting System	E-Start/Recoil
Insulation Grade	F
Recommended Oil	SAE 10w-40
Fuel Tank Capacity (L)	17.5
Noise (dBA)	64.5 (25% load)
Packing Dimensions (cm) LxWxH	68x50x61
Weight (Kg)	50
Emissions	EPA

If you have any further questions contact us directly.





## Insurance

21 Bradford Street  
Geraldton WA 6530  
Tel: 08 9965 8000

12 February 2026

[www.eldersinsurance.com.au](http://www.eldersinsurance.com.au)

This certificate confirms this policy is in force for the period shown, subject to the policy terms, conditions and exclusions. It is a summary of cover only (for full details, refer to the current Policy Wording/Product Disclosure Statement and schedule). It does not alter, amend or extend the policy. The information is current only at the date of printing.

Certificate of Currency	
Name of Insured	CE Carter & BM Huisman T/as The Coastal Roast
Interested Party	
Policy Number	
Type of Policy	Business Insurance
Insurer/Underwriter	QBE Insurance (Australia) Limited
Cover effective from	11 <sup>th</sup> February 2026
Cover expires 4.00 pm	11 <sup>th</sup> February 2027
Description of risk insured	Public & Product Liability
Risk Address	Anywhere in Australia
Limit of Liability	\$ 20,000,000.00
Excess	\$ 1,000.00

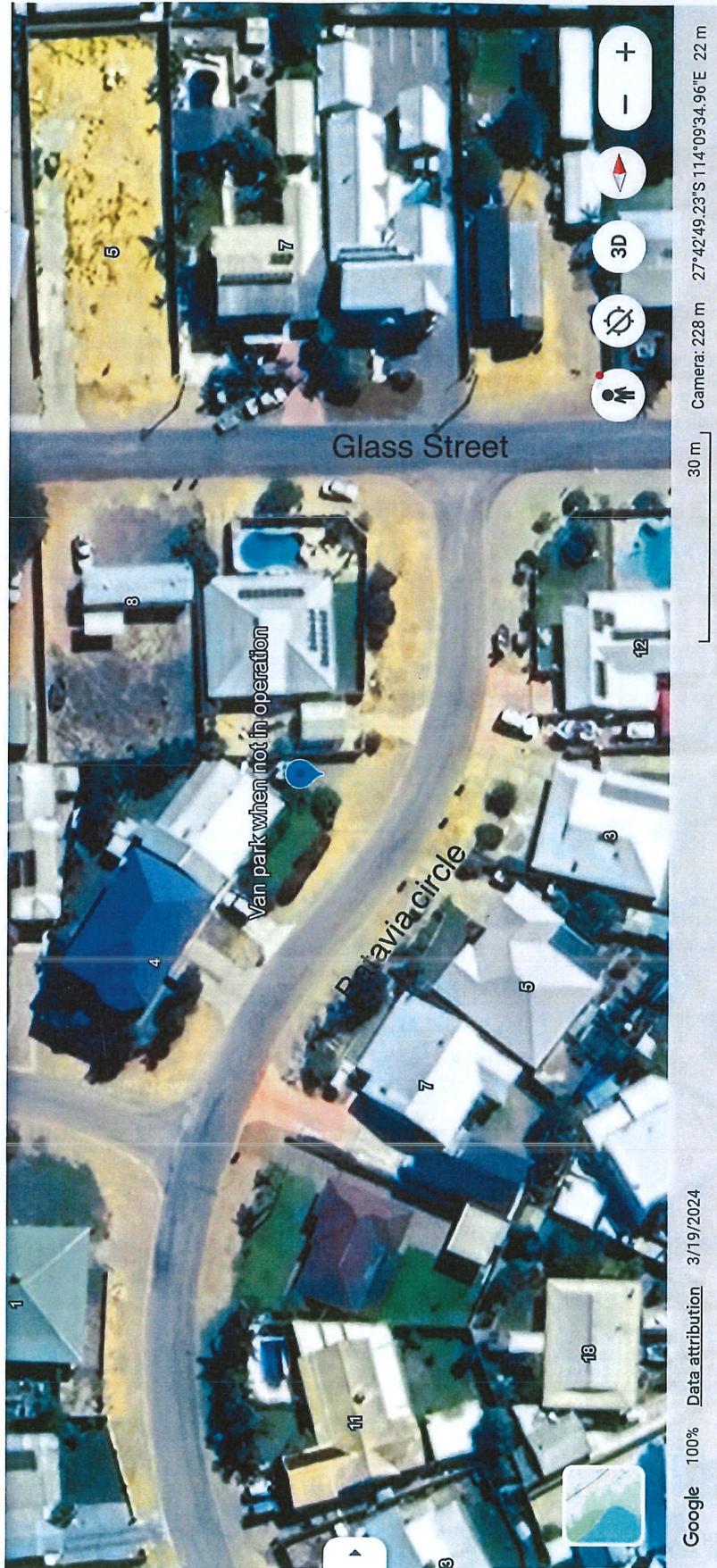
*Jeremy Finch*

Signed for and on behalf of Elders Insurance

12/02/2026

Date

Northside Corporation Pty Ltd trading as Elders Insurance Geraldton, ABN 54 645 299 727 and AR No.254672 is an authorised representative of Elders Insurance (Underwriting Agency) Pty Ltd, ABN 56 138 879 026 (Elders Insurance). Elders Insurance and its authorised representatives distribute general insurance products under its own AFSL 340 965 on behalf of QBE Insurance (Australia) Limited ABN 78 003 191 035, AFSL 239 545, the product issuer and insurer





**Food Act 2008**  
**Notification/Registration Form – Fixed, Temporary & Mobile**  
**Food Businesses**

**Proprietor/Business details**

Proprietor Name: Charlotte Carter & Ben Hulsman		
Postal Address:		
ABN:		
Phone:	A/H:	Fax:
Email: thecoastalroast@hotmail.com		
Primary language spoken: English	Number of equivalent full time staff: 2	

**Premises details** (if food vehicle/temporary food business please provide details of where the vehicle is garaged)

Trading Name: The Coastal Roast
Address of Premises:
Phone:
Email: thecoastalroast@hotmail.com
Name of person in charge and title (if different from proprietor):
Details of food vehicle (make, model, registration plate):  Custom build
Details of any associated premises <u>or</u> Detail all locations where food vehicle intends to trade:  Reserve 25307 - Sallys tree/Marine Rescue Carpark

**Description of use of premises**

Please tick **all** boxes that apply (there may be more than one)

- |  |   |
|--|---|
| <input type="checkbox"/> Manufacturer/processor        | <input type="checkbox"/> Hotel/motel/guesthouse               |
| <input type="checkbox"/> Retailer                      | <input type="checkbox"/> Pub/tavern                           |
| <input checked="" type="checkbox"/> Food Service       | <input type="checkbox"/> Canteen/kitchen                      |
| <input type="checkbox"/> Distributor/importer          | <input type="checkbox"/> Hospital/nursing home                |
| <input type="checkbox"/> Packer                        | <input type="checkbox"/> Childcare centre                     |
| <input type="checkbox"/> Storage                       | <input type="checkbox"/> Home delivery                        |
| <input type="checkbox"/> Transport                     | <input type="checkbox"/> Temporary food premises              |
| <input type="checkbox"/> Restaurant/café               | <input checked="" type="checkbox"/> Mobile food operator      |
| <input checked="" type="checkbox"/> Snack bar/takeaway | <input type="checkbox"/> Market stall                         |
| <input type="checkbox"/> Caterer                       | <input type="checkbox"/> Charitable or community organisation |
| <input type="checkbox"/> Meals-on-wheels               | <input type="checkbox"/> Other _____                          |

**Please provide more details about your type of business**

(For example: butcher, bakery, seafood processor, soft drink manufacturer, milk vendor, service station. If business is a catering business, please provide maximum patrons estimate)

We are a mobile food van selling takeaway coffee and food.

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**Do you provide, produce or manufacture any of the following foods?**

Please tick **all** boxes that apply

- |   |  |
|---|--|
| <input type="checkbox"/> Prepared, ready to eat <sup>1</sup> table meals        | <input checked="" type="checkbox"/> Confectionary            |
| <input type="checkbox"/> Frozen meals   | <input type="checkbox"/> Infant or baby foods                |
| <input checked="" type="checkbox"/> Raw meat, poultry or seafood (i.e. oysters) | <input checked="" type="checkbox"/> Bread, pastries or cakes |
| <input checked="" type="checkbox"/> Processed meat, poultry or seafood          | <input checked="" type="checkbox"/> Egg or egg products      |
| <input type="checkbox"/> Fermented meat products                                | <input checked="" type="checkbox"/> Dairy products           |
| <input checked="" type="checkbox"/> Meat pies, sausage rolls or hot dogs        | <input type="checkbox"/> Prepared salads                     |
| <input checked="" type="checkbox"/> Sandwiches or rolls                         | <input type="checkbox"/> Other:                              |
| <input checked="" type="checkbox"/> Soft drinks/juices                          |  |
| <input checked="" type="checkbox"/> Raw fruit and vegetables                    |  |
| <input type="checkbox"/> Processed fruit and vegetables                         |  |

<sup>1</sup> 'Ready to eat' means food that is ordinarily consumed in the same state as in which it is sold

Nature of food business	Yes	No
Are you a small business <sup>2</sup> ?	✓	
Is the food that you provide, produce or manufacture ready-to-eat when sold to the customer?	✓	
Do you process the food that you produce or provide before sale or distribution?	✓	
Do you directly supply or manufacturer food for organisations that cater to vulnerable persons <sup>3</sup> ?		✓
<b>To be answered by manufacturing/processing businesses only:</b>		
Do you manufacture or produce products that are not shelf stable?	✓	
Do you manufacture or produce fermented meat products such as salami?		✓
<b>To be answered by food service and retail businesses only (including charitable and community organisations, market stalls and temporary food premises):</b>		
Do you sell ready-to-eat food at a different location from where it is prepared?		✓

**Hours of operation for fixed food premises:**

Monday	6am-3pm	Friday	6am-3pm
Tuesday	6am-3pm	Saturday	6am-3pm
Wednesday	6am-3pm	Sunday	6am-3pm
Thursday	6am-3pm		

**Hours of operation for temporary or mobile food premises: – location 1**

Monday		Friday	
Tuesday		Saturday	
Wednesday		Sunday	
Thursday			

**Hours of operation for temporary or mobile food premises: – location 2**

Monday		Friday	
Tuesday		Saturday	
Wednesday		Sunday	
Thursday			

<sup>2</sup> Is a business that employs less than 50 people in the 'manufacturing sector' or less than 10 people in the 'food services' sector

<sup>3</sup> Standard 3.3.1 *Australia New Zealand Food Standards Code*

**Hours of operation for temporary or mobile food premises: – location 3**

Monday		Friday	
Tuesday		Saturday	
Wednesday		Sunday	
Thursday			

**Food Recall contact:**

First name	Charlotte		
Last name	Carter		
Phone		A/H:	Fax:
Email	thecoastalroast@hotmail.com		

**Declaration:**

I, the person making this application declare that:

- the information contained in this application is true and correct in every particular
- the prescribed fee of \$265 is enclosed with this application.

**Signature of applicant:**  &  \_\_\_\_\_

In the case of a company, the signing officer must state position in the company

**Date:** 24/02/2026

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9.4.2(1)

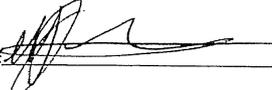
Appendix 2. Mobile food vehicle permit application form

Application Form - Permit to Operate a Mobile Food Vehicle

Applicant Details

First Name: Nicole	Surname: Anderson
Business Name: The Shearung Shed Cafe	
Trading Name: The Bully Can	
ABN or ACN:	
Postal Address: Northampton WA 6535	
Contact Telephone:	E-mail: theshearungshedcafe@gmail.com

I agree that the information and plans provided with this application may be made available by the local government for public viewing in connection with the application. Yes  No

Signature:  Date: \_\_\_\_\_

Vehicle Details

Vehicle Registration:	Vehicle Colour: Purple
Vehicle Make/Model: Food trader	

Proposed Trading Days/Dates

20/3/2026 20/3/2027
------------------------

Proposed Trading Times

Variable
----------

137

9.4.2(1)

**Proposed Trading Location(s) (no additional fee for applying for multiple locations)**

Northampton:

Hampton Gardens carparking area (Site A)

Horrocks:

Carparking area upon Lot 202, Horrocks, south of the Jetty carpark (Site B)

Kalbarri:

- Reserve 52436, adjacent to the Land-Backed Wharf (Site C)
- Carpark in Reserve 25307 Grey Street opposite Clatworthy Street (Site D)
- Red Bluff Beach Road (Site E)

Other proposed location/s (please specify below):

\_\_\_\_\_  
\_\_\_\_\_

Please state the address where the mobile food vehicle is proposed to be stored outside of trading hours (NB. You may require additional approval for the storage of the vehicle, which may require you to apply and renew annually):

\_\_\_\_\_

**Proposed Goods to be Sold:**

Coffee, 5 smoothies, Toasties, Pizzas, Burgers, Souvlaki  
Fried chicken, Baked Potatoes, Ribs, Roasted meat Rolls

**Power and use of Generators**

Do you intend to use a generator to supply power to your mobile

food vehicle?  No

Yes – please specify sites where generator is proposed to be used:

\_\_\_\_\_  
\_\_\_\_\_

**Permit Type/Fees**

Please select the preferred permit type.

- Three month permit = \$250
- Six month permit = \$500
- 12 month permit = \$1,000
- Temporary Permit (less than three months) = \$100

Successful applicants will be required to pay the fee(s) before start of operation.

The following non-refundable application fees will also be payable upon submission of first application:

- For applications upon Sites A, B, C, D or E: an application fee of \$50
- For applications to use sites other than Sites A – E: an application fee of \$297, plus advertising expenses

\*Note The above application fees also apply for renewals where previous permit has expired.

**Attachments**

- A current Certificate of Currency for your public liability insurance, minimum \$20 million.
- A floor plan detailing the internal layout of the mobile food vehicle, including dimensions and fittings.
- Photographs of the external façades of the mobile food vehicle.
- A site plan for any proposed trading locations, detailing the location of the vehicle in relation to other site features, infrastructure and lot boundaries.
- A site plan showing the location of the stored vehicle, outside of trading hours, detailing the distance from lot boundaries and other site features and buildings etc.
- A current copy of the Applicant's Food Registration Certificate.
- A copy of the manufacturer's specifications for any generators proposed to be used.

**Starting Date of Permit**

If your application is successful, what date would you prefer the permit to commence?  
(Please note that an application to trade upon a site not described as Site A, B, C or D may take up to three (3) months for a determination to be given)

20/3/2026

**Wendy Dallywater**

---

**From:** Nicole Anderson <theshearingshedcafe@gmail.com>  
**Sent:** Thursday, 26 February 2026 4:28 PM  
**To:** Wendy Dallywater  
**Subject:** Application for Mobile Food Vehicle Permit – The Billy Can  
**Attachments:** IMG\_0781.jpeg; Application NR Shire 2026.pdf; IMG\_0780.jpeg; Renewal-BP 553-8577.pdf

To: Environmental Health Officer, Shire of Northampton

Date: 26/02/2026

Subject: Application for Mobile Food Vehicle Permit – The Billy Can

Dear Shire of Northampton,

I am writing to formally apply for a Mobile Food Vehicle Permit to operate my food van, The Billy Can within the Shire. I have been asked by Northampton Basketball & Northampton Football Club to provide food when there is no available food at the community centre, I have no intention of trading if the kitchen is open at NCC. My primary objective is to provide high-quality, safe food options to the community during local sporting events and in the event of a power outage.

Specifically, I am seeking approval to trade at:

1. **Sporting Facilities:** Serving the community during basketball during term 1 and 4 and football training sessions April to September as a Sponsor of the club at 52 Harvey Road Northampton Community Centre
2. **Emergency Support:** Providing mobile food services to residents during major power outages or other community emergencies, ensuring locals have access to hot meals and beverages when home facilities are unavailable. In the event of a Power outage we would close the doors of the cafe and trade as the shearing shed cafe out of The Billy Can.

Our vehicle is fully self-contained with independent power, potable water, and wastewater collection systems. We are committed to maintaining the highest standards of food safety in accordance with the Food Act 2008 and have completed the Shire's recommended I'm Alert Food Safety Training.

Myself (Nicole Anderson) & Bradley Field Both hold or Chef Certificates and Food supervision Certificates,

Please find attached my [completed application form](#), Certificate of Currency for Public Liability Insurance (\$20 million), and my Food Business Registration Certificate.

I look forward to your positive response.

Sincerely,

Nicole Anderson



NRMA INSURANCE  
REPLY PAID 9871  
GPO SYDNEY NSW 2001

Telephone 13 2818  
Facsimile 13 00367310

**BUSINESS INSURANCE  
POLICY**

Page 1

Client Copy

**THE SHEARING SHED CAFE**

**Doc No:** [REDACTED]  
**Client No:** [REDACTED]  
**Issue Date:** 26/02/2026  
**Policy No:** [REDACTED]  
**Team:** NRN INT  
**Requested By:** XSL

**Insured:** NICOLE ANDERSON T/AS THE SHEARING SHED CAFE

*Please contact us to provide your ABN.*

*Registered for GST: Yes*

*Input Tax Credit: 0.00 (%)*

*Our records indicate the Input Tax Credit entitlement on this policy is the amount indicated above. Please advise us immediately if the entitlement differs from that indicated.*

**Insurer:** Insurance Australia Limited t/as NRMA Insurance

**Business:** Cafe

You are notified that cover under your Business Insurance Policy will expire at 4pm on **21/03/2027**. Further to your request we are pleased to provide a copy of your Business Insurance Policy for the period **21/03/2026** to 4 pm **21/03/2027**. Only the risks specified below are covered for the abovementioned period unless otherwise stated.

**Situation:** 222 HAMPTON RD NORTHAMPTON WA 6535

**Section 3: Theft & Money**

Theft Excess \$500  
Money Excess \$500

**Section 3: Part B Money**

**Risk 1: Combined Money Cover**

Sum Insured: **\$1,500.00**

Money on Premises - outside business hours \$1,000

**Section 7: Machinery**

Excess \$500

**Risk 2: Machinery Breakdown and Pressure Equipment**

Limit any one loss per event: **\$20,000.00**

Number of Machines 6

**Risk 3: Deterioration of Goods in Cold Chambers**

Total Sum Insured: **\$4,000.00**

General grocery foods

Deterioration of Stock Item Type: General Grocery Foods

**BUSINESS INSURANCE  
POLICY**

Page 2

Client Copy

Doc No:  
Client No:  
Issue Date: 26/02/2026  
Policy No:  
Team: NRN INT  
Requested By: XSL

**Situation:** Within the Commonwealth of Australia

**Section 10: Taxation Investigation**

Excess \$500

**Risk 4: Taxation Investigation Costs**

Sum Insured: \$10,000.00

**Situation:** Within the Territorial Limits

**Section 5: General & Products Liability**

Excess \$500

**Risk 5: General and Products Liability**

Limit of Liability: \$20,000,000.00

Number of Full Time Employees 4

Turnover \$600,000

**Risk 6: Property in Physical or Legal Control**

Limit: \$250,000.00

**Premium Breakdown**

**This Year** 21/03/2026 to 4 pm 21/03/2027

Premium	\$4,154.30
GST	\$415.43
Stamp Duty	\$456.99

<b>Client Premium</b>	<b>\$5,026.72</b>
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The following Sections are not covered:

Section 1 - Property

Section 2 - Business Interruption

Section 4 - Glass

Section 6 - Employee Dishonesty

Section 8 - Computer & Electronic Equipment

**BUSINESS INSURANCE  
POLICY**

Page 3                      Client Copy  
**Doc No:**  
**Client No:**  
**Issue Date:**            26/02/2026  
**Policy No:**  
**Team:**                    NRN INT  
**Requested By:**        XSL

Section 9 - Portable Property

Section 11 - Personal Accident & Illness

Section 12 - Commercial Motor Vehicles

**Subject to the Terms, Conditions, Exclusions, Limits and Endorsements of the Policy**

Sincerely,

The NRMA Business Insurance Team

**Wendy Dallywater**

---

**From:** Nicole Anderson <theshearingshedcafe@gmail.com>  
**Sent:** Thursday, 26 February 2026 4:31 PM  
**To:** Wendy Dallywater  
**Subject:** Genset Specs for the Billy Can

Good afternoon Wendy

Sorry for the 2 emails i sent the previous email before attaching Genset Specs

Cheers

Nic

Panther PRO5500 7kVA Lightweight Inverter Generator

The perfect balance of power, portability and performance. Designed to deliver a pure sine wave current, the Panther PRO5500 7kVA Lightweight Inverter Generator ensures smooth, stable and reliable power that's completely safe for even the most sensitive electronics. Weighing just 46kg, this generator is impressively lightweight and compact, making it easy to transport and ideal for camping trips, worksites, outdoor events and emergency backup power. Enjoy remarkably quiet operation, minimising noise disruption wherever you use it. The PRO5500 also features 2 x IP66 charging sockets and an RCD safety switch for enhanced protection and peace of mind. With dual USB-C and USB Type-A ports, you can conveniently charge multiple devices at once. Powerful, quiet and portable the Panther PRO5500 is built to perform wherever you need dependable energy.

Features:

- Dual USB Support (Type A & Type C)
- 2 x water resistant IP66 sockets
- Pure sine wave current
- Ultra quiet silenced muffler
- Built in trolley for easy transportation
- Push button for easy start
- Long range fuel tank

Suitable for:

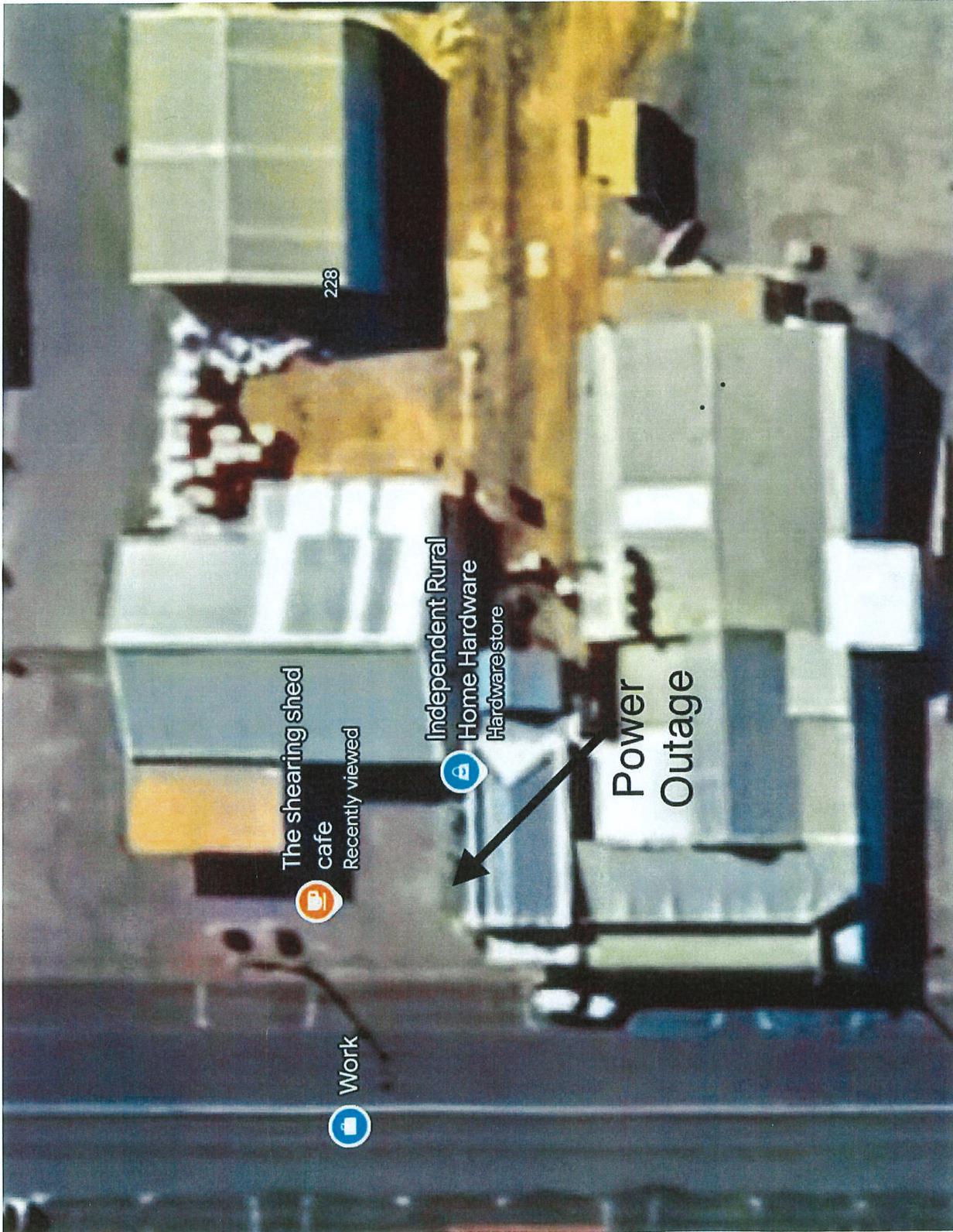
- Outdoors
- Camping
- Charging electronics
- On-site (worksite)

Specifications:

- Engine Displacement: 224cc
- Bore x Stroke: 68.5mm x 61mm
- Compression Ratio: 9.1:1
- Rated Frequency: 50Hz

- Rated Voltage: 240V
- Rated Power: 5kW
- Max Power: 5.5kW
- DC Output: 12V / 8.3A
- Starting System: Recoil/Electric Starter
- Fuel Tank Capacity: 12.5L
- Full Load Running Time: 5hrs
- 50% Load Running Time: 8.5hr
- Full Load Decibel Rating: 63dB at 7m
- 50% Load Decibel Rating: 67dB at 7m
- Dimensions (L x W x H): 592mm x 405mm x 560mm
- Weight: 46kg





Hi Tatiana,

Thanks for taking my call earlier.

As mentioned, to comply with our requirements under the EPA, to burn during the unrestricted period we would need to be issued with a Section 33 notice from the relevant LG.

Below is a copy of the one Rob issued us this time last year.

Would it be possible to issue us with a new notice to still include our Borefield Res 31503 Porter Street and add in our land at the Wastewater Treatment Plant (WWTP) on Res 3666.

If you are happy with issuing the new notice, just a couple points that can be cleaned up.

Firstly, the working of Bushfire Mitigation Branch can be removed and it simply be issued to the Water Corporation.

Additional, if wording within the notice could include something to the effect of “directed to undertake prescribed burning activities to adequately manage fuel loading to reduce and prevent the risk of fire spreading through your land”. Something inline with that would satisfy our internal approvals team.

Please don't hesitate to call should you have any questions.

Kind regards,

**Ben Coles**

Tech Adv – Fire Management  
Operations Services  
0420 919 047



The Water Corporation respects individuals' privacy. Please see our privacy notice at [What about my privacy](#)

This Electronic Mail Message and its attachments are confidential. If you are not the intended recipient, you may not disclose or use the information contained in it. If you have received this Electronic Mail Message in error, please advise the sender immediately by replying to this email and delete the message and any associated attachments. While every care is taken, it is recommended that you scan the attachments for viruses. This message has been scanned for malware by Proofpoint.



199 Hampton Road  
PO Box 61  
Northampton WA 6535  
P 08 9934 1202  
E [council@northampton.wa.gov.au](mailto:council@northampton.wa.gov.au)  
W [www.northampton.wa.gov.au](http://www.northampton.wa.gov.au)

27<sup>th</sup> February 2025

Water corporation

Bushfire Mitigation Branch

Operation Servicers

Dear Ben

**RE: BUSH FIRES ACT 1954 WA SECTION 33 NOTICE FOR;**

**RESERVE 31503 PORTER STREET KALBARRI**

The Shire has been proactively delivering prescribed burns, for the last (2) years  
Conjunction with DBCA and DFES preparation is currently underway for the 2025  
burning program (blind Tenure)

On this basis, the Shire is issuing the Water Corporation a Section 33 Notice from  
the Bush Fires Act 1954, advising the Water corporation to address the elements of  
bush risk concerns fore the Shire of Northampton

If you would like any further information relating to this matter please, contact,

Rob McKenzie by emailing [ranger@northampton.wa.gov.au](mailto:ranger@northampton.wa.gov.au) or by calling

0458341200

Yours sincerely

Rob McKenzie

Ranger/ CBFCO

Northampton • Kalbarri • Horrocks • Port Gregory • Isseka • Binnu • Ajana



**SHIRE OF NORTHAMPTON  
MINUTES  
Health Advisory Committee held in the Council Chambers, Northampton  
3 March 2026**

---

**1. DECLARATION OF OPENING OF THE MEETING BY THE PRESIDING MEMBER**

Presiding Member Cr Sudlow opened the meeting at 9.00am.

**2. ACKNOWLEDGEMENT OF COUNTRY**

We would like to respectfully acknowledge the Yamatji People who are the Traditional Owners and First People of the land on which we meet. We would like to pay our respects to the Elders past, present and future for they hold the memories, the traditions, the culture and hopes of the Yamatji People.

**3. ATTENDANCE / APOLOGIES**

Members

Cr Liz Sudlow  
Cr Roslyn Suckling  
Mrs Leanne Rowe  
Mr Andrew Campbell

Apologies

Cr Tim Hay

**4. DECLARATION OF FINANCIAL INTERESTS**

Nil.

**5. CONFIRMATION OF MINUTES OF THE MEETING HELD 16 DECEMBER 2025**

**Moved: Mr Campbell**

**Seconded: Cr Sudlow**

***“That the minutes of the Health Advisory Committee meeting held 16 December 2025 be confirmed as a true and correct record.”***

**Carried 4-0**

**For: Cr Sudlow, Cr Suckling, Mrs Rowe and Mr Campbell**

**Against: Nil**

**6. PANACEUM NORTHAMPTON**

- Reported appointment bookings are strong;

- Dr Fraza Khan has now moved to the profit sharing arrangement from the wages arrangement;
- Two extra days are to be added to the service, making it a five day per week service in April 2026 following final doctor accreditation;
- CEO to seek legal advice on procurement options;
- Shire house will soon be available to lease to offset rent subsidy for Dr Fraza Khan; and
- The CEO to organise a catch up meeting with Panaceum for Cr's Sudlow and Suckling plus the CEO next week.

**7. PANACEUM NORTHAMPTON ACCOUNTS**

The Panaceum Northampton accounts were discussed by the Health Advisory Committee.

<b>Moved: Cr Suckling</b>	<b>Seconded: Cr Sudlow</b>
<b><i>“That the Panaceum Accounts are accepted as presented.”</i></b>	
<b>Carried 4-0</b>	
<b>For: Cr Sudlow, Cr Suckling, Mrs Rowe and Mr Campbell</b>	
<b>Against: Nil</b>	

**8. MEDIBLOOM KALBARRI**

Dr Marie Herd left the Medibloom Practice in Kalbarri and vacated the Shire residence in January 2026. A new doctor was expected in February 2026 with a new Residential Tenancy Agreement to be established however this has not yet occurred. Michelle Allen to follow up with Medibloom.

**9. GENERAL BUSINESS**

Nil.

**10. DATE FOR NEXT MEETING**

In early May 2026.

**11. CLOSURE**

There being no further business the Presiding Member closed the meeting at 9.44am.



# APPENDICES

## COUNCIL MEETING

19 March 2026



## Finance Policy

### 4.1

#### Disposal of Shire of Northampton Property

##### Policy Measures

This policy clarifies the circumstances and methods by which Shire of Northampton property is to be disposed.

##### 1. Disposal of land

The disposal of “land” includes the sale, lease or assignment of all or any part of the land.

Shire of Northampton owned land is to be disposed of in accordance with the provisions of Section 3.58 of the *Local Government Act 1995* either by;

- (a) Public auction;
- (b) Public tender; or
- (c) Local public notice of intention to dispose (including details and consideration of submissions thereon).

Under Regulation 30 of the *Local Government (Functions and General) Regulations 1996*, an exemption applies where land is disposed of:

- (a) To an owner of adjoining land (subject to value less than \$5,000);
- (b) To a charitable or not for profit body;
- (c) To the Crown;
- (d) Is leased to an employee of the local government for use as the employees residence; or
- (e) Is residential property leased to a person.

Notwithstanding the provisions of the Act or the Regulations, any disposal of Shire of Northampton land is to:

- have regard to the commercial value of the land being disposed as determined by a qualified valuer and or the Valuer Generals Office; and
- be brought before Council for consideration.

Council’s Regional Price Preference policy does not apply to any disposal of Land.

##### 2. Disposal of confiscated or uncollected goods (including animals)

Confiscated or uncollected goods are to be disposed of in accordance with Section 3.47 of the *Local Government Act 1995*.

## Finance Policy

### 4.1

#### Disposal of Shire of Northampton Property

The property is to be disposed of as if it were the property of the Shire of Northampton and therefore subject to the provisions of Section 3.58 of the *Local Government Act 1995*.

#### 3. Disposition of other goods and property

The disposal of any other Shire of Northampton owned goods or property is to be disposed of in accordance with the provisions of Section 3.58 of the *Local Government Act 1995* either by;

- (a) Public auction;
- (b) Public tender; or
- (c) Local public notice of intention to dispose (including details and consideration of submissions thereon).

Under Regulation 30 of the *Local Government (Functions and General) Regulations 1996*, an exemption applies where the property to be disposed of;

- (a) Has a market value less than \$20,000; or
- (b) The entire consideration received by the local government for the disposition is used to purchase other property, and where the total consideration for the other property is not more, or worth more, than \$75,000.

From time to time, minor property that is surplus to the needs of the Shire of Northampton is identified for disposal. Where the property to be disposed of is exempt under the market value provisions (ie value is less than \$20,000) the CEO is to determine the most efficient method of disposal taking into consideration the costs associated with disposal.

As a general guideline the following approach is to apply based on the estimated value of the property,

- (a) \$10,000 - \$20,000 Local public notice calling for expressions of interest
- (b) \$ 5,000 - \$10,000 Seek three quotations (if possible) from likely purchasers
- (c) \$ 5,000 or less Seek only one quotation from likely purchasers
- (d) \$ 1,000 or less or of no commercial value Internal expressions of interest or alternatively, by way of a donation to a not for profit community group

Where the property is to be disposed of by local public notice calling for expressions of interest, the Shire of Northampton's general expression of interest document is to be used.

Council's Regional Price Preference does not apply to the disposal of property and does not apply to the value of items traded in.

#### **Administration**

This policy will be administered by Office of the CEO.

**Finance Policy**  
**4.1**  
**Disposal of Shire of Northampton Property**

**Adoption and Date Due for Revision**

**ADOPTED 19 JULY 2024**  
**REVIEWED N/A**

**NEXT DUE FOR REVIEW 19 JULY 2029**

**The Administration of this Policy is by Office of CEO.**



## Corporate Policy

### 2.8

#### Authority to Execute Documents on Behalf of Council

##### **Purpose**

The purpose of this policy is to provide guidance regarding the delegation of authority to the Chief Executive Officer to execute documents on behalf of the Council in accordance with the *Local Government Act 1995*, Sections 9.49A and 9.49B.

##### **Policy Measures**

The delegation of authority to the Chief Executive Officer to execute documents allows for efficient administration and avoids the need to prepare Council reports on matters considered routine, minor or straightforward.

All matters concerning the disposal, purchase, assignment, boundary adjustment or leasing of land and any changes to the vesting purpose or vesting authority are to be put before Council for authorisation prior to execution. The reason for this practice is the view that long term or permanent change to public property should be a matter for Council consideration.

Authority is delegated to the Chief Executive Officer to execute documents on behalf of Council other than for matters concerning the disposal, purchase, assignment, boundary adjustment or leasing of land and any changes to the vesting purpose or vesting authority.

In cases where there is a requirement to execute documents for matters concerning the disposal, purchase, assignment, boundary adjustment or leasing of land and any changes to the vesting purpose or vesting authority and require the use of the Common Seal, the Shire President and Chief Executive Officer are authorised subject to decision on the matter of Council.

##### **Administration**

This policy will be administered by the Office of CEO.

##### **Adoption and Date Due for Revision**

**ADOPTED 20 JUNE 2024  
REVIEWED N/A**

**NEXT DUE FOR REVIEW 20 JUNE 2029**

**Corporate Policy**  
**2.8**  
**Authority to Execute Documents on Behalf of Council**

**The Administration of this Policy is by Office of CEO.**

**ATTACHMENT  
APPENDIX**

**9.4.12 Proposed Revised Plans for Retaining Wall and Alteration of Existing Contours at Lot 77 (No 106) Mitchell Street, Horrocks**

<b>PROPONENT</b>	G Kay & K Waters
<b>OWNER</b>	G Kay & K Waters
<b>LOCATION / ADDRESS:</b>	Lot 77 (No 106) Mitchell Street, Horrocks
<b>ZONE:</b>	Residential
<b>BUSINESS AREA:</b>	Planning Services
<b>FILE REFERENCE:</b>	10.5.1.1 & A859
<b>LEGISLATION:</b>	<i>Planning and Development Act 2005</i>
<b>AUTHOR:</b>	Brian Robinson
<b>APPROVING OFFICER:</b>	Brian Robinson
<b>DATE OF REPORT:</b>	9 February 2026
<b>DECLARATION OF INTEREST:</b>	Nil

**BACKGROUND:**

At its Ordinary Meeting held on 20 November 2025, Council was requested to determine a retrospective application for a retaining wall and alterations to existing contours at Lot 77 (No 106) Mitchell Street, Horrocks. With portion of the works previously being undertaken without approval, the application was retrospective in nature. A location plan is shown below.

**Location Plan**



Having regard to an objection received and the Shire Officers recommendation, Council resolved (Resolution 1/25-158) to refuse the application as submitted

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on various grounds. Council furthermore resolved to advise that it was prepared to consider a revised application that complies with the following principles:

- “a) Demonstration as to how exposed soils on site will be stabilised to prevent water and wind based erosion;***
- b) Demonstration as to how stormwater associated with the development of the subject land will be managed;***
- c) Revision of the proposed retaining wall design to ensure disturbed soils are wholly contained within the subject land and do not rely on any structure located on adjacent properties; and***
- d) Identification of an appropriate methods to prevent overlooking in accordance with the Residential Design Codes of Western Australia.”***

An excerpt of the Council minutes, including the agenda item is shown appended.

**APPENDIX: 9.4.12 (A)**

The applicant has now submitted revised plans for Council consideration. Whilst comments and advice on the revised plans is provided within the comment section below, copies of the revised plans are shown attached.

**ATTACHMENT: 9.4.12 (1)**

**PUBLIC CONSULTATION UNDERTAKEN:**

As identified in Appendix: 9.4.12 (A), the previous application was referred to the adjacent landowners for comment. Two submissions were received, with the landowner to the north objecting to the proposal on various grounds, whilst the landowner to the south raised no objection.

**COMMENT (Includes Options):**

To assist Council in considering the revised plans, the following comments and advice are offered:

Matters to be Considered

Clause 67(2) of the *Planning and Development (Local Planning Schemes) Regulations 2015 – Deemed to Apply Provisions*, requires that in determining an application for Development Approval, local governments must have a regard to various matters, including:

- (a) The aims and provisions of this Scheme and any other local planning scheme operating within the Scheme area;
- (b) Any approved State planning policy;
- (c) Any policy of the Commission;
- (d) The compatibility of the development with its setting, including:
  - i) the desired future character of its setting;
  - ii) the relationship of the development to development on adjoining land or other land in the locality, but not limited to, the likely effect

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of the height, bulk, scale, orientation and appearance of the development;

- (e) the amenity of the locality including the character of the locality; and
- (f) Comments received in response to consultation on a proposal.

Any assessment against the above criteria is provided within the balance of this agenda.

#### Zoning and Zone Objectives

The provisions of Local Planning Scheme No. 10 (the Scheme) include the subject land within the Residential Zone, with an applicable density of R12.5 in accordance with the Residential Design Codes of Western Australia (R-Codes). As set out in Part 3 of the Scheme, the objectives of the Residential Zone are:

- To provide for a range of housing and choice of residential densities to meet the needs of the community;
- To facilitate and encourage high quality design, built form and streetscaped throughout residential areas; and
- To provide for a range of non-residential uses, which are compatible with and complementary to residential development.

#### Amenity

In determining the potential impact a development may have on the Amenity of the area, consideration must be given to the following matters in accordance with the *Planning and Development (Local Planning Schemes) Regulations 2015*:

- the desired future character of its setting;
- the relationship of the development to development on adjoining land or other land in the locality, including, but not limited to, the likely effect of the appearance of the development; and
- the amenity of the locality including the character of the locality.

Prior to commencement of the excavation, the bank at the rear of the subject land was well vegetated. With this vegetation having been removed, there is currently an issue with wind blown soil detrimentally impacting on the adjacent landowner. It is considered that soil stabilisation techniques, including revegetation of disturbed areas is required to prevent ongoing impacts on the amenity of the area.

#### Proposed Earthworks

As previously reported to Council, prior to the application the landowners had excavated into an existing well vegetated hill at the rear of the home in order to create a level rear yard. This work resulted in the removal of vegetation and soil destabilising the original slope and impacting on the adjacent landowner through wind blown soil.

As with the previous application the landowners are seeking to complete further modification of the existing slope in order to achieve a 1:3 slope (33% gradient) as shown at Attachment: 9.4.12 (1). This will result in the removal of additional

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soil and limestone, further disturbing existing vegetation located east of the proposed retaining wall.

The applicant has advised that disturbed soils will be planted with a combination of native plants and domestic, including shrubs plantings along the boundaries being *“quick growing cottonwood shrubs growing to a height of 3.5 to 4m being thick in foliage and can be easily hedged.”*

As it will take time for any new vegetation to grow, there is a need for soil stabilisation techniques to be used in the interim. Should Council seek to approve the application, it is recommended that an appropriate condition be imposed to require a detailed soil management plan to demonstrate how erosion and/or soil instability will be avoided following the excavation of additional soil.

In order to ensure that any further excavation does not impact on soils and vegetation to the north of the subject land, it is recommended that a condition be imposed to require the retention of the existing ground levels within one metre of the side boundary.

#### Retaining Wall

Clause 5.3.7 of the R-Codes relates to Site Works. Assessment criteria P7.3 states that retaining walls that result in land which can be effectively used for the benefits of residents and do not detrimentally affect adjoining properties and are designed, engineered and landscaped having due regard to visual privacy.

In terms of earthworks the previous application proposed an alteration of the original contours of the property to provide a level yard extending between 3.6m and 5.6m from the rear of the dwelling, effectively lowering the existing levels by approximately 1-1.3m.

As reflected within the previous agenda item shown at Appendix: 9.4.12 (A), the previous application reflected a single retaining wall being 1.3m high and 20.1m long constructed with 350x240x1000mm limestone blocks. Once constructed the retaining wall will have exposed height of 1m above the adjacent ground level. Although engineering detail submitted in support of the application included a detail for the retaining wall to return along each side boundary, the submitted plans sought approval to a straight wall with no returns.

The revised plans that have been submitted now reflect that the main retaining wall will have wall returns along both the southern and northern side boundaries, being:

- a) 3.6m long on the northern boundary extending from the main retaining wall westward to the back of the existing dwelling; and
- b) 5.6m long extending from the main retaining wall eastward along the southern boundary.

The revised retaining wall design will no longer rely on existing retaining walls or levels on the adjacent property. The revised design therefore addresses

those matters raised within Council's November resolution which required demonstration that the disturbance of soils will be contained within the property.

#### On-site Drainage

The applicant has advised via email that there will be a sub-drain behind the proposed retaining wall "*which can either be joined to existing drainage*" which exists via the existing driveway or "*soakwells can be placed in the grassed section adjacent to the rear of the house*". The applicants further advise that all ground will slope inward to ensure stormwater run off is contained within the property.

Whilst the submitted plans clearly indicate drainage behind the existing walls, the revised plans do not provide any further information on drainage. To ensure that the retention of drainage on-site is maximised, it is recommended that detailed plans be required prior to the issue of a building permit, based on soakwells in the rear yard.

#### Visual Privacy

As reflected within Council's November resolution, the applicant was required as part of any revised application to identify appropriate methods to prevent overlooking in accordance with the Residential Design Codes of Western Australia (R-Codes). The R-Codes identify that the use of landscaping or fencing are appropriate.

The applicant has advised via email that they intend to install Colorbond ® fencing with shrub plantings along the boundaries. The submitted plans do not however provide any detail on proposed location of the proposed fencing or landscaping. Should Council seek to approve the application it is recommended that the applicant be required to provide a revised plan detailing the extent of fencing and landscaping, prior to the issue of a building permit for the retaining wall. As a minimum, it is recommended that Colorbond ® fencing at least 1.6m in height should be required for the full extent of the retaining wall proposed on the northern side boundary.

#### Neighbour Consultation

As detailed within the Public Consultation Section of this agenda item, the adjacent landowner to the north raised a number of issues associated with the proposal during the previous consultation process. No further consultation has been undertaken on the basis that the revised plans address the primary concerns relating to the impact of the proposal on their property with respect to the retaining wall, visual privacy and proposed stabilisation of the slope to the rear of the property.

Additional issues raised by the adjacent landowner with respect to the existing unauthorised garage are being addressed by the landowner in consultation with the Shire's Building Surveyor.

#### Conclusion

The proposal for adjustment of the existing contours and associated retaining walls has been adjusted and further information has been provided with respect

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to ensuring visual privacy and stabilisation of the slope to the rear of the property. As a result, conditional approval is now recommended.

Appropriate conditions are however required to ensure additional details are provided with respect to drainage and the stabilisation of soil prior to the issue of a building permit for the proposed retaining wall.

#### STATUTORY ENVIRONMENT:

*Planning and Development Act 2005.*

#### POLICY / STRATEGIC IMPLICATIONS:

Appropriate conditions of approval are required to ensure that the slope at the rear of the property is stabilised prior to revegetation of the area following completion of the earthworks and retaining wall, avoiding both water and wind erosion whilst ensure a stable landform results.

#### ORGANISATIONAL RISK MANAGEMENT:

Risk rating is considered Moderate.

Measures of Consequence							
Rating (Level)	Health	Financial Impact	Service Interruption	Compliance	Reputational	Property	Environment
Insignificant (1)	Negligible injuries	Less than \$1,000	No material service interruption	No noticeable regulatory or statutory impact	Unsubstantiated, low impact, low profile or 'no news' item	Inconsequential or no damage.	Contained, reversible impact managed by on site response
Minor (2)	First aid injuries	\$1,001 - \$10,000	Short term temporary interruption – backlog cleared < 1 day	Some temporary non compliances	Substantiated, low impact, low news item	Localised damage rectified by routine internal procedures	Contained, reversible impact managed by internal response
Moderate (3)	Medical type injuries	\$10,001 - \$50,000	Medium term temporary interruption – backlog cleared by additional resources < 1 week	Short term non-compliance but with significant regulatory requirements imposed	Substantiated, public embarrassment, moderate impact, moderate news profile	Localised damage requiring external resources to rectify	Contained, reversible impact managed by external agencies
Major (4)	Lost time injury	\$50,001 - \$150,000	Prolonged interruption of services – additional resources; performance affected < 1 month	Non-compliance results in termination of services or imposed penalties	Substantiated, public embarrassment, high impact, high news profile, third party actions	Significant damage requiring internal & external resources to rectify	Uncontained, reversible impact managed by a coordinated response from external agencies
Catastrophic (5)	Fatality, permanent disability	More than \$150,000	Indeterminate prolonged interruption of services – non-performance > 1 month	Non-compliance results in litigation, criminal charges or significant damages or penalties	Substantiated, public embarrassment, very high multiple impacts, high widespread multiple news profile, third party actions	Extensive damage requiring prolonged period of restitution Complete loss of plant, equipment & building	Uncontained, irreversible impact

#### FINANCIAL IMPLICATIONS:

The application fee has been paid in accordance with the Schedule of Fees and Charges adopted as part of the 2025/26 annual budget.

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**SUSTAINABILITY:**

Environmental: Environmental: Appropriate conditions of approval are required to ensure that impacts associated with clearing of vegetation are mitigated as soon as possible.

Economic: Nil

Social: Approval to the works as proposed will result in the property having useable private open space at the rear of the property.

**VOTING REQUIREMENTS:                      SIMPLE MAJORITY**

**OFFICER RECOMMENDATION:**

**That Council:**

**In accordance with Local Planning Scheme No. 10 – Northampton grant Development Approval to the proposed alteration of existing contours and associated retaining wall in accordance with the plans and specifications at Attachment: 9.4.12 (1) subject to compliance with the following conditions:**

- 1. The development hereby approved is to be carried out generally in accordance with the plans and specifications submitted with the application and these shall not be altered and/or modified without the prior knowledge and written consent of the Shire of Northampton:**

<b>Reference</b>	<b>Document Title</b>	<b>Date Received</b>
<b>1.</b>	<b>Site Plan</b>	<b>15 January 2026</b>
<b>2.</b>	<b>Retaining Wall Details</b>	<b>15 January 2026</b>
<b>3.</b>	<b>Email providing Additional Detail</b>	<b>15 January 2026</b>

- 2. Notwithstanding condition No 1 above, no further alteration of contours is to occur within 1m of the northern side boundary;**
- 3. Prior to the commencement of additional earthworks and the application for a building permit for the retaining wall hereby approved:**
  - a) the submitted plans are to be modified to:**
    - i) Provide additional details relating to the proposed drainage system, including soakwells at the rear of the existing home; and**
    - ii) Identify the extent and location of proposed fencing along the northern side boundary, with such fencing to be a minimum to be 1.6m in height extending along the northern side boundary from the existing home to a position not less than 1m east of the proposed retaining wall;**
  - b) The applicant shall submit a soil stabilisation, erosion and dust and sand drift control plan to be implemented for the duration**

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of the site works and subsequent building construction activities on the site to the satisfaction of the Shire of Northampton;

4. Any soils disturbed by the remaining earthworks shall be stabilised via acceptable temporary methods within 7 days of any clearing and from thereon maintained until such time as revegetation works are completed.
5. Remaining works to be undertaken shall comply with the management plan referred to in condition 3b) so as to ensure the adjacent properties are not impacted by works associated with this approval nor water or wind erosion.
6. All stormwater and drainage runoff is to be retained on the subject property or to be provided with stormwater drainage connections to the drainage system in the area at the developers cost to the satisfaction of the Shire of Northampton.

**Advice notes:**

- a) This development approval is NOT a building permit. A building permit must be formally applied for and obtained from Building Services BEFORE the commencement of any site and/or development works. (Land clearing to facilitate development and BAL report is permitted).
- b) Any retaining walls in excess of 500mm in height required in connection with development shall be so constructed as to accord with plans and specifications prepared by a practising structural engineer to the satisfaction of the Shire of Northampton and details and particulars of the certified plans and specifications shall be provided to Shire of Northampton as part of any application for a building permit

**COUNCIL RESOLUTION:**

**MOVED: Smith, C      SECONDED: Pike, D**

**02/26-28**

**That Council:**

**In accordance with Local Planning Scheme No. 10 – Northampton grant Development Approval to the proposed alteration of existing contours and associated retaining wall in accordance with the plans and specifications at Attachment: 9.4.12 (1) subject to compliance with the following conditions:**

1. The development hereby approved is to be carried out generally in accordance with the plans and specifications submitted with the application and these shall not be altered and/or modified

without the prior knowledge and written consent of the Shire of Northampton:

Reference	Document Title	Date Received
1.	Site Plan	15 January 2026
2.	Retaining Wall Details	15 January 2026
3.	Email providing Additional Detail	15 January 2026

2. Notwithstanding condition No 1 above, no further alteration of contours is to occur within 1m of the northern side boundary;
3. Prior to the commencement of additional earthworks and the application for a building permit for the retaining wall hereby approved:
  - a) the submitted plans are to be modified to:
    - i) Provide additional details relating to the proposed drainage system, including soakwells at the rear of the existing home; and
    - ii) Identify the extent and location of proposed fencing along the northern side boundary, with such fencing to be a minimum to be 1.6m in height extending along the northern side boundary from the existing home to a position not less than 1m east of the proposed retaining wall;
  - b) The applicant shall submit a soil stabilisation, erosion and dust and sand drift control plan to be implemented for the duration of the site works and subsequent building construction activities on the site to the satisfaction of the Shire of Northampton;
4. Any soils disturbed by the remaining earthworks shall be stabilised via acceptable temporary methods within 7 days of any clearing and from thereon maintained until such time as revegetation works are completed.

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5. Remaining works to be undertaken shall comply with the management plan referred to in condition 3b) so as to ensure the adjacent properties are not impacted by works associated with this approval nor water or wind erosion.
6. All stormwater and drainage runoff is to be retained on the subject property or to be provided with stormwater drainage connections to the drainage system in the area at the developers cost to the satisfaction of the Shire of Northampton.

**Advice notes:**

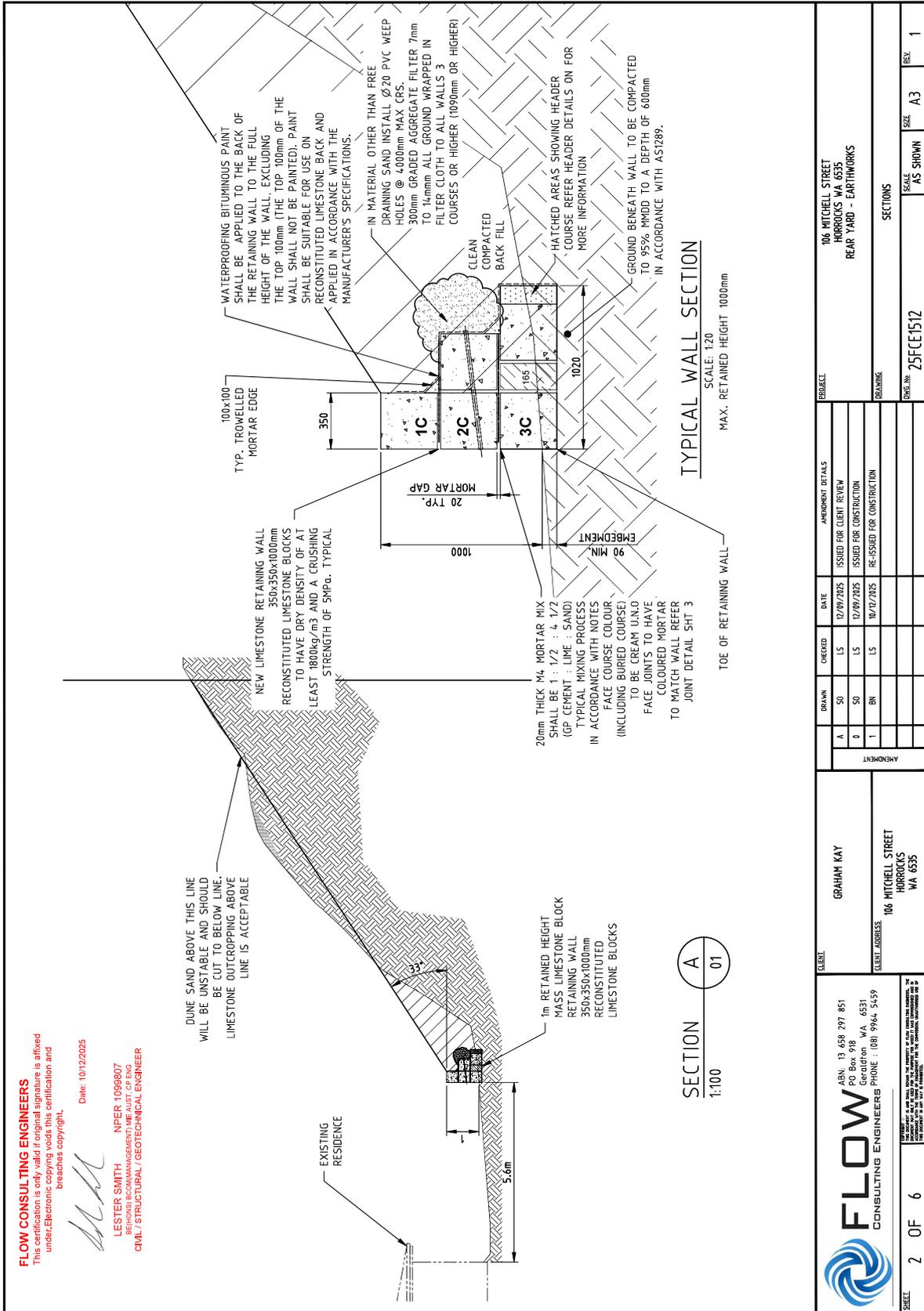
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**MOTION CARRIED 6/0****FOR**

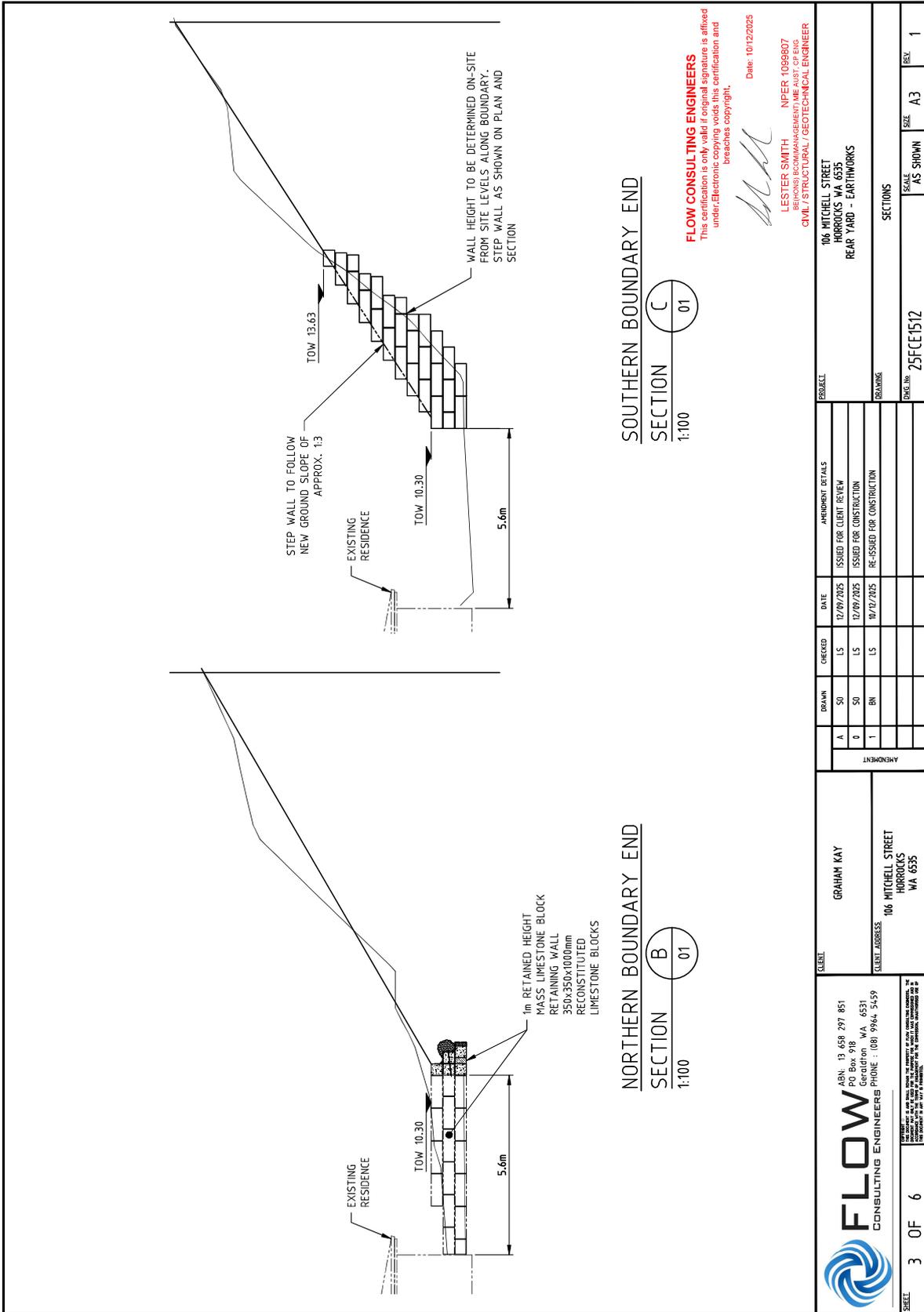
Cr L Sudlow  
 Cr R Burges  
 Cr D Pike  
 Cr K Suckling  
 Cr R Suckling  
 Cr C Smith

**AGAINST**





		SHEET: 2 OF 6		CLIENT: GRAHAM KAY 106 MITCHELL STREET MORROCKS WA 6035		PROJECT: 106 MITCHELL STREET MORROCKS WA 6035 REAR YARD - EARTHWORKS	
ABN: 13 658 297 851 PO Box 918 Gardiner WA 6531 Consulting Engineers Phone: (08) 9964 5459		AMENDMENT A SU LS 12/09/2025 ISSUED FOR CLIENT REVIEW 0 SO LS 12/09/2025 ISSUED FOR CONSTRUCTION 1 BN LS 10/12/2025 RE-ISSUED FOR CONSTRUCTION		DATE: 12/09/2025 12/09/2025 10/12/2025		SCALE: AS SHOWN A3 REV: 1	



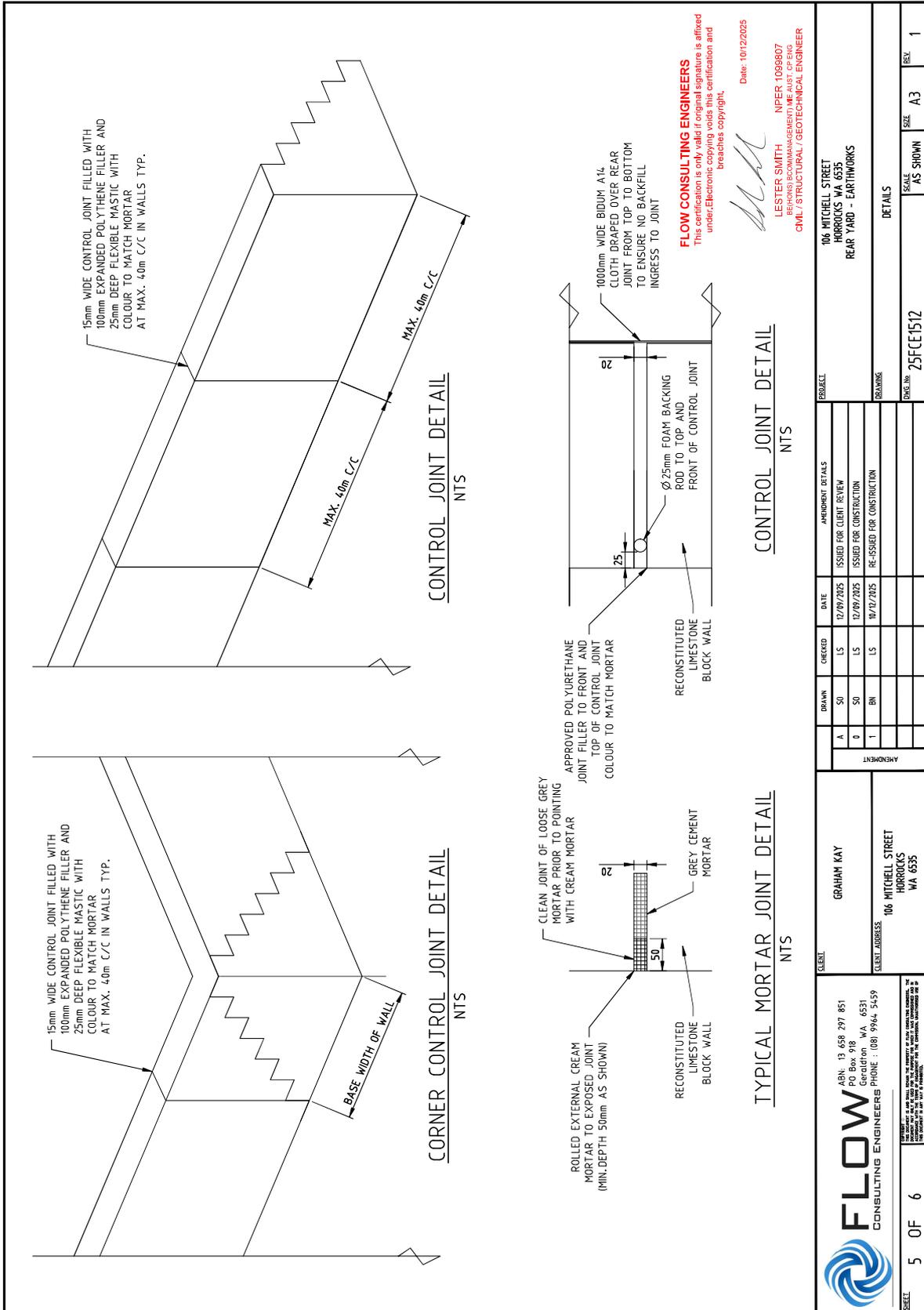
**FLOW CONSULTING ENGINEERS**  
 This certification is only valid if original signature is affixed under. Electronic copying voids this certification and breaches copyright.  
 Date: 10/12/2023  
 LESTER SMITH NPFR 1099807  
 BEHONS/BCOM/ANAGEMENT/ME/AUST CP ENG  
 CIVIL / STRUCTURAL / GEOTECHNICAL ENGINEER

SOUTHERN BOUNDARY END  
 SECTION C 01  
 1:100

NORTHERN BOUNDARY END  
 SECTION B 01  
 1:100

		SHEET 3 OF 6		ABN: 13 658 297 851 PO Box 918 Geraldton WA 6631 CONSULTING ENGINEERS PHONE: (08) 9964 5459		CLIENT: GRAHAM KAY 106 MITCHELL STREET MORROCKS WA 6355		PROJECT: 106 MITCHELL STREET MORROCKS WA 6355 REAR YARD - EARTHWORKS	
SHEET: 3 OF 6		SCALE: AS SHOWN		DRAWING: 25FCF1512		SECTIONS		SIZE: A3 REV: 1	
AMENDMENT		AMENDMENT DETAILS		DATE		CHECKED		DRAWN	
0		ISSUED FOR CLIENT REVIEW		12/09/2025		LS		SU	
1		ISSUED FOR CONSTRUCTION		12/09/2025		LS		SO	
1		RE-ISSUED FOR CONSTRUCTION		10/12/2023		LS		BN	





ABN: 13 658 297 851  
PO Box 918  
Gardiner WA 6531  
Consulting Engineers Phone: (08) 9964 5459

**CLIENT**  
GRAHAM KAY  
106 MITCHELL STREET  
MORROCKS WA 6355

AMENDMENT		DATE	ISSUED FOR	ISSUED FOR
A	SU	12/09/2025	CLIENT REVIEW	
0	S0	12/09/2025	FOR CONSTRUCTION	
1	BN	10/12/2025	RE-ISSUED FOR CONSTRUCTION	

**PROJECT**  
106 MITCHELL STREET  
MORROCKS WA 6355  
REAR YARD - EARTHWORKS

**DRAWING**  
DETAILS

**DWG. No.** 25FC1512

SHEET	5 OF 6	SCALE	A3	REV.	1
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**GENERAL:**

- G1 THESE DRAWINGS ARE TO BE READ IN CONJUNCTION WITH ALL ENGINEERING AND OTHER CONSULTANTS' DRAWINGS AND SPECIFICATIONS AND ANY AMENDMENTS TO THE DRAWINGS AS MAY BE ISSUED DURING THE COURSE OF THE CONTRACT. ALL DISCREPANCIES SHALL BE REFERRED TO THE ENGINEER FOR A DECISION BEFORE PROCEEDING WITH THE WORK.
- G2 ALL DIMENSIONS RELEVANT TO SETTING OUT AND OFF-SITE WORK SHALL BE VERIFIED BY THE BUILDER BEFORE CONSTRUCTION IS COMMENCED.
- G3 ALL DIMENSIONS NOT SHOWN ARE TO BE OBTAINED FROM THE ENGINEERING DRAWINGS OR ON-SITE.
- G4 DURING CONSTRUCTION THE BUILDER SHALL BE RESPONSIBLE FOR MAINTAINING THE STRUCTURE IN A STABLE CONDITION AND ENSURING NO PART IS OVERSTRESSED DURING CONSTRUCTION ACTIVITIES.
- G5 WORKMANSHIP AND MATERIALS ARE TO BE IN ACCORDANCE WITH THE RELEVANT S.A.A. CODES AND THE LOCAL STATUTORY AUTHORITY'S REGULATIONS INCLUDING ALL AMENDMENTS.
- G6 THE CONSULTING ENGINEER HAS NOT DESIGNED AND IS NOT RESPONSIBLE FOR STRUCTURAL ELEMENTS OTHER THAN SHOWN ON THE ENGINEERING DRAWINGS.
- G7 THE ENGINEER HAS NOT BEEN ENGAGED TO CARRY OUT VISITS OF INSPECTION FOR THIS PROJECT, AND THEREFORE TAKES NO RESPONSIBILITY VERIFYING THE CONSTRUCTION DIMENSIONS OR METHOD. FCE WOULD BE HAPPY TO PROVIDE CONSTRUCTION SUPERVISION IF REQUESTED TO DO SO.
- G8 THE STRUCTURAL WORK SHOWN ON THESE DRAWINGS HAS BEEN DESIGNED FOR THE FOLLOWING LOADS:  
SITE CLASSIFICATION IN ACCORDANCE WITH AS2870 - 2011; DESIGN SUITABLE FOR CLASS 'A' OR 'S'. SITE CLASSIFICATION BY OTHERS.
- G9 FOUNDATIONS: 150kPa  
LIVE LOADS: RETAINING WALLS HAS BEEN DESIGNED FOR SURCHARGE LOADING AS SHOWN ON DRAWING.
- G10 THE CONTRACTOR SHALL PROVIDE WRITTEN CERTIFICATION OF BACKFILL COMPACTION AND PRACTICAL COMPLETION OF THE WALL STATING THAT ALL WORKS HAVE BEEN CARRIED OUT IN ACCORDANCE WITH THESE SPECIFICATIONS AND DETAILS.
- G11 DO NOT USE HEAVY MACHINERY BEHIND THE WALL DURING CONSTRUCTION. NO MACHINES SHALL BE WITHIN A DISTANCE EQUAL TO THE HEIGHT OF REAR FACE. NO EXCAVATION TO BE ALLOWED WITHIN A DISTANCE EQUAL TO THE HEIGHT OF REAR FACE.
- G12 WALL MAY NOT BE ALTERED OR AMENDED WITHOUT PRIOR CONSULTATION AND APPROVAL FROM THE ENGINEER.
- G13 CONTRACTOR TO INSTALL SAFETY FENCE TO WALLS HIGHER THAN 1m.  
CONTRACTOR TO OBTAIN BUILDING PERMIT FROM LOCAL AUTHORITY PRIOR TO COMMENCEMENT OF CONSTRUCTION OF WALL AND COMPLY WITH ALL CONDITIONS.

**FOUNDATIONS:**

- F1 GROUND TO UNDERSIDE OF THE WALL SHALL BE COMPACTED WITH AN APPROVED VIBRATORY PLATE COMPACTOR TO ACHIEVE A COMPACTION OF 95% MODIFIED MAXIMUM DRY DENSITY IN ACCORDANCE WITH AS 1289 IN THE TOP 600mm OF FOUNDATION SOIL.
- F2 NATA ACCREDITED TEST CERTIFICATES SHALL BE OBTAINED FOR COMPACTION TESTING PRIOR TO THE COMMENCEMENT OF BUILDING.
- F3 ALL FILL SHALL BE COMPACTED IN LAYERS NOT EXCEEDING 300mm THICKNESS. IMPORTED FILL SHALL BE CLEAN WELL GRADE YELLOW SAND FROM AN APPROVED SOURCE.
- F4 SITE SHALL BE STRIPPED OF ALL VEGETATION IN BUILDING EXISTING IN THE SOIL STRATA BELOW THE FOOTINGS OR SLAB ON GROUND FOR A DEPTH OF AT LEAST 1000mm.
- F5 IF BASE AT FOOTING EXCAVATIONS BECOMES WET PRIOR TO POURING CONCRETE THEN THE WATER AND ANY SOFTENED MATERIAL SHALL BE REMOVED PRIOR TO POURING THE FOOTINGS.
- F6 IF CLAY OR EXPANSIVE SOILS ARE ENCOUNTERED ON SITE, NOTIFY ENGINEER BEFORE PROCEEDING.
- F7 STEP FOOTINGS AS REQUIRED, ON SITE.
- F8 STEP FOOTINGS BELOW PLUMBING LINES AS INDICATED ON PLUMBING DRAWINGS.
- F9 COMPACT BACKFILL MATERIAL AND EARTH IN FRONT OF RETAINING WALLS WITH LIGHT MACHINERY. BACKFILL SHALL BE COMPACTED TO 95% MODIFIED MAXIMUM DRY DENSITY IN ACCORDANCE WITH AS 1289.
- F10 ENSURE THAT STORM WATER DRAINAGE IS MANAGED AND DOES NOT INGRESS INTO THE GROUND ADJACENT TO THE RETAINING WALL. PROVIDE SURFACE GRADING AWAY FROM RETAINING WALL FOUNDATIONS.

**RETAINING WALL BLOCKWORK:**

- B1 ALL LOAD BEARING BLOCKWORK SHALL BE CONSTRUCTED IN ACCORDANCE WITH AS 3700, 1988.
- B2 ALL BLOCKS SHALL HAVE A MINIMUM CRUSHING STRENGTH OF 5MPa.
- B3 MORTAR SHALL BE M3 EXCEPT PROJECTS LOCATED WITHIN 1km OF THE OCEAN SHALL BE M4 AND INSTALLED AS FOLLOWS:  
(A) M3 MORTAR MIX SHALL BE 1:1:6. (GP CEMENT, LIME, SAND)  
(B) M4 MORTAR MIX SHALL BE 1:1/4:1/4. (GP CEMENT, LIME, SAND) U.N.O.  
(C) MIXING PROCESS SHALL BE WATER FIRST, HALF SAND, CEMENT THEN REST OF SAND.  
(D) MIXING TIME SHALL BE 5 MINUTES FOR SUMMER, 8 MINUTES FOR WINTER. OBTAIN CREAMY MIX.  
(E) BATCHING SHALL MAINTAIN EQUAL VOLUMES OF SAND AND CEMENT.  
(F) ALL BRICKWORK SHALL HAVE FULLY BEDDED JOINTS AND PERPS.
- B4 ALL FRESHLY LAID BLOCKWORK SHALL BE PROTECTED FROM RAIN BY A METHOD OF INTERRUPTION OR AT THE END OF THE DAY'S WORK.

**WALL MAINTENANCE:**

- M1 TO ENSURE THE ONGOING SERVICEABILITY OF THE RETAINING WALL IT IS REQUIRED TO ACHIEVE ESSENTIALLY STABLE FOUNDATION MOISTURE CONDITIONS.
- M2 THE SITE IS TO BE GRADED OR DRAINED SO THAT WATER CANNOT POND AGAINST OR NEAR THE BUILDING. THE GROUND IMMEDIATELY ADJACENT TO THE WALL SHOULD BE GRADED TO A UNIFORM FALL OF 50mm MINIMUM AWAY FROM THE WALL OVER THE FIRST METER. THE SITE DRAINAGE SHOULD BE MAINTAINED FOR THE ECONOMIC LIFE OF THE WALL.
- M3 GARDEN BEDS ADJACENT TO THE WALL SHOULD BE AVOIDED. CARE SHOULD BE TAKEN TO AVOID OVER WATERING OF GARDENS CLOSE TO THE WALL FOOTINGS.
- M4 PLANTING OF TREES SHOULD BE AVOIDED NEAR THE FOUNDATION OF THE WALL. TO REDUCE, BUT NOT ELIMINATE, THE POSSIBILITY OF DAMAGE, TREE PLANTING SHOULD BE RESTRICTED TO A DISTANCE FROM THE WALL OF THE MATURE HEIGHT OF THE PLANT.
- M5 WHERE ROWS OR GROUPS OF TREES ARE INVOLVED, THE DISTANCE FROM THE WALL SHOULD BE INCREASED.
- M6 LEAKS IN PLUMBING, INCLUDING STORMWATER AND SEWERAGE DRAINAGE SHOULD BE REPAIRED PROMPTLY.

**FENCING NOTES:**

- FE1 THE FENCE POSTS ARE TO BE PLACED IN Ø80mm CORE AND 160mm INTO THE 3RD COURSE OF RETAINING WALL BLOCKS TOTAL MINIMUM EMBEDMENT OF 900mm FROM THE TOP OF THE RETAINING WALL. THE POSTS SHOULD BE PLACED AT MAX 1.59m C/C OR AS ADVISED BY THE MANUFACTURER WITH A MAX HEIGHT OF 1.8m ABOVE TOP OF WALL.
- FE2 INSTALL SAFETY FENCING ON ALL WALLS HIGHER THAN 1.0m. REFER DETAIL FOR INFORMATION.
- FE3 FENCE POSTS ARE TO BE PLACED CENTRAL IN CORES TO THE TOP COURSE OF BLOCKS AND CAST IN AN APPROVED NON SHRINK FLOWABLE CONSTRUCTION GROUT SUCH AS 'UNBERTEK' FROM PARCHEM AND MUST PROVIDE 15MPa COMPRESSIVE STRENGTH.

PENETROMETER DEPTH	MINIMUM BLOWS PER 300mm
150 TO 450mm	8 BLOWS
450 TO 750mm	10 BLOWS
750 TO 1050mm	11 BLOWS
1050 TO 1350mm	12 BLOWS
1250 TO 1650mm	13 BLOWS
1650 TO 1950mm	14 BLOWS
1950 TO 2250mm	14 BLOWS
2250 TO 2550mm	15 BLOWS

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*[Signature]*  
Date: 10/12/2025

LESTER SMITH  
NPER 1098807  
BEHINDS (COMMANAGEMENT) ME AJST, OF ENG  
CIVIL / STRUCTURAL / GEOTECHNICAL ENGINEER

	CLIENT: GRAHAM KAY CLIENT ADDRESS: 106 MITCHELL STREET HOBART TAS 6535	PROJECT: 106 MITCHELL STREET HOBART TAS 6535 REAR YARD - EARTHWORKS	SCALE: AS SHOWN SIZE: A3	SHEET: 6 OF 6	DRAWING NO: 25FC1512 CONSTRUCTION NOTES
	SHEET: 6 OF 6	DRAWING NO: 25FC1512	SCALE: AS SHOWN SIZE: A3	SHEET: 6 OF 6	DRAWING NO: 25FC1512



Environmental Health Services  
8.1  
**Mobile Food Vehicles Policy**

**Purpose**

The purpose of this policy is to complement the provisions of Part 6 of the Shire of Northampton Activities in Thoroughfares and Public Places and Trading Local Law 2017 (the local law) and:

1. Provide guidance on the assessment of and requirements for the operation of mobile food vehicles proposing to operate as a stall holder within the Shire of Northampton;
2. Ensure mobile food vehicles are of a temporary nature and operate in a way which complements existing food businesses and support the activation of underutilised public spaces within town sites;
3. Ensure mobile food vehicles do not unreasonably compromise the amenity of the surrounding residential area; and
4. Ensure mobile food vehicle operators practise safe food handling in accordance with the Food Act 2008.

**Interpretation/Definitions**

For the purpose of this policy, the following definitions apply:

**'Itinerant food vehicle'** means any vehicle selling food or drink from the roadway that travels from place to place to engage in trade, not staying in one location other than while executing a sale.

**'Mobile food vehicle'** includes any:

- a) Registered vehicle, caravan, trailer or any other method of transport from which food is sold; and
- b) Non-road registered vehicles such as, but not limited to, coffee carts, hotdog carts or similar vehicles.

All other terms shall have the meaning as defined within the local law.

**Policy Measures**

1.0 Application of Policy

The provisions of this policy apply only to mobile food vehicles proposing to operate within the Shire of Northampton under a Stallholders Permit in accordance with the local law. The provisions of the Policy do not apply to:

- a) A stallholder trading at a Shire of Northampton approved community event (e.g. the Northampton District Agricultural Show);
- b) An itinerant food vehicle;
- c) A mobile food vehicle catering for an approved private event on public land; nor
- d) The trading of a mobile food vehicle on private land (Note: The Shire's prior Development Approval may be required).

2.0 Location and Siting

The following location requirements apply to all applications for approval of a mobile food vehicle under a stallholders permit:

- a) mobile food vehicle permit holders are only permitted to trade in an approved location, which is to be at least 50m from an established food or beverage business and 500m from a business selling the same, or similar, food product during that business' trading

- hours;
- b) mobile food vehicles are only permitted to trade at the locations detailed on their permits; and
  - c) mobile food vehicles and any associated temporary fixtures must be located so as not to obstruct pedestrian flow or vehicular traffic.

### 3.0 Approved Locations

Subject to compliance with clause 3.1 above, the Shire of Northampton may consider approving up to up two (2) applications for Stallholder permits to operate from the following locations at any time:

#### Northampton

- Hampton Gardens carparking area (Site A);

#### Horrocks

- Carparking area upon Lot 202, Horrocks, south of the Jetty carpark (Site B);

#### Kalbarri

- Reserve 52436, adjacent to the Kalbarri Land-Backed Wharf (Site C);
- The carpark on Reserve 25307 on Grey Street, opposite Clotworthy Street (Site D); and
- Red Bluff Beach Road (Site E).

### 4.0 Prohibited Locations

Unless being part of a Shire of Northampton approved event, stall holders shall not be approved to operate on Reserve 25307 adjacent to Sallys Tree & the Marine Rescue/RSL precinct due to the limited parking area available to service the wide range of activities that occur in the area (e.g. boat launching, beach access and adventure playground), and the proximity of existing food premises located adjacent to the Grey Street/Porter Street intersection.

### 5.0 Conditions of Approval

In granting a stallholders permit to a mobile food vehicle operating within the district, conditions shall be imposed to address the following:

- a) Those matters outlined within clauses 6.6 and 6.8 of the local law;
- b) Compliance with the Food Act 2008;
- c) The stallholder/mobile food vehicle operator shall maintain the mobile food vehicle and the surrounding area to a high standard and in accordance with the following requirements:
  - i) When trading at an approved location the trade area must be cleaned frequently;
  - ii) No waste or litter from the vehicle may be disposed of into Shire of Northampton's rubbish bins. Mobile food vehicle operators must provide adequately sized bins for patrons use and remove all rubbish from the approved location at the end of trade;
  - iii) A holding tank for wastewater must be located beneath the vehicle; and
  - iv) Wastewater, solid waste, litter or any other pollutant must not be placed on the site or allowed to enter the stormwater system, and must be disposed of appropriately and in compliance with relevant legislation and local government requirements.
- d) A mobile food vehicle may only be permitted to have temporary fixtures such as tables, chairs, signs and umbrellas and in accordance with the following conditions:
  - i) The prior approval of the Shire being obtained for the number and location of such fixtures so as to ensure pedestrian flow or vehicular traffic is not obstructed;
  - ii) The fixtures are to be of a temporary nature and removed from the site at the end of trade each day; and
  - iii) All temporary fixtures are to be sturdy and made of quality materials without sharp edges or other features likely to cause harm.

- e) The prohibition of amplified noise;
- f) Mobile food vehicles to be provided within their own water and power supply unless otherwise approved by Council. The use of generators on Reserve 52436 will not be permitted except in emergency situations (e.g. outages).
- g) Where generators are to be used, the generator must not have a manufacturer specified operational volume greater than 75dB and must at all times comply with the assigned noise levels specified under the Environmental Protection (Noise) Regulations 1997.
- h) All advertising is to be fitted to the mobile food vehicle with the exception of one temporary A-frame sign (not exceeding 1m<sup>2</sup> on any side) and one tear drop banner, which are to be located as close as practicable, and not exceeding 75m, from the location of the mobile food vehicle. All signage locations require the prior approval of the Shire of Northampton.
- i) The mobile food vehicle and all other associated material including temporary fixtures and signage are to be removed from the site outside of the approved trading hours.
- j) The permit not being transferrable.

#### 6.0 Approval Process

Applications for a mobile food vehicle stall holders permit must be accompanied by the following:

- a) A completed mobile food vehicle permit application as shown at attachment No 2 to this policy;
- b) A site plan detailing the proposed location (s), including any temporary fixtures and signage, along with the internal layout of the mobile food vehicle;
- c) A current Certificate of Currency (Public and Product Liability Insurance) for a minimum of \$20,000,000;
- d) A copy of the manufacturers specifications for any generators to be used; and
- e) A copy of a current Food Registration Certificate where the mobile food vehicle is houses and/or where the majority of the food preparation activities are occurring; and
- f) Payment of the fees and charges as prescribed in the Shire of Northampton annual schedule of fees and charges as adopted.

#### 7.0 Permit Renewal and Cancellation

- a) A permit may be cancelled or amended at the discretion of the Shire of Northampton in the event the permit holder fails to comply with the permit conditions;
- b) Applications for renewal must comply with the details and requirements outlined in clause 6.0 and must be submitted at least 1 month prior to the expiry of the existing permit.

#### Administration

This policy will be administered by the Shire's Executive Manager of Community, Development and Regulation and the Principal Environmental Health Officer.

#### Adoption and Date Due for Revision

ADOPTED 19 February 2026  
NEXT DUE FOR REVIEW February 2030

**The Administration of this Policy is by the Shire's Executive Manager of Development and Regulation and Principal Environmental Health Officer.**

**Appendix 1. Possible mobile food vehicle trading locations (subject to final siting approval by the Shire of Northampton)**

Site A – Carparking area Hampton Gardens, Northampton



Site B – Carparking area upon Lot 202, Horrocks.



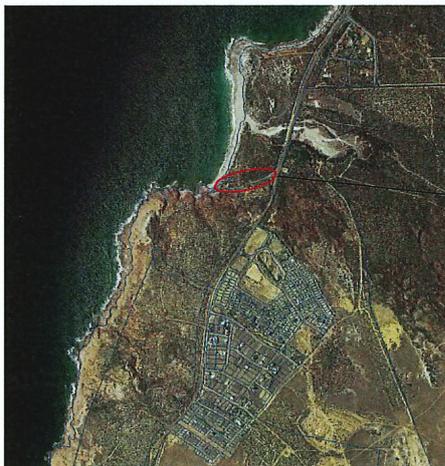
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9.4.2(1)

Sites C & D – Land Backed Wharf,



Site E – Red Bluff Beach Road, Kalbarri



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Appendix 2. Mobile food vehicle permit application form

**Application Form - Permit to Operate a Mobile Food Vehicle**

**Applicant Details**

First Name:	Surname:
Business Name:	
Trading Name	
ABN or ACN: [ ]-[ ]-[ ]-[ ]-[ ]-[ ]-[ ]-[ ]-[ ]-[ ]	
Postal Address:	
Contact Telephone:	E-mail:

I agree that the information and plans provided with this application may be made available by the local government for public viewing in connection with the application. Yes  No

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Vehicle Details**

Vehicle Registration:	Vehicle Colour:
Vehicle Make/Model:	

**Proposed Trading Days/Dates**

[Empty box for Proposed Trading Days/Dates]

**Proposed Trading Times**

[Empty box for Proposed Trading Times]

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9.4.2(1)

**Proposed Trading Location(s) (no additional fee for applying for multiple locations)**

Northampton:

Hampton Gardens carparking area (Site A)

Horrocks:

Carparking area upon Lot 202, Horrocks, south of the Jetty carpark (Site B)

Kalbarri:

Reserve 52436, adjacent to the Land-Backed Wharf (Site C)

Carpark in Reserve 25307 Grey Street opposite Clotworthy Street (Site D)

Red Bluff Beach Road (Site E)

Other proposed location/s (please specify below):

\_\_\_\_\_  
\_\_\_\_\_

Please state the address where the mobile food vehicle is proposed to be stored outside of trading hours (NB. You may require additional approval for the storage of the vehicle, which may require you to apply and renew annually):

\_\_\_\_\_

**Proposed Goods to be Sold:**

\_\_\_\_\_

**Power and use of Generators**

Do you intend to use a generator to supply power to your mobile food vehicle?  No

Yes – please specify sites where generator is proposed to be used:

\_\_\_\_\_  
\_\_\_\_\_

**Permit Type/Fees**

Please select the preferred permit type.

Three month permit = \$250

Six month permit = \$500

12 month permit = \$1,000

Temporary Permit (less than three months) = \$100

Successful applicants will be required to pay the fee(s) before start of operation.

The following non-refundable application fees will also be payable upon submission of first application:

- For applications upon Sites A, B, C, D or E: an application fee of \$50
- For applications to use sites other than Sites A – E: an application fee of \$297, plus advertising expenses

\*Note: The above application fees also apply for renewals where previous permit has expired.

**Attachments**

- A current Certificate of Currency for your public liability insurance, minimum \$20 million.
- A floor plan detailing the internal layout of the mobile food vehicle, including dimensions and fittings.
- Photographs of the external façades of the mobile food vehicle.
- A site plan for any proposed trading locations, detailing the location of the vehicle in relation to other site features, infrastructure and lot boundaries.
- A site plan showing the location of the stored vehicle, outside of trading hours, detailing the distance from lot boundaries and other site features and buildings etc.
- A current copy of the Applicant's Food Registration Certificate.
- A copy of the manufacturer's specifications for any generators proposed to be used.

**Starting Date of Permit**

If your application is successful, what date would you prefer the permit to commence?  
(Please note that an application to trade upon a site not described as Site A, B, C or D may take up to three (3) months for a determination to be given)

[Empty rectangular box for starting date of permit]