

SHIRE OF KOJONUP



Kojonup Natural Resource Management (NRM)
Advisory Committee

NRMAC

MINUTES

15 May 2025

TABLE OF CONTENTS

MINUTES

1	DECLARATION OF OPENING AND ANNOUNCEMENT OF GUESTS	3
2	ATTENDANCE & APOLOGIES	3
3	CONFIRMATION OF MINUTES	3
4	GENERAL BUSINESS	4
5	OTHER ITEMS FOR DISCUSSION OR FUTHER RESEARCH	5
6	FINANCIAL REPORT	6
7	STATUS REPORTS	7
8	MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN	9
9	NEXT MEETING	9
10	CLOSURE	9
11	ATTACHMENTS (SEPARATE)	9

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
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

OBSERVERS

Jessica (Jess) Sunderland	Southern Dirt
Pauline Michael	Wagyl Kaip

APOLOGIES

3 CONFIRMATION OF MINUTES

KOJONUP NATURAL RESOURCE MANAGEMENT ADVISORY COMMITTEE MEETING – 20 FEBRUARY 2025. [Attachment 3.1](#)

OFFICER RECOMMENDATION/COMMITTEE DECISION

NRM2/25 Moved P Batchelor Seconded Cr Egerton-Warburton

That the minutes of the Kojonup Natural Resource Management Advisory Committee meeting held 20 February 2025 be confirmed as a true record.

CARRIED 4/0

For: Cr Bilney, Cr Egerton-Warburton, P Batchelor, K Mathwin

4 **GENERAL BUSINESS**

Item	Response/Action	Comment	Notes
1. NRM Initiatives	Refer to status update. Action plans and priorities to be discussed and developed. Recommendations to Council as needed.	CEO to lead discussion. A priority list of NRM Shire initiatives is required for preparatory budgeting purposes. CEO to lead discussion from Project Status report	Dwayne has created a spreadsheet tool, to identify where weeds are found around town, links of how to identify weeds, map location links and checklists. This spreadsheet is crucial for the Parks and Gardens Crew.
2. Great Southern VROC - Climate Strategies	Update from CEO.	Outcomes from any recent GS VROC meetings. Discuss Climate current Initiatives.	To create a Drought Implementation Plan from funding provided. Plan to be completed by October 2025. Southern Dirt have just completed a similar plan and have all the data, can assist with this plan.
3. Water Tanks - DWER Update	CEO & MPS to provide update	Shire to brief the Committee on recent water capture and storage.	Nine (9) water tanks to be built, for future drought support, in and around the Shire
4. Katanning Landcare Initiative Update	CEO to update on recent discussions with Katanning Landcare.	For Information.	Katanning Landcare didn't align with the Shires requirements and therefore the decision was not to participate.

Item	Response/Action	Comment	Notes
5. Southern Dirt	CEO Update on Southern Dirt Relationship with NRM Committee	Recommendation required from NRM committee.	<p>Jess is the Project Officer for Southern Dirt. Jess has undertaken research projects on farms around, Tambellup, to Boyup Brook and Broomehill and other areas to reduce nitrogen usage, improve water holding capacity.</p> <p>Southern Dirt have 6000 salt bush to plant, most go to landholders and the Shire has been offered 600 for the community.</p> <p>Southern Dirt will be putting notices into the Kojonup News, to keep the community up to date.</p>
6. Wagyl Kaip Ranger Program	Pauline Michael to update on Wagyl Kaip Ranger Program for Kojonup.	Discuss outcomes.	<p>Pauline Michael is the Senior Ranger for Wagyl Kaip in Kojonup, looking to setup a ranger program with five (5) female Rangers to join the crew.</p> <p>Final interviews will be held next Friday, followed by four (4) weeks training.</p>

5 OTHER ITEMS FOR DISCUSSION OR FUTHER RESEARCH

Farmers have been clearing their own land, as well as road verges. Department of Water and Environmental Regulation (DWER) have been contacted and are investigating. Farmers are permitted to clear 1.5 metres from the surveyed fence line. Committee members suggested the Council look into lobbying to the State Government to increase penalties, to deter people from continuing to remove large numbers of trees.

COMMITTEE DECISION

NRM3/25 Moved Cr Egerton-Warburton Seconded P Batchelor

That the Kojonup Natural Resource Management Advisory Committee recommend to Council to accept Jessica Sunderland from Southern Dirt and Pauline Michael from Wagyl Kaip into the Kojonup Natural Resource Management Advisory Committee as participating members.

CARRIED 4/0

For: Cr Bilney, Cr Egerton-Warburton, P Batchelor, K Mathwin

COMMITTEE DECISION

NRM4/25 Moved Cr K Mathwin Seconded P Batchelor

That the Kojonup Natural Resource Management Advisory Committee recommend to Council to investigate resources and an operating budget for Natural Resource Management.

CARRIED 4/0

For: Cr Bilney, Cr Egerton-Warburton, P Batchelor, K Mathwin

6 FINANCIAL REPORT

\$10,000 used from the Natural Resource Management Reserve for the purpose of building nine (9) water tanks, for future drought support, in and around the Shire in conjunction with the Department of Water Environment and Regulation.

Council may choose to put this money back into the Reserve through the budget process.

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	Plan in place underway, progress is good resources improved,	In Process			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		Closed			100%
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%
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	Plan is formed, Newer technology, rates of chemicals more precision, more effective, Program starting in Autumn	In Process			85%
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	CEO to create messages and stakeholder plan	Not Started			5%
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	Dwayne to contact	Closed			100%
8	Adele Scarfone	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	Dwayne to contact	Closed			100%
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	Dwayne to Contact	Closed			100%
10	Prue Batchelor	No mow verges	mostly Victoria and some suburbs in Perth, have no mow verges	20/02/2025	TLPS - Eloise Brown	Property Services	1/05/2025	Environmental	MEDIUM	Nice to have 24 Months	NO	LOW		Closed			100%
11	Prue Batchelor	Education Programs with the schools	Busy Bee days to get the community involved in volunteering	20/02/2025	TLPS - Eloise Brown	Property Services	1/05/2025	Community	LOW	Required before 12 months	YES	LOW		In Process			0%
12	Cr Egerton-Warburton	Rubbish on roadsides - Kojonup - Clean up Frankland Rd	Check Main Roads Clean up Australia Day on a Shire level?	20/02/2025	MPS - Dwayne Lottering	Property Services	1/05/2025	Assets & Infrastructure	MEDIUM	Must Have - 6 months	YES	MEDIUM		Not Started			0%
13	Kath Mathwin	Seminar on climate change	Invite other Shires to be involved in the seminar, through the strategic alliance meeting	20/02/2025	CEO - Grant Thompson	Office of the CEO	1/05/2025	Community	LOW	Nice to have 24 Months	NO	LOW		Not Started			0%
14	NRM Committee	Committee Members to send in recommendations for budget allocations in the 25/26 budget as per the Strategic Initiatives	Committee members to identify any budget requirements for next committee.	20/02/2025	CEO - Grant Thompson	Office of the CEO	1/05/2025	Financial	HIGH	Urgent - 2 months	YES	LOW	In Progress. Motion made at 15/05/25 Meeting	In Process	15/05/2025		55%
15	NRM Committee	Grants to fund the NRM Role	Find grants to support an NRM Role	15/05/2025	CEO - Grant Thompson	Office of the CEO	1/07/2025	Operations & Processes	MEDIUM	Must Have - 6 months		MEDIUM		Not Started			0%
16	Jess Sunderlin	Landcare Equipment	Shire of Kojonup to look for Landcare equipment, if possible	15/05/2025	PMRS - Estelle Lottering	PM & Regulatory Services	21/08/2025	Community	MEDIUM	Urgent - 2 months		LOW		Not Started			0%

Kojonup NRM Advisory Committee Meeting – Minutes – 15 May 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 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

Nil

9 NEXT MEETING

The next meeting of the Kojonup Natural Resource Management Advisory Committee is to be held 21 August 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 6.26pm.

11 ATTACHMENTS (SEPARATE)

3.1 Kojonup NRM Advisory Committee Meeting – 20 February 2025

Confirmed as a true record –



Presiding Member

24/2/26

Date