



Minutes

**Special Council Meeting held
29, January 2026**

5.00 pm in Council Chambers, Adam Street Nannup

Confirmed Copy

The purpose of the special meeting is for Council to adopt:

1. The Senior Housing Strategy
2. The Economic Development and Implementation Plan
3. Funding to support the Nannup WA GEO Park

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Risk Management:

The Shire of Nannup considers risk management to be an essential management function in its operations. It recognises that the risk management responsibility for managing specific risks lies with the person who has the responsibility for the function, service or activity that gives rise to that risk.

Assessing Risk:

Shire Nannup Consequence Guide							
Rating Level	Health	Financial	Reputational	Compliance	Service disruption	Assets	Environment
Low (Minor)	First Aid Injury	Less than \$5,000	Unsubstantiated No real impact	Negligible statutory impact	Little disruption	Inconsequential Damage	Contained and minimal
Medium (Moderate)	Lost Time Injury <30 days	\$25,001 to \$100,000	Substantial public embarrassment moderate news profile	Short term but significant regulatory imposts	Temporary interruption and additional resources needed	Localised damage requiring external sources to rectify	Contained reversible impact with external agencies
High (Major – Extreme)	Lost time injury >30 days or a fatality	\$100,001 To \$500,000+	Substantiated prolong public embarrassment with widespread news	Non-Compliance resulting in litigation or criminal charges	Prolonged interruption greater than 1 month+	Excessive damage to complete loss of asset.	Uncontained irreversible impact

Shire Nannup Likelihood Guide			
Level	Rating	Description	Frequency
5	Almost Certain	The event is expected to occur in most circumstances	More than once per year
4	Likely	The event will probably occur in most circumstances	At least once per year
3	Possible	The event should occur sat sometimes	At Least three per year
2	Unlikely	The event could occur at some time	At least once in 10 years
1	Rare	The event may occur in exceptional circumstances	Less than once in 15 years

Shire Nannup Risk Matrix			
Likelihood \ Consequence	Low (1)	Medium (2)	High (3)
5 – Almost Certain	Medium (5)	High (10)	Extreme (15)
4 – Likely	Medium (4)	High (8)	High (12)
3 – Possible	Low (3)	Medium (6)	High (9)
2 – Unlikely	Low (2)	Medium (4)	Medium (6)
1 – Rare	Low (1)	Low (2)	Medium (3)

Shire Nannup Acceptance Criteria Guide			
Rating Level	Description	Criteria	Responsibility
Low (Minor)	Acceptable	Risk acceptable with adequate controls, managed by routine procedures and subject to annual monitoring	Operations Managers and Coordinators
Medium (Moderate)	Attention Required	Risk Acceptable with excellent controls, managed by senior staff subject to regular (1-3 Month) monitoring	Manager Corporate Services/CEO
High (Major – Extreme)	Unacceptable	Risk only acceptable with excellent controls and all treatment plans to be explored and implemented where possible, managed by highest level authority and subject to continuous monitoring	CEO and Council

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MINUTES

1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS/ACKNOWLEDGMENT OF COUNTRY:

The Deputy Shire President to declared the meeting open at 5.00pm and welcome the public gallery.

The Deputy Shire President to acknowledged the traditional custodians of the land, the Wardandi and Bibbulmun people, paying respects to Elders past, present, and emerging.

Audio Recording

The Presiding Member to advise that the meeting is being audio recorded in accordance with the Local Government Act 1995 and will be published on the Shire's website within 14 days.

Members of the public are reminded that no other visual or audio recording of this meeting by any other means is allowed without the permission of the chairperson.

2. ATTENDANCE/APOLOGIES:

2.1 ATTENDANCE

Councillor	Vicki Hansen
Councillor	Lynette Curtis
Councillor	Cheryle Brown
Councillor	Nancy Tang

Chief Executive Officer	David Taylor
Executive Manager Corporate	Kim Dolzadelli
Executive Manager Works and Services	Damon Lukins
Executive Support Officer	Lisa Atkinson

2.2 APOLOGIES

Councillor	Anthony (Tony) Dean (Approved Leave of Absence)
Councillor	Timothy Sly (Approved Leave of Absence)
Councillor	Cr Patricia Fraser

PUBLIC GALLERY

Mark White.

3. PUBLIC QUESTION TIME:

Nil.

4. MEMBERS ON LEAVE OF ABSENCE AND APPLICATIONS FOR LEAVE OF ABSENCE:

4.1 Cr Dean has applied for leave of absence for 29 January 2026.

COUNCIL RESOLUTION 290126.1**MOVED: CR BROWN****SECONDED: CR CURTIS*****That Council approves Cr Dean's request for leave of absence for 29 January 2026*****CARRIED****TOTAL VOTES FOR: 4*****Cr Hansen, Cr Curtis, Cr Brown, Cr Tang*****TOTAL VOTES AGAINST: 0**

5. CONFIRMATION OF MINUTES:

Nil.

6. ANNOUNCEMENTS FROM PRESIDING MEMBER:

Nil.

7. DISCLOSURE OF INTEREST:

Cr Brown has declared a Financial Interest in agenda item 10.3 – Nannup Geopark Funding Support Request.

Cr Tang declared an Impartiality Interest in agenda item 10.3 – Nannup Geopark Funding Support Request.

The Shire of Nannup Disclosure of Interest Register is on our website [here](#).

8. QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN:

Nil.

9. PRESENTATIONS/DEPUTATIONS/PETITIONS:

Nil.

10. REPORTS OF OFFICERS:

AGENDA NUMBER & SUBJECT:	10.1 – KPI 11 - Senior Housing Strategy
LOCATION/ADDRESS:	Shire of Nannup
NAME OF APPLICANT:	N/A
FILE REFERENCE:	KPI 11
AUTHOR:	David Taylor – Chief Executive Officer
REPORTING OFFICER:	David Taylor - Chief Executive Officer
DISCLOSURE OF INTEREST:	Nil
DATE OF REPORT:	26 January 2026
PREVIOUS MEETING REFERENCE	Nil
ATTACHMENTS:	10.1.1 – Senior Housing Strategy

BACKGROUND:

Council at its 27th February 2025 Ordinary Meeting endorsed the new set of Key Performance Indicators (KPI) for the Chief Executive Officer.

KPI 11 – Deliver a Seniors Housing Strategy to Council.

The Seniors Housing Strategy provides a 10-year framework to address the growing demand for age-appropriate housing in the Shire of Nannup. It responds to demographic change, limited housing diversity, affordability pressures, and the community's strong desire to age in place. The Strategy identifies priority needs, gaps, and development opportunities, and outlines a staged implementation plan.

This strategy has been under development since June 2025. Consultation was undertaken in September and October 2025 with some minor amendments being made as a result. Three Council workshops were held during this time to discuss various

COMMENT:

The Seniors Housing Strategy explores the need for age-appropriate housing enabling transition for the current and future population of Nannup. It can be read in conjunction with the Seniors Strategy, which focuses primarily on services. It has been noted in the Seniors Strategy that more residents desire to choose to 'age in place'. Others due to lack of suitable housing (amongst medical services, allied health support, and transport options) have relocated to other locations. The Seniors Housing Strategy therefore focuses primarily on housing options and creating further choice within Nannup. It considers population growth, affordability, diversity of housing types, and sustainability. It identifies strategies for new and appropriate housing and identifies suitable locations for development.

The Shire of Nannup's Seniors Housing Strategy provides a foundation to understanding the key housing issues and opportunities for all residents. These include:

- A mismatch between housing stock e.g. predominately large homes in supply and smaller homes in demand.
- The need to increase housing density in the town centre precinct, whereby facilities, services and amenities are within a short walking distance (i.e. 1km from the town centre to a person's home is equivalent to a 10-15 minute walk).

- The need for smaller block sizes to ensure Nannup continues to be sustainable in land use planning within the bounds of constraints such as forested areas, waterways and agricultural areas.
- Affordable living options for a range of low to moderate income households (Social Housing and Affordable Housing).
- Universal access housing designed to be practical and flexible, accommodating people of all ages and abilities throughout their lives.
- Compact houses with low maintenance, to enable flexibility of use i.e. lock up and leave.
- Lack of available land in the Shire's control to develop.

While keeping inclusion and flexibility in mind, the Strategy focuses on how these issues impacts senior residents and how to provide direction forward that considers seniors at the forefront. The residents of Nannup, which are characterised by a relatively higher amount of older people, have noted the need for seniors specific housing to create a cluster of people with similar needs and stage of life.

Section 7 details an implementation plan that identifies a number of target actions to be completed over 7 development precincts.

STATUTORY ENVIRONMENT:

Local Government Act 1995.

POLICY IMPLICATIONS:

Nil.

FINANCIAL IMPLICATIONS:

There are on going commitments to support the implementation plan included within this strategy.

RISK MANAGEMENT MATRIX:

The Shire, through its adopted Risk Management Framework, has identified a number of risk areas that need to be assessed and where necessary treated, like, but not limited to:

Audit risks	Financial and credit risks
Operational risks	Technological and IT risks
Compliance and regulatory risks	Environmental risks
Legal risks	Strategic risks
Political risks	Sustainability and security risks

Officers have undertaken a Risk Assessment which is shown below:

Risk	Likelihood	Consequence	Risk Rating	Risk Description	Mitigation/Controls
Insufficient Suitable Land Supply	3-Possible	2-Medium	Medium	Limited Shire-Controlled land constrains ability to deliver diverse, smaller lots near services, delaying precinct roll-out	Advance land strategy: identify acquisition/land swap opportunities Structure planning to upzone priority precincts Partner with state agencies & community housing providers. Maintain pipeline of shovel-ready precincts via concept designs and servicing plans.
Infrastructure and servicing constraints (water, wastewater, power)	3 – Possible	3 – High	High	Servicing upgrades or capacity shortfalls increase costs and timelines, risking viability of smaller lots and higher densities.	Servicing due diligence per precinct MOUs with utilities; staging and headworks planning Explore alternative/embedded energy, WSUD Include contingency allowances in business cases.
Construction cost escalation and market supply shortages	4 – Likely	2 – Medium	High	Volatile construction market undermines affordability targets and delivery phasing.	flexible procurement (EOIs/panels) Standardised, modest, universal-access designs Value engineering and staged releases Pursue grants to offset cost shocks Indexation in agreements.

Failure to deliver suitable seniors housing types	3 – Possible	2 – Medium	Medium	Lack of diverse, smaller, accessible housing may cause seniors to relocate, undermining strategy objectives.	Universal design requirements Encourage compact, low-maintenance homes. Incentivise diverse product types in precincts
Community resistance to increased density	3 – Possible	2 – Medium	Medium	Concern about character change from smaller lot sizes and higher density may delay approvals and damage reputation.	Visualisations and community engagement. Messaging on walkability benefits Strong design guidelines

STRATEGIC IMPLICATIONS:

This document sets a strategic future for seniors housing within the Nannup community.

Extract from the Strategic Community Plan 2021 – 2036

1.2 Our Aged - We respect and value our aged, and we seek to ensure that are supported.

- Provide an aged friendly environment that is accessible, supportive and inclusive.
- Advocate for continued improvements in services from other levels of government and the private sector that facilitate living and aging well in our community.

VOTING REQUIREMENT:

Simple majority.

OFFICER RECOMMENDATION

That Council endorse the Seniors Housing Strategy as shown in Attachment 10.1.1.

COUNCIL RESOLUTION 290126.2**MOVED: CR CURTIS****SECONDED: CR BROWN*****That Council endorse the Seniors Housing Strategy as shown in Attachment 10.1.1.*****CARRIED****TOTAL VOTES FOR: 4*****Cr Hansen, Cr Curtis, Cr Brown, Cr Tang*****TOTAL VOTES AGAINST: 0**

AGENDA NUMBER & SUBJECT:	10.2 – KPI 13 Economic Development and Implementation Plan
LOCATION/ADDRESS:	Shire of Nannup
NAME OF APPLICANT:	N/A
FILE REFERENCE:	KPI 13
AUTHOR:	David Taylor – Chief Executive Officer
REPORTING OFFICER:	David Taylor - Chief Executive Officer
DISCLOSURE OF INTEREST:	Nil
DATE OF REPORT:	26 January 2026
PREVIOUS MEETING REFERENCE	Nil
ATTACHMENTS:	10.2.1 – Economic Development and Implementation Plan

BACKGROUND:

Council at its 27th February 2025 Ordinary Meeting endorsed the new set of Key Performance Indicators (KPI) for the Chief Executive Officer.

KPI 13 – Deliver an Economic Development and Implementation Plan which encompasses but not restricted to Brockman Street upgrade, CBD Parking, Entry Statements (North & South), Digital connectivity for events (Permanent solution), Develop Dunnet Rd North and to actively pursue funding to Implement Economic Development Plan.

This Economic Development Strategy sets out a vision for the sustainable growth of Nannup. It aims to support the town's transition following the State Government's closure of native forest harvesting, moving away from its strong history of timber processing. The population is set to grow from approximately 1,600 to 3,000 residents over the next 15-20 years. This population growth is both an opportunity to grow the town's feasibility for essential services (such as further health providers, education, and training) and a mechanism to drive demand for improved infrastructure, amenity and broader economic diversity.

COMMENT:

Nannup's unique character, natural environment, and strong sense of community provide a solid foundation upon which to build. To unlock its full potential, the strategy outlines the critical infrastructure investments required to support Nannup through this growth. These investments will require strong advocacy and external funding partnerships with State and Federal Governments, as well as private stakeholders.

Key focus areas of economic development include:

- Strategic Infrastructure Investment – Advocating for external funding to deliver essential infrastructure that underpins growth and unlocks economic opportunities.
- Industry Precinct Activation – Unlocking the potential of the local industry precinct to attract investment, support emerging industries, and create local employment opportunities.
- Small Business Culture – Fostering a resilient and creative local business community through targeted support, local networking, and digital capability-building.
- Agricultural Pursuits and Agritourism – Leveraging the region's rich agricultural assets to support innovation, value-adding, and visitor experiences that connect consumers with producers.
- Tourism and Events – Expanding and diversifying Nannup's visitor economy by building on its reputation for nature-based tourism, festivals, and cultural experiences.

This strategy aims to guide Nannup's transition into a more economically diverse town, while preserving the unique heritage and charm that make the town and surrounding areas a valued place to live, work, and visit.

STATUTORY ENVIRONMENT:

Local Government Act 1995.

POLICY IMPLICATIONS:

Nil.

FINANCIAL IMPLICATIONS:

There are ongoing commitments to support the implementation plan included within this strategy.

RISK MANAGEMENT MATRIX:

The Shire, through its adopted Risk Management Framework, has identified a number of risk areas that need to be assessed and where necessary treated, like, but not limited to:

Audit risks	Financial and credit risks
Operational risks	Technological and IT risks
Compliance and regulatory risks	Environmental risks
Legal risks	Strategic risks
Political risks	Sustainability and security risks

Officers have undertaken a Risk Assessment which is shown below:

Risk	Likelihood	Consequence	Risk Rating	Risk Description	Mitigation/Controls
External funding shortfall	4 – Likely	2 – Medium	High	The strategy is heavily dependent on State/Federal funding for Brockman Street upgrade, CBD parking, Entry Statements, digital connectivity and Dunnet Rd North. Funding delays would stall delivery.	Multi-channel grant applications Shovel-ready designs Strong advocacy program Staged project delivery

Servicing & infrastructure constraints	3 – Possible	3 – High	High	Power, water, sewer and digital infrastructure constraints may impact Dunnet Rd North development and CBD upgrades.	Early utility engagement Servicing gap analysis Staged precinct activation Explore alternative servicing models
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STRATEGIC IMPLICATIONS:

This document sets a strategic future for economic development within the Nannup community.

Extract from Strategic Community Plan 2021- 2036

- 2.1 The Big Picture - We will grow our economy in ways that add value to our community and create diverse opportunities for our residents.
- 2.2 Tourism and Attraction - We will work together to attract people, investment and innovation to our Shire.
- 2.3 Agriculture - Our Shire will be recognised as an important source of food production for Western Australia, and we will support the agriculture sector to grow and diversify.

VOTING REQUIREMENT:

Simple Majority

OFFICER RECOMMENDATION:

That Council endorse the Economic Development and Implementation Plan as shown in Attachment 10.2.1.

COUNCIL RESOLUTION 290126.3

MOVED: CR CURTIS

SECONDED: CR TANG

That Council endorse the Economic Development and Implementation Plan as shown in Attachment 10.2.1.

CARRIED

TOTAL VOTES FOR: 4

Cr Hansen, Cr Curtis, Cr Brown, Cr Tang

TOTAL VOTES AGAINST: 0

AGENDA NUMBER & SUBJECT:	10.3 – Nannup Geopark Funding Support Request
LOCATION/ADDRESS:	Shire of Nannup
NAME OF APPLICANT:	Nannup WA Geopark
FILE REFERENCE:	FNC 8
AUTHOR:	David Taylor – Chief Executive Officer
REPORTING OFFICER:	David Taylor – Chief Executive Officer
DISCLOSURE OF INTEREST:	Nil
DATE OF REPORT:	26 January 2026
PREVIOUS MEETING REFERENCE	Nil
ATTACHMENTS:	10.3.1 – Nannup Geopark Letters

Cr Tang declared an Impartial Interest and remained in the room

Cr Brown declared a Financial Interest and left the room at 5.10pm

BACKGROUND:

The Nannup Geopark are seeking a financial cash contribution from the Shire of Nannup in support of their other funding applications.

The total project estimate is \$850,000 and is to be funded entirely by external funding sources.

Talison Lithium has committed \$200,000 and the group are in discussion with Lotterywest for a funding contribution of between \$350 - \$400,000 with Lotterywest advising they may consider increasing this contribution to \$562,000 if Nannup Geopark can achieve funding from other sources.

COMMENT:

The funding request is only redeemable if Nannup Geoparks are successful in their \$562,000 Lotterywest funding application.

It is expected that this funding confirmation will be by the end of the 2025/26 financial year.

Nannup Geoparks are refining the design and have reduced costs by \$96,000.

They are seeking a \$20,000 cash commitment from the Shire of Nannup to support their negotiations with Lotterywest to increase their funding to \$562,000.

STATUTORY ENVIRONMENT:

Local Government Act 1995.

POLICY IMPLICATIONS:

Nil.

FINANCIAL IMPLICATIONS:

\$20,000 cash commitment which is only redeemable if successful to achieve the additional Lotterywest funding.

RISK MANAGEMENT MATRIX:

The Shire, through its adopted Risk Management Framework, has identified a number of risk areas that need to be assessed and where necessary treated, like, but not limited to:

Audit risks	Financial and credit risks
Operational risks	Technological and IT risks
Compliance and regulatory risks	Environmental risks
Legal risks	Strategic risks
Political risks	Sustainability and security risks

Officers have undertaken a Risk Assessment which is shown below:

Risk	Likelihood	Consequence	Risk Rating	Risk Description	Mitigation/Controls
Lotterywest funding application unsuccessful	3 – Possible	2 – Medium (Financial impact: potential loss of strategic opportunity, reputational concern)	Medium	if the \$562,000 Lotterywest application is unsuccessful, the Shire's support does not leverage the intended outcome, and the project may not proceed.	Make contribution strictly conditional on Lotterywest success Require written confirmation from Nannup Geopark before releasing Regular progress updates from the group
Shire's \$20,000 contribution does not significantly influence Lotterywest decision	3 – Possible	2 – Medium (Reputational: perceived ineffective investment)	Medium	The Shire's contribution may not materially strengthen the case, creating reputational risk if the funding fails.	Require evidence that the Shire contribution is a defined criterion for increased Lotterywest funding public communication plan clarifying conditional nature of support

Project cost estimates change despite reduction	2 – Unlikely	2 – Medium (Financial)	Medium	Although costs have been refined (reduced by \$96,000), future changes may impact deliverability and funding adequacy.	Request detailed project budget and contingency Require updated costings before release of Shire funds Ongoing monitoring milestones
Reputational risk if project does not proceed after Shire commitment	3 – Possible	2 – Medium (Reputational impact due to public visibility of contribution)	Medium	If the broader project fails despite Shire support, community may question value of the \$20,000 commitment.	Clear messaging that funds are only released after successful Lotterywest approval • Transparent Council reporting on decision rationale

STRATEGIC IMPLICATIONS:

The Shire's conditional \$20,000 contribution would strengthen Nannup Geopark's ability to secure up to \$562,000 in Lotterywest funding, providing a high return on a small investment. The contribution enhances the Shire's reputation as a proactive partner in regional initiatives and supports tourism, place-making and economic diversification objectives. As the funding is only released if the Lotterywest application is successful, financial risk to the Shire is low, though clear communication is required to manage community expectations.

VOTING REQUIREMENT:

Simple Majority

OFFICER RECOMMENDATION

That Council support the Nannup Geoparks request for a \$20,000 financial commitment to support their application to Lotterywest and that this commitment is redeemable on the successfully confirmation of the additional Lotterywest funds.

David Taylor, CEO left the room at 5.10pm

Deputy Shire President advised there is an issue with not having a quorum due to a Councillor leaving the room the CEO has left the room to seek a solution.

David Taylor, CEO and Cr Brown return to the room at 5.11pm.

COUNCIL RESOLUTION 290126.4

Procedural Motion: That the meeting be adjourned at 5.12pm to discuss item 10.3.

CARRIED

TOTAL VOTES FOR: 3

Cr Hansen, Cr Curtis Cr Tang

TOTAL VOTES AGAINST: 0

Cr Brown left the room at 5.15pm

COUNCIL RESOLUTION 290126.5

Procedural Motion: That the meeting is resumed at 5.15pm to address agenda item 10.3. There is no Quorum item 10.3 will be adjourned to the next available meeting.

CARRIED

TOTAL VOTES FOR: 3

Cr Hansen, Cr Curtis, Cr Tang

TOTAL VOTES AGAINST: 0

Cr Brown returned to the room at 5.16pm

11 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN:

Nil.

12. MEETING MAY BE CLOSED:

Deputy Shire President declared the meeting closed at 5.17pm.

13. CLOSURE OF MEETING:

Nil.

Attachment

Item #	Attach	Title
10.1.1	1	Senior Housing Strategy
10.2.1	1	Economic Development and Implementation Plan
10.3.1	1	Nannup Geopark Letters