

# SHIRE OF KOJONUP



## Kojonup Natural Resource Management (NRM) Advisory Committee

NRMAC

# AGENDA

20 February 2025

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## AGENDA

### 1 DECLARATION OF OPENING AND ANNOUNCEMENT OF GUESTS

The meeting was declared open at \_\_\_\_\_pm.

### 2 ATTENDANCE & APOLOGIES

#### MEMBERS

Roger Bilney	Shire President
Alan Egerton-Warburton	Councillor
Prue Batchelor	Community Representative
Kath Mathwin	Community Representative

#### STAFF (OBSERVERS)

Grant Thompson	Chief Executive Officer
Dwayne Lottering	Property Services and Natural Resource Management
Eloise Brown	Property Services Team Leader
Tonya Pearce	Governance and Rates Officer

#### APOLOGIES

Adele Scarfone	Community Representative
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### 3 CONFIRMATION OF MINUTES

KOJONUP NATURAL RESOURCE MANAGEMENT ADVISORY COMMITTEE MEETING – 14 NOVEMBER 2024. [Attachment 3.1](#)

#### OFFICER RECOMMENDATION

That the minutes of the Kojonup Natural Resource Management Advisory Committee meeting held 14 November 2024 be confirmed as a true record.

4 GENERAL BUSINESS

Item	Response/Action	Comment
1. Strategic Discussion	Reflect on Previous Strategic Initiatives	CEO to lead discussion
2. Great Southern Climate Alliance	Update from CEO	Outcomes from recent meetings Discuss GS Climate Alliance Initiatives
3. NRM Initiatives	Action plans and priorities to be discussed and developed from this meeting to be presented to the Committee.	A priority list of NRM Shire initiatives is required for preparatory budgeting purposes. CEO to lead discussion from Project Status report

5 OTHER ITEMS FOR DISCUSSION OR FUTHER RESEARCH

6 FINANCIAL REPORT

NRM Reserve Level \$105,679

## 7 STATUS REPORTS

Actions Issues and Strategic Initiatives to be discussed by Committee.

Issue / Action #	Submitted By	Issue Description	Action(s)	Submitted Date	Actions Assigned Owner	Department	Due By Date	Category	Priority	Urgency	Action Approved	Risk	Comments/Variance Reporting on progress	Status	Estimated Completion Date	Closed Date	% ACTION COMPLETE
1	Adele Scarfone	Look into the spraying of verges, both in town and out of town.	Review Weed Plan for the Town	14/11/2024	TLPS - Eloise Brown	Property Services	1/04/2025	Environmental	MEDIUM	Must Have - 6 months	YES	LOW		In Progress			5%
2	Kath Mathwin	Gravel on verges to be 'water wise'	Investigate programs community waterwise programs	14/11/2024	MPS - Dwayne Lottering	Property Services	1/04/2025	Environmental	LOW	Nice to have 24 Months	NO	LOW		Not Started			0%
3	Adele Scarfone	The Blackwood Biosecurity Group – could help with developing plans	Develop relationships	14/11/2024	TLPS - Eloise Brown	Property Services	28/02/2025	Environmental	LOW	Required before 12 months	NO	LOW		Not Started			0%
4	Kath Mathwin	Change the spelling of 'Wattle' in your presentation.		14/11/2024	CEO - Grant Thompson	Office of the CEO	1/01/2025	Environmental	LOW	Nice to have 24 Months	YES	LOW		Closed			100%
5	Kath Mathwin	Kojonup Weed Strategy (attached) needs to be updated.	Review Weed Plan	14/11/2024	MPS - Dwayne Lottering	Property Services	1/04/2025	Environmental	HIGH	Must Have - 6 months	YES	MEDIUM		In Progress			100%
6	Kath Mathwin	Start creating awareness in the community	Communication Plan to be developed	14/11/2024	CEO - Grant Thompson	Office of the CEO	1/06/2025	Community	MEDIUM	Required before 12 months	YES	LOW		Not Started			0%
7	Kath Mathwin	Contact Southern Dirt to be involved in the NRM Committee	Develop relationships	14/11/2024	MPS - Dwayne Lottering	Property Services	28/02/2025	Community	MEDIUM	Must Have - 6 months	NO	LOW		Not Started			0%
8		WALGA Resources – Local Government Integrated Weed Management Working Group	Contact WALGA	14/11/2024	MPS - Dwayne Lottering	Property Services	28/02/2025	Community	MEDIUM	Required before 12 months	YES	LOW		Not Started			0%
9	Kath Mathwin	Steve Hopper from Albany (suggested by Kath Mathwin)	Contact Steve Hopper	14/11/2024	MPS - Dwayne Lottering	Property Services	28/02/2025	Community	MEDIUM	Required before 12 months	YES	LOW		Not Started			0%

## Kojonup NRM Advisory Committee Meeting – Agenda – 20 February 2025

Project ID	COA	Project	Description	Approved Project	Project Rating	Department	Project Sponsor	Project Owner (SPA)	Project Manager	Process Owner
1		Create a funding budget for NRM	NRM requires an approved budget	Yes	11	Office of the CEO	CEO	CEO - Grant Thompson	MFCS - Jill Johnson	MFCS
2		Identify Funding Sources for projects ie grants and council funding	Utilise NRM reserve to leverage Grants and achieve strategies	Yes	8	Property Services	MPS	MPS - Dwayne Lottering	PMRS - Estelle Lottering	PMRS
3		Investigate the cost of a specialised role in NRM	Identify the right role and person to achieve NRM goals	No	1	Office of the CEO	CEO	MPS - Dwayne Lottering	MPS - Dwayne Lottering	MPS
4		Project Management Framework to be created for NRM	Governance structure required for NRM deliverables	Yes	16	PM & Regulatory Services	CEO	MPS - Dwayne Lottering	PMRS - Estelle Lottering	PMRS
5		Determine whether a partnership with GS Dirt is viable	GS Dirt may be a viable partner for achieving NRM goals	No	1	Office of the CEO	CEO	MPS - Dwayne Lottering	MPS - Dwayne Lottering	CEO
6		Identify community projects to get volunteers involved	Volunteers important to the sustainability of the Shire	Yes	22	Property Services	MPS	MPS - Dwayne Lottering	TLPS - Eloise Brown	TLPS
7		Create a GS Climate Alliance	LGA now has a mandate to decarbonise and consider climate impact. Climate alliance a good vehicle to drive advocacy	Yes	37	Office of the CEO	CEO	CEO - Grant Thompson	CEO - Grant Thompson	CEO
8		Identify advocacy positions through WALGA & GS Alliance	Researched Policies required	Yes	5	Office of the CEO	CEO	CEO - Grant Thompson	CEO - Grant Thompson	CEO
9		Create a Vermin and Pest Control Plan for the Shire	Localised pest control plans are key to sustainability	Yes	3	Property Services	MPS	MPS - Dwayne Lottering	TLPS - Eloise Brown	MPS
10		Create a specific noxious weed control management plan for the Shire	Localised weed control plans are key to sustainability	Yes	11	Property Services	MPS	MPS - Dwayne Lottering	TLPS - Eloise Brown	TLPS
11		Identify the problems that exist in the roadside verge to understand the solution	Localised roadside verge management key to sustainability	Yes	11	Property Services	MPS	MPS - Dwayne Lottering	TLPS - Eloise Brown	TLPS
12		Create a Roadside Biodiversity Management Plan	Localised roadside verge management plans critical	Yes	11	Property Services	MPS	MPS - Dwayne Lottering	TLPS - Eloise Brown	TLPS
13		Create a Noongar Accord to protect culturally significant sites	Identifying cultural sites are important to the Shire	Yes	28.5	Office of the CEO	CEO	CEO - Grant Thompson	CEO - Grant Thompson	CEO
14		Identify culturally sensitive sites that are within Shire mandate to protect	Identifying cultural sites are important to the Shire	Yes	5	Property Services	CEO	MPS - Dwayne Lottering	MPS - Dwayne Lottering	MPS
15		Create a co-authored management plan to protect culturally sensitive agreed sites	Identifying cultural sites are important to the Shire	No	1	Office of the CEO	CEO	MPS - Dwayne Lottering	MPS - Dwayne Lottering	MPS

8 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

9 NEXT MEETING

The next meeting of the Kojonup Natural Resource Management Advisory Committee is to be held 15 May 2025 at 5.00pm.

10 CLOSURE

There being no further business, the Presiding Member thanked the members for their attendance and declared the meeting closed at \_\_\_\_pm.

11 ATTACHMENTS (SEPARATE)

3.1 Unconfirmed Kojonup NRM Advisory Committee Meeting – 14 November 2024

7.1 NRM Status Reports

SHIRE OF KOJONUP



Kojonup Natural Resource Management (NRM)  
Advisory Committee

NRMAC - 11

# MINUTES

14 November 2024



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## MINUTES

### 1 DECLARATION OF OPENING AND ANNOUNCEMENT OF GUESTS

The meeting was declared open at 5.00pm.

### 2 ATTENDANCE & APOLOGIES

#### MEMBERS

Roger Bilney	Shire President
Alan Egerton-Warburton	Councillor
Kath Mathwin	Community Representative
Adele Scarfone	Community Representative

#### STAFF (OBSERVERS)

Grant Thompson	Chief Executive Officer
Dwayne Lottering	Property Services and Natural Resource Management
Eloise Brown	Property Services Team Leader
Tonya Pearce	Governance and Rates Officer

#### APOLOGIES

Prue Batchelor	Community Representative
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### 3 CONFIRMATION OF MINUTES

KOJONUP NATURAL RESOURCE MANAGEMENT ADVISORY COMMITTEE MEETING – 30 AUGUST 2024. [Attachment 3.1](#)

#### OFFICER RECOMMENDATION/COMMITTEE DECISION

NRM2/24 Moved K Mathwin

Seconded A Scarfone

That the minutes of the Kojonup Natural Resource Management Advisory Committee meeting held 30 August 2024 be confirmed as a true record.

CARRIED 4/0

For: Cr Bilney, Cr Egerton-Warburton, K Mathwin, A Scarfone

#### 4 GENERAL BUSINESS

Item	Response/Action	
Strategic Discussion	<p>Reflect on Previous Strategic Discussion</p> <p>Form and finalise Strategic Initiatives and Priorities for the NRM committee in 2025</p>	<p>CEO to facilitate planning session for NRM strategy and plans.</p> <p>At this meeting the CEO reflected on the previous strategic discussion, presented the mission and purpose based on the Committees input.</p> <p>Strategic issues verified.</p> <p>Initiatives workshopped at this meeting with the Committee.</p> <p>An action plan will be developed from this meeting to be presented to the Committee.</p> <p>Refer to notes for detail – <a href="#">attachment 4.1</a>.</p>

#### 5 OTHER ITEMS FOR DISCUSSION OR FUTHER RESEARCH

Great Southern Climate Alliance Update – Shire of Kent, Woodanilling, Katanning, Broomehill-Tambellup, Jerramungup, Gnowangerup, Katanning and Kojonup have come together as the Great Southern Climate Alliance.

Myrtle Benn Reserve – risk assessment for bushland, Shire of Kojonup has many assets, deemed extreme risk identified in the Bushfire Risk Mitigation Plan. The Shire of Kojonup is an overall extreme risk from a bushfire perspective. Mitigation has not been undertaken within the Shire over multiple years.

Fuel load and no mitigation could mean a hot, out of control burn putting the town at risk. Council confirmed the need to act on mitigation.

Discussed with DFES and came up with a plan to mitigate the risk. Local fire brigades were involved in the decisions and mitigation. Discussed with Wagyl Kaip.

Discussion has been had to try to stop vehicles from going in there, put gates in place and only allowing walking tracks is the best control. Needs further discussion.

A suggestion to support Clean Up Australia Day, place information in the Koji News.

Invite Southern Dirt to have a meeting with the Committee to collaborate ideas and assist the NRM Committee.

Invite Shane Harris to the next meeting, to discuss the ongoing works at Myrtle Benn Reserve and any future works to be done at Farrar Reserve and at the Show Grounds.

6 **FINANCIAL REPORT**

Reserves Update – No changes to reserve funding.

7 **STATUS REPORTS**

To be created from initiatives planning

8 **MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**

Nil

9 **NEXT MEETING**

The next meeting of the Kojonup Natural Resource Management Advisory Committee is to be held 20 February 2025 at 5.00pm.

10 **CLOSURE**

There being no further business, the Presiding Member thanked the members for their attendance and declared the meeting closed at 6.37pm.

11 ATTACHMENTS (SEPARATE)

- 3.1 Unconfirmed Kojonup NRM Advisory Committee Meeting – 30 August 2024
- 4.1 NRM Purpose Planning Session November 2024

UNCONFIRMED



## SoKO NRM ISSUES / ACTION REGISTER:

Issue / Action #	Submitted By	Issue Description	Action(s)	Submitted Date	Actions Assigned Owner	Department	Due By Date	Category	Priority	Urgency	Action Approved	Risk	Comments/Variance Reporting on progress	Status	Estimated Completion Date	Closed Date	% ACTION COMPLETE
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## Identifies the initiatives associated with the Strategies

NRM Strategic Goals		#	Strategies (Objectives)	Measures	Targets	Initiatives 2024/2025
F1	Seek, Identify and Apply for new funding sources	10.1.2.1	Create an annual NRM funded Operating Plan	NRM Budget Adopted	Budget	Create a funding budget for NRM
		10.1.2.2	Identify Available Grants and Improve Capacity to deliver community expectations with Grants and funding	Increase in NRM Grant funded projects	\$\$ Funding	Identify Funding Sources for projects ie grants and council funding
		10.1.2.3	Create annual management plans for Shire controlled bushlands	Plan Adopted	Planning Document	Investigate the cost of a specialised role in NRM
		10.1.2.4	Create a priority project list and Identify Key NRM Projects to be achieved	Project Plan Approved	List	Project Management Framework to be created for NRM
C1	Engage with Community	10.1.2.5	Develop a community requirements document related to NRM outcomes	Survey undertaken with community	Survey Completed	Determine whether a partnership with GS Dirt is viable
		10.1.2.6	Develop a Community engagement plan related to the Community Requirements	A plan that uses survey results to develop a plan focusing on Community NRM priorities	Planning Document	Identify community projects to get volunteers involved
C2	Create Climate Resilience in the Community	10.1.2.7	Create a water resilience plan through the GS Climate Alliance	Water plan adopted	Planning Document	Create a GS Climate Alliance
C3	Engage with Government on climate & environment	10.1.2.8	Continue to advocate with Governments	Policy Creation		Identify advocacy positions through WALGA & GS Alliance
P1	Identify, Control and Contain Pests and Weeds	10.1.2.10	Create a Vermin and Pest Control Plan for the Shire	Decrease in vermin and pests	Planning Document	Create a Vermin and Pest Control Plan for the Shire
		10.1.2.11	Create a specific noxious weed control management plan for the Shire	Decrease and containment of noxious weeds	Planning Document	Create a specific noxious weed control management plan for the Shire
P3	Identify, Renew Control and Protect Biodiversity	10.1.2.12	Identify the problems that exist in the roadside verge to understand the solution	Identified list agreed by NRM Committee	List	Identify the problems that exist in the roadside verge to understand the solution
		10.1.2.13	Create a Roadside Biodiversity Management Plan	Plan accepted	Planning Document	Create a Roadside Biodiversity Management Plan
L1	Cultural Safety - Research, Identify and Protect Culturally Significant sites	10.1.2.14	Create a Noongar Accord to protect culturally significant sites	Signed Accord with KAC and Create Noongar Advisory Committee to Council	Agreement	Create a Noongar Accord to protect culturally significant sites
		10.1.2.15	Identify culturally sensitive sites that are within Shire mandate to protect	Cultural Surveys to be undertaken on large prioritised sites	1 per year	Identify culturally sensitive sites that are within Shire mandate to protect
		10.1.2.16	Create a co-authored management plan to protect culturally sensitive agreed sites	Build relationship with KAC to agree on management plan	Planning Document	Create a co-authored management plan to protect culturally sensitive agreed sites