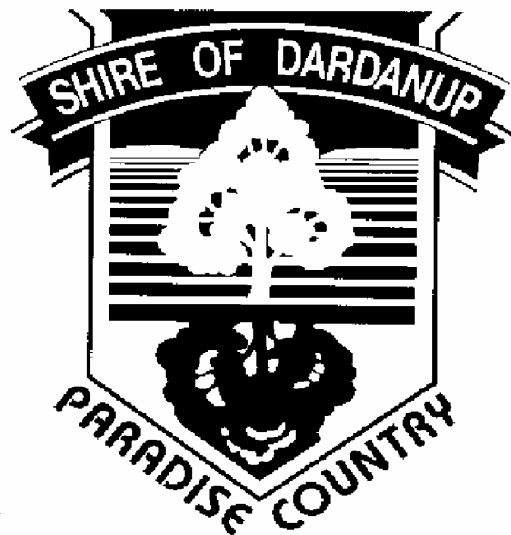


A G E N D A



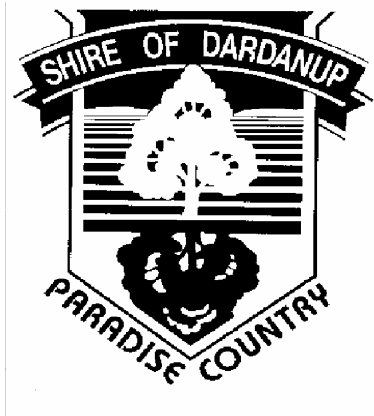
ORDINARY MEETING

TO BE HELD

**WEDNESDAY, 9TH APRIL 2008
COMMENCING AT 4.30PM**

AT

**SHIRE OF DARDANUP
DARDANUP OFFICE
3 LITTLE STREET - DARDANUP**



SHIRE OF DARDANUP

NOTICE OF AN ORDINARY COUNCIL MEETING

Dear Council Member

The next Ordinary Meeting of the Shire of Dardanup will be held on Wednesday 9th April 2008 in the Council Chambers, Shire of Dardanup - Dardanup Office – 3 Little Street, Dardanup -commencing at 4.30pm.

A handwritten signature in black ink, appearing to be 'M.L. Chester', is written in a cursive style.

MR MARK L CHESTER
Chief Executive Officer

Date: 3rd April 2008

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SHIRE OF DARDANUP

AGENDA FOR THE SHIRE OF DARDANUP ORDINARY MEETING OF COUNCIL TO BE HELD ON WEDNESDAY 9TH APRIL 2008, AT SHIRE OF DARDANUP – DARDANUP OFFICE, COMMENCING AT 4.30PM.

1 DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

Presiding Officer to welcome all present and declare the meeting open.

2 RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE PREVIOUSLY APPROVED

2.1 Attendance

2.2 Apologies

Cr. Carmel N Boyce – Leave of Absence [RESOLUTION 53/08]

3 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

None.

4 PUBLIC QUESTION TIME

5 APPLICATIONS FOR LEAVE OF ABSENCE

COUNCIL RESOLUTION

/08

MOVED -

SECONDED -

THAT be granted leave of absence for the meeting of the 23rd April 2008.

6 PETITIONS/DEPUTATIONS/PRESENTATIONS

None.

7 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

7.1 Ordinary Meeting Held 26th March 2008

COUNCIL RESOLUTION

THAT the Minutes of the Ordinary Meeting of Council held on the 26th March 2008, be confirmed as true and correct subject to no / the following corrections:

8 ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION

9 ANNOUNCEMENTS OF MATTERS FOR WHICH MEETING MAY BE CLOSED

10 REPORTS OF OFFICERS AND COMMITTEES

10.1 CHIEF EXECUTIVE OFFICER REPORT
--

10.1.1 Title: Ferguson Hall Site Expansion – Purchase of Land Part Loc 420 Ferguson Road

Reporting Department: Executive
 Reporting Officer: Mr Mark Chester – Chief Executive Officer
 Legislation: Local Government Act 1995
 File Number: A7236

Background -

The Ferguson Hall redevelopment project has been progressed for almost 4 years. Following a community survey, consultation with the hall committee and public meetings and the development of a business plan, the project has been given the go ahead by Council subject to funding.

~ FUNDING

The following grants have been applied for:

1. Lottery West - Approved	\$110,975.00 (approved subject to other grants)
2. SWDC - Approved	\$ 53,245.00 (not conditional on other grants – ex GST)
3. DOTARS – Still not approved	<u>\$182,100.00</u> (still to be assessed by DOTARS)
Total grants	<u>\$346,320.00</u>

Shire of Dardanup Funds	\$105,000.00 (in budget)
Hall Committee	\$ 12,000.00 (Cash)
Hall Committee	<u>\$ 30,000.00</u> (in Kind)
Total Project Costs	<u>\$493,320.00</u>

Note:

- a) Contact with DOTARS revealed that the application is still being considered. There is a hold up due to several factors, one being the new government, and two being the economy and the government reviewing spending.
- b) The Lottery West grant is conditional upon other grants being approved. Should the Regional Partnership Grant (DOTARS) not be approved, we will ask Lottery West to honor the approval on the basis of the SWDC grant being approved.

~ PROJECT

The project can only proceed in its total form if all of the funding is approved. Therefore until we get the okay from DOTARS tenders cannot be called.

The tender document will need to point out (or leave out completely) the parts of the project that the community is going to do, this needs further discussion as it will be difficult to quantify in the specifications (See below *).

Tenders must be called for projects of a value greater than \$100,000.

Staff will liaise with the Hall Committee on the drawings, the Hall Committee has formed a sub committee of trades people to assist with the project.

If all of the funds applied for are not forthcoming then the project will need to be reduced to meet the funds available with the priorities being:

- Removal and replacement of all asbestos.
- Replace hall ceiling.
- Disabled toilets and upgrade existing.

Council authorised the Chief Executive Officer to enter in discussions with the government departments to assess the possibilities of extending the hall reserve, at the Council meeting of the 24th May 2007.

Minutes of Council 24th May 2007 Resolution 148/07:

“THAT Council authorise the Chief Executive Officer to enter into discussions with the relevant government departments to explore options for the possible extension of the land area surrounding the Ferguson Hall into the neighbouring property.”

This authorisation was required as the landowner would only agree to sell a part of the land if there were no other implications from the Department for the Environment and Conservation that would require them to give up land adjoining the creeks and river lands within the property.

The government departments, DEC and DPI each advised that they would not be requiring resumption of any land for environmental purposes if a subdivision were to proceed for the public benefit.

Legal Implications -

If the land acquisition is approved a contract of sale will be required.

Budget Implications -

The Ferguson Hall Re-Development Project is included in the Strategic Financial Plan and budget.

The purchase of the adjoining land and associated costs **are not** included in the budget.

Estimated costs are potentially \$25,000:

- Subdivision application costs to DPI \$1,400
- Survey of land \$7,000 (estimated)
- Undergrounding of power supply to hall and Griffiths property \$10-15,000
- Land cost \$4000
- Renew fencing (Hall Committee cost)

Officer Comment -

The land owner Messrs H & H Griffiths have offered to sell the land, (1428m²) to Council for \$4,000, per the shaded area on the diagram (Appendix ORD: 10.1.1).

No budget provision has been made for this acquisition. The idea of expanding the hall reserve grew out of the business plan for the grant applications. This highlighted the need to increase the land area to allow for more community activities and to improve what is limited parking at the hall.

Other costs Council will need to consider are the relocation of power, survey and amalgamation of the land, possibly another \$20,000 - \$25,000 (conservative estimate) as outlined under the budget provisions.

An unknown factor is the relocation of the power pole and installation of power domes, likely to be for the hall and the Griffiths property, this is still to be confirmed with Western Power.

(Note: Council recently resumed a piece of land for the Upper Ferguson Fire shed, the power had to be put to a dome a matter of a few metres away. The project cost to the shire was \$5,750 for power and installation).

The hall committee has made a commitment to assist where they can to reduce these costs, for example, providing a local qualified surveyor, digging trenches and connecting cables by a local licensed electrician. These avenues will be explored if the Council endorses the purchase and includes the project in the 2008/09 budget.

Staff will research the costs from Western Power and the community members prior to the budget. Western Power will only provide a quotation once the subdivision has been approved.

A signed consent to sell the land to the Shire of Dardanup for the sum of \$4,000 has been received from Messrs H & H Griffiths.

Once the land has been purchased it is to be included in the Hall Reserve Number 12925, a subdivision application is to be initiated and subsequent amalgamation, both require survey and the usual Town Planning procedures to be followed.

Future development of the site will require the Committee to make a submission to Council for inclusion in Council's 10 year Financial Management Plan.

Voting Requirements - Simple Majority

OFFICER RECOMMENDED RESOLUTION

THAT Council:

- 1. Consider the purchase of 1,428m² of location 420 from Messrs H & H Griffiths at a cost of \$4,000 in the 2008/09 budget.**
- 2. On including the \$4,000 land acquisition in the 2008/09 budget, also include the sum of \$20,000 for the survey, subdivision and amalgamation associated costs.**

10.1.2 Title: Volunteer Register

Reporting Department: Executive
Reporting Officer: Mr Mark Chester – Chief Executive Officer
Legislation: Local Government Act 1995
File Number: CC02 0027

Background

At the Council meeting of the 27th February 2008 Council considered an officer report recommending the appointment of a maintenance person to undertake a variety of tasks, predominantly minor maintenance of Council buildings and facilities, painting over graffiti, basic plumbing, and other maintenance that requires attention from time to time.

Council rejected the proposal, however, resolved [31/08] the following:

“THAT the Chief Executive Officer be requested to prepare a report on the viability of establishing a volunteer workforce register to undertake general maintenance on shire facilities.”

Legal Implications - None

Budget Implications -

Maintenance of buildings and facilities is covered by the annual budget.

Officer Comment -

The Chief Executive Officer has sort advice from the Manager South West Volunteers on the idea of developing a register of volunteers that would be willing to undertake general maintenance of shire facilities.

Volunteers South West has a policy that they will not allocate a volunteer to undertake a task that has previously been filled by a paid position. As the works the shire has identified have previously been undertaken by contractors and staff, Volunteers South West are unable to offer their services for this project.

Further, in developing the idea of the volunteers register the following issues are to be considered as the register and facilitation will be managed by Council staff (Manager Building Services):

- Volunteers are covered by Council's volunteer insurance.
- All volunteers will be required to complete an induction into the Shires Occupational Health and Safety rules.
- Staff will have to coordinate and facilitate allocation of tasks, this will involve the initial contact and follow up as the volunteers will not be compelled to respond immediately.

- Council will be required to provide tools and equipment which will need to be stored somewhere.
- Volunteers will need to have access to Council works depot to access tools and equipment.
- Council would be responsible for payment of motor vehicle operating costs.
- Council will be required to provide access to materials, e.g. paint, fittings etc.
- Council will be required to provide warning signs if the volunteer is to work within any road reserve.

Staff are of the view that the idea of having volunteers undertake what are usually paid tasks will create more work load for shire staff than the use of contractors or existing staff would due to the above requirements.

When using contractors or existing staff the works request or purchase order is issued and the person responsible allocates the time to do the task. With volunteers if the first person on the list is not available then the officer has the task of going down the list to find someone to do the job, this involves explaining the work required and providing the tools and materials needed.

Volunteers make a valuable contribution to community, the use of volunteers is very beneficial for community well being and developing community ownership, projects can work very well in this way, particularly if there is a specific project that requires a number of people to help, for example, painting a gazebo in a park, litter collection or the ongoing customer service support of a visitor centre. These are all valid and commendable tasks that volunteers are encouraged to be involved with.

The number of call outs to make good damaged property including painting over graffiti is quite high throughout the year therefore the time required for assigning and following up of individual volunteers to do these tasks will also be considerable.

Council also needs to consider the quality of the work performed by a volunteer as opposed to a professional tradesman, if a member of the community was injured through poor workmanship of a contractor, the contractor would be liable, in the case of a volunteer, Council would be liable.

The use of volunteers for individual works and general maintenance is therefore considered not to be a viable option.

Voting Requirements - Simple Majority

OFFICER RECOMMENDED RESOLUTION

THAT Council:

- 1. Acknowledge the report from the Chief Executive Officer on the viability of using volunteers to undertake general maintenance on shire facilities**
- 2. Take no further action with regard to developing a volunteers register for volunteers to undertake general maintenance of shire facilities.**

10.2 MANAGER TECHNICAL SERVICES REPORT

10.2.1 Title: Maintenance of Parks and Gardens at Millbridge

Reporting Department: Technical Services
Reporting Officer: Mr Luke Botica – Manager Technical Services
Legislation: Local Government Act 1995,
Local Government (Functions and General)
Regulations 1996
File Number: SA00268

Background

At the Annual Budget Meeting held in June 2007, the Council resolved to continue the existing arrangement for the maintenance of parks and reserves under its care and control within the Millbridge Private Estate. The arrangement consisted of utilising contractors (via a contract) for the mowing of turfed areas within the Estate and the utilisation of Council plant and labour for all other maintenance activities.

Councillors would be aware that there exists a Memorandum of Understanding (“MOU”) between the Shire of Dardanup and Ardross Estates for the maintenance of parks and gardens within the Millbridge area. The MOU outlines the process for handover and maintenance for all parcels of land that are to be vested in the Shire as a Reserve for Recreation.

In the past, the following options were considered for the maintenance and upkeep of parks and gardens in Millbridge:

1. Council undertakes the maintenance of the area by utilising its own resources. Under this option Council would need to purchase new plant and equipment in addition to Council’s existing fleet. Some of the new plant and equipment would have to be specialised to maintain the type and class of landscaping found in the Millbridge area (ie reel mowers). Council would also need to employ additional personnel;
2. Contract the maintenance of the Millbridge area to a suitably equipped and experienced contractor; or
3. A combination of Options 1 and 2 above.

A copy of the MOU and an extract of previous Minutes are provided in the agenda (Appendix ORD: 10.2.1A and 10.2.1B).

Council opted for option 3 above in both the 2006-2007 and current financial years and the following actions were carried out:

- Two additional employees were employed in the Parks and Gardens Crew in 2007-2008 and are now permanently stationed in Millbridge.
- Additional equipment was purchased including line-trimmers and leaf blowers.
- Mowing contracts were awarded in 2006-2007 and 2007-2008.

- A new truck was purchased in 2006-2007 (to be used over all parks and garden areas – not just Millbridge).
- A new utility is currently being purchased (to be used over all parks and garden areas – not just Millbridge) to cater for additional Shire staff.

Due to the areas of responsibility increasing as the Estate develops and the fact that the standards being somewhat higher to that traditionally provided in the Eaton area, it is prudent to review the current arrangements and determine whether it is the most effective method of maintaining the Estate – hence, this report to Council.

Areas to be Handed Over

Stages 1 and 2 of Millbridge were handed over in the 2006-2007 financial year, Stage 3, 5 and 6 in the 2007-2008 financial year, and further stages are due for hand over in the 2008-2009 financial year. Handover details are as follows:

STAGE	LOTS	PARK NAMES	HANDOVER
1	13, 14 & 15	Mill, Avon, Gascoyne & Ord	18 September 2006
2	121 & 123	Alice, Carbine, Cadell & Coen	1 March 2007
3	Lot 122	Holroyd, Isaac & Carbine	9 November 2007
4	NA	NA	NA
5	441 & 448	Illawarra	29 February 2008
6	442	Berkeley	29 February 2008
7	444	Greenough & Chamberlain	31 August 2008
8	641 & 646	Hunter	14 March 2009
9		Castlereagh	26 September 2009

Council staff have assessed the areas of Stage 7 and Stage 8 and the following two tables provide a brief overview of each stage in terms of the landscaped areas and the features of each park respectively.

	AREA (ha)							
	TURF	IRRIGATED PLANTING	NON-IRRIGATED PLANTING	MULCHED	LAKES	TOTAL AREA	EXCLUDING LAKES	
STAGE 1								
Mill Park		0.0298	0.0377			0.0675	0.0675	
Avon Park	0.209		1.1977			1.4067	1.4067	
Gascoyne Park	0.1127		0.3968			0.5095	0.5095	
Ord Park	0.18	0.0151	0.2904		0.0673	0.5528	0.4855	
SUBTOTAL	0.5017	0.0449	1.9226		0.0673	2.5365	2.4692	
STAGE 2								
Alice Park			0.0828			0.0828	0.0828	
Carbine Park		0.1038				0.1038	0.1038	
Cadell Park	0.2259	0.1192	1.7597	0.1458	0.0096	2.2602	2.2506	
Coen Park			0.0871			0.0871	0.0871	
SUBTOTAL	0.2259	0.2230	1.9296	0.1458	0.0096	2.5339	2.5243	
STAGE 3								
Isaac Park	0.0085	0.1987				0.2072	0.2072	
Holroyd Park			0.3685			0.3685	0.3685	
Carbine Park		0.602				0.602	0.602	
SUBTOTAL	0.0085	0.8007	0.3685	0	0	1.1777	1.1777	
STAGE 5 & 6								
Illawarra Park	0.3404	0.5679			0.1031	1.0114	0.9083	
Berkeley Park	0.0177		0.6806			0.6983	0.6983	
SUBTOTAL	0.4544	0.6089	0.6806	0	0.1031	1.847	1.7439	

	AREA (ha)							TOTAL AREA	EXCLUDING LAKES
	TURF	IRRIGATED PLANTING	NON-IRRIGATED PLANTING	MULCH	LAKES				
STAGE 7									
Greenough Park			0.5843				0.5843	0.5843	
Chamberlain Park			0.5715				0.5715	0.5715	
SUBTOTAL			1.158				1.158	1.158	
STAGE 8									
Hunter Park									
TOTAL									

	CARPARK	LIGHTS	BBQ	RETIC	PLAY-GROUND	SEATING	LOOKOUT / BRIDGE	PATHS
STAGE 1								
Mill Park	✓	✓		✓				✓
Avon Park		✓		✓		✓		✓
Gascoyne Park	✓	✓	✓	✓	✓	✓		✓
Ord Park		✓		✓		✓		✓
STAGE 2								
Alice Park		✓						✓
Carbine Park				✓				
Cadell Park	✓	✓	✓	✓	✓	✓	✓	✓
Coen Park		✓		✓				✓
STAGE 3								
Isaac Park		✓		✓		✓	✓	✓
Holroyd Park		✓		✓			✓	✓
Carbine Park				✓				
STAGE 5 & 6								
Illawarra Entry		✓		✓				✓
Illawarra Park	✓		✓	✓		✓	✓	✓
Berkeley Park		✓		✓		✓		✓
STAGE 7								
Greenough Park		✓			✓	✓		✓
Chamberlain Park		✓				✓		✓
STAGE 8								
Hunter Park	✓	✓	✓	✓		✓	✓	✓
STAGE 9								
Castlereagh Park	✓	✓	✓	✓		✓	✓	✓

Review of Current Maintenance Arrangements

There is no doubt that the landscaped areas handed over have impacted on Council both operationally and financially, and as further areas are handed over, there will be further impact. Therefore, this report is provided to inform Council of the success (or otherwise) of maintaining areas within the Millbridge Private Estate and to determine whether to continue using the same method for maintaining the areas already handed over and also the new areas to be handed over in 2008-2009.

Council staff have monitored the progress of maintaining the new areas of responsibility in the Millbridge Private Estate and believe that the maintenance of

areas under the Shire's control has generally been successful, with some issues relating to quality of work, particularly relating to contractors. The following comments are made:

- The Shire has had problems with the quality of mowing. Although mowing has occurred on time and at frequencies as per the contract, there has been issues with regards to the amount of time spent, the suitability of equipment used, the level of expertise and the lack of attention to detail (e.g. not all edging and line-trimming done) by the contractor. Overall, the current mowing contract has not worked as effectively as the previous year contract. However, due to the use of specialised mowers (i.e. reel-type mowers) which Council does not have, it is suggested that a contract arrangement be continued based on the success of the previous mowing contract.
- Actual costs for maintaining the areas are projected to be slightly lower than originally budgeted. This is due to:
 - A slight delay in hand-over of Stages 3 and 5.
 - Illawarra Entry has not been handed over (part of Stage 5). The developer has opted to continue maintenance of this as an entry statement to the Estate.
 - Assistance being provided by the developer's contractor in the maintenance of irrigation equipment.
 - Some of the costs of maintaining landscaping along Eaton Drive being allocated to general cost centres (i.e. Verge Maintenance, Eaton Drive Islands).
 - The prices tendered in the mowing contract were lower than estimated when the Budget was developed and adopted.
- The Shire has received no complaints regarding the up-keep of landscaped areas from the residents of the Estate.
- The use of Council staff for all activities other than mowing enables the Shire to maintain control of the upkeep of the area (i.e. no contractual restrictions) and has the ability to adjust the level of service to what is actually required.
- Clause 5.3 of the MOU states "The Shire agrees to maintain the Works following handover from Ardross to a standard commensurate with the overall landscaping theme approved by the Shire and that which would be reasonably expected by the estate residents." The level of upkeep is greater than that of other areas within the Shire; however, it has been achieved by Council staff.

It is therefore recommended that Council continue with the current arrangement which utilises a contractor for all mowing of turf areas and Council staff for all other maintenance activities. It should be noted that this recommendation has been used in the development of Council's 2008-2009 Strategic Financial Plan and requires further parks and gardens staff, equipment and financial resources.

Legal Implications -

Council is expected to honour the terms and conditions outlined in the MOU and likewise for Ardross Estates.

The mowing contract expires on 30th June 2008 and a new contract will be required for the areas already under the Shire's control and for areas to be handed over in the next twelve months.

Budget Implications -

The 2008-2009 Strategic Financial Plan has identified that an additional two Parks and Gardens staff will be required in 2008-2009 for the upkeep of Stages 3 to 8 in the Millbridge Private Estate. The employment of two additional staff also requires the purchase of an additional vehicle and equipment in order for these positions to function effectively. Preliminary expenditure figures for the 2008-2009 Budget have been calculated, and are as follows:

Expenditure – Operational

ITEM	COST
LABOUR	
Wages	\$98,000
Overheads	\$185,000
SUBTOTAL	\$283,000
PLANT	
Total – truck, light vehicle etc	\$7,500
SUBTOTAL	\$7,500
OTHER	
Goods & Services	\$26,500
Utility Charges	\$1,000
Contract works i.e. mowing	\$43,500
SUBTOTAL	\$71,000
TOTAL	\$361,500

It should be noted that the wages figure above is based on three employees at 90% utilisation in the Millbridge area.

Expenditure - Capital Items

ITEM	COST
Vehicle – Utility	\$22,000
Sundry Plant/Equipment i.e. line trimmers, blower etc	\$5,000
TOTAL	\$27,410

These items are a one-off purchase and would be replaced in future in accordance with Council's plant asset management plan. Note also that the Shire Parks and Gardens Depot may need expansion (i.e. increased storage space) and this will be further investigated particularly with further areas of Millbridge being handed over in future years requiring further personnel, plant and equipment.

It should be noted that new plant and personnel would not be exclusively stationed at the Millbridge area, but would also be utilised in other areas under the control of the Shire of Dardanup.

It should be noted that the figures presented in this report are preliminary calculations and are likely to change once detailed estimates are carried out and

actual figures are known such as the mowing contract costs, Shire overheads etc. It is suggested that tenders be called as soon as possible so that accurate figures for the mowing contract can be used in the preparation of the Budget.

Officer Comment

It is obvious from the figures presented in this report that additional funds will need to be allocated to the Parks and Gardens section in the 2008-2009 Budget and will have an effect on the overall Budget. Increased expenditure in the Parks and Gardens Section is inevitable as further areas are handed over to the Shire from the developer. Council has agreed to maintain the standard of landscaping as set by the developer when it became party to the MOU and there is also community expectation for Council to do so.

However, it should be noted that the current arrangement adopted by Council for the upkeep of areas handed over in Millbridge has the potential to work well and it is recommended that the same arrangement be continued on those areas as well as new areas to be handed over in 2008-2009. In other words, it is recommended that the mowing of turf areas continue to be outsourced and all other maintenance activities be undertaken by Council crews.

In order to address the issues experienced in the current mowing contract it is proposed to alter the selection criteria weightings in the tender assessments. Tender assessments will place more emphasis on the contractor's ability to deliver a high standard of work, the equipment to be used by the tenderer and their knowledge and experience with the equipment.

Voting Requirements – Absolute Majority

OFFICER RECOMMENDED RESOLUTION

THAT Council:

- 1. Resolves to continue the current arrangement for the maintenance of parks and reserves under its care and control within the Millbridge Private Estate in the 2008-2009 financial year, by:**
 - a) Outsourcing the mowing, edging and line-trimming of turf areas and gives delegated authority to the Chief Executive Officer for the calling of quotations and awarding of a 12-month contract for these services.**
 - b) Carrying out all other maintenance activities utilising Council crews, plant and equipment.**

10.2.2 Title: Calling of Tenders for General Mowing Services and the Supply and Placement of Bituminous Products

Reporting Department: Technical Services
Reporting Officer: Mr Luke Botica – Manager Technical Services
Legislation: Local Government Act 1995,
Local Government (Functions & General)
Regulations 1996
File Number: SA00268

Background

The following contracts are due to expire and will require renewing for the 2008-2009 financial year:

- ✓ Mowing Services – expires 4th October 2008
- ✓ Supply and Placement of Bituminous Products – expires 30th June 2008

The current contract for Mowing Services is a three-year contract with Broadacre Mowing Services. The contract covers the mowing of all ovals, grassed parks and road verges in the Shire's town sites, excluding the Millbridge Private Estate. The contract has worked well with only a few minor issues during the contract which have been easily addressed. The scope of works has slightly increased during the term of the contract to take in some new verge areas. It is expected that a new contract would be similar in scope.

The current contract for the supply and placement of bituminous products is a 12-month contract with Pioneer Road Services. The contract is divided into two separable portions, being Sprayed Bituminous Products and Asphalt Surfacing. Pioneer Road Services currently has both portions of the contract. It is expected that a new contract will also be split into two separable portions, enabling the contract to be awarded to separate contractors should it be deemed advantageous to Council. In terms of the quality of the finished product, the contract has been successful; however, the contract has been affected by a number of occasions where the contractor has been unable to deliver the service when required by the Shire.

This report is therefore presented to Council for authorisation to proceed with the calling of tenders for new contracts for 2008-2009. If called soon enough, the results of the tender process will provide accurate figures for the preparation of estimates to be used in the 2008-2009 Budget.

Legal Implications -

Both tenders will be well over \$100,000 in value and will be called in accordance with the requirements of the Local Government (Functions and General) Regulations 1996. Note that public tenders must be called for contracts of this size.

Budget Implications -

The results of the tender process will be used in the preparation of the 2008-2009 Budget.

Officer Comment

The mowing contract has been renewed a number of times now and has generally worked well. The option of carrying out mowing in-house has been investigated by the Manager Technical Services and it is still deemed advantageous to outsource the mowing for the following reasons:

- ✓ It has been estimated that the cost of providing an in-house mowing service would be in the vicinity of \$15,000 more per annum than using a contractor (a quality mower to do this work will cost \$60K to \$70K). To provide the service the Shire would need to employ an additional person and purchase a tractor mower. Due to Shire utilisation of the plant being less than that of a contractor (due to hours or work), it is expected that the hourly depreciation costs as well as mobilisation costs would be higher than a contractor.
- ✓ Downtime would be an issue for an in-house service due to there being only one mower. During downtime, either another mower is hired at a cost or the level of service would decline. A contractor is likely to have more than one machine or another contractor to back-up their operations during downtime.
- ✓ There may be physical strain issues with the full time operation of a rear mounted mower. There have been some complaints regarding the Shire's current small procut mower, as result of having to turn to look at the mower deck – a tractor dedicated to mowing full-time would be highly likely to result in an injury. Under these circumstances it is desirable to pass this risk onto the contractor.
- ✓ Generally mowing contractors will have expertise in this field and are likely to produce good results.
- ✓ A problem of outsourcing is that there is less flexibility to provide additional services. For example, additional mowing at short notice for an event may not be achievable when using a contractor, or may be achievable at a cost. An in-house service enables the customisation of the service depending on the circumstances which may arise.

It is suggested that prices for a 12-month and three year contract term be called.

The bituminous products contract has been renewed for many years now. Due to the instability of world oil process it is expected that contractors would not be interested in a fixed prices contract for more than 12 months. Therefore it is suggested that tenders be called for a 12 month contract term only.

Voting Requirements – Absolute Majority

OFFICER RECOMMENDED RESOLUTION

THAT Council gives delegated authority to the Chief Executive Officer for the calling of tenders and awarding of the following contracts:

- 1. Mowing Services for Shire parks, ovals and reserves, excluding Millbridge Private Estate for up to a three-year contract term commencing as from the 5th of October 2008.**

2. **Supply and Placement of Bituminous Products for a 12-month contract term commencing as from the 1st of July 2008.**

By Absolute Majority

10.3 MANAGER PLANNING SERVICES REPORT

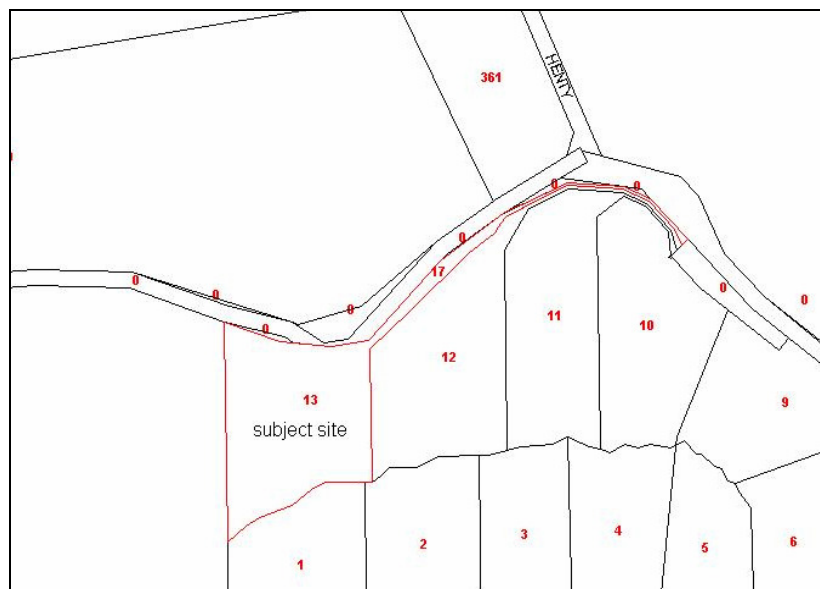
None.

10.4 TOWN PLANNING OFFICER REPORT

- 10.4.1 Title: Application to Relocate Building Envelope at Lot 13 Joel Court, Ferguson, (VL & CN Wigmore)

Reporting Department: Planning Services
Reporting Officer: Mrs Helen Loton, Planning Officer
Authorising Officer: Mr Robert Quinn, Manager Planning Services
*Legislation: Local Government Act 1995,
Planning and Development Act 2005,
Greater Bunbury Regional Scheme (GBRS)
Town Planning Scheme No. 3*
File Number: A9423 (P13/08)

Location Plan



Background

Location:	Lot 13 Joel Court, Ferguson
Town Planning Scheme No.:	3
Zoning:	Small Holding
Area:	4.2ha
Slope:	Severe – up to a 1:3 in places
Improvements:	Rural shed and rainwater tank
Previous Approvals:	Building Envelope Relocation 8/3/07 Variation to Design Guidelines 12/3/08

Council approved a building envelope relocation for this property in March 2007, and a design variation request in March 2008. The applicants are now requesting another building envelope relocation to ensure the best positioning and outlook for their new dwelling (Appendix ORD: 10.4.1A). The proposed building envelope relocation is shown in (Appendix ORD 10.4.1B).

Greater Bunbury Regional Scheme (GBRS)

Zoning: Rural

Assessment: This application has no impact on the Greater Bunbury Regional Scheme and therefore requires no assessment.

Legal Implications -

Local Government Act 1995, Planning and Development Act 2005, Town Planning Scheme No. 3

Budget Implications - None

Officer Comment

The subject lot falls within the Small Holding Zone and therefore consideration must be given to the requirements of Town Planning Scheme No. 3, Clause 3.14: -

3.14 *Small Holding Zones*
AMD 15 GG 18/1/85; AMD 18 GG 28/2/86; AMD 30 GG 17/1/92; AND 50 GG 7/9/93; AMD 62 GG 27/9/96; AMD 97 GG 12/3/99; AMD 113 GG 20/7/01

3.14.1 *The following provisions shall apply within Small Holding Zones:*

(d) *No dwelling shall be constructed within 20 metres of the front lot boundary provided that where it can be established to the satisfaction of the Council that due to the topography the shape of the lot or the existing vegetation, this requirement is unreasonable or undesirable the Council may at its discretion vary the requirement, provided such variation does not permit a setback of less than 10 metres.*

The new building envelope will be set slightly further back than the required 20 metres from the front boundary and is different in shape to the previous application, but still conforms to the original requirement for a building envelope to be a maximum area of 2000m².

It is the officer's opinion that this proposal does not impact on the adjoining properties or have any adverse effects on the landscape and as such, it is recommended that the application be approved.

Voting Requirements - Simple Majority

OFFICER RECOMMENDED RESOLUTION

THAT Council resolve to advise VL & CN Wigmore that Council approves the application to relocate the building envelope at Lot 13 Joel Court, Ferguson as per the application dated 26 March 2008.

10.5 MANAGER BUILDING SERVICES REPORT

None.

10.6 MANAGER HEALTH SERVICES REPORT

None.

10.7 LIAISON OFFICER REPORT

None.

10.8 MANAGER CORPORATE & COMMUNITY SERVICES REPORT

None.

10.9 COMMUNITY DEVELOPMENT OFFICER REPORT

None.

10.10	MINUTES OF TOURISM COMMITTEE MEETING – 13/02/08
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**MINUTES OF THE SHIRE OF DARDANUP TOURISM COMMITTEE MEETING
HELD AT SHIRE OF DARDANUP – DARDANUP OFFICE ON WEDNESDAY, 13TH
FEBRUARY, 2008**

1. OPENING

Chairman Mick Bennett opened the meeting at 7.35 p.m.

2. ATTENDANCE / APOLOGIES

2.1 Attendance

<i>Mick Bennett</i>	<i>Chairman</i>
<i>Lu Standish</i>	<i>Secretary</i>
<i>John Gardiner</i>	<i>Councillor</i>
<i>Peter Bass</i>	<i>Councillor</i>
<i>Mike Cole</i>	<i>Burekup Store</i>
<i>Tony Jenour</i>	<i>Evedon Park</i>
<i>Renee Snape</i>	<i>Eye Spy Optometry</i>
<i>Chris Jenour</i>	<i>Evedon Park</i>
<i>Will Elliott</i>	<i>F.V.Disc Golf</i>

2.2 Apologies

<i>Phil Smith</i>	<i>St Aidan's Wines</i>
<i>Kim Wesley</i>	<i>Peppermint Lane Lodge</i>
<i>Heather Smedley</i>	<i>F.V.Disc Golf</i>
<i>Leon Price</i>	<i>D.E.C.</i>

Absent without Apology
Aaron Devitt
Rosa Madigan

3. PRESENTATIONS

None

4. CONFIRMATION OF MINUTES

4.1 Minutes of the Tourism Meeting held 12th December, 2007.

The Minutes of this meeting were confirmed by Tony Jenour and seconded by Will Elliott

5. BUSINESS ARISING FROM MINUTES

Lu Standish reported that she had still not been able to contact B & V Cotterell

6. CorrespondenceInward Correspondence

- 6.1. *Terry Shaw: Telephone call to ask if Fairy Wren Cottage could be included on the current website and in future brochures. He was referred to Catherine Penton.*
- 6.2. *Bull & Barrel: Telephone call from Jill Cross requested a letter of support from the committee re an application for funds from Events Corp to help promote tourism in the local Shire at the Dardanup Bull & Barrel Festival.*
- 6.3. *Shire of Dardanup: Lease agreement for the Don Hewison Centre as a future Ferguson Valley Visitor Centre for final reading and approval with committee's new name changes before final signing.
ie "Ferguson Valley Visitor Centre" and
"Ferguson Valley Marketing and Promotion Association Incorporated"*

Outward Correspondence

- 6.3. *A letter of support for Bull & Barrel as requested (required the following day)*

7. FINANCE

Financial report: Dated Balance is

8. COMMITTEE MEMBERS' REPORTS

1. Chairman's Report: Mick Bennett reported that he had emailed Robyn Fenech in relation to an update of the Dardanup Roads Document that she had produced some years ago, and a Tourism Strategy report prepared by Andy Van Dyk of the Shire, also a few years ago. (copy currently with Rosa Madigan). These need updating with time lines and costings. Robyn is prepared to convene 2 workshops with the committee of 2 hours each, for a total cost of \$600.

MOVED: Tony Jenour SECONDED: Will Elliott

THAT \$600 be allocated for payment to Robyn Fenech to arrange these workshops on a date and at a time that is mutually acceptable to her and the committee. Carried

2. Visitor Centre: Mick Bennett reported that he had spoken with both Mr Phil Rowe and Mr Peter Black of the Shire about certain matters in relation to the Don Hewison Centre.

a) The Shelter Shed was also listed as a Heritage building and therefore could not be altered by having doors attached. However, if extra storage space was required, a separate storage building could be erected on the grounds, at the committee's cost.

b) Telephone: There was currently no telephone connected, so any future connection would be at the committee's cost.

Ferguson Valley to see if they would be interested in participating in a program of being open on Mondays, even if only on a monthly rostered day at first.

2. Brochures at Eaton Tony Jenour suggested the purchase of 5 display brochure racks to be placed with businesses at Eaton Fair. Lu Standish to purchase the racks and Renee Snape to keep them stocked on an ongoing basis.

MOVED:Mr Tony Jenour

SECONDED: Cr. Peter Bass

THAT 5 acrylic A4 brochure display racks be purchased for use at Eaton and that \$100 be approved for this purpose. Carried

3. Brochures at Gnomesville: Mr Will Elliott reported that the brochure rack at

Gnomesville was constantly emptied, despite being filled by him several times a week, as well as on Friday by Mrs Jeanette Thomas, who had offered to help, as she had noticed the same situation. Will asked if extra racks could be placed at Gnomesville. Lu Standish offered to contact Kerry Thomas to see if he had any remaining external racks.

10. NEXT MEETING

As the Shire Council is now meeting in Dardanup on the 2nd Wednesday of the month, we have had to bring our meetings forward by one day. Our next meeting will therefore be on TUESDAY 11th March, 2008

11. CLOSE

The meeting closed at 9.20pm.

DARDANUP TOURISM COMMITTEE RESOLUTION

THAT \$600 be allocated for payment to Robyn Fenech to arrange these workshops on a date and at a time that is mutually acceptable to her and the committee.

Manager Corporate & Community Services Comment

The Tourism Committee has \$1,137.00 left of their budget, plus they have income from signage sales of \$1,500.00 due to them, making \$2,637.00 effectively left for this year. The Committee will be able to meet the cost of employing Robyn Fenech at \$600.00.

DARDANUP TOURISM COMMITTEE RESOLUTION

THAT the Lease for the Don Hewison Centre for the purposes of a Visitor Centre should be signed, subject to a correction of wording, as specified above.

Manager Corporate & Community Services Comment

Manager Corporate & Community Services, Mr Phil Rowe put a report to Council at the 27th February 2008 meeting and council resolved [35/08]:

“THAT Council:

- 1. Approve the lease [outlined below] of the Don Hewison Centre to the Ferguson Valley Marketing and Promotion (Inc) for a period of five (5) years with an option for a further five (5) years at a peppercorn rental to be used as a Tourism Visitor Centre, commencing on the 1st January 2008.”*

Resolution already dealt with by Council.

Note: Once the Committee becomes incorporated they will no longer be a committee of Council. The new name will be “The Ferguson Valley Marketing and Promotion (Inc.)”.

DARDANUP TOURISM COMMITTEE RESOLUTION

THAT funding for Incorporation Fees of an estimated \$117 be approved, and incorporation proceed as soon as possible.

**DARDANUP TOURISM COMMITTEE RESOLUTION
& OFFICER RECOMMENDED RESOLUTION**

THAT Council authorise payment from the Tourism Committee funds of:

- 1. \$600.00 for Robyn Fenech to conduct 2 workshops with the Dardanup Tourism Committee.**
- 2. \$117.00 for incorporation fees.**

10.11 MANAGER FINANCIAL SERVICES REPORT
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None.

10.12 ACCOUNTS FOR PAYMENT

10.12.1 Title: Schedule of Accounts Submitted as at 9th April 2008

Reporting Department: Financial Services

Reporting Officer: Miss Suzette Sutton – Accounts Payable Officer

Legislation: Local Government Act 1995 (Financial Regulations)

File Number: None.

Voting Requirements - Simple Majority

OFFICER RECOMMENDED RESOLUTION

THAT accounts as submitted for payment be passed for payment as follows:

CHEQUE	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
30676	20/03/2008	Alana Keane	Reimbursement for accommodation - training course - Midland	MUNI	440.00
30677	20/03/2008	Alleasing	Leasing costs of photocopiers	MUNI	1,110.03
30678	20/03/2008	BCF Australia Pty Limited	Purchase of 2 x gazebos, mesh wall kit and solid wall kit	MUNI	527.80
30679	20/03/2008	BT Business Superannuation	Superannuation contributions	MUNI	155.31
30680	20/03/2008	Bunbury Irrigation and Pump Services	Reticulation fittings	MUNI	205.95
30681	20/03/2008	Busselton Archery Park	Booking for 12 x youths and 2 x adults for 15 April 2008	MUNI	192.00
30682	20/03/2008	City of Canning	Unreturned library item	MUNI	5.50
30683	20/03/2008	Colonial Select Superannuation Plan	Superannuation contributions	MUNI	141.40
30684	20/03/2008	Dardanup Garage and Service Station	Service Toyota Dyna truck - DA 8457; and lock out of water truck	MUNI	779.93
30685	20/03/2008	Department of Housing and Works	Registration fee for BCA meeting, Bunbury - P Black and P Jackson	MUNI	176.00
30686	20/03/2008	Flexible Lifetime Superannuation Fund	Superannuation contributions	MUNI	109.70
30687	20/03/2008	Geographe Bay Tourism Association	Admittance to Niligi Cave at 1.30pm on 15 April 2008	MUNI	64.40
30688	20/03/2008	Geographe Bay Tourism Association	Admittance to Cape Lighthouse at 12.30pm on 17 April 2008	MUNI	49.00
30689	20/03/2008	Helen Henderson	Rates refund for assessment A3843	MUNI	181.54
30690	20/03/2008	Hostplus	Superannuation contributions	MUNI	118.37
30691	20/03/2008	Margaret Nicholl	Rates refund for assessment A3843	MUNI	181.54
30692	20/03/2008	Mark Stanley Jones	Crossover contribution - A9686	MUNI	184.70
30693	20/03/2008	Meghan Hicks	Children's' club project manager & coordinator's fees - Montessori project	MUNI	2,400.00
30694	20/03/2008	Shire of Dardanup	Payroll deductions	MUNI	435.00
30695	20/03/2008	Shire of Dardanup - Please pay cash	Umpire recoup - 20/03/2008	MUNI	130.00

CHEQUE	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
30696	20/03/2008	Shire of Dardanup	Employee deductions	MUNI	135.00
30697	20/03/2008	Shire of Dardanup	Employee payroll deductions	MUNI	580.00
30698	20/03/2008	Shire of Dardanup	Employee recoups - gym memberships	MUNI	42.18
30699	20/03/2008	Telstra	Fax stream internet access and telephone expenses	MUNI	270.61
30700	20/03/2008	Terry O'Connor and Company	Replace damaged data cable Eaton admin for Eaton Rec Centre link	MUNI	61.60
30701	20/03/2008	WA Local Government Superannuation Plan	Superannuation contributions	MUNI	23,966.86
30702	20/03/2008	W R & C L O'Brien	Rates refund for assessment - A2434	MUNI	332.11
30703	20/03/2008	WestNet Pty Limited	High speed internet connections	MUNI	37.48
30704	20/03/2008	Western Australian Treasury Corporation	Loan 56 and loan 58 repayments	MUNI	37,203.46
30705	20/03/2008	Yortak Enterprises	Slashing of land between shop and tavern in Charlotte Street, Dardanup	MUNI	198.00
30706	28/03/2008	Andrew Wilson	Police clearance refund - A Wilson	MUNI	44.50
30707	28/03/2008	Bunbury Irrigation and Pump Services	Reticulation fittings	MUNI	172.75
30708	28/03/2008	Carmelina Clifton-James	Montessori project assistant - Term 1, weeks 1-6	MUNI	450.00
30709	28/03/2008	Daniel Gunson	Reimbursement of expenses in purchasing food for firefighters	MUNI	32.80
30710	28/03/2008	Dardanup Heritage Park	Vacation Care excursion	MUNI	203.00
30711	28/03/2008	Dept for Planning & Infrastructure Payments	Stamp duty and transfer fee - 1TFN139	MUNI	161.45
30712	28/03/2008	DesAir	Quarterly maintenance of air conditioning units at Eaton Recreation Centre	MUNI	706.20
30713	28/03/2008	Foxtel Cable Television Pty Limited	Foxtel monthly subscription fee (Eaton Recreation Centre)	MUNI	97.85
30714	28/03/2008	Glen Huon Primary School P & C Association	Reimbursement of expenses for Roadwise project	MUNI	225.20

CHEQUE	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
30715	28/03/2008	Landgate	DOLA - on line property searching	MUNI	109.60
30716	28/03/2008	Les Mills Australia	Les Mills monthly licence fee - Eaton Recreation Centre	MUNI	834.02
30717	28/03/2008	Livia Daniela Lillie	Police clearance refund - Daniela Lillie	MUNI	44.50
30718	28/03/2008	Peter Black	Reimbursement of telephone account	MUNI	24.29
30719	28/03/2008	Pettycash - Please pay cash	Recoup - Eaton administration centre	MUNI	139.40
30720	28/03/2008	Phillip Rowe	Reimbursement of expenses	MUNI	286.53
30721	28/03/2008	Phillip Rowley	Reimbursement of parking expenses for IPWEA conference	MUNI	23.20
30722	28/03/2008	Pivotel Satellite Pty Limited	Access fees and charges to satellite phone	MUNI	35.00
30723	28/03/2008	Shire of Dardanup	Ferguson hall grant transfer to reserve	MUNI	53,245.00
30724	28/03/2008	Shire of Dardanup - Please pay cash	Umpire recoup - 27/03/2008	MUNI	550.00
30725	28/03/2008	Synergy	Electricity	MUNI	10,986.25
30726	28/03/2008	Telstra	Telephone and faxstream expenses	MUNI	609.21
30727	28/03/2008	Terry O'Connor & Company	Repairs at Millers Creek, Eaton admin centre car park & Rec Centre	MUNI	2,163.70
30728	28/03/2008	UHY Haines Norton (WA) Pty Limited	Financial Reporting workshop - 2008 : Jenny Duncan	MUNI	825.00
30729	28/03/2008	Uniting Church Campsite	Booking fee for youth camp from 16 - 18 April 2008	MUNI	200.00
30730	28/03/2008	Websters Studios	Councillors' photographs	MUNI	545.00
30731	28/03/2008	WestNet Pty Limited	Tourism website hosting	MUNI	22.00
30732	28/03/2008	Western Australian Treasury Corporation	Loan 59 repayment	MUNI	51,789.05
30733	28/03/2008	Yallingup Shearing Shed	Entry fee for youth group - 16 April 2008	MUNI	65.40

CHEQUE	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
30734	31/03/2008	Amity Signs and Industrial Products	Signs, brackets, posts and bolts	MUNI	1,355.20
30735	31/03/2008	Ausrecord	Files for filing system	MUNI	3,362.26
30736	31/03/2008	BOC Limited	Hire of oxygen bottle for first aid - Eaton Recreation Centre	MUNI	13.95
30737	31/03/2008	Bunbury Auto One	Hand winch, rear combination lamp, trailer plug and clear silicone sealant	MUNI	129.80
30738	31/03/2008	Bunbury City Glass	Replace broken windows at Eaton hall and Eaton administration centre	MUNI	479.83
30739	31/03/2008	Bunbury Machinery	Hire of concrete cutter and diamond blade	MUNI	486.55
30740	31/03/2008	Bunbury Toyota	10000 km service - DA 9295	MUNI	205.34
30741	31/03/2008	Bunnings Group Limited	Storage bins, electrodes, d shackles, wire brushes, flat steel bar etc	MUNI	195.56
30742	31/03/2008	C Y O'Connor College of TAFE	Municipal Law Enforcement training - F Lilly	MUNI	270.00
30743	31/03/2008	Cadbury Schweppes Pty Limited	Goods for resale - Eaton Recreation Centre	MUNI	1,819.69
30744	31/03/2008	Carbone Brothers Pty Limited	Limestone and gravel	MUNI	8,578.85
30745	31/03/2008	Connell Wagner	Joint scheme costs - TPS 1	MUNI	2,344.98
30746	31/03/2008	Corporate Express Australia Limited	Stationery	MUNI	821.89
30747	31/03/2008	Craven Foods	Goods for resale - Eaton Recreation Centre	MUNI	577.53
30748	31/03/2008	Dardanup Veterinary Clinic	Cat sterilisation vouchers redeemed at Dardanup Veterinary Clinic	MUNI	60.00
30749	31/03/2008	Donnybrook District High School	Hire of badge maker - mobile youth space Burekup	MUNI	55.00
30750	31/03/2008	Dorma BWN Automatics Pty Limited	Automatic door maintenance - Eaton administration centre	MUNI	88.00
30751	31/03/2008	Eaton Hardware	Hose clamps, grey mortar, paint brushes and rollers, plastic fuel can etc	MUNI	606.00
30752	31/03/2008	Fonterra Brands Australia Pty Limited	Goods for resale - Eaton Recreation Centre	MUNI	821.51
30753	31/03/2008	G G Tootill	Gravesite preparation	MUNI	165.00

CHEQUE	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
30754	31/03/2008	Green Recycling (Koast Corporation)	Domestic kerbside recycling service for the financial year 2007/2008	MUNI	11,089.06
30755	31/03/2008	IGA Distribution (WA) Pty Limited	Goods for resale - Eaton Recreation Centre	MUNI	310.56
30756	31/03/2008	IT Vision Australia Pty Limited	IT Vision payroll course - Kath Duncan	MUNI	770.00
30757	31/03/2008	JR & A Hersey Pty Limited	Blue guide posts for culvert markers	MUNI	929.50
30758	31/03/2008	Landgate	Rating valuations	MUNI	4,275.25
30759	31/03/2008	MJB Industries Pty Limited	concrete pipe headwalls and concrete pipes	MUNI	4,201.29
30760	31/03/2008	Modern Teaching Aids Pty Limited	Supplies & equipment for creche / Vacation Care, and Montessori project	MUNI	545.42
30761	31/03/2008	Neverfail Springwater Limited	Spring water bottles	MUNI	49.25
30762	31/03/2008	Nightguard Security Service Pty Limited	Security alarm monitoring service - Eaton Recreation Centre	MUNI	55.00
30763	31/03/2008	PFI Cleaning Supplies	Cleaning supplies	MUNI	132.92
30764	31/03/2008	Prestige Products	Cleaning supplies	MUNI	303.60
30765	31/03/2008	SAI Global	Purchase of various manuals	MUNI	556.55
30766	31/03/2008	SOS Office Equipment	Photocopier meter readings	MUNI	494.38
30767	31/03/2008	Scope Business Imaging	Photocopier meter reading - Eaton Recreation Centre	MUNI	387.19
30768	31/03/2008	Security Man Pty Limited	Check faulty wiring in camera system	MUNI	220.00
30769	31/03/2008	Slush Puppie	Goods for resale - Eaton Recreation Centre	MUNI	210.90
30770	31/03/2008	St John Ambulance Australia (WA) Inc	Staff first aid training - K Mentiplay	MUNI	130.00
30771	31/03/2008	Staley Food and Packaging	Take away foam containers - Eaton Recreation Centre	MUNI	35.20
30772	31/03/2008	Stewart & Heaton Clothing Company Pty Ltd	Jackets and trousers - Burekup and Ferguson BFBs	MUNI	475.26

CHEQUE	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
30773	31/03/2008	Stylecorp	Staff uniforms	MUNI	336.15
30774	31/03/2008	Sunny Sign Company Pty Limited	Roadworks signs	MUNI	1,956.24
30775	31/03/2008	The Esplanade Hotel	LGMA conference accommodation - M Chester and R Quinn	MUNI	853.10
30776	31/03/2008	The Tyre Place	Tyres and tyre repairs - DA 711 & DA 8457	MUNI	3,406.00
30777	31/03/2008	Thompson Consulting Surveyors	Lot 1 Henty Road - road widening	MUNI	1,925.00
30778	31/03/2008	Totally Workwear	Boots and safety vests	MUNI	99.35
30779	31/03/2008	Transpacific Waste Management Pty Ltd	Waste disposal	MUNI	1,769.65
30780	31/03/2008	VisiMax Safety Products	Boots, gloves and ID wallets	MUNI	1,179.50
30781	31/03/2008	Western Australian Electoral Commission	Election expenses for 2007 postal election	MUNI	22,397.86
30782	31/03/2008	Woolworths Limited	Groceries	MUNI	1,176.82
30783	31/03/2008	Wren Oil	Waste oil disposal	MUNI	109.00
30784	31/03/2008	Yakka Pty Limited	Staff uniforms	MUNI	308.08
300536	20/03/2008	Lillian Dyer	Animal trap bond refund	TRUST	50.00
300537	28/03/2008	Eaton Primary P & C Association	Refund - Eaton foreshore bond - Eaton Foreshore Festival - 09/03/2008	TRUST	1,000.00
300538	28/03/2008	Scott Park Homes South West	Refund of kerb deposit - A9975	TRUST	500.00
300539	28/03/2008	Ventura Homes	Refund of kerb deposit - A1385	TRUST	500.00

CHEQUE	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
REPORT TOTALS			TOTAL		
MUNI		Municipal Fund			278,131.39
30676 - 30784					
TRUST		Trust Fund			2,050.00
300536 - 300539					
TOTAL			TOTAL		280,181.39

CERTIFICATE OF Chief Executive Officer

This schedule of accounts to be passed for payment, covering vouchers as above which was submitted to each member of Council has been checked and is fully supported by vouchers and invoices which are submitted herewith and which have been duly certified as to the receipt of goods and the rendition of services and as to prices, computations, and costings and the amounts shown are due for payment.



Mr Mark L Chester – Chief Executive Officer

11 ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

None.

12 NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING

13 PUBLIC QUESTION TIME

14 MATTERS BEHIND CLOSED DOORS

15 CLOSURE OF MEETING

The Presiding Officer advises that the date of the next Ordinary Meeting of Council will be Wednesday 23rd April 2008, commencing at 4.30pm at the Shire of Dardanup - Administration Centre Eaton.

Meeting to be declared closed.