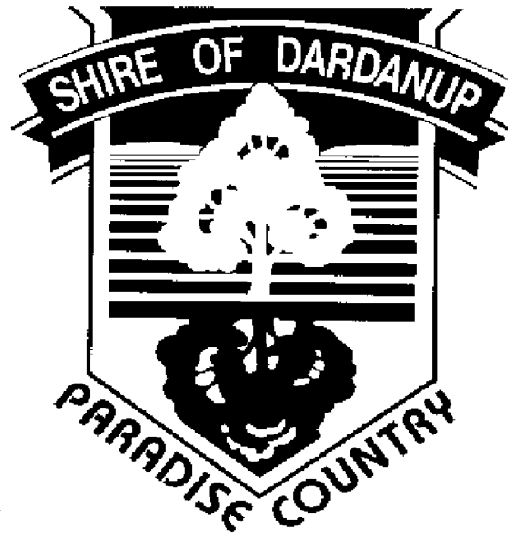


# **A G E N D A**



## **ORDINARY MEETING**

**TO BE HELD**

**WEDNESDAY, 27TH MAY 2009  
COMMENCING AT 4.30PM**

**AT**

**SHIRE OF DARDANUP  
ADMINISTRATION CENTRE EATON  
1 COUNCIL DRIVE - EATON**



## 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 27th May 2009 in the Council Chambers, Shire of Dardanup - Administration Centre Eaton, 1 Council Drive, Eaton - commencing at 4.30pm.

A handwritten signature in black ink, appearing to read 'M. Chester', is positioned above the printed name of the Chief Executive Officer.

**MR MARK L CHESTER**  
Chief Executive Officer

Date: 21<sup>st</sup> May 2009

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**SHIRE OF DARDANUP**

**AGENDA FOR THE SHIRE OF DARDANUP ORDINARY MEETING OF COUNCIL TO BE HELD ON WEDNESDAY 27<sup>TH</sup> MAY 2009, AT SHIRE OF DARDANUP – EATON ADMINISTRATION CENTRE, 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

**3 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE**

None.

**4 PUBLIC QUESTION TIME**

**5 APPLICATIONS FOR LEAVE OF ABSENCE**

**COUNCIL RESOLUTION**

**THAT ..... be granted leave of absence for the meeting of the 10th June 2009.**

**6 PETITIONS/DEPUTATIONS/PRESENTATIONS**

None.

**7 CONFIRMATION OF MINUTES OF PREVIOUS MEETING**

7.1 Ordinary Meeting Held 13th May 2009

**OFFICER RECOMMENDED RESOLUTION**

**THAT the Minutes of the Ordinary Meeting of Council held on the 13th May 2009, 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**

None.

**10 REPORTS OF OFFICERS AND COMMITTEES**

## 10.1 CHIEF EXECUTIVE OFFICER REPORT

### 10.1.1 Title: Bunbury Wellington Group of Councils [BWGC] – Resource Sharing Opportunities

*Reporting Department: Executive*

*Reporting Officer: Mr Mark Chester – Chief Executive Officer*

*Legislation: Local Government Act 1995*

*File Number: CC04 0001*

#### Background

The Bunbury Wellington Group of Councils [BWGC] resolved in September 2007 to develop a brief for accessing state funding to conduct a comprehensive feasibility study into a large number of services provided by local governments in the region to explore where the real possibilities of savings are.

The aim was to look at all services to see if they can be better delivered over a number of local governments to remove duplication and to provide enhanced services.

The Department of Local Government and Regional Development made available grants for research and implementation initiatives. The BWGC made application and was successful in obtaining a \$14,000 grant under the Connecting Local Governments and Structural Reform (CLGSR) - Feasibility Study Grants.

Consultant, Mr Vern McKay was engaged to identify:

- Resource sharing opportunities across the six authorities, including but not limited to: administrative services that are common to each local government; joint tendering of services; infrastructure and asset (construction, maintenance and management); technology; regulatory and inspectorial services; emergency management coordination; regional sport and recreation facility planning, development and management; sharing of equipment; policies, procedures and corporate knowledge; and
- Other opportunities to create efficiencies by establishing sufficient need through collaborative approaches allowing Councils to maximise capacity in addressing community expectations.

The objectives of the project were to identify:

- (a) resource sharing and collaboration opportunities;
- (b) standardisation and centralisation opportunities across the six Councils; and
- (c) those projects or opportunities that are a high priority and/or have a high probability of success and investigate alternative models of delivery or application.

Legal Implications - None

Budget Implications -

The study is fully funded by the Department of Local Government and Regional Development grant of \$14,000 with the balance of \$9,000 being funded from funds held in the Bunbury Wellington Group of Councils Trust Fund (\$1,500 per Council).

Officer Comment

The project looked at the following services to assess their feasibility as shared services:

- 1 Emergency Management
- 2 Building conditions and forms and fees across each of the participating Councils
- 3 Planning / Development standards, conditions and forms and fees
- 4 Inspectorial services (swimming pools, food premises, buildings)
- 5 Graffiti removal
- 6 Payroll
- 7 Rating services
- 8 On line building licence and permit applications
- 9 Joint Tendering for concrete footpaths, street sweeping, weed spraying
- 10 Cadetships and traineeships – pool of recruits.

Mr McKay reported that:

*“Overall there are a number of resource sharing opportunities that could be introduced to provide not only cash savings but also reductions in duplication, increased productivity, improved service delivery and streamlined council functions. A consistent region-wide approach to service delivery would also occur with the aim of doing more within existing budget levels.*

*Implementation of the recommendations of this report will see the BWGC take a leadership role in and result in significant structural reform across the Bunbury-Wellington region without the need for amalgamation or loss of local decision making and representation.”*

Following considerable consultation with the six council's of the BWGC, Mr McKay produced a 113 page report [available upon request from the Chief Executive Officer] Mr McKay advised the changes had been made following the consultation and outlines reasons (Appendix ORD: 10.1.1) for those changes. The report has the following 35 recommendations:

***Emergency Management***

- 1.1 *That the Bunbury Wellington Group of Councils scope and initiate a project to review and integrate current emergency management arrangements with common risk mitigation, response and recovery strategies.*
- 1.2 *THAT this project be coordinated through the BWGC and in consultation with the South West Local Government Emergency Management Alliance and include all twelve south west local governments and the District Emergency Management Committee.*
- 1.3 *THAT each local government during 2009/10 consider funding models for implementing the regional emergency management proposal.*

- 1.4 *That the Federal Government and State Government be lobbied to establish an emergency management funding program to assist with development and integration of emergency management arrangements across boundaries.*

#### ***Building Conditions, Forms and Fees***

- 2.1 *That the Bunbury Wellington Group of Councils adopt a standardised building licence application form and demolition licence application form which comply with the Building Regulations 1989 Forms 2 and 3 respectively and which can be used universally across the region.*
- 2.2 *That other associated forms, information sheets and check lists be reviewed with a view to developing generic forms and information to be issued across the region.*
- 2.3 *That building licence and demolition licence fees (including minimum fees) set by regulation and additional fees charges under S 6.16 of the Local Government Act 1995 be adopted by and be applied consistently across all six local governments.*
- 2.4 *That the recommended standard building licence conditions included in attachment 4, be reviewed by building surveyors with a view to these being applied consistently across the region to licences issued for similar buildings.*
- 2.5 *That in the longer term the Bunbury Wellington Group of Councils investigates the establishment of a single building licence issuing centre to issue licences across the region.*

#### ***Development and Planning Standards, Conditions, Forms and Fees***

- 3.1 *That the BWGC adopt the Form of application for planning approval included as Schedule 6 to Appendix B of the Town Planning Regulations 1967 and included at attachment 3 to this report and initiate an amendment to their current town planning schemes to achieve this.*
- 3.2 *That the consolidated planning conditions included in Attachment 5, be reviewed by planning staff with a view to these being applied consistently to development approvals across the region.*
- 3.3 *That all six local governments adopt the maximum fees set by the Planning and Development (Local Government Planning Fees) Regulations 2000.*
- 3.4 *That all six local governments adopt additional fees as detailed in table 8 so that consistency is applied to fees levied across the region.*

#### ***Inspectorial Services***

- 4.1 *That all six BWGC councils consider implementing a rotating method of inspection of swimming pools and adopt the maximum statutory fee to be charged, with one-quarter of this fee charged on an annual basis.*
- 4.2 *That consideration be given to either a joint tender to appoint a single contractor to undertake the inspections or for one local government to provide the service across the region.*

- 4.3 *That the BWGC building surveyors reach consensus on and implement common inspection protocols so that these occur consistently across the region.*
- 4.4 *That when the proposed Building Act is introduced, the BWGC give consideration to establishing a central building licence section which could issue licences for all buildings across the region, undertake any statutory building progress inspections that may be required as well as the mandatory 4-yearly swimming pool inspections.*
- 4.5 *That the BWGC councils adopt consistent fees for food licensing including additional fees shown in table 11 so that consistency is applied to fees across the region.*
- 4.6 *That the BWGC councils adopt similar inspection protocols and frequency of inspections undertaken so that consistency in inspections is applied across the region.*
- 4.7 *That where BWGC councils are unable to recruit sufficient EHOs, resource sharing arrangements be negotiated with other councils in the region.*

### **Graffiti**

- 5.1 *That the six BWGC adopt similar initiatives and protocols to minimise and remove graffiti including recording and photographing graffiti and tags for inclusion on the police data base, actioning removal within similar time-frames and implementing procedures to write to private property owners affected by graffiti to provide advice and encourage removal as soon as possible.*
- 5.2 *That the City of Bunbury considers extending the graffiti removal service that it provides to the Shire of Capel to the nearby urban areas of the Shires of Dardanup and Harvey.*
- 5.3 *That the City of Bunbury considers undertaking a coordinating role across the region to action the processes listed in 5.1 above.*

### **Payroll Services**

- 6.1 *That given their use of similar IT software, the Shires of Capel, Collie, Dardanup, Donnybrook-Balingup and Harvey enter into resource sharing arrangements to establish a central payroll processing section.*

### **Rating Services**

- 7.1 *That given their use of similar IT software, the Shires of Capel, Collie, Dardanup, Donnybrook-Balingup and Harvey give strong consideration to entering into resource sharing arrangements to establish a centralized rating section.*

### ***On-line Services***

- 8.1 *That given the current limitations with existing websites, the Shires of Capel, Collie, Dardanup, Donnybrook-Balingup and Harvey consider improving basic functionality of their respective websites to provide greater access to downloadable documents and search facilities with a view to providing similar access and information to their communities.*
- 8.2 *That in the longer-term enhancement to websites include further online applications such as building licences and other permits and the five shires in the BWGC work together to develop and fund relevant software to achieve this.*

### ***Joint Tendering***

- 9.1 *That the Shires of Capel, Dardanup, Donnybrook-Balingup and Harvey enter into arrangements to call a joint tender for construction of in-situ concrete paths; or*
- 9.2 *That given that the City of Bunbury and Shire of Collie have dedicated path construction crews, the Shires of Capel, Dardanup, Donnybrook-Balingup and Harvey establish whether Bunbury and Collie have the capacity to extend their services to their local governments and invite them to quote for works.*
- 9.3 *That the Shires of Capel, Dardanup, Donnybrook-Balingup and Harvey enter into arrangements to call a joint tender for street sweeping services; or*
- 9.4 *That given that the Shire of Collie has dedicated street sweeping equipment and crew, the Shires of Capel, Dardanup, Donnybrook-Balingup and Harvey establish whether Collie has the capacity to extend their services to their local governments and invite them to quote for works.*
- 9.5 *That the Shires of Capel, Collie, Dardanup, Donnybrook-Balingup and Harvey enter into arrangements to call a joint tender for weed spraying.*

### ***Cadetships and Traineeships***

- 10.1 *That the six BWGC councils develop a joint traineeship program and share trainees with a view to developing a skilled team of employees to work across a range of business and administrative roles in the region.*
- 10.2 *That the six BWGC monitor and share information on recruitment outcomes over the next three to six months to assess whether the previously experienced skills shortage is still problematic and whether other recruitment strategies need to be put in place.*

### ***Service Delivery Model***

- 11.1 *That when the BWGC determines what resource sharing arrangements are to be implemented, that these be delivered through a shared services model.*

The recommendations provide each of the local governments with the platform to review current services in more detail and to give serious consideration to developing uniform policy, practice and procedures across each of the six municipalities. Opportunities have also been identified for future shared service arrangements.

Building managers and surveyors from within the BWGC have commenced joint discussions on reducing the number of building conditions and agreement on some uniformity across boundaries. The same approach is proposed with the planning conditions.

A number of the Report's recommendations can be implemented at officer level through joint arrangements where there is a benefit; for example, to share the advertising or to tender for works to offer a competitive price (taking into account competitive tendering and competition policy guidelines).

It is recommended that the Report be received and that the Chief Executive Officer review the recommendations in consultation with the Managers to identify areas where the proposed changes can be initiated; however where employees are potentially affected a considered cost benefit analysis will be required prior to recommendations for change being referred back to Council. Some of the analysis will require additional resources. It is recommended that the CEO in consultation with the BWGC recommend to Council a strategy and funding sources to progress a further study to confirm the benefits of change.

This study has been the most comprehensive analysis of services across the group and the consultant is to be congratulated for the detail within the report.

As all local governments are assessing potential voluntary amalgamations and resource sharing opportunities as requested by the Minister for Local Government, with a final submission to be made by the 31<sup>st</sup> August 2009, it is recommended that the details contained within this report, any subsequent report and subsequent changes made to service delivery, be included in the final submission to the Minister.

Voting Requirements - Simple Majority

## **OFFICER RECOMMENDED RESOLUTION**

### **THAT Council:**

- 1. Receives the Bunbury Wellington Group of Council's Resource Sharing Project report as prepared by Vern McKay LG Services.**
- 2. Direct the Chief Executive Officer to consult with staff to assess the recommendations.**
- 3. Direct the Chief Executive Officer consult with the members of the Bunbury Wellington Group of Councils and report to Council areas of the report that will require further analysis and recommend the source of resources required for the additional analysis.**
- 4. Includes the findings of this report and any subsequent report in the submission to the Minister for Local Government in response to the Minister's invitation to consider voluntary amalgamation of local governments.**

10.1.2 Title: Greater Bunbury Sports Facilities Planning Report 2009 – Department of Sport & Recreation

*Reporting Department:* Executive  
*Reporting Officer:* Mr Mark Chester – Chief Executive Officer  
*Legislation:* Local Government Act 1995  
*File Number:* GR02 0041

Background

The Greater Bunbury Sports Facilities Report Working Group was established as a means of reviewing existing facilities and looking at potential needs within the sub-regional area, whilst ensuring that potential for duplication of facilities does not occur in future planning processes.

The Working Group consists of representatives from the Shires of Harvey, Dardanup, Capel, City of Bunbury and the Department of Sport & Recreation South West.

Legal Implications - None

Budget Implications -

Potential future costs involved in feasibility studies and construction of facilities, subject to budget and approval of grants.

Officer Comment

A representative of the Department for Sport & Recreation is presenting the Greater Bunbury Sports Facilities Planning Report Stage 1 to Council prior to this meeting.

The report identifies the existing recreation facilities and those that are considered as having sub-regional significance. Page 9 of the report refers to the multi sports facilities at the South West Sports Centre and the Leschenault Leisure Centre with facilities at Hay Park, Hands Oval, the Hockey Stadium in Bunbury, as meeting the sub-regional criteria.

A copy of the recommendations for long term sustainability has been made available to all elected members under separate cover.

The recommendations that directly relate to the Shire of Dardanup are in summary [Numbers shown are the reference to the report numbering]:

- 1.2 Negotiation for shared facilities between local government and the Department of Education and Training (DET).
- 1.3 A need to change the CSRFF criteria so that shared facilities with private schools can receive CSRFF funds.
- 1.4 Encourage developers to provide larger parcels of land for recreation.
- 1.5 Local governments should develop a generic policy for the use and hire of active reserves. (City of Bunbury policy has been provided as a sample policy).

- 1.6 Relates to indoor aquatic centres.
- 1.7 A site for future regional facilities is to be selected as required by the Department of Planning and Infrastructure (South West); the following sites have been identified:
- Leschenault Playing fields Australind.
  - An area of undeveloped land that is on the northern boundary of the City of Bunbury that would be termed "Barbetti Park" being negotiated with the Bunbury Agricultural Society. To replace the endowed land that is located in what may become the Preston Industrial Park.
  - An area of undeveloped land at Parkridge in Eaton.
  - Hands Oval, Bunbury.
  - An area of undeveloped land adjacent to Bunbury Prison, Shire of Capel.

Each location will require a suitability and feasibility studies.

- 1.8 Relates to provision of wise use of water resources and use of grey water.

### 3.0 Shire of Dardanup Specific Recommendations

- 3.1 Completion of a needs study into the provision of 'green open space' within the Eaton townsite as a grassed sports reserve to service the town of Eaton and adjoining residential developments. The study outcomes should be considered in conjunction with the principles of this report.
- 3.2 All recommendations from the above Study should be given urgent consideration by Council to enable additional grounds at Eaton to be developed as soon as possible.

#### Final Comment

The Stage 1 Report will be a valuable reference document for applications for CSRFF and other funding programs for recreation facilities. This document is the first analysis of the facilities that are available in the sub region of greater Bunbury, the report is welcomed.

The next stage of development for any new facilities is to identify the potential sites, assess these sites for suitability and then undertake feasibility studies for the development of the sites. The Eaton Precinct Recreation Plan will provide further local analysis and identification of needs and the identification of potential sites. That report is due to be presented to the committee on the 21<sup>st</sup> of May. Once endorsed the Recreation Plan will be referred to Council for consideration at the next available meeting.

Voting Requirements - Simple Majority

**OFFICER RECOMMENDED RESOLUTION**

**THAT Council endorse the Department of Sport & Recreation South West's Greater Bunbury Sports Facilities Planning Report 2009 as a planning tool for future provision of recreation facilities in the sub-region of greater Bunbury.**

<b>10.2 MANAGER TECHNICAL SERVICES REPORT</b>
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10.2.1 Title: Millbridge Stages 1 to 9 – Mowing Contract

*Reporting Department: Technical Services*

*Reporting Officer: Mr Luke Botica – Manager Technical Services*

*Legislation: Local Government (Functions and General) Regulations 1996*

*File Number: TR030019 – LE060011*

Background

Tenders were called for a 12-month mowing contract for turf areas within the Millbridge Private Estate. The contract is scheduled to commence on the 1<sup>st</sup> of July 2009 following expiration of the current mowing contract.

The Shire currently has maintenance responsibility for Stages 1 to 8 and the current contract includes these areas. The new contract will include the mowing of Stages 1 to 9. Stage 9 is scheduled for handover to the Shire from the developer in September 2009.

Prices were requested on a “per cut” basis for each of the parks and reserves in each Stage and prices were separated into mowing, line-trimming and edging. Three tenders were received and were each assessed and scored in accordance with the following criteria:

CRITERIA	WEIGHTING
Price	40%
Relevant experience	15%
Key personnel skills and experience	20%
Respondent's resources	15%
Demonstrated understanding	10%

Each tender was assessed and scored by Council staff and is summarised as follows:

## Prices submitted:

TENDERER		Broadacres Mowing Services	Perfect Landscapes	Landscape Development
	UNIT	UNIT PRICE (Excluding GST)		
Stage 1	\$ Per Cut	278	420	854
Stage 2	\$ Per Cut	120	170	266
Stage 3	\$ Per Cut	20	45	30
Stages 4, 5 & 6	\$ Per Cut	220	240	510
Stage 8	\$ Per Cut	205	250	1141
Stage 9	\$ Per Cut	70	85	273
No. Mows for Stages 1 to 8	No.	41		
No. Mows for Stage 9	No.	34		
TOTAL COST	\$ YEAR	36943	49015	124213

TENDERER		Broadacres Mowing Services	Perfect Landscapes	Landscape Development
CRITERIA	WEIGHTING	SCORE (OUT OF 10)		
Price	40%	10	8	0
Relevant experience	15%	5	10	10
Key personnel skills and experience	20%	6	8	10
Respondent's resources	15%	5	8	10
Demonstrated understanding	10%	7	8	10
OVERALL WEIGHTED SCORE	100%	7.4	8.3	6.0

All submissions complied with the tender requirements and the tender from Perfect Landscapes achieved the highest score.

Legal Implications -

Public tenders were advertised and called in accordance with the Local Government (Functions and General) Regulations 1996.

Once awarded, Council will be entering into a formal contract with the recommended contractor which will be binding to the end of the 2009-2010 financial year.

Budget Implications -

If the contract is awarded to Perfect Landscapes, the total cost for mowing in Millbridge for the 2009-2010 is calculated at \$49,015. The current contract is forecast to cost \$38,583 for the 2008-2009 year. This is an increase of 27% due to the additional area.

The amount of mowing area required in 2009-2010 year is calculated to increase by 76% compared to the 2008-2009 year. Therefore, the mowing prices submitted by Perfect Landscapes are considered to be good value.

Officer Comment

Since 2006, the Shire has engaged contractors for the mowing of turf areas in Millbridge. All other landscape maintenance activities have been carried out by

Shire's Parks & Gardens staff. In past years, the Council has considered the following options for the upkeep of 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 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.

Due to the need for specialist mowing equipment, the Shire has adopted Option 3 where all mowing would be carried out by a contractor and all other activities would be carried out by the Shire crew. This option has worked well and it is recommended that the mowing arrangement continue to avoid the need to purchase specialist mowing equipment which would be used only at Millbridge. Such equipment would be grossly under-utilised by the Shire if used only at Millbridge - Staff consider such an arrangement to be an inefficient use of Council resources.

The Shire may still consider the outsourcing of other maintenance activities in Millbridge, and a report on this will be provided at the Annual Budget Meeting.

It should be noted that the current mowing contractor for Millbridge Stages 1 to 8 is Perfect Landscapes. Shire staff have had no issues with this contractor and the quality of mowing, line-trimming and edging has been at a good standard.

Voting Requirements - Simple Majority

#### **OFFICER RECOMMENDED RESOLUTION**

**THAT Council enters into a contract with Perfect Landscapes for the provision of mowing services at Millbridge Estate Stages 1 to 9 commencing on the 1<sup>st</sup> July 2009 and terminating on the 30<sup>th</sup> June 2010.**

10.2.2 Title: Request for Tender 2009-07 – Bituminous Surfacing

*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:* TR030017 / LE 060009

Background

Tenders closing 4.00pm on 1<sup>st</sup> May 2009 were called for the supply and application of bituminous surfacings. The tender covers a range of bituminous products and services including:

1. Cut back bitumen – supply and spray
2. Hot bitumen – supply and spray
3. Bitumen emulsion – supply and spray
4. Polymer modified bitumen (PMB) – supply and spray
5. Application of sealing aggregates (Council to supply aggregate)
6. Pre-coating of aggregates
7. Asphalt – supply and lay or supply only

Tenders were called in preparation for the 2009-2010 Budget with the intent of awarding a contract that will commence on the 1<sup>st</sup> of July 2009 for a period of 12 months. Tenderers were asked to submit a schedule of rates with prices being fixed for the duration of the contract (i.e. no rise or fall clause). The tender document, which also consists of the full contract document and specifications is not provided with the agenda; however, Councillors may wish to view a copy by contacting the Technical Services Section at the Eaton Office.

The tender may be awarded as a single contract or be separated into two separate contracts – one for Sprayed Bituminous Surfacing and the other for Asphalt Surfacing.

Submissions were received from Pioneer Road Services and Malatesta Road Paving & Hot Mix, with each tenderer submitting prices for both Sprayed Bituminous Surfacing and Asphalt Surfacing. Both tenders comply with the tender requirements and have therefore been considered.

Tenders were assessed on the following criteria and weightings, and a total score was determined to compare the tenders:

ASSESSMENT CRITERIA	RAW SCORE	WEIGHTING	WEIGHTED SCORE
Price	0 - 10	45 %	0 – 4.5
Experience	0 - 10	20 %	0 - 2
Personnel	0 - 10	10 %	0 - 1
Quality system	0 - 10	15 %	0 – 1.5
Occupational Health & Safety	0 - 10	10 %	0 - 1
TOTAL		100 %	0 - 10

i.e. Weighted Score = Raw Score x Weighting

Each tender has been scored and results are as follows:

Sprayed Bituminous Surfacing:

ASSESSMENT CRITERIA	PIONEER	MALATESTA
Price	4.05	4.5
Experience	2	1.8
Personnel	1	1
Quality system	1.5	1.5
Occupational Health & Safety	1	1
TOTAL SCORE	9.55	9.8

Asphalt Surfacing:

ASSESSMENT CRITERIA	PIONEER	MALATESTA
Price	4.05	4.5
Experience	2	1.8
Personnel	0.9	1
Quality system	1.5	1.35
Occupational Health & Safety	1	1
TOTAL SCORE	9.45	9.65

Due to the large amount of information in the schedule of rates, it was decided that the submissions be compared by applying the estimated road works quantities for the 2009-2010 year to the submitted prices. The 2009-2010 quantities, although not finalised at this point in time (i.e. Budget not yet finalised), is useful in comparing the prices that have been submitted.

A summary of prices tendered and comparison using the draft Budget works program is provided in the agenda (Appendix ORD: 10.2.2).

The scores clearly indicate that the tender from Malatesta Road Paving & Hot Mix is most advantageous to Council under a single contract (i.e. for both Sprayed Bituminous Surfacing and Asphalt Surfacing).

It should be noted that the Council currently has two contracts in place which will be superseded by the new contract. The current contracts are:

- Sprayed Bituminous Surfacing – Malatesta Road Paving & Hot Mix; and
- Asphalt Surfacing – Pioneer Road Services.

#### Legal Implications -

Tenders have been called in accordance with the Local Government (Functions and General) Regulations 1996

The current contracts expire on 30<sup>th</sup> June 2009 and a new contract will be required for the 2009-2010 financial year.

Budget Implications -

All bitumen products and services to be utilised in the 2009-2010 year will be purchased through the contract resulting from this tender. All prices tendered are within the scope of what has been estimated in preparation for the 2009-2010 Budget.

Officer Comment

The contract aims to include all of the bituminous products and/or services that may be used by the Shire; however, in some cases a specialised product not covered by the contract may be required. Such circumstances are rare; however if required, quotes will be sought outside the scope of the contract.

Voting Requirements - Simple Majority

**OFFICER RECOMMENDED RESOLUTION**

**THAT Council enters into a contract with Malatesta Road Paving & Hot Mix for the provision of Bituminous Surfacing commencing on the 1<sup>st</sup> July 2009 and terminating on the 30<sup>th</sup> June 2010.**

**10.3 MANAGER PLANNING SERVICES REPORT****10.4 TOWN PLANNING OFFICER REPORT****10.5 MANAGER BUILDING SERVICES REPORT**

None.

**10.6 MANAGER HEALTH SERVICES REPORT**

None.

**10.7 HEALTH & ENVIRONMENT OFFICER REPORT**

None.

## 10.8 MANAGER CORPORATE & COMMUNITY SERVICES REPORT

None.

## 10.9 FRIENDS OF LOCAL RESERVE AREAS COMMITTEE – 05/05/09

### MINUTES OF THE SHIRE OF DARDANUP FRIENDS OF GROUPS STEERING COMMITTEE MEETING HELD ON TUESDAY, 5<sup>TH</sup> MAY 2009 AT SHIRE OF DARDANUP – EATON ADMINISTRATION CENTRE, COMMENCING AT 5.00PM.

#### 1 DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

*Presiding Officer, Mr Tim Batt welcomed all present and declared the meeting open at 5.00pm.*

#### 2 RECORD OF ATTENDANCE/APOLOGIES

##### 2.1 Attendance

<i>Tim Batt</i>	-	<i>Manager Health Services</i>
<i>Cr Noeline Anderson</i>	-	<i>Elected Member</i>
<i>Cr Carmel Boyce</i>	-	<i>Elected Member</i>
<i>Julie King</i>	-	<i>Community Representative</i>
<i>Carl Hughes</i>	-	<i>Community Representative</i>
<i>Peter Parish</i>	-	<i>Community Representative</i>
<i>Del Nuske</i>	-	<i>Community Representative</i>
<i>Lorin Sole</i>	-	<i>Community Representative</i>
<i>Pam Parish</i>		

##### 2.2 Apologies

*Alana Keane* - *Health & Environment Officer*

*Note: Susanne Rodwell, Council's Community Development Officer has tendered her resignation with the Shire of Dardanup and will no longer be on the Friends of Group Committee.*

#### 3 CONFIRMATION OF PREVIOUS MINUTES

##### 3.1 Meeting held 4 March 2009

#### COMMITTEE RESOLUTION

*MOVED - Cr N Anderson                      SECONDED - Peter Parish*

*THAT the minutes of the Friends of Groups Steering Committee Meeting held on the 4<sup>th</sup> March 2009, be confirmed as a true and correct copy with no corrections.*

*CARRIED*



#### 4.2 Title: Future Activities

*The first activity at the Hands Avenue reserve was a great success and was met with a lot of enthusiasm. The group managed to remove all of the Canna Lillies, almost all of the grape vines and the fig trees. We also received two Hands Creek signs which need a location in the reserve.*

*The next 5 activities and locations need to be decided so any cost can be put to Council for budget consideration. Please bear in mind that we currently have no funding for the remainder of this financial year, and it is unknown how much will be available for next financial year.*

#### **RECOMMENDED RESOLUTION**

*THAT the Friends of Group [new name] nominate the following projects for budget consideration:*

- 1. Hands Avenue Reserve Revegetation Project \$5,000 for tube stock seedlings.*
- 2. Preston River: restriction of motor bike access consisting of \$3,000 for bollards, gates and signage.*
- 3. Lot 800 Hamilton Road (entrance into Eaton) \$1,000 for a concept design plan.*
- 4. Watson Street/Pratt Road Weed Control.*
- 5. ...*

#### *Discussion:*

*The Committee discussed the work performed at the Hands Creek site. The general discussion revealed some short falls in the follow up activities that will need to be addressed prior to any further work activities. The aim being to maintain the momentum gained.*

*The overall feeling was that the group had made significant headway into removing weeds species in the area and that there was a willingness to continue with the remaining sections as early as possible.*

*Several options were discussed including:*

- o Requesting the Parks and Gardens conduct a selective spraying operation in the Hands Creek area to control specific weeds - canna lillie, grape, fig and nastersium*
- o Specific attention needs to be made to ensure non-target species are protected from spray operations.*
- o Protective barriers or similar are requested in the area to protect the base of trees from damage by mowers and hand held trimmers.*

- *Request the Parks and Gardens provide sufficient mulch material in the area to assist with weed control and to improve the visual amenity of the area.*
- *In consultation with Melanie Strang, design a planting schedule for the revegetation of the Hands Creek. - Note - it is recognised that some areas may not be suitable for revegetation as an extended weed control program may be required.*

*Several other items were discussed -*

- *Erosion control on the western side of the creek - An inspection of the pathway (foot bridge) crossing the creek is required as there is a deep gully being created as a result of water flow. - This matter should be referred to the Manager Technical Services.*
- *Banner- A banner that identifies the group is requested. This has been raised in previous meeting, however, until the group has an official name the banner could not be created.*
- *Revegetation of Watson Street and areas where Water Corporation have installed pipe work - Revegetation is planned using larger tree stock instead of tube stock.*
- *Copies of the minutes to be provided with newsletter at the Eaton Community Library, Recreation Centre, Admin office, News letter (Bunbury Mail).*

*Del Nuske questioned if Hart Leaf was a noxious weed and if it was to be included in the policy. (Alana Keane to check this out and respond to next meeting).*

**COMMITTEE RECOMMENDATION B:**

*MOVED - Cr N Anderson                      SECONDED - D Nuske*

*THAT the Friends of Group Steering committee request Council consider the following projects for inclusion in the 2009/2010 budget:-*

- 1. Hands Avenue Reserve Revegetation Project \$5,500 for tube stock seedlings.*
- 2. Preston River: restriction of motor bike access consisting of \$2,400 for bollards, gates and signage.*
- 3. Lot 800 Hamilton Road (entrance into Eaton) \$1,000 for a concept design plan.*
- 4. Watson Street/Pratt Road Weed Control - \$1,200*

*CARRIED*

*COMMITTEE RECOMMENDATION C:*

*MOVED - Cr N Anderson                      SECONDED - D Nuske*

*THAT:*

1. *The Friends of Group Steering Committee request Council to develop a work plan for the Hands Creek Reserve area to include the following activities:*
  - a. *As part of the maintenance program the Parks & Gardens Department conduct a selective spraying operation in the Hands Creek area to control specific weeds - canna, grape, fig and nastersium.*  
  
*Note: Specific attention needs to be made to ensure non-target species are protected from spray operations.*
  - b. *Consider protective barriers or similar in the Hands Creek Reserve area to protect the base of trees from damage by mowers and hand held trimmers.*
  - c. *Consider providing sufficient mulch material in the area to assist with weed control and to improve the visual amenity of the area.*
2. *Council be requested to consider reviewing the policy on Noxious Weeds to include a wider range of weeds as recommended by the Agriculture Department, update the policy, prepare and implement an action plan.*

*CARRIED*

5      *NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING*

*[Please Note: This is Not General Business - This is for Urgent Business Approved By the Person Presiding or by Decision. In cases of extreme urgency or other special circumstance, matters may, with the consent of the person presiding, or by decision of the members present, be raised without notice and decided by the meeting.]*

5.1      *Title: Next Working Party Date*

*A suitable date for the next working party was considered by the meeting.*

*RESOLVED*

*The Committee resolved that the next working party would meet at Hands Creek on the 17<sup>th</sup> of May at 9:30 am to complete weed removal and commence restoration works.*

6 DATE OF NEXT MEETING

*The next meeting is to be held on the 30<sup>th</sup> June 2009, commencing at 5.00pm.*

7 CLOSURE OF MEETING

*There being no further business the Chairman declared the meeting closed at 6.34pm.*

**FRIENDS OF LOCAL RESERVE AREAS RECOMMENDED RESOLUTION “A”**

**THAT Council to endorse “Friends of Local Reserve Areas” as the official name of the group formerly known as Friends of Groups Steering Committee.**

**FRIENDS OF LOCAL RESERVE AREAS RECOMMENDED RESOLUTION “B”**

**THAT Council consider the following projects for inclusion in the 2009/2010 budget:-**

- 1. Hands Avenue Reserve Revegetation Project \$5,500 for tube stock seedlings.**
- 2. Preston River: restriction of motor bike access consisting of \$2,400 for bollards, gates and signage.**
- 3. Lot 800 Hamilton Road (entrance into Eaton) \$1,000 for a concept design plan.**
- 4. Watson Street/Pratt Road Weed Control - \$1,200.**

**FRIENDS OF LOCAL RESERVE AREAS RECOMMENDED RESOLUTION “C”**

**THAT:**

- 1. Council develop a work plan for the Hands Creek Reserve area to include the following activities:**
  - a) As part of the maintenance program the Parks & Gardens Department conduct a selective spraying operation in the Hands Creek area to control specific weeds – canna, grape, fig and nastersium.**

**Note:** *Specific attention needs to be made to ensure non-target species are protected from spray operations.*

- b) Consider protective barriers or similar in the Hands Creek Reserve area to protect the base of trees from damage by mowers and hand held trimmers.
  - c) Consider providing sufficient mulch material in the area to assist with weed control and to improve the visual amenity of the area.
2. Council consider reviewing the policy on Noxious Weeds to include a wider range of weeds as recommended by the Department of Agriculture and Food, update the policy, prepare and implement an action plan.

## 10.10 MANAGER FINANCIAL SERVICES REPORT

10.10.1 Title: Monthly Statement of Financial Activity – Period Ended 30<sup>th</sup> April 2009

*Reporting Department:* Financial Services  
*Reporting Officer:* Mrs Natalie Hopkins – Senior Financial Officer  
*Legislation:* Local Government (Financial Management) Regulations 1996  
*File Number:* FI09 0001

### Background

Regulation 34 of the Local Government (Financial Management) Regulations 1996 requires local governments to prepare a Monthly Statement of Financial Activity.

Legal Implications - None.

### Budget Implications

Note 8 of the Statement of Financial Activity details material variances from the Adopted Budget.

### Officer Comment

Statement of Financial Activity:

The statement of financial activity is attached after the officer recommendation. The first statement of financial activity report outlines the results from operating activities.

It shows revenue and expenditure by statutory program, comparing actual results for the period with the annual adopted budget, the amended budget and the year to date budget.

The second financial report displays capital and infrastructure expenditure and also reconciles the statement of financial activity to the statement of net current assets, taking into account; the proceeds from sale of assets, reserve and loan funds used, depreciation applied, capital and infrastructure expenditure, transfers to reserves and loan repayments.

The statement of net current assets provides information on the accounts that make up current asset and current liabilities. The current and quick ratios are liquidity ratios. The current and quick ratios determine the shires ability to meet obligations with readily convertible funds.

Additional reports that have been included in the statement of financial activity are an acquisition of assets report, trust fund and reserve fund reports, and a statement of investments. A variance report that describes material differences between the adopted budget and the amended budget is also attached.

Key Financial Performance Areas:

- *Cash & Investments*

As at reporting date, Councils Municipal Bank fund has a reconciled balance of \$426,661. In addition to these funds, \$ 500,000 are invested in capital guaranteed Term Deposits.

The Reserve Fund has a reconciled balance of \$469,477 with an additional \$5,500,000 invested in capital guaranteed Term Deposits.

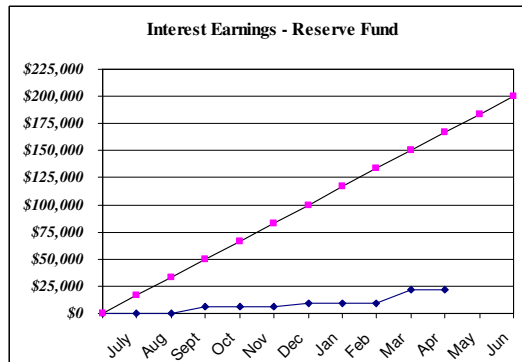
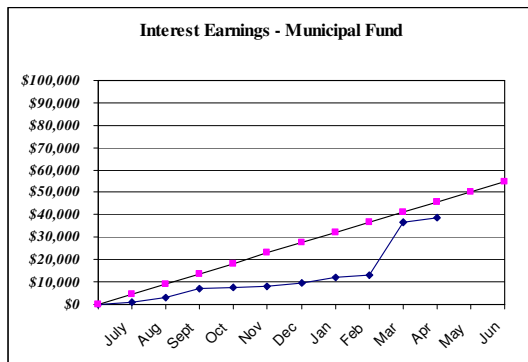
Total interest earnings brought to account on the Councils Municipal & Reserve Funds as at reporting date are:

Municipal Fund:	\$ 38,478
Reserve Fund:	\$ 21,856

Interest on investments are brought to account upon maturity. Interest accrued on the investments are not reflected in the above amounts. As of reporting date, unrealised interest amount to;

Municipal Fund:	\$ 15,657
Reserve Fund;	\$169,905

There are no indications that total Reserve interest revenue will not be met. The decline in interest rates will affect interest earnings on the Municipal Fund. Budget forecasts have been reduced to \$55,000 from an original budget of \$70,000.



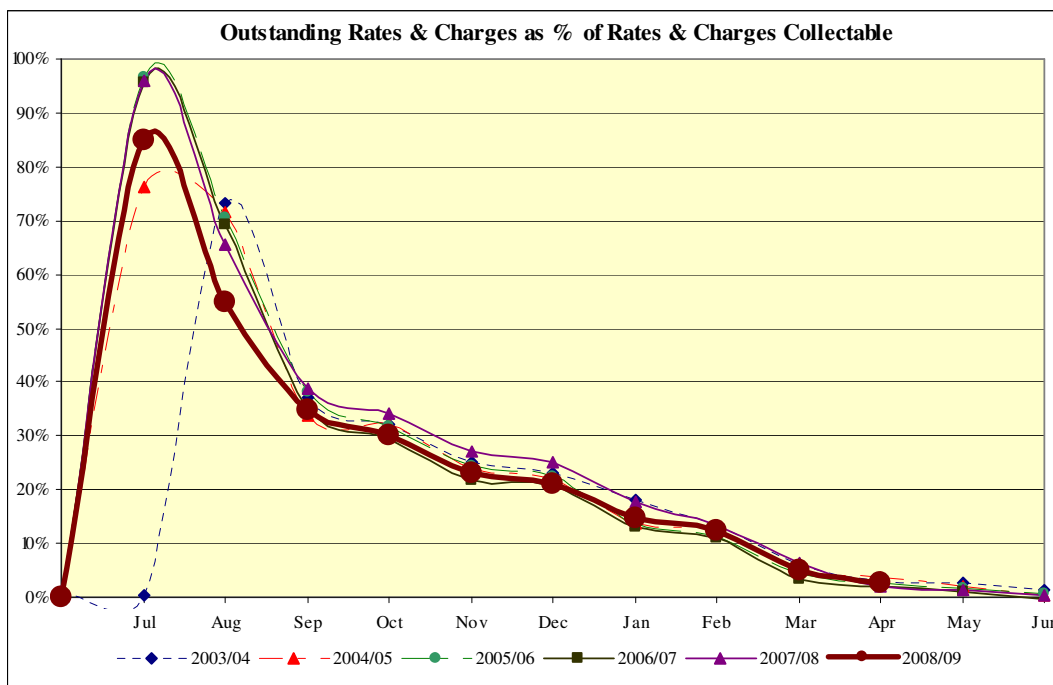
The spike for Interest Earnings in March (Municipal and Reserve Funds), relate to the surrender of two Term Deposits (Investments) of \$750,000 and \$400,000 respectively. Effectively, the principal and interest is each credited to the Municipal Fund and the Reserve Fund bank accounts, resulting in a decrease in the Investment Account.

- *Rates & Charges Outstanding*

As at reporting date, outstanding Rates & Charges = \$169,464. This equals 2.7% of rates & charges collectable, and is a decrease of 2.3% from last month.

Interim Rates of \$118,012 have been levied as at reporting date. The budget provision for 2008/09 interim rates are \$130,000.

It is the objective of management to achieve less than 4% of rates and charges outstanding as at 30 June. As at reporting date, this has been achieved with 2.7% of rates and charges outstanding.



- *Salaries and Wages*

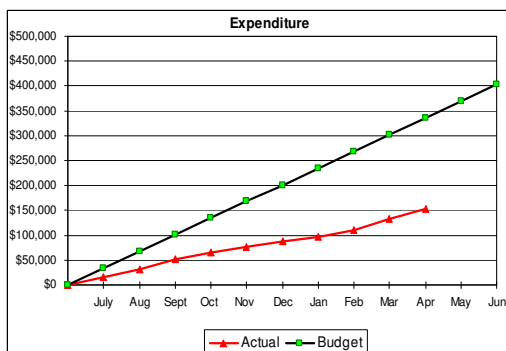
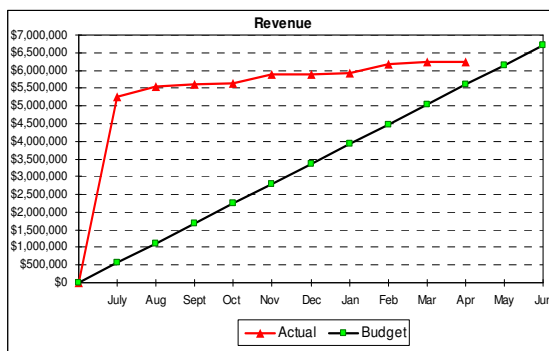
Total gross Salaries and Wages at reporting date is \$3,089,742. This is within YTD budget for 2008/09 financial year of \$3,224,080.

- *Budget Variances*

Note 8 of the Statement of Financial Activity details material variances between the adopted and amended budget. As a result of the annual budget review, management forecast a favourable variance of \$60,810 at financial years end.

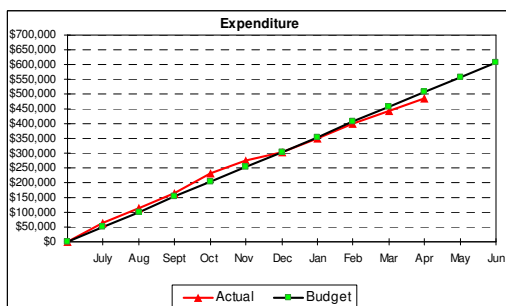
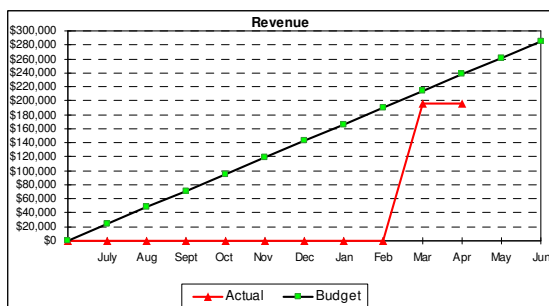
- *General Comments*

General Purpose Funding



Rates have been raised per budget estimates. Final Interim Rates totalling \$118,012 have been levied to date, against an annual budget estimate of \$130,000.

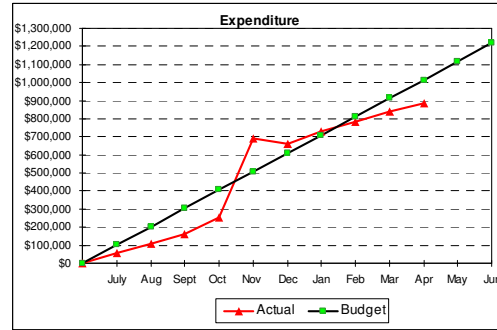
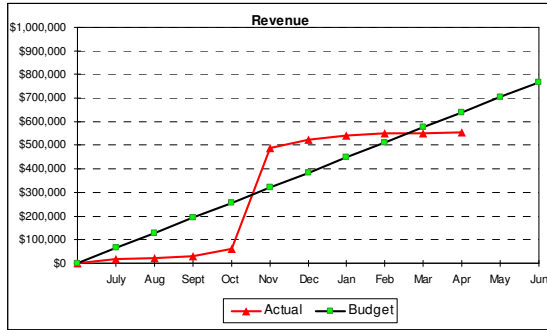
Governance



Budget has been amended for the round 1 of the Federal Government Economic Stimulus Grant of \$195,000. Council received this grant in March 2009 (from the Dept Planning Infrastructure, Transport & Government), as indicated in the above Revenue graph.

Additional revenue includes the allocation of \$64,000 from the Royalties for Regions Scheme, for the Eaton Foreshore Finger Jetty (Council Resolution 400/08). Primary revenue sources are from Trust & Reserve Fund transfers to offset expenditure. These funds will be transferred when relevant expenditure is incurred.

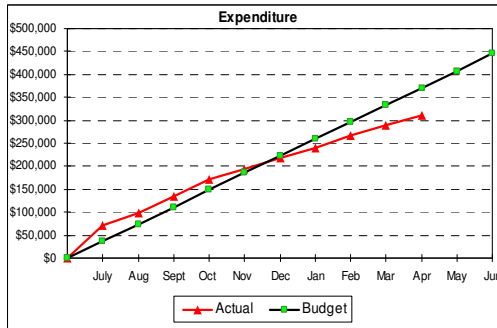
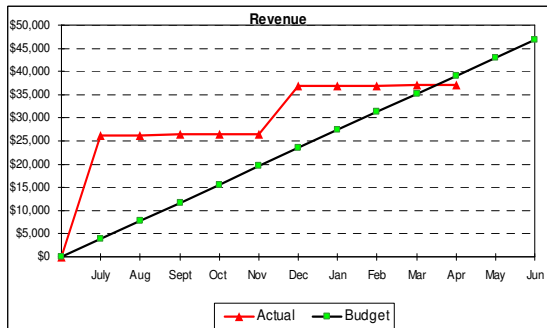
Law, Order & Public Safety



The spike in expenditure relates to the construction of the Wellington Mills Bushfire Shed (FESA funded), which is still in progress.

There are no material variances from the adopted budget.

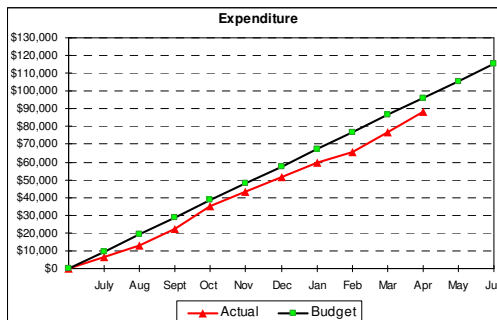
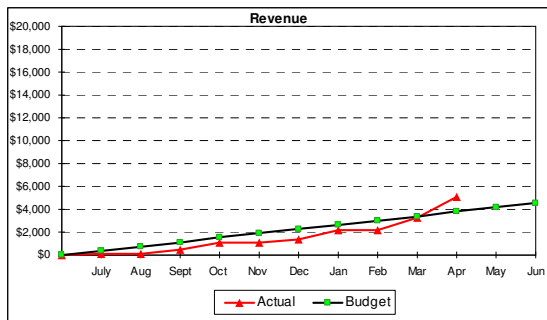
Health



There are no material variances from the adopted budget. Revenue for this area primarily related to the trade-in and reserve transfer to fund the replacement of the Manager of Health Services vehicle.

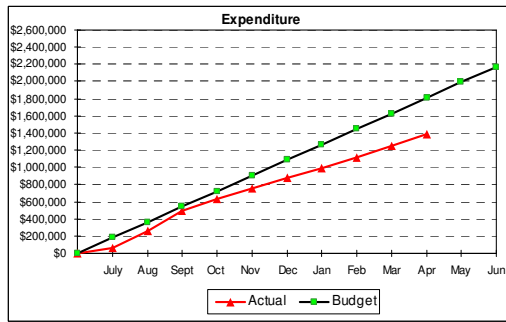
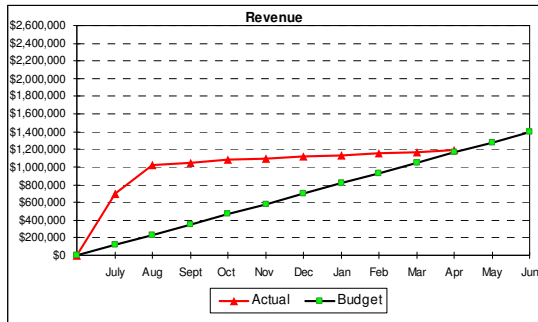
There are no material variances from the adopted budget.

Education & Welfare



The majority of this area relates to Youth Services. There are no material variances from the adopted budget.

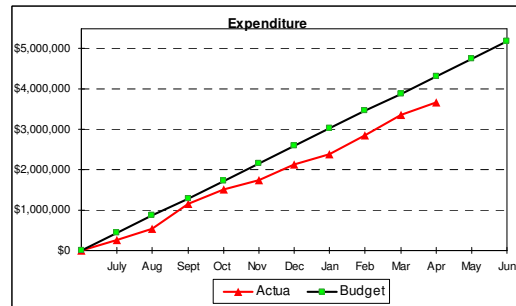
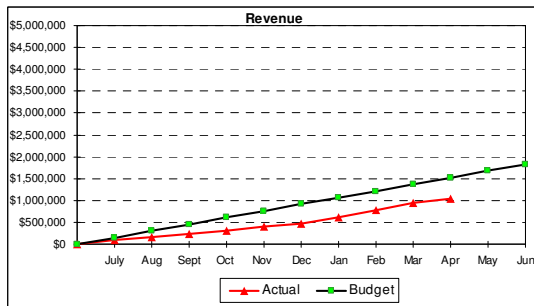
Community Amenities



Revenue for Waste Collection raised through the rates is reported in this area. This is the reason for the initial peak in revenue early in the financial year.

The sale of Lot 15 Harold Douglas Drive is also recorded. Settlement has taken place. The net proceeds of \$300,000 from the sale has been transferred to reserve. The accounts will show an abnormal profit on sale of assets.

Recreation & Culture



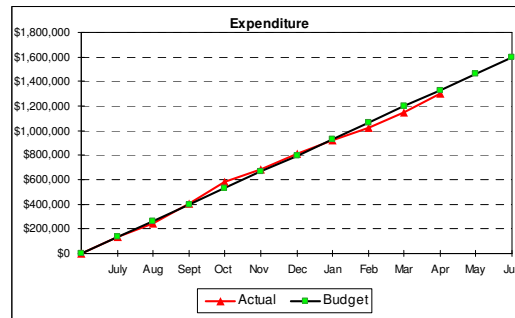
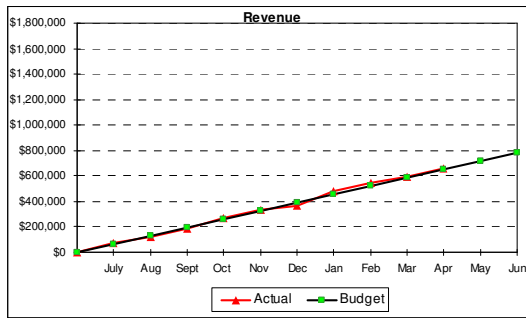
An increase in grant revenue is expected in the future as Council has secured a grant for the Carramar Park Project. Funds from the Federal Government Grant will be allocated as per Council Resolution 363/08. In addition to the grant will be a reserve transfer of \$10,000 from Unspent Grants, and Council Contribution of \$30,000 as per Resolution 264/07.

Council has allocated \$64,000 in expenditure for the Eaton Foreshore Finger Jetty which is funded by the Royalties for Regions Grant Scheme.

Council has also received grant funding of \$35,925 from Dept Planning & Infrastructure for the Eaton Foreshore Boat Ramp Project

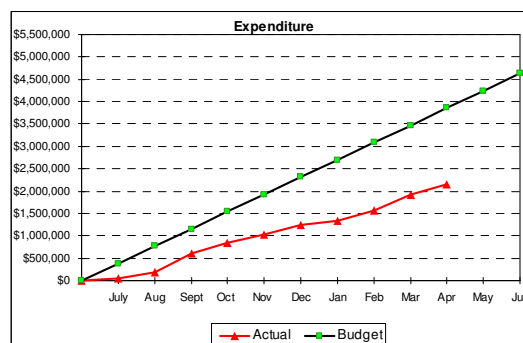
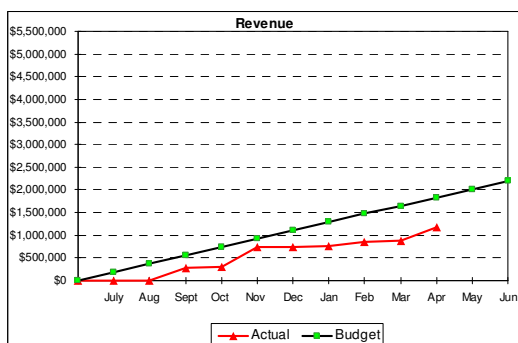
Other than the above-mentioned expenditure offset by grant revenue, there are no further material variances to report.

### Eaton Recreation Centre



Expenditure and Revenue for the Recreation Centre is on budget to date.

### Transport

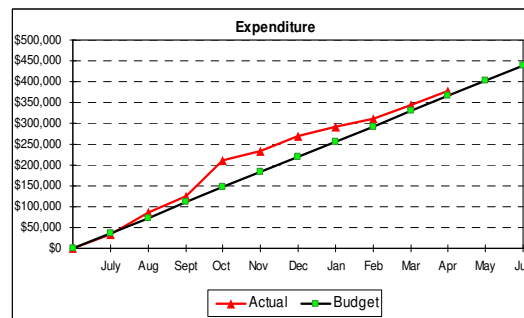
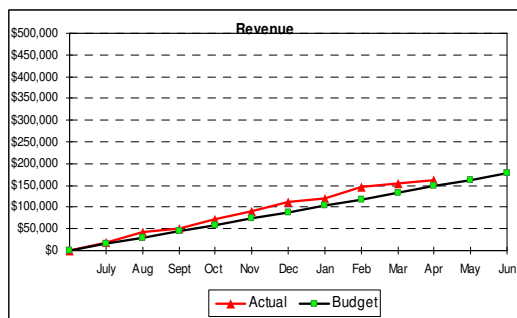


Expenditure on road projects has steadily increased. Revenue is affected by the timing of grants being received. As a consequence is below YTD budget.

Expenditure for the Joint Scheme administration (Eaton Drive Scheme) as at reporting date is \$66,255. Expenditure of \$28,694 (as at 31 December 2009) has been recouped by a reserve transfer. A future reserve transfer will occur in June 2009.

Grant revenue increased by \$13,749 due to claim from the Roads To Recovery Projects ( from Dept Planning & Infrastructure), allocated for Russell Road.

### Economic Services

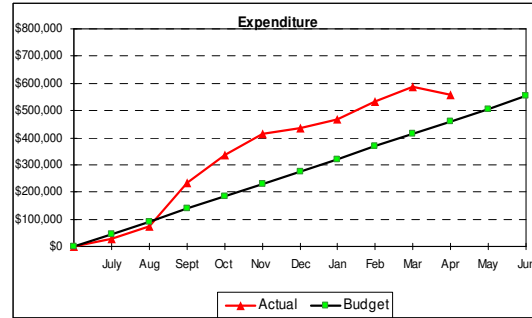
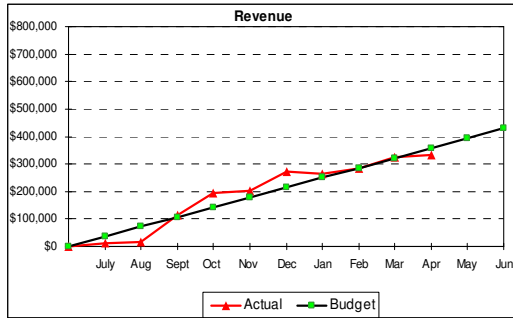


The slight increase in revenue relates to the transfer from reserve of \$10,300 for Building Compliance Vehicle.

There are no material variances to report.

Building licence revenue is currently on budget estimates with \$111,938 raised to date against a YTD budget of \$106,660. Total budget for the year is \$128,000.

Other Property & Services



There are no material variances to report.

Expenditure variations are one off timing differences. These relate to reserve transfers, reimbursements and capital expenditure on vehicle purchases and carried forward expenditure for extensions to the Eaton Administration Centre. It is expected the trend line will return back to budget trend in future periods.

Voting Requirements - Simple Majority

## OFFICER RECOMMENDED RESOLUTION

**THAT the Monthly Statement of Financial Activity for the period ended 30<sup>th</sup> April 2009 be adopted.**

### 10.11 ACCOUNTS FOR PAYMENT

10.11.1 Title: Schedule of Accounts Submitted as at 27th May 2009

*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
34220	05/05/2009	Australian Taxation Office	FBT final adjustment payment for 31/03/2009	MUNI	7,268.73
34221	08/05/2009	Australia Post	Mail and postage costs 2008/2009 financial year	MUNI	1,019.84
34222	08/05/2009	Australian Taxation Office	April 2009 IAS payment	MUNI	62,524.00
34223	08/05/2009	BGC Construction Pty Limited	Progress claim - Ferguson hall renovations	MUNI	40,077.62
34224	08/05/2009	Builders Registration Board of WA	BRB - April 2009 reconciliation	MUNI	871.00
34225	08/05/2009	Building & Construction Industry Training Fund	BCITF - April 2009 reconciliation	MUNI	3,087.79
34226	08/05/2009	Caltex Australia Petroleum Pty Limited	Caltex fuel card - April 2009	MUNI	11,012.17
34227	08/05/2009	Cecil Mountford	Councillor meeting fee & expense reimbursement - quarter ending 19/04/09	MUNI	2,262.26
34228	08/05/2009	Courier Australia	Courier charges - Eaton Community Library	MUNI	34.71
34229	08/05/2009	Dardanup Garage and Service Station	Truck service and repairs - DA 325 & DA 628	MUNI	1,218.50
34230	08/05/2009	Direct Fuel Supplies (WA) Pty Limited	Carton of Liplax ER2 grease cartridges	MUNI	124.64
34231	08/05/2009	Fines Enforcement Registry	FER registrations - dog and bushfire infringements	MUNI	172.00
34232	08/05/2009	Focus Equipment Finance Limited	Lease of photocopier at Dardanup shire office	MUNI	70.94
34233	08/05/2009	Les Mills Australia	Les Mills monthly licence fee including BodyJam licence	MUNI	756.44
34234	08/05/2009	Local Government Managers Australia	Reform Strategy workshop registrations - Cr Bass and Cr Gardiner	MUNI	440.00
34235	08/05/2009	Noeline Anderson	Councillor meeting fee & expense reimbursement - quarter ending 19/04/09	MUNI	2,375.50
34236	08/05/2009	Pacific Magazines	1 year subscription renewal to Practical Parenting magazine	MUNI	45.00
34237	08/05/2009	Peter Bellingham Photography	3 x aerial photography - Burekup, Dardanup and Eaton	MUNI	1,485.00
34238	08/05/2009	Pixel IT Pty Limited	Diskeeper 2009 Server edition plus 12 months maintenance	MUNI	1,496.00

CHEQUE	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
34239	08/05/2009	Robert Quinn	Reimbursement of telephone expenses	MUNI	69.79
34240	08/05/2009	Schweppes Australia Pty Limited	Assorted stock for cafe	MUNI	408.34
34241	08/05/2009	Shire of Dardanup - Please pay cash	Umpire recoup - 07/05/2009	MUNI	695.00
34242	08/05/2009	Synergy	Electricity	MUNI	14,203.35
34243	08/05/2009	Telstra	Telephone and facsimile expenses	MUNI	1,378.39
34244	08/05/2009	Terry O'Connor & Company	Installations, repairs and maintenance	MUNI	5,892.10
34245	08/05/2009	Water Corporation	Water	MUNI	1,524.95
34246	08/05/2009	WestNet Pty Limited	Recoverable telephone calls made over VOIP by IT Officer	MUNI	20.76
34247	15/05/2009	Amber Hilzinger	Reimbursement for Jumble Gym	MUNI	39.00
34248	15/05/2009	Andrew Van Dijk	Councillor meeting fee and expense reimbursements	MUNI	4,000.00
34249	15/05/2009	Australian Super	Superannuation contributions	MUNI	45.46
34250	15/05/2009	Basketball South West Incorporated	Reimbursements for Slammers and WABL spectators	MUNI	6,443.00
34251	15/05/2009	Betty Murfit	Councillor meeting fee & expenses reimbursement – ¼ ending 19/04/09	MUNI	2,103.43
34252	15/05/2009	Child Support Agency	Employee payroll deduction	MUNI	372.91
34253	15/05/2009	Construction and Building Industry Super	Superannuation contributions	MUNI	179.07
34254	15/05/2009	Dardanup Butchering Company	Sausage meat for café, meat for staff luncheon - Eaton Recreation Centre	MUNI	23.05
34255	15/05/2009	Debbie Belfield	Reimbursement for Jumble Gym	MUNI	45.50
34256	15/05/2009	Dept for Planning and Infrastructure Payments	12 months licence - 1TCK914	MUNI	57.00
34257	15/05/2009	DesAir	Preventative maintenance of air conditioners at Shire office Dardanup	MUNI	224.40

CHEQUE	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
34258	15/05/2009	Flexible Lifetime Superannuation Fund	Superannuation contributions	MUNI	112.71
34259	15/05/2009	Frank Papalia	Councillor meeting fee & expense reimbursement - quarter ending 19/04/09	MUNI	1,867.81
34260	15/05/2009	G & R P Brookes Plumbing	Installations and repairs - Eaton Recreation Centre and Banksia Road site	MUNI	2,183.50
34261	15/05/2009	Health Insurance Fund on WA (HIF)	Payroll deductions	MUNI	89.85
34262	15/05/2009	Hostplus	Superannuation contributions	MUNI	127.85
34263	15/05/2009	IOOF Portfolio Service Superannuation Fund	Superannuation contributions	MUNI	5.11
34264	15/05/2009	Local Government Managers Australia	LGMA Local Government and Greens luncheon registration - CEO	MUNI	77.00
34265	15/05/2009	Officeworks Superstores Pty Limited	Buff coloured heavy duty paper for Arts Spectacular	MUNI	25.98
34266	15/05/2009	Petty Cash - Please pay cash	Recoup - Eaton Community Library	MUNI	134.05
34267	15/05/2009	Pettycash - Please pay cash	Recoup - Eaton administration centre	MUNI	157.20
34268	15/05/2009	Pioneer Credit Management Services	Debt recovery charges	MUNI	11.00
34269	15/05/2009	Ronald G Glover	Maintenance - Recycling yard	MUNI	1,254.00
34270	15/05/2009	Schweppes Australia Pty Limited	Goods for resale - Eaton Recreation Centre	MUNI	476.80
34271	15/05/2009	Shire of Dardanup	Employee deductions	MUNI	135.00
34272	15/05/2009	Shire of Dardanup	Payroll deductions	MUNI	811.36
34273	15/05/2009	Shire of Dardanup - Please pay cash	Umpire recoup - 14/05/2009	MUNI	687.50
34274	15/05/2009	Shire of Dardanup	Employee payroll deduction	MUNI	700.00
34275	15/05/2009	Shire of Dardanup	Employee recoups - gym membership	MUNI	157.33
34276	15/05/2009	Synergy	Electricity - Burekup BFB	MUNI	55.00

CHEQUE	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
34277	15/05/2009	Telstra	Telephone and facsimile expenses	MUNI	2,461.55
34278	15/05/2009	Terry O'Connor & Company	Electrical installations at new Wellington Mills fire station	MUNI	2,120.80
34279	15/05/2009	Vision Super	Superannuation contributions	MUNI	118.41
34280	15/05/2009	WA Local Government Superannuation Plan	Superannuation contributions	MUNI	20,937.17
34281	15/05/2009	Western Australian Treasury Corporation	Loan 64 repayment	MUNI	7,260.64
34282	15/05/2009	Westscheme Pty Limited	Superannuation contributions	MUNI	131.91
34283	18/05/2009	A & L Printers Pty Limited	Presentation folders, statement/receipt paper and printed envelopes	MUNI	3,553.00
34284	18/05/2009	All Aussie Truck and Bobcat	Bobcat hire - Banksia Road waste site	MUNI	1,386.00
34285	18/05/2009	Ascot Aluminium	Security screens for Eaton Junior Football clubroom extensions	MUNI	868.00
34286	18/05/2009	BOC Limited	Hire of oxygen bottle for first aid - Eaton Recreation Centre	MUNI	15.59
34287	18/05/2009	Big W (Division of Woolworths Limited)	Batteries, books, salad spinner, grater, bread knife, spoon, sink strainer etc	MUNI	957.39
34288	18/05/2009	Brookes Transport Company	Transport from Cutting Edges Australia to Dardanup depot	MUNI	126.50
34289	18/05/2009	Bullivants Pty Limited - Sling Rig.	Orange barrier mesh fencing, lip balm and riggers gloves	MUNI	304.46
34290	18/05/2009	Bunbury Ezy Bins	Bin service - Eaton Recreation Centre	MUNI	220.00
34291	18/05/2009	Bunbury Harvey Regional Council	Tipping fees for April bulk green waste kerbside collection	MUNI	4,088.00
34292	18/05/2009	Bunbury Machinery	Spray gun, PTO driveshaft and hydraulic and engine oil	MUNI	461.20
34293	18/05/2009	Bunbury Mower Service	Repairs to chainsaw; and blade for hedgetrimmer	MUNI	98.50
34294	18/05/2009	Bunnings Group Limited	Plastic chairs and craft items for children's library area, abrasive discs etc	MUNI	534.99
34295	18/05/2009	CJD Equipment Pty Limited	Service John Deere grader - DA 711	MUNI	2,019.80

CHEQUE	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
34296	18/05/2009	Carbone Brothers Pty Limited	Gravel supply for Pile Road black spot widening project	MUNI	24,811.50
34297	18/05/2009	Cemex Australia Pty Limited	10mm metal for shoulder widening delivered to Pile Road	MUNI	1,552.17
34298	18/05/2009	Cleanaway - Mandurah	Domestic kerbside waste collection service for the financial year 2008/2009	MUNI	32,759.10
34299	18/05/2009	Coalcliff Pty Limited	Plant hire	MUNI	58,597.00
34300	18/05/2009	Coastal Hire	Toilet hire for Eaton Junior Football Club extensions	MUNI	231.00
34301	18/05/2009	Coates Hire Limited	Hire of grader for construction	MUNI	9,009.01
34302	18/05/2009	Corporate Express Australia Limited	Stationery	MUNI	1,808.55
34303	18/05/2009	Craney's Lunchbar	Catering for LBEC sundowner	MUNI	385.00
34304	18/05/2009	Craven Foods	Assorted confectionery for resale - Eaton Recreation Centre	MUNI	571.06
34305	18/05/2009	Dardanup General Store	Socket valve, ball valve, tee, joiner, end connector, teflon tape, cut off discs	MUNI	389.83
34306	18/05/2009	Dom Ursino	Hire of truck for construction work on Mungalup Road	MUNI	9,845.00
34307	18/05/2009	Dynamic Print	File note books x 10	MUNI	298.00
34308	18/05/2009	Earth 2 Ocean Communications	UHF radios for communication with construction crews	MUNI	940.00
34309	18/05/2009	Eaton Animal Health Centre	Dog pound and cat sterilisation expenses	MUNI	702.60
34310	18/05/2009	Eaton Hardware	Masonry drill, wallplugs, reed screening, rivets, screws, panel drill etc	MUNI	195.35
34311	18/05/2009	Elrick's TV Service	Repairs to shot clocks - Eaton Recreation Centre	MUNI	106.48
34312	18/05/2009	Emrich Industries (WA) Pty Limited	Tags for Eaton Community Library	MUNI	1,298.00
34313	18/05/2009	Express Print	500 x A4 brochures for Arts Spectacular	MUNI	609.40
34314	18/05/2009	Fill A Bins	Skip bin hire - Bobin Street, EATON	MUNI	590.00

CHEQUE	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
34315	18/05/2009	Fonterra Brands Australia Pty Limited	Goods for resale - Eaton Recreation Centre	MUNI	298.59
34316	18/05/2009	Forest Industries Training Services	Chainsaw training - M Atherton, A Wilson, D Page and D Carracher	MUNI	4,000.00
34317	18/05/2009	Gateway Internet Services	Monthly fee - RF data communication	MUNI	990.00
34318	18/05/2009	Green Recycling (Koast Corporation)	Domestic kerbside recycling service for the financial year 2008/2009	MUNI	12,350.42
34319	18/05/2009	Hertz Rent A Car	Hire of single cab utility for Falcon Road resheeting	MUNI	1,557.49
34320	18/05/2009	Hydrosmart International Pty Limited	Rental of Hydromaster 80 EO unit	MUNI	3,895.00
34321	18/05/2009	IGA Distribution (WA) Pty Limited	Goods for resale - Eaton Recreation Centre	MUNI	237.39
34322	18/05/2009	Institute Public Works Engineering Aust - WA	Annual subscription fee - Luke Botica;& Professional Development forum	MUNI	517.98
34323	18/05/2009	J R & A Hersey Pty Limited	Gloves, earplug pads, flagging tape, CRC spray, hard hat, reel tapes etc	MUNI	847.06
34324	18/05/2009	Jester's Jaffle Pie Company - Bunbury	Goods for resale - Eaton Recreation Centre	MUNI	165.00
34325	18/05/2009	Jetline Kerbing Contractors	Supply and lay flush reinforced kerbing - Pratt Road, Eaton	MUNI	29,031.20
34326	18/05/2009	Kings Tree Care	Remove dangerous tree - Millard Street	MUNI	1,100.00
34327	18/05/2009	Klen International Pty Limited	Toilet paper and paper towels - Eaton Recreation Centre	MUNI	701.86
34328	18/05/2009	Lions Club of Dardanup	Road verge weed eradication - Lions project	MUNI	5,000.00
34329	18/05/2009	Magnus Advertising & Marketing Pty Limited	Docket advertising in Woolworths Eaton Fair - Eaton Recreation Centre	MUNI	1,094.50
34330	18/05/2009	Microcom Pty Limited T/a Metrocount	Registration for Metrocount analyser training course	MUNI	1,303.50
34331	18/05/2009	P C Machinery Pty Limited	Replacement nozzle and connect adaptor to suit Kerrick pressure cleaner	MUNI	31.35
34332	18/05/2009	PFD Food Services Pty Limited	Goods for resale - Eaton Recreation Centre	MUNI	1,434.75
34333	18/05/2009	PFI Cleaning Supplies	Cleaning materials for Dardanup hall and Eaton Recreation Centre	MUNI	633.93

CHEQUE	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
34334	18/05/2009	Pelusey Truck and Loader Hire	Hire of loader for Mungalup Road construction	MUNI	19,453.50
34335	18/05/2009	Phill Reilly	Carpentry maintenance	MUNI	1,980.00
34336	18/05/2009	Pioneer Road Services Pty Limited	Premix and catmul for road patching	MUNI	644.33
34337	18/05/2009	Rural Press Regional Media WA	Monthly council news page in Bunbury Mail	MUNI	804.22
34338	18/05/2009	SJ Roadworks	Equipment hire - Wellington Mills Road and Pile Road	MUNI	4,081.00
34339	18/05/2009	SOS Office Equipment	Meter readings for photocopiers and Records scanner service	MUNI	619.32
34340	18/05/2009	Scope Business Imaging	Photocopier meter reading - Eaton Recreation Centre	MUNI	420.04
34341	18/05/2009	Slush Puppie Western Australia Pty Limited	Goods for resale - Eaton Recreation Centre	MUNI	393.70
34342	18/05/2009	South West Printing and Publishing Company	Advertisement for Parks and Gardens position vacant	MUNI	210.00
34343	18/05/2009	South West Septics	Empty grease trap - Eaton Recreation Centre	MUNI	187.00
34344	18/05/2009	Sportsmarine	Netballs and basketball nets	MUNI	91.70
34345	18/05/2009	Spurling Engineering	Supply and install vandal proof doors to Eaton Junior Football clubrooms	MUNI	4,115.10
34346	18/05/2009	State Library of Western Australia (LISWA)	Lost/damaged books	MUNI	111.10
34347	18/05/2009	Stylecorp	Cancelled cheque	MUNI	0.00
34348	18/05/2009	Stylecorp	Staff uniforms	MUNI	1,757.36
34349	18/05/2009	The Tyre Place	Repair tyre on Volvo loader - DA 698	MUNI	121.00
34350	18/05/2009	Total Telephone	Mobile phone handsfree kits for DA 017 & DA 9376	MUNI	318.00
34351	18/05/2009	Totally Workwear	Staff uniform - Helen Castafaro	MUNI	114.40
34352	18/05/2009	Transpacific Waste Management Pty Limited	Waste disposal	MUNI	4,385.03

CHEQUE	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
34353	18/05/2009	Vogue Furniture	White board for Rates department	MUNI	186.00
34354	18/05/2009	WA Local Government Association	Advertising	MUNI	3,229.65
34355	18/05/2009	Woolworths Limited	Groceries	MUNI	728.97
34356	18/05/2009	Yakka Pty Limited	Staff uniforms	MUNI	169.31
300722	08/05/2009	Dale Alcock Homes South West	Refund of kerb bond - A10114	TRUST	500.00
300723	08/05/2009	Iain Brotton	Refund of kerb bond - A10113	TRUST	500.00
300724	08/05/2009	Scott Park Homes South West	Refund of kerb bond - A9335	TRUST	500.00
300725	15/05/2009	Dale Alcock Homes South West	Refund of kerb bond - A9734	TRUST	500.00
300726	15/05/2009	Gemmill Homes Group	Refund of kerb bond - A10097	TRUST	500.00
300727	15/05/2009	Mike Kikeros Homes	Refund of kerb bond - A9706	TRUST	500.00
300728	15/05/2009	Plunkett Homes	Refund of kerb bond - A10077	TRUST	500.00
300729	15/05/2009	WA Country Builders Pty Limited	Refund of kerb bond - A9813	TRUST	500.00

CHEQUE	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
<b>REPORT TOTALS</b>			<b>TOTAL</b>		
MUNI		Municipal Fund			484,810.40
34220 - 34356					
TRUST		Trust Fund			4,000.00
300722 - 300729					
<b>TOTAL</b>					<b>488,810.40</b>

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 10th June 2009, commencing at 4.30pm at the Shire of Dardanup – Dardanup Office.

There being no further business the Presiding Officer to declare the meeting closed.