



Shire of Dardanup

APPENDICES

ORDINARY MEETING

To Be Held

Wednesday, 13 December 2017
Commencing at 5.00pm

At

Shire of Dardanup
ADMINISTRATION CENTRE EATON
1 Council Drive - EATON

This document is available in alternative formats such as:
~ Large Print
~ Electronic Format [disk or emailed]
Upon request.

CEO & Councillors
Shire of Dardanup
1 Council Drive
Eaton WA 6232



1st December, 2017

Dear Mark & Councillors

Re: PETITION FOR BETTER STREET LIGHTING AND FOOTPATHS IN BUREKUP

It is respectfully requested that the Council approve the requested works. Some of the street lighting can be installed on existing power poles to help increase safety and for that to be initiated as soon as possible and the larger projects be brought forward into the 2018 budget for funding so the projects can be completed before the end of November 2018.

Concerned people, ratepayers, residents of Burekup, whose names, details and signatures are set out on the attached list support this proposal.

A summary of reasons for the proposal is explained on the petition.

This petition is being given to Councillor Janice Dow to present to Mark Chester, CEO Shire of Dardanup for discussion by Council on behalf of the listed signatories.

Yours sincerely

A handwritten signature in black ink, consisting of several overlapping loops and lines, positioned above a horizontal line.

Robert Self
Proprietor of the Burekup General Store & Newsagency
68 Russell Rd
Burekup WA 6227

PETITION FOR BETTER STREET LIGHTING AND FOOTPATHS IN BUREKUP

Shire President & Councillor's of the Shire of Dardanup
1 Council Drive
EATON WA

24th October, 2017

I request you sign this petition asking the Shire of Dardanup to repair and install more street lighting and pathways in the Burekup townsite so residents lead a safer life.

We the undersigned request -

We, the residents of Burekup would like to draw your attention towards the lack of street lights and pathways in our town.

This petition voices concerns for the welfare of those in and around the town of Burekup where roads are dark and lack visibility at night, especially when it's raining and during winter.

Street lights are important and necessary in reducing crime and ensures our safety and security for the elderly, disabled, women and children, especially as there is no police presence in the town.

There is little to no pavements for people to walk on in many streets which, at night increase their threat of being hit by a car and the danger of falling down on the uneven surfaces.

Council owes a duty of care to our elderly, disabled and young mothers with prams who are in danger when they are forced walk on the road. Currently residents use the road as the footpath in many streets.

We would appreciate the Shire and Council attend to this request as a matter of urgency.

The residents of Burekup are the initiators of this petition and Rob Self of the Burekup Store has agreed to be the contact person for further information in relation to this matter. Email: burekupstore@hotmail.com

Name	Address	Signature
Vicki Pretorius	cf-Post office, Burekup	
Mel Johns	cf-Post Office Burekup	
Bryan Widdows	176 Collier Park Rd Burekup	
Sue Brauner	7 Russell Road, Burekup	
Pauline Willey	22 Brooksy Place Burekup	
Dawn Moore	13 SHENTON Rd Burekup	
Kaylee Overg	38 Castieau St Burekup	
Dawn Howle Smith	5 Clarke St. "	
J. Tynnell	20. Hutchinson Rd	
U. HALL	25 RUSSELL RD. BUREKUP	
T. Gregg	4 ATKINSON RD BUREKUP	
D. Stank	8 Gibson Tce Burekup	
P. ATKINSON	5 BROOKSY PLACE	
A. Walton	13 Kingia Cl Burekup	
JO HARVEY	BUREKUP	

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Name	Address	Signature
Amanda Miler	58 Gardiner ST Burekup	<i>A Miler</i>
Sheree Wallrodt	10 Gibson Terrace Burekup	<i>Sh Wallrodt</i>
Kym Atkinson	Burekup	<i>K Atkinson</i>
Annelle Macmillan	Burekup	<i>A Macmillan</i>
CHRISTIE GARDINER	BUREKUP	<i>C Gardiner</i>
Chris Brennan	5 CASTLEMAN ST BUREKUP	<i>C Brennan</i>
Dianne O'Brien	18 Brooksy Place Burekup	<i>D O'Brien</i>
MARK HUTCHINSON	1A CASTLEMAN ST BUREKUP	<i>M Hutchinson</i>
Natasha Pitts	40 PO BOX BUREKUP	<i>N Pitts</i>
Sue Purles	75 Sherton Rd, Burekup	<i>S Purles</i>
Gareth Johns	18 Hutchinson Rd Burekup	<i>G Johns</i>
Simon WRAY	24 Brooksy Place	<i>S Wray</i>
Wendy GIBLET	11 HUTCHINSON RD BUREKUP	<i>W GIBLET</i>
Clay Rose	40 PO Burekup	<i>C Rose</i>
Shirley Bennett	40 PO BUREKUP	<i>S Bennett</i>

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Name	Address	Signature
Melissa Milligan	8 Clarke St Burekup	M Milligan
JOE Milligan	8 Clarke ST BUREKUP	Joe Milligan
Justine Brett	12 Shier Rise, Burekup	Justine Brett
Jodie Spierman	24 Hutchinson Rd, Burekup	Jodie Spierman
Cheryl Coleman	2 Crampton Rd Burekup	Cheryl Coleman
TONY GREEN	17 RUSSELL RD BUREKUP	Tony Green
Cassie Fry	7 Brooksy Place Burekup	Cassie Fry
Katrina Davies	10 Castleau Street Burekup	Katrina Davies
Debbie Brace	10 Kingia Close Burekup	Debbie Brace
VICKI MOORE	1 O'MEARA DRIVE "	V. Moore.
STUART SMYTH	106 HUTCHINSON Rd BUREKUP.	Stuart Smyth
Neil Stone	17-Castleau ST Burekup	Neil Stone
Luke Wallrodt	10 Gibson Terrace	Luke Wallrodt
SUE COOLING	12 GIBSON TERRACE	Sue Cooling
BRUCE COOLING	12 GIBSON TERRACE	Bruce Cooling

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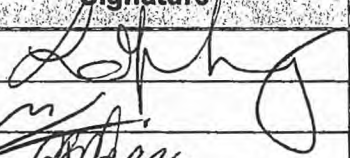
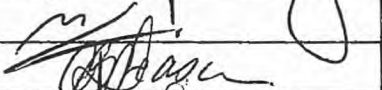
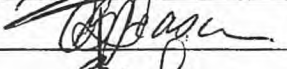


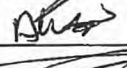
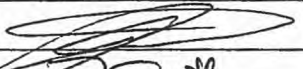
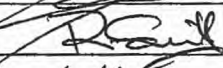
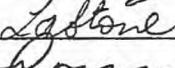
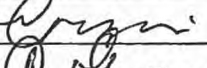
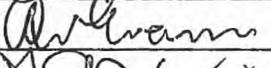
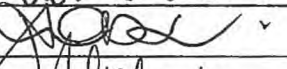
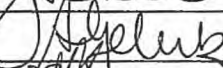
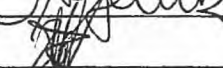
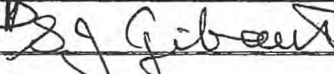
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Name	Address	Signature
Leanne Murphy	7 O'Meara Dr Burekup	
MICHAEL SHEOX	3 Brooksy Pl	
Olina Treasure	65 HUTCHINSON RD BUREKUP	
SARAH BUMMELMAN	22 CASTLEAU ST	
ALISON GARDINER	24 CLARKE ST BUREKUP	
ALISON WONG	24 BROOKSY PL	
Jessie Atkinson	21 Florence Moore way BUREKUP	
ROY SMITH	11 RUSSELL ROAD BUREKUP	
Lynette Stone	566 Henty Road Burekup	
MARK CRISPIN	46 GARDNER ST BUREKUP	
PETER EVANS	7 CASTLEAU ST BUREKUP	
Jayne Hoosan	2 O'Meara Drive	
Shayna Jelut	20 O'Meara Dr Burekup	
Mark Blumenthal	150 GALIANO RD BUREKUP	
Shirley Gibaut	9 BROOKSY PL BUREKUP	

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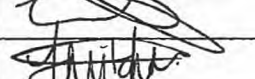
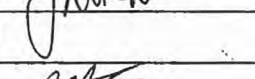
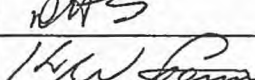
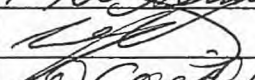
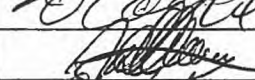
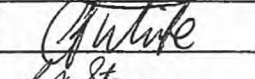
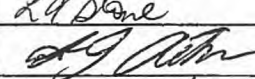
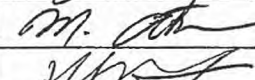
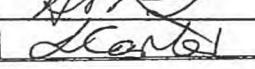

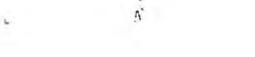
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Gareth Johns	18 Hutchinson Rd Burekup	
Tiffany Mitchell	14 Clarke St. Burekup	
XXXXXXXXXX		
Dawn Rowe Smith	5 Clarke St "	
Kym Penna	117 SHANTON RD	
Michelle Craddock	11 Brooksy Place	
Owen Coyle	11 Brooksy Place	
Andy Murray	28 Cashew St, Burekup	
CORINNE WHITE	402 COLLE RIVER Rd, BUREKUP	
LYNETTE STONE	566 Monty Rd Burekup	
FRED ATKINSON	4 CASTLEMAN ST	
MARILYN ATKINSON	4 CASTLEMAN ST	
Hester West	Brunswick	
LORRIS CARTER	10 SHIER RISE	

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MAX CHITTY	32 CRAMP TON ROAD	<i>Max Chitty</i>
DAVE WARR	26 RUSSELL RD	<i>Dave Warr</i>
Alex Mell	14 BROOKSY PL	<i>Alex Mell</i>
Dawn Howe Smith	5 Clarke st	<i>DMS</i>
Leah Baker	7 Shier Rise	<i>LB</i>
Peter Dow	Lot 6 Orchard Rd	<i>Peter Dow</i>
SHANE ROOSE	8 ATILINSON RD	<i>Shane Roose</i>
HANNAH PAYNTER	19B RUSSELL RD	<i>Hannah Paynter</i>
MARK CUBERT	9 POLLER WAY AUSTRALAND	<i>Mark Cubert</i>
Jody Gray	30 HENTY RD	<i>Jody Gray</i>
Heather Foster	5 Money St	<i>Heather Foster</i>
GERAULDINE STONE	241 SHENTON RD	<i>Geraine Stone</i>
R FUHARTON	8 OWEN RD DRIVE	<i>R Fuharton</i>
SALLY HORSLEY	33 SHENTON ROAD BUREKUP	<i>Sally Horsley</i>
Cindy Brewman	1 Hedges Pl, Burekup	<i>Cindy Brewman</i>

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W. Stone	566 Henty Rd	W. Stone
S. Barrett	494 Collier River Rd.	S. Barrett
R. Brown	22 CASTLETON STREET	R. Brown
J & J INALIS.	LOT 8 CATALANO RD.	J & J Inalis
VIN GIBLETT	4 HUTCHINSON RD BUREKUP.	Vin Giblett
M. Craddock	11 Brooksey Place	M. Craddock
D. Coyle	11 Brooksey	D. Coyle
J. Twomey	11 Brooksey Place	J. Twomey
B. Brown	C/- Post Office Burekup	B. Brown
A. Smith	11 Russell Rd	A. Smith
R. THOMSON	7 CLARKE ST, BUREKUP	R. Thomson
V. + A. NORMAN	SHENTON RD BUREKUP	V. + A. Norman
A. ROSE	17 SHIER RISE, BUREKUP	A. Rose
H. Casagrande	1 Shier Rise Burekup	H. Casagrande
P. Davies	10 Castleton St Burekup	P. Davies

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Name	Address	Signature
Thomas Davies	10 Castlean Street	Thom
TOM RIMMER	P.O BUREKUP	
Chris Brennan	5 CASTLEAN street	
Matt Brennan	4 BROOKSY	
Cassie Fay	7 Brooksy Place Bkp	
Kellie Fay	8 Brooksy	
Cheryle Hovey	P.O Burekup	
R Perks	155 Shenton Road Bkp	RJP
Anna hadley	155 Shenton road Burekup	
Eileen Gardine.	6 Brooksy Drive	ef

2nd Entrance Google Maps

● STREET LIGHT - POLE ALREADY THERE
● NEW PATH.

NEEDS NEW POLE, LIGHT + POWER

DRAIN - TO BE CLEANED OUT

INSTALL STREET LIGHTS

INSTALL STREET LIGHT

UP TO #22



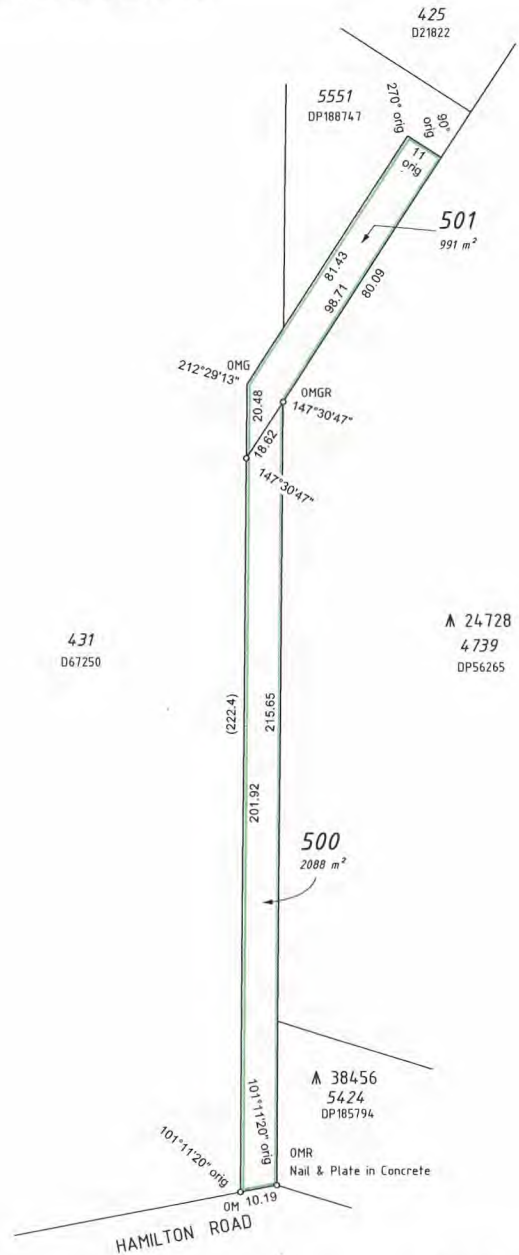
Google

Map data ©2017 Google 200 m

(Appendix ORD: 12.3A)

AMENDMENT	AUTHORISED BY	DATE

HELD BY LANDGATE IN DIGITAL FORMAT ONLY




 5/18 Casuarina Drive,
 Bunbury
 PO Box 1719
 BUNBURY WA 6231
 Ph (08) 9721 4000
 Fax (08) 9721 2720
 TL 31 JAN. 2017
 DWG17698DP eMail info@thompsonsurveying.com.au

INTERESTS AND NOTIFICATIONS

SUBJECT	PURPOSE	STATUTORY REFERENCE	ORIGIN	LAND BURDENED	BENEFIT TO	COMMENTS

TYPE	CROWN	S.S.A. NO
SUBDIVISION		
PLAN OF		
LOTS 500 & 501		
FORMER TENURE		
LOT 5550 ON DP188747		
C/T LR3147 / 270		
LOCAL AUTHORITY		
SHIRE OF DARDANUP		
LOCALITY		
EATON		
D.O.L. FILE 01939-1990		
FIELD RECORD	139814	
SURVEYOR'S CERTIFICATE - Reg. 54		
I. T. J. LLOYD		
hereby certify that this plan is accurate and is a correct representation of the -		
(a) *survey, and/or		
(b) *calculations from measurements recorded in the field records,		
[* delete if inapplicable]		
undertaken for the purposes of this plan and that it complies with the relevant written law(s) in relation to which it is lodged.		
 Toby Lloyd 2017.02.02 12:12:26 +08'00' LICENSED SURVEYOR DATE		
LODGED		
DATE	FEE PAID	ASSESS No.
I.S.C.		
EXAMINED		
DATE		
WESTERN AUSTRALIAN PLANNING COMMISSION		
FILE		
EXEMPT FROM W.A.P.C. APPROVAL		
Delegated under S.16 P&D Act 2005		
DATE		
IN ORDER FOR DEALINGS		
SUBJECT TO		
FOR REGISTRAR OF TITLES		
DATE		
APPROVED		
INSPECTOR OF PLANS AND SURVEYS		
(S. 18 Licensed Surveyors Act 1909)		
DATE		
 		

DEPOSITED PLAN
410950
 SHEET 1 OF 1 SHEETS
 VERSION 1



Your Ref:
Our Ref: 197249 08648-2014
Enquiries: D Rutherford Ph: 9721 0805
E-mail: duncan.rutherford@landgate.wa.gov.au

29 September 2017

Steve Potter
Manager Development Services
Shire of Dardanup
PO Box 7016
EATON WA 6232

Dear Mr Potter

VALUATION – PORTION RESERVE 24728 (PTN LOT 5550 DP 188747) NOW BEING LOT 501 ON DP 410950 FOR SALE AND AMALGAMATION WITH RIVERSIDE CABIN PARK, EATON

In response to your instructions dated 18 September 2017, requesting a market value for the above land, you are advised as follows.

- **VALUATION PURPOSE:** Proposed amalgamation with Lot 5551 Deposited Plan 188747. In the event the lot is sold "as is" as a separate lot and title, then the same land value is applicable.
- **DATE OF VALUATION:** 29 September 2017.
- **LEGAL LAND DESCRIPTION:** Formerly portion of Reserve 24728 in Crown Land Record 3147/270 being Portion of Lot 5550 Deposited Plan 188747 now described as Lot 501 on Deposited Plan 410950 and contained in freehold Certificate of Title Volume 2931 Folio 479.
- **LAND AREA:** 991m²
The area of the adjoining Lot 5551 is 2090m² however as this Lot is effectively land-locked, the overall area of the park being 3.4292ha will be considered applicable for amalgamation purposes in this valuation.



- **ZONING:** Under the Shire of Dardanup LPS No. 3, the land is Reserved for *Recreation*. Lot 5551 together with Lots 425 and 431 that comprise the Riverside Cabin Park, are however zoned *Short Stay Residential*. It is also noted the southern portion of Lot 5550 that links with Ennis Street is zoned *Short Stay Residential* rather than *Recreation*.

Under the GBRS the land is designated as Urban however under the Floodway Management Policy the portion in question is identified as being within the "floodway" of the Collie River.

It is noted in your instructions that Council intend to rezone the subject portion to Short Stay Residential prior to sale.

- **SERVICES:** Normal urban services are available for extension. Sewer and water mains are located on Pratt Road.

- **SITE TOPOGRAPHY:** Flat and level fairly drained sandy soils however within a floodway. The structures on the land are not fixed and comprise five caravans – some with annexes. The boundary fence follows the proposed boundary realignment.

- **METHODOLOGY:** In order to ascertain the market value of the subject property, the direct sales comparison together with summation was utilised. Sales evidence was researched as close to the date of valuation as possible and adjustments for land area, zoning, topography, location and shape were made in order to determine the market value.

As the purpose of valuation is for amalgamation with an adjoining land parcel, the valuation will reflect the added value on the basis of amalgamation with the adjoining freehold title.

Sales of caravan parks have been identified and analysed to a land only rate per metre / hectare and per site where practical.

- **SALES EVIDENCE:**

Locality	Lot ID	Price / Land Est.	Date	Area	\$/m ² – land only
Peppermint Grove	105P232927	\$1,127,500 / \$1,100,000	5/15	113000	\$9.73
Myalup	200D67605	\$3,200,000 / \$1,000,000	10/15	28750	\$34.78
Binningup	70D41155/1	\$1,310,000 / \$1,150,000	2/13	19329m ²	\$59.50



Leschenault	51/52D64639	\$2,350,000	12/12	19827m ²	\$93.31
		/			
		\$2,000,000			
Waterloo	9D57557	\$1,350,000	8/11	46568m ²	\$25.75
		/			
		\$1,200,000			
Margaret River	46P4848	\$3,700,000	9/12	12773m ²	\$203.55
		/			
		\$2,600,000			

- EVIDENCE COMMENTS: Overall area of existing park is 3.4292ha. Noting location and size, a fair overall land value near \$45 to \$50/m² is considered appropriate. On a rate per site basis the range is from \$10,000 to \$15,000 per site.

The Collie River floodway issue is noted however does not directly impact on existing use as overflow van sites. The current zoning reservation of *Recreation* will be rezoned to *Short Stay Residential*.

On an added value basis, a market value of \$40/m² is considered appropriate. For 991m² this equates to \$39,640 – say adopt \$40,000 which equates to \$8,000 per extra site.

- VALUATION: **991m² @ \$40/m² equals \$39,640.**

Adopt \$40,000 exclusive of GST.

This valuation has been prepared by Duncan Rutherford under delegation of the Valuer-General as defined in Part II of the *Valuation of Land Act 1978*.



Assumptions, Conditions and Limitations:

Although the land is currently subject to a reservation under the Town Planning Scheme, for this exercise it is assumed the site will be rezoned to Short Stay Residential. In any event this process is considered low risk in the circumstances, so only a minimal discount could be warranted if undertaken by the purchaser.

No provision is included for relocation of any affected infrastructure that may be necessary.

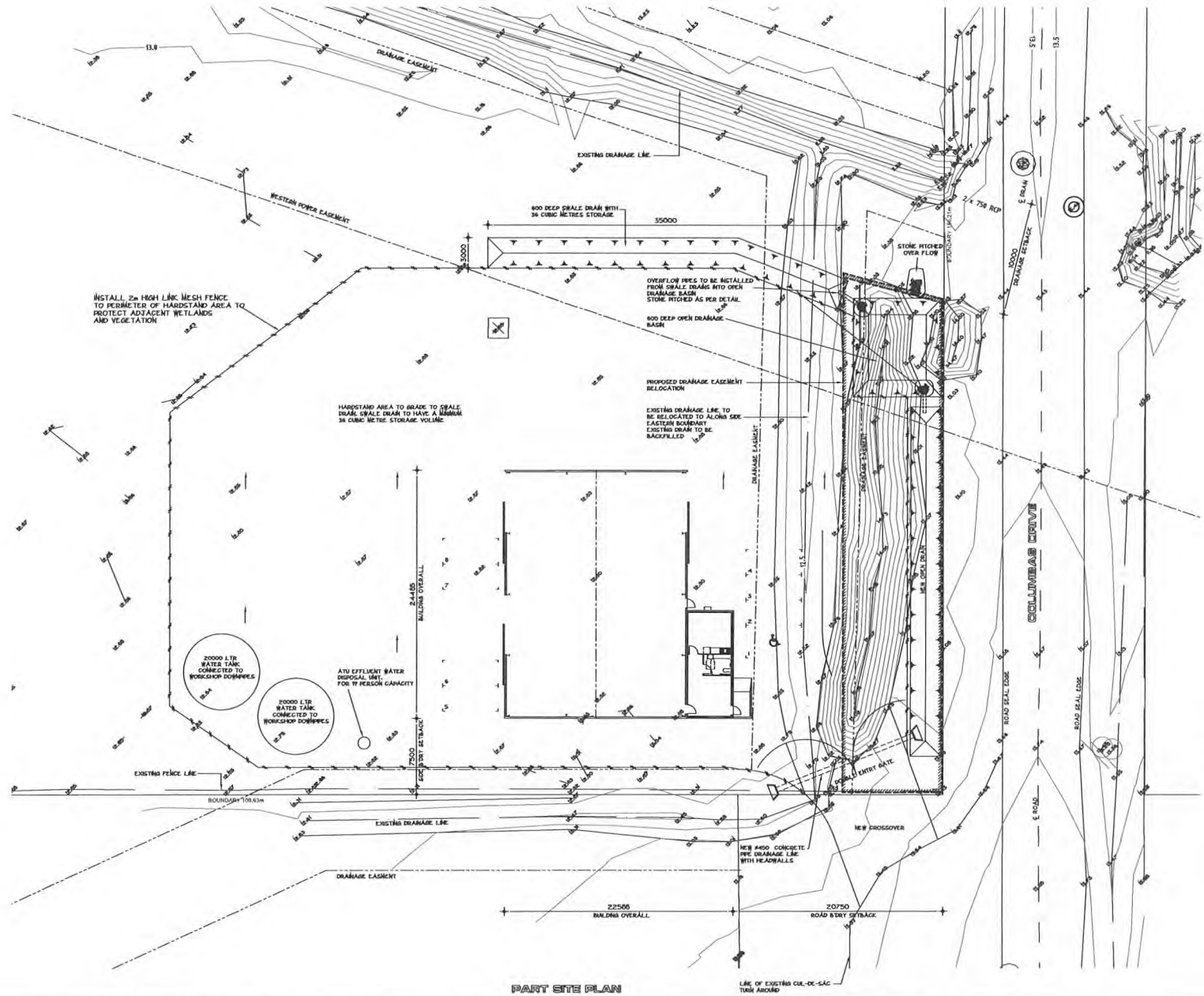
Should you have any further queries, please do not hesitate to contact me.

Yours sincerely

A handwritten signature in black ink, appearing to read "D Rutherford".

**DUNCAN RUTHERFORD AAPI
LICENSED VALUER NO. 44169
MANAGER, COUNTRY SOUTH WEST
VALUATIONS & PROPERTY ANALYTICS**

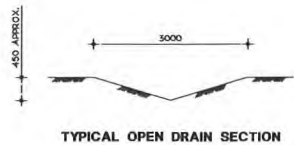
DO NOT SCALE



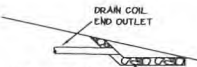
PROPOSED DEVELOPED SITE TO BE USED FOR A WORKSHOP, SANDBLASTING AND PAINTING, TRANSPORT AND STORAGE OF METAL

LOT AREA 85783m²
 WORKSHOP AREA 440m²
 OFFICE AREA 49m²
 HARDSTAND AREA 2911m²
 CARPARKING BAYS 8 BAYS

MAINTAIN EXISTING NATURAL VEGETATION OUTSIDE OF PROPOSED DEVELOPMENT AREA



TYPICAL OPEN DRAIN SECTION



STONE PITCHED OUTLET TYPICAL FOR SUBSOIL AND OPEN DRAINS TO PREVENT EROSION.

STONE PITCH OUTLET DETAIL

PART SITE PLAN

No.	REVISION	BY	DATE
B	AMMENDMENTS AS PER DEVELOPMENT APPROVAL	D.M.	7-9-17
A	ISSUED FOR APPROVAL	G.H.	01/02/17

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DESIGN	P. SUCKLING
DRAWN	G. HORNER
DATE	SEPT. 2017
SCALE	1:250
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APPROVED	

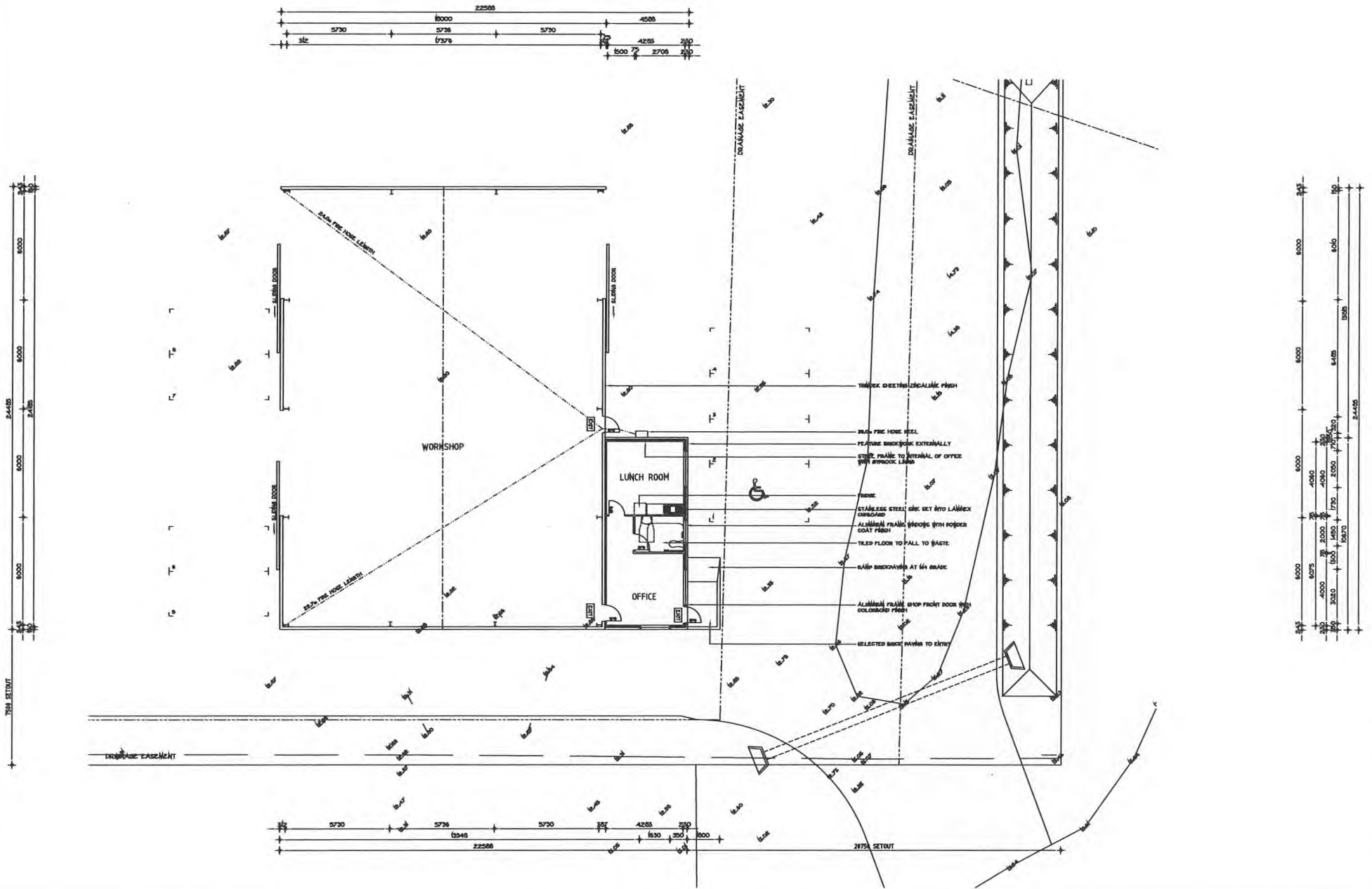


Civil & Structural ENGINEERS
 15 WITTENOOM STREET PHONE: (08) 9791 1834
 BUNBURY, 6230 WA FAX: (08) 9791 1857
 e-mail: admin@cseng.com.au

TITLE
N. SMARGIASSI
 PROPOSED WORKSHOP AND OFFICE
 LOT 104 COLUMBAS DRIVE, PICTON
 SITE PLAN
 DRG. No. 2017 - 6443 - 01

(Appendix ORD: 12.4A)

DO NOT SCALE



No.	REVISION	BY	DATE
A	ISSUED FOR APPROVAL	G.H.	01/02/17

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DESIGN	P. SUCKLING
DRAWN	G. HORNER
DATE	SEPT. 2017
SCALE	1:100
CHECKED	
APPROVED	



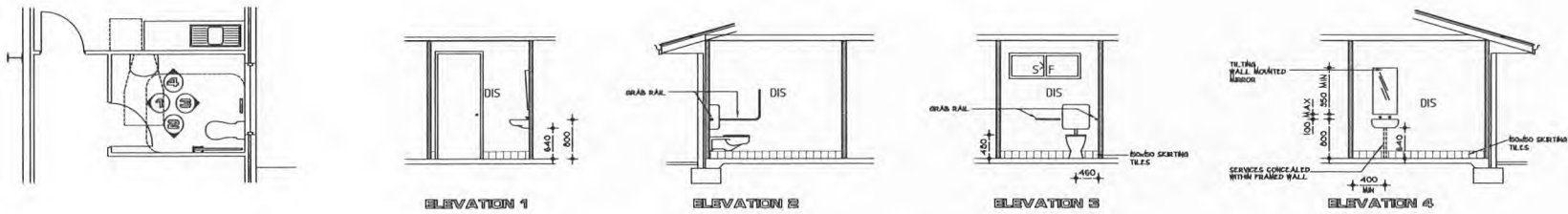
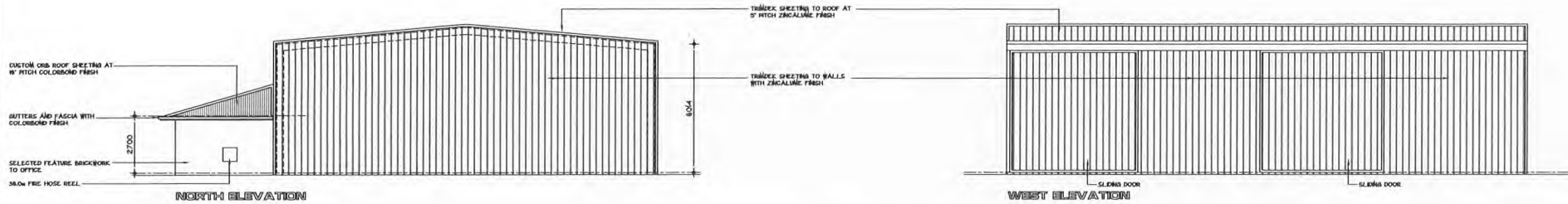
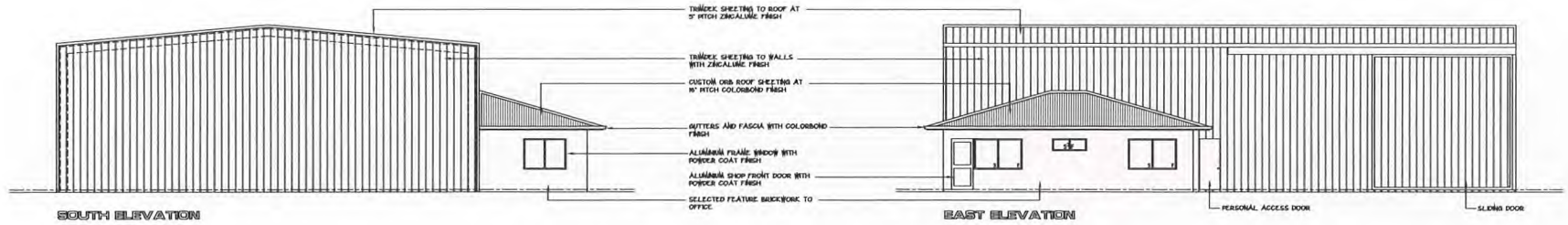
Civil & Structural ENGINEERS
 15 WITTENOOM STREET BUNBURY, 5230 WA
 PHONE: (08) 9791 1834 FAX: (08) 9791 1857
 e-mail: admin@cseeng.com.au

TITLE
N. SMARGIASSI
 PROPOSED WORKSHOP AND OFFICE
 LOT 104 COLUMBAS DRIVE, PICTON
 FLOOR PLAN

DRG. No. 2017 - 6443 - 02

Appendix ORD: 12.4A)

DO NOT SCALE



NO.	REVISION	BY	DATE
A	ISSUED FOR APPROVAL	G.J.H.	01/02/17

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DESIGNER	P. SUCKLING
DRAWN	G. HORNER
DATE	SEPT. 2017
SCALE	1:100, 1:50
CHECKED	
APPROVED	

CS CIVIL & STRUCTURAL ENGINEERS
 15 WITTENOOM STREET BUNBURY, 6230 WA
 PHONE: (08) 9791 1834 FAX: (08) 9791 1857
 e-mail: admin@cseng.com.au

TITLE	N. SMARGIASSI PROPOSED WORKSHOP AND OFFICE LOT 104 COLUMBAS DRIVE, PICTON ELEVATIONS
DRG. No.	2017 - 6443 - 03

Appendix ORD: 12.4A)

From: La Nauze, Kath <Kath.LaNauze@planning.wa.gov.au>
Sent: Wednesday, 8 February 2017 2:09 PM
To: Jake Whistler
Cc: Dandridge, Marion
Subject: RE: Lot 104 Columbas Drive, Picton East - Restricted Use

Follow Up Flag: Follow up
Flag Status: Flagged

Hi Jake,

As for any application it must be assessed based on the relevant planning schemes, policies, plans etc. and determined in line with any relevant delegations that may apply.

As far as the GBRS goes, the zone as you mention is Rural and abuts the Railways reservation.

Given the proposal is inconsistent with the Rural zone, it is called in under the Clause 27 notice Schedule 1 Clause 10 as well as Clause 4. Therefore as per the Instrument of Delegation to Local Government, Schedule2, Clause 13, the Shire only have delegation to refuse the application.

Of note this lot was identified in Bulletin 1282 as being recommended for conservation.

Please feel free to contact me if you have any further questions.

Regards,

Kath La Nauze | Senior Planning Officer | Regional Planning
Department of Planning | Bunbury Tower, Level 6, 61 Victoria Street | Bunbury WA 6230
T (08) 9791 0575 | **F** 9791 0576
E Kath.LaNauze@planning.wa.gov.au | **W** www.planning.wa.gov.au



From: Francis, Caroline <Caroline.Francis@pta.wa.gov.au>
Sent: Tuesday, 7 March 2017 5:04 PM
To: Submissions Planning
Subject: Re: P14/17 Development Approval for Dry Industry Lot 104 Columbas Drive, Picton East

Ref: PTA3920/15

Hello,

Thank you for the opportunity to comment on the above application.

Please be advised that the Public Transport Authority and Brookfield Rail have no objections to this proposed development application.

Kind regards,

Caroline Francis

Acting Lands Officer | IPL&S

Public Transport Authority of Western Australia

Public Transport Centre, West Parade, Perth, 6000

PO Box 8125, Perth Business Centre, WA, 6849

Tel: (08) 9326 2510 Email: caroline.francis@pta.wa.gov.au | Web: www.pta.wa.gov.au



The Public Transport Authority of Western Australia cannot accept any liability for any loss or damage sustained as a result of software viruses. You must carry out such virus checking as is necessary before opening any attachment to this message. The information in this email and any files transmitted with it may be of a privileged and/or confidential nature and is intended solely for the addressee(s). If you are not an intended addressee please notify the sender immediately, and note that any disclosure, copying or distribution by you is prohibited and may be unlawful. The views expressed in this email are not necessarily the views of the Public Transport Authority.

(Appendix ORD: 12.4C)

From: Angela Coletti <Angela.Coletti@epa.wa.gov.au>
Sent: Wednesday, 1 March 2017 2:25 PM
To: Submissions Planning
Subject: Application for Development Approval Workshop - Dry Industry - Lot 104
Columbas Drive, Picton East

ATTENTION: Jake Whistler

Hi Jake

Thank you for your correspondence dated 13 February 2017 seeking comment from the Office of the Environmental Protection Authority regarding the Application for Development Approval Workshop – Dry Industry – Lot 104 Columbas Drive, Picton East.

The EPA does not generally provide comment on development approvals. If you believe that this development will have a significant impact on the environment it can be formally referred to the EPA under section 38 of the *Environmental Protection Act 1986*. Information on what might be considered significant can be found on the EPA's website in the Referral Information guide at <http://www.epa.wa.gov.au>.

I trust this information is of assistance. Should you have any enquires please contact me on 6145 0806.

Kind regards
Angela

Angela Coletti
Environmental Assessment Officer
Environmental Planning Branch

Office of the Environmental Protection Authority
The Atrium, Level 8, 168 St Georges Terrace, Perth
Locked Bag 10, East Perth WA 6892

direct: 08 6145 0806 | reception: 08 6145 5600 | fax: 08 6145 5556
email: angela.coletti@epa.wa.gov.au | web: www.epa.wa.gov.au

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Government of **Western Australia**
Department of **Agriculture and Food**



Your reference: P14/17
Our reference:
Enquiries: Leon van Wyk
27 February 2017

Chief Executive Officer
Shire of Dardanup
PO Box 7016
EATON WA, 6232
submissions@dardanup.wa.gov.au

Dear Sir/Madam

**COMMENT: APPLICATION FOR DEVELOPMENT APPROVAL – WORKSHOP – DRY
INDUSTRY – LOT 104 COLUMBAS DRIVE, PICTON EAST**

Thank you for the opportunity to comment on the proposed workshop for the dry industry (machining, engineering and manufacturing) at Lot 104 Columbas Drive, Picton.

The Department of Agriculture and Food Western Australia (DAFWA) does not object to the proposed workshop for the dry industry at the abovementioned lot.

I trust these comments inform your decision on this matter. If you have any queries regarding the comments, please contact Leon van Wyk at (08) 9780 6171 or leon.vanwyk@agric.wa.gov.au.

Yours sincerely

A handwritten signature in blue ink that reads "NR Guise".

Neil Guise
Regional Director
Southern Region



From: Customer Service Centre SSR
<customer.service.centre.ssr@westernpower.com.au>
Sent: Thursday, 16 February 2017 2:08 PM
To: Jake Whistler
Subject: Ref# P14/17 - Application for Development Approval Workshop
Attachments: devtapprdardanup.pdf

Dear Jake

Thank you for your Notification intent to carry out work, received on 15th February, 2017.

A Danger Zone, Registered Easement, Restriction Zone or Minimum approach distance represent areas of high risk when building or working near the Western Power network. Before commencing any work it is essential that you complete a Dial Before You Dig enquiry to obtain the location and voltage of the Western Power network.

Areas of high risk include;

- Danger Zone – Defined by regulation 3.64 of the Occupational Safety and Health Regulations 1996
- Registered Easement - Western Power easements are registered on the Certificate of Title for the property. Easements and conditions are available from Landgate (www.landgate.wa.gov.au)
- Restriction Zone – These are applied in the absence of a registered easement and are calculated in line with the Australian Standard for overhead line design (AS/NZS 7000:2010)
- Minimum approach distance

It is recommended that persons planning to build or undertake works in high risk areas near transmission or communication assets (including those listed above) act in a safe manner at all times and in accordance with all applicable legal and safety requirements (including the 'duty of care' under the laws of negligence, Worksafe requirements and guidelines, Australian Standards and Western Power policies and procedures).

Western Power provides services that may assist persons planning to build or work within high risk areas near transmission or communication assets (refer to your Dial Before You Dig enquiry for location and voltage). These services can be found by visiting the Transmission and communication assets section of the Western Power website (<https://www.westernpower.com.au/safety-access/working-near-our-network/>).

Kind regards

Kelly

Customer Service Coordinator

Customer Service

Western Power – 363 Wellington Street Perth WA 6000

T: 13 13 51 Emergencies and outages | **13 10 87** General Enquiries | **F: (08) 9225 2660**

E: enquiry@westernpower.com.au

W: westernpower.com.au

From: WONG Daniel <Daniel.WONG@water.wa.gov.au>
Sent: Thursday, 23 February 2017 10:51 AM
To: Jake Whistler
Subject: Proposed workshop – Lot 104 Columbas Drive Picton East
Attachments: Attachment 1_proposed development.jpg; Attachment 2_Wetlands.jpg

Follow Up Flag: Follow up
Flag Status: Flagged

23rd February 2017

Our Reference: PA 012556, WRD348979

Your Reference: P14/17

To: Shire of Dardanup

From: Department of Water

Attention: Jake Whistler

RE: Proposed workshop – Lot 104 Columbas Drive Picton East

Dear Jake,

Thank you for referring this proposal to the Department of Water (DoW) for comment.

The proposal is for a workshop that undertakes a range of activities including machining, engineering, manufacturing, refurbishment, sandblasting, painting and storage of equipment and vehicles.

- **It should be noted that prior to any consideration of the proposed development, the matter of zoning must be resolved.**
- Site situation

It is understood that the proposed development will occur in the south-east corner of the subject lot (Attachment 1), which is adjacent to a 'Multiple Use' wetland (Attachment 2).

It appears from DoW GIS imagery that the 'Multiple Use' wetland category may need to be reclassified, due to the apparently good condition of the wetland vegetation as seen in Attachment 1.

In addition, the wetland appears to be located within "Investigation Areas 6 & 7" as described by *'EPA Bulletin 1282 (March 2008) - Advice on areas of conservation significance in the Preston Industrial Park'*.

(Appendix ORD: 12.4C)

This proposal is therefore likely to be of interest to the Department of Parks & Wildlife (DPAW), hence the Shire may wish to refer this proposal to DPAW.

Furthermore, the presence of these wetlands also indicates that the proposed development occurs over a high watertable.

As discussed on 21st Feb 2017, there is a Water Corporation drain that runs in a north-west to south-east direction across the property, and then in a north-south direction, adjacent and east of the proposed development area.

From the assessment, DoW understands that the north-south portion of the drain will be shifted further east, to abut the south eastern boundary as interpreted from the referral documentation (drawing 2017 – 6443 – 01, page 6 of 8). Therefore this referral should also be sent to Water Corporation.

Although it is our understanding that only a section of the drain would be backfilled, this requires clarification with the proponent to ensure that it is the case.

Note that DoW GIS does not show an easement over the Water Corporation drain.

A drainage basin and additional swale drain is proposed to the north-east of the proposed development, as noted from the referral documentation (2017–6443–01).

- WQIP

It should be noted that the subject lot is located within the 'Lower Preston' reporting sub-catchment of DoW's '*Leschenault Estuary Water Quality Improvement Plan (WQIP) – Oct 2012*'.

The WQIP classifies this sub-catchment in the 'recovery' water quality objective category, due to the excessively high nitrogen and phosphorus levels.

Recovery catchments are the highest priority catchments identified in this WQIP for nutrient load reductions.

The WQIP target for this sub-catchment is a 44% reduction for phosphorus and a 33% reduction for nitrogen.

There are a number of recommended management actions within the WQIP to reduce nutrients, such as the use of low nutrient emitting aerobic treatment units (ATUs) instead of septic systems and water sensitive urban design.

- Proposal zoning and landuse matters

As stated, it is noteworthy that the proposal is on land that is zoned 'Rural' under the Greater Bunbury Regional Scheme (GBRS).

The proposal falls under Precinct 2 of the '*Picton Industrial Park Southern Precinct Draft District Structure Plan, December 2016*' (Picton DSP).

Section 1.3.1 of the Picton DSP states the following:

"Rural: within Precinct 2 there are two lots which retain a rural zoning, lots 200 (22 hectares) and 104 (nine hectares), due to conservation value of the remnant vegetation located on those lots".

- Identified risks

Subject to a resolution around the appropriate rezoning of this lot and in view of the above situation, DoW has identified the following potential risks associated with the proposal:-

- Scrap metal operations utilise and involve environmentally harmful chemicals such as fuel, oils, water coolants, lubricants, solvents and hydraulic fluids. Therefore the close proximity of the proposal to wetlands and drainage lines (that are hydrologically connected to the Preston River) pose a high level of risk to both these surface and groundwater resources from the above scrap metal operation pollutants.
- As no information is provided regarding the storage of fuels, solvents and other chemicals, e.g. whether the storage is to be in above-ground or below ground tanks; there may be additional risk factors associated with this proposal.
- Vegetated buffers are key strategic elements among a series of protection barrier options that reduce the risk of contaminant impact on water quality, as such the absence of any buffers to the wetlands increases the risk to the wetland water quality and potential groundwater contamination; particularly when accidents or minor cumulative leaks occur.
- The high watertable and proximity to wetlands makes the disposal of onsite sewerage water especially problematic, with a high risk of pathogen and nutrient contamination of the surface and groundwater resources.
- If an easement is not in place over the Water Corporation drain, management and maintenance of the drain is likely to be problematic due to restricted access.

Based on the above risks, areas of exposed water and vegetation, the location of the proposed activity within the subject lot is constrained.

- Risk mitigation advice

To mitigate against the above risks, if approval of the proposal is likely, DoW provides the following recommendations:

- That the proposal be referred to DPAW for wetland reclassification and recommended buffers between the proposed landuse and wetlands.

(Appendix ORD: 12.4C)

- Due to intended changes to Water Corporation's assets (the drain) over private land and associated potential access concerns, the proposal should be referred to Water Corporation.
- To protect the wetlands and groundwater resource, an appropriate vegetated buffer should be set between the wetland and proposal footprint, having due regard to fire hazard separation requirements.
- To protect the groundwater resource from leaching of chemicals, nutrients, pathogens, or otherwise, an appropriate groundwater separation depth (maximum end of season) should be set for the development (including sewage water disposal).
- DoW's preference is for Aerobic Treatment Units (ATU's) in lieu of septic systems for their nutrient stripping capacity, consistent with the WQIP. To ensure this system is maintained in accordance with regulatory requirements, it is recommended that a minimum ten year maintenance contract also be required.
- High risk activities (where the likelihood of spills and leaks are high) including storage of chemicals should be identified and occur over bunded impervious areas, preferably indoors where possible.
- The proponent should manage stormwater in accordance with the '*Decision process for stormwater management in WA, DoW 2009*' and the '*Stormwater Management Manual for Western Australia, DoW 2004–2007*'.
- Clean roof water and clean stormwater runoff should be kept separate from contaminated areas by means of bunds.
- Stormwater disposal areas shall to be kept separate from sewerage effluent disposal areas.
- The above risk mitigation measures should be part of a 'Stormwater Management Plan' prepared to the satisfaction of the Shire, which includes a clearly labelled site plan containing the above details.

The proponent is advised to draw on information from the following DoW's Water Quality Protection Notes where appropriate:-

- WQPN 6 'Vegetation buffers to sensitive water resources'
- WQPN 52 'Stormwater management at industrial sites'
- WQPN 51 'Industrial wastewater management and disposal'
- WQPN 65 'Toxic and hazardous substances – storage and use'
- WQPN 20 'Industry – general and heavy'
- WQPN 61 'Tanks for groundwater level chemical storage'
- WQPN 62 'Tanks for underground chemical storage'

WQPNs can be found at the link:

<http://www.water.wa.gov.au/search-results?collection=wadow&query=>

Please contact this office for discussion as required.

Thank you.

Yours faithfully,

Daniel Wong

Environmental Officer
Department of Water
South West Region

Email: daniel.wong@water.wa.gov.au
Phone: 08 9726 4113
Fax: 08 9726 4100
Postal: PO Box 261, Bunbury, WA 6231
Location: 35-39 McCombe Road, Bunbury, WA 6230

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As your organisation is registered to use Water Online, we encourage you to lodge future referrals electronically via the Water Online customer portal at www.water.wa.gov.au. **Water Online** provides the fastest and most efficient process for submitting referrals or requests for planning advice. If you have any questions regarding the Water Online portal please contact our Business Support Unit on 1800 508 885 (select Option 2) or planning.enquiries@water.wa.gov.au.



Chief Executive Officer
Shire of Dardanup
PO Box 7016
DARDANUP WA 6232

ATTENTION: Jake Whistler

PROPOSED WORKSHOP (DRY INDUSTRY) – LOT 104 COLUMBAS DRIVE PICTON EAST

I refer to your letter dated 13 February 2017 forwarding a development application for the above property for the Department of Parks and Wildlife's (Parks and Wildlife) comment.

Biodiversity values

Lot 104 contains areas of remnant vegetation which are important as a wildlife refuge and identified in *Molloy et al, 2009*, as being part of and contributing to a regional ecological linkage.

Lot 104 contains the Southern River vegetation complex which is poorly reserved and below the National Target of 30% retention. The Priority flora species *Verticordia attenuata* is also known to occur to within close proximity to Lot 104.

Parks and Wildlife has recently undertaken an extensive western ringtail possum (WRP) habitat study within the South West Region (*Shedley et al, 2014*). Lot 104 has been identified in *Shedley et al, 2014* as being important in maintaining the integrity of WRP habitat.

Lot 104 also contains potential black cockatoo habitat.

WRP and black cockatoos are listed as threatened species under the Commonwealth of Australia's *Environment Protection and Biodiversity Conservation Act 1999* and Western Australia's *Wildlife Conservation Act 1950*. Major threats to WRP and black cockatoos include habitat loss.

Lot 104 contains an area of Multiple Use wetlands (MUW) mapped on Parks and Wildlife's *Geomorphic Wetlands Swan Coastal Plain* dataset. This MUW is hydrologically connected to a Resource Enhancement Wetland (REW) to the south of Lot 104.

The East Picton Main Drain is located immediately north of Lot 104.

The Environmental Protection Authority (EPA) provided advice to the Minister for the Environment on areas of conservation significance within the Preston Industrial Park. (EPA Bulletin 1282). The proposal area contains native vegetation identified within EPA Bulletin 1282 as Investigation Areas 6 and 7. A map of these areas is shown on the attached Figure 5.

EPA Bulletin 1282 recommended that the native vegetation within Investigation Area 7 should be retained as Regional Open Space through a future Greater Bunbury Region Scheme amendment because it is a regionally significant natural area of high value.

In addition, the Lot 104, and surrounding area's native vegetation is identified on Figure 6 of EPA Bulletin 1282 as being conservation areas.

Comments

Any development should aim to minimise impacts to the poorly reserved remnant regional ecological linkage vegetation, potential threatened flora and fauna habitat and wetland areas within, and adjoining the property.

The MUW immediately to the south of Lot 104 appears to be in good condition. Given this, and that the surrounding native vegetation is recommended for conservation in EPA Bulletin 1282, Parks and Wildlife considers the existing wetlands should be reclassified to at least REW.

Parks and Wildlife recommends that no disturbance, including the storage of materials, occurs outside the proposed development area, as depicted on the Civil and Structural Engineers drawing with reference 2017-6443-01 dated December 2017 Revision A (development area), either during or post construction.

Parks and Wildlife recommends that suitable fencing, preferably 2 metre high link mesh fencing, is installed around the proposed development area to protect the wetlands and associated riparian vegetation, and the EPA Bulletin 1282 recommended conservation areas, from potential accidental machinery encroachment and storage impacts.

Parks and Wildlife notes the drainage easement is proposed to be relocated to the east of its current position, to enable the existing drain to be backfilled.

There should be no pollutant run-off into the existing drainage system and wetland areas, and all surface drainage should be captured on-site and filtered to ensure only good quality water flows into the Water Corporation drain system and/or wetland areas.

In addition the wetlands that surround the current extension of fill should be protected. Parks and Wildlife recommends that any required fill does not extent beyond the proposed development area, and in particular should not extend further south, west or north of existing cleared areas.

It is recommended that any drainage swales are located along the eastern and/or northern boundaries of the proposed development area.

There should be sufficient depth of fill to achieve adequate ground water separation requirements, particularly for effluent disposal to ensure waste water treatment units are effective. The proponent should seek advice regarding ground water and surface water quality, potential pollutant run-off and ground water separation requirements from the Department of Water.

Given the drainage system is managed by the Water Corporation, the proponent would need to seek approval for the proposed drainage easement relocation from the Water Corporation.

Thank you for the opportunity to comment on this application. Please contact Tracy Teede at the Parks and Wildlife's South West Region office if you have any queries regarding this advice.



FOR

Regional Manager

13 April 2017

References

Molloy, S., Wood, J., Hall, S., Walldrodt, S and Whisson, G. (2009). *South West Ecological Linkages Technical Report*, Western Australian Local Government Association and Department of Environment and Conservation.

Shedley E and Williams K (2014) An assessment of habitat for western ringtail possum (*Pseudocheirus occidentalis*) on the southern Swan Coastal Plain. Unpublished report for the Department of Parks and Wildlife, Bunbury, Western Australia

Lot 104 Columbas Drive Picton East

Legend

- scdb
- South West Cadastre (Land Parcels)
- Geomorphic Wetlands Swan Coastal Plain (Management)
 - Multiple Use
 - Resource Enhancement
- South West Sealed Roads
- TGDB Roads - All
 - Highway, Freeway
 - Minor road sealed
 - Minor road unsealed



1:7,775 (A4)

0 50 100 150 m

Projection: MGA Zone 50
Datum: GDA94



Produced by TT,
Department of Parks and
Wildlife



Job Ref: 40742
Produced at 10:45 AM on March 30, 2017

The Department of Parks and Wildlife does not guarantee that this map is without flaw of any kind and disclaims all liability for any errors, loss or other consequence which may arise from relying on any information depicted. Roads and tracks on land managed by DPAW may contain unmarked hazards and their surface condition is variable. Exercise caution and drive to conditions on all roads.

(Appendix ORD: 12.4C)

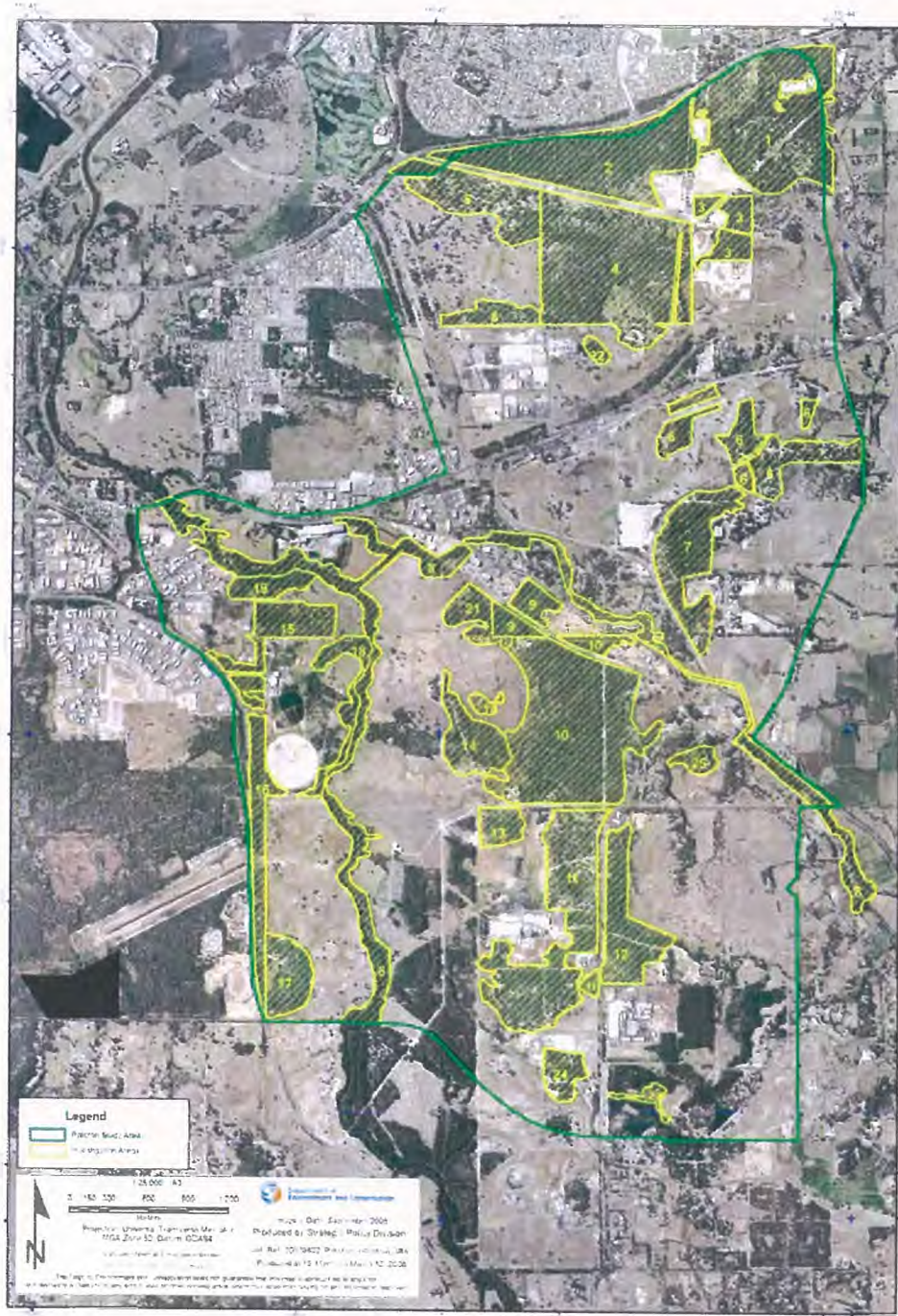


Figure 5. Investigation Areas

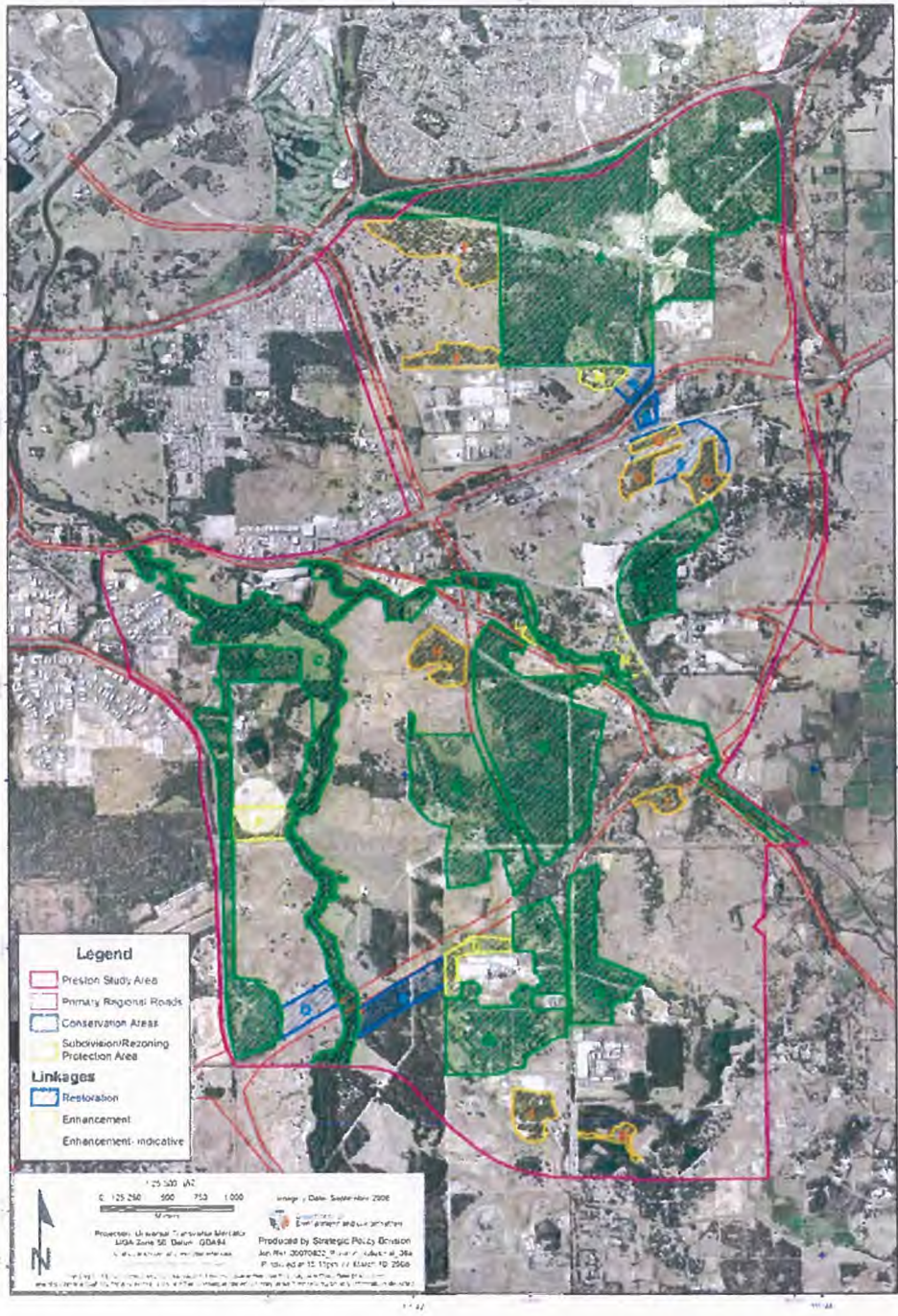


Figure 6. Recommendation Areas

From: Charles Sabato <Charles.Sabato@watercorporation.com.au>
Sent: Thursday, 13 April 2017 1:54 PM
To: Jake Whistler
Subject: RE: lot 104 Columbas (P14/17) - Picton East

Hi Jake

A further footnote in our comments to justify a possible transfer of this sub-drain to the Shire.

It appears as though this location has now been zoned Light industrial. The Corporation generally is only required to provide drainage for rural purposes not light industrial.

Regards,

Chas Sabato

Development Planner
Assets Planning Group - Development Services
Water Corporation

E: Charles.Sabato@watercorporation.com.au

T: (08) 9420 2105

M: 0439985134



Keep in touch



W: watercorporation.com.au

From: Charles Sabato
Sent: Thursday, 13 April 2017 7:57 AM
To: 'Jake Whistler'
Subject: RE: lot 104 Columbas (P14/17) - Picton East

Hi Jake,

Our drainage services have provided advice on this application as follows:

The Corporation's preference would be if responsibility for the short 120m length of the East Picton Sub C Drain through this development were transferred to the Shire. Justification for this is as follows;

- there is only a small contributing catchment upstream and
- the existing easement over this drain through the property is already vested in the Shire of Dardanup.

If this transfer was not acceptable to the Shire, then the Corporation will need the requirements set out below to be met in addition to the proposed basin being off-line from the Sub Drain.

- The connection between the realigned drain to the East Picton MD (including culvert to drain) should be designed erosion free;
- Minimum depth to bottom width ratio of 0.5 and side slopes of 1:1.5;

- Maintenance access required is at least 10m from the centreline of the drain (for smaller drain);
- Boundary fence should be at least 6m from the drain;
- A 24/7 access to the drain for maintenance purposes; and
- Culverts is designed to carry the flow and in accordance to the Guidelines attached.

Regards,

Chas Sabato

Development Planner
Assets Planning Group - Development Services
Water Corporation

E: Charles.Sabato@watercorporation.com.au

T: (08) 9420 2105

M: 0439985134



Keep in touch





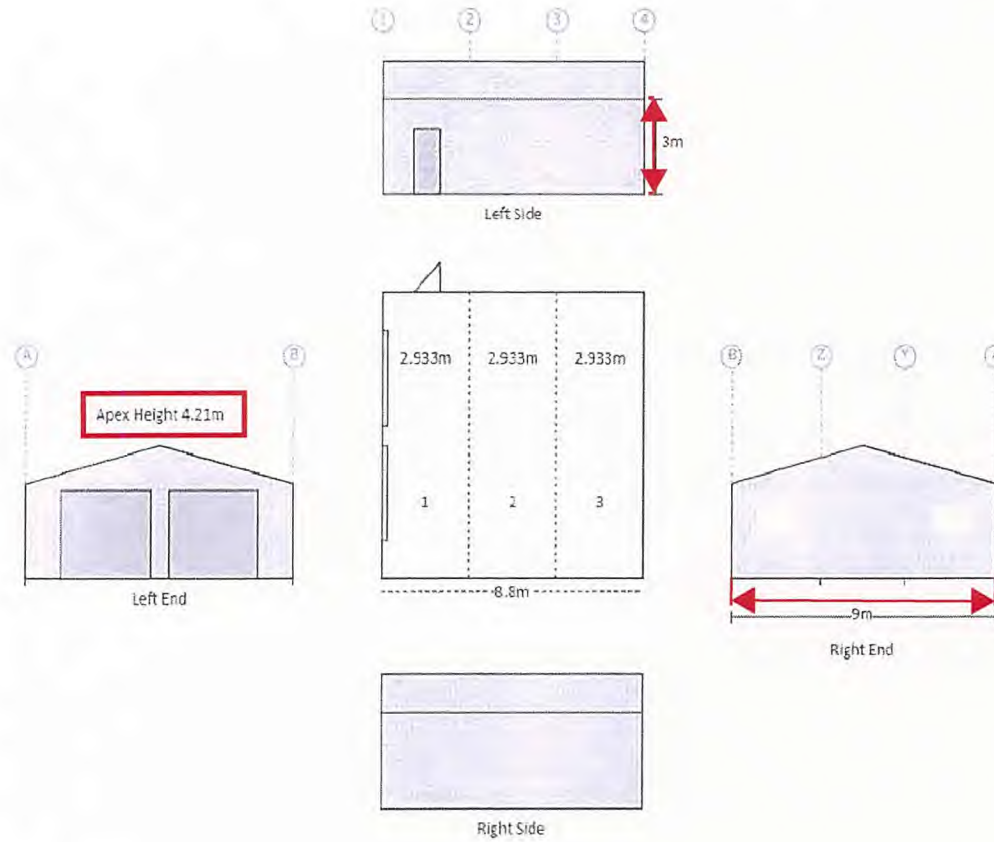
W: watercorporation.com.au



Proposed Overheight Outbuilding

9m
8.8m
6m
1.2m

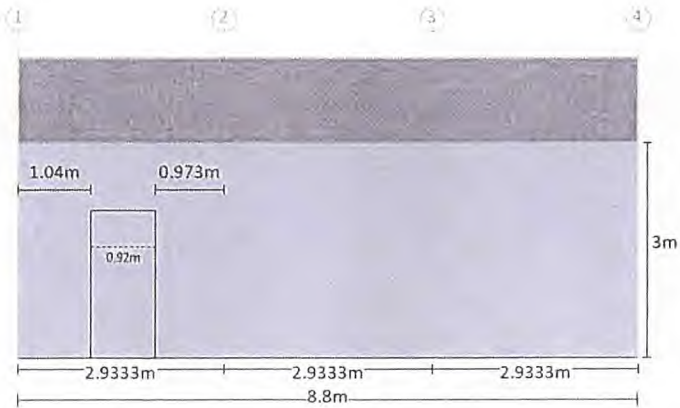
	<p>The Shire of Dardanup does not warrant the accuracy of information in this publication and any person using or relying upon such information does so on the basis that the Shire shall bear no responsibility or liability whatsoever for any errors, faults, defects or omissions in this information.</p>		23/10/2017	
			1:608	



Purchaser Name: Dahl Madafari Site Address: 7 moneys street BUREKUP WA Australia 6227		Layout NOT FOR CONSTRUCTION © Copyright Steelt IP Pty Ltd	Seller: Sheds n Homes Bunbury The Freedom Group of Companies Pty Ltd Phone: (08) 9721 2801 Fax: (08) 9721 2805 Email: peter.johnson@shedsnhomes.com.au	TNC ENGINEERING PTY LTD ACN: 610 855 260 ME Aust. (Registered NER Structural & Civil) 2741240 QLD: RPEO No. 13750; VIC: EC44684; TAS: CC6968; NT: 225521ES; Practising Professional Structural & Civil Engineer Signature: <i>[Signature]</i> R. Nancarrow Date: 23/10/17
Drawing # SBUN170039 - 3	Print Date: 23/10/17			

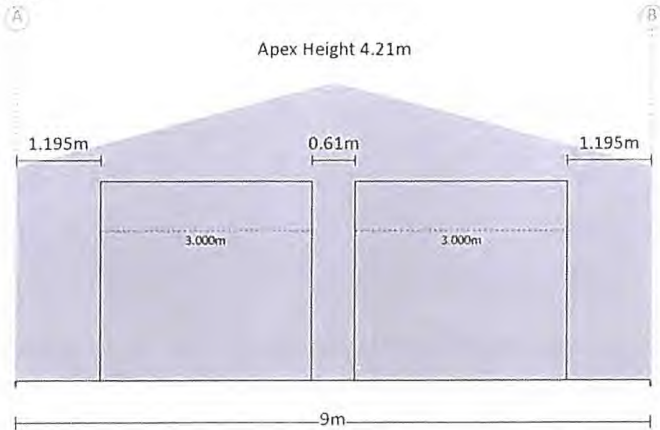
This setout is provided as a guide only. It is the responsibility of the concreter/erector to confirm that all dimensions are correct.

Left Side



Measurements are from the outside of end girts (end bays) and/or centre of columns (mid bays) to inside of component opening size.

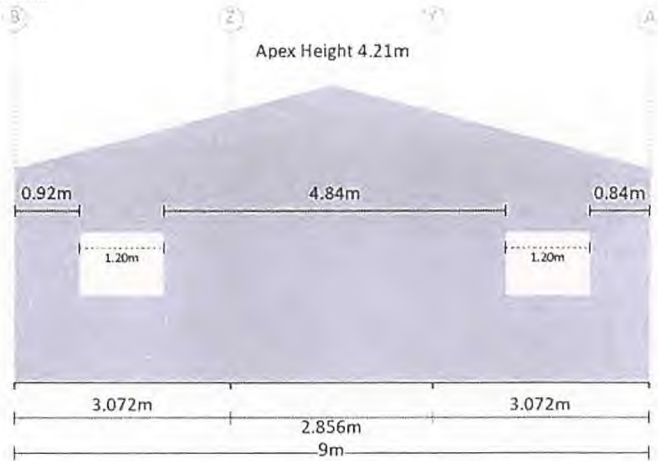
Left End



Measurements are from the outside of side girts to the inside of component opening size.

Purchaser Name: Dalil Madafari		Component Position NOT FOR CONSTRUCTION Not to Scale Page 1 of 2 © Copyright SteelxIP Pty Ltd	Seller: Sheds n Homes Bunbury The Freedom Group of Companies Pty Ltd Phone: (08) 9721 2801 Fax: (08) 9721 2805 Email: peter.johnson@shedsnhomes.com.au	TNC ENGINEERING PTY LTD ACN: 610 855 260 ME Aust (Registered NER Structural & Civil) 2741240 QLD - RPEQ No. 13750; VIC - EC44684; TAS - CC6968; NT - 225521ES. Practising Professional Structural & Civil Engineer
Site Address: 7 moneystreet BUREKUP WA Australia 6227				Signature: <i>[Signature]</i> R. Nancarrow Date: 23/10/17
Drawing # SBUN170039 - 10	Print Date: 23/10/17			

Right End



Measurements are from the outside of side girts to the inside of component opening size.

Purchaser Name: DahN Madallan		Component Position NOT FOR CONSTRUCTION Not to Scale Page 2 of 2 © Copyright Steelix IP Pty Ltd	Seller: Sheds n Homes Bunbury The Freedom Group of Companies Pty Ltd Phone: (08) 9721 2801 Fax: (08) 9721 2805 Email: peter.johnson@shedsnhomes.com.au	TNC ENGINEERING PTY LTD ACN: 610 855 260 ME Aust. (Registered NER Structural & Civil) 2741240 QLD : RPEQ No. 13750; VIC : EC44684; TAS : CC6968; N.T : 225521ES; Practising Professional Structural & Civil Engineer	
Site Address: 7 moneystreet BUREKUP WA Australia 6227				Signature: <i>[Signature]</i> R. Nancarrow Date: 23/10/17	
Drawing # SBUN170039 - 10	Print Date: 23/10/17				



Trust a Local!

PRS Outdoor PTY LTD
ABN: 15 621 769 257

Date:

119 Forrest ave
BUNBURY WA 6230
Phone: (08) 9721 2801
Mobile: 0429 726 837
Fax: (08) 9721 2805

www.shedsnhomesbunbury.com.au

To: Shire of Dardanup

We are writing in regards to a proposed shed to be built at 7 MONEY STREET BUREKUP.

Reasons for development application:

*Extended Height of the Shed - For a storage loft at a later date to be installed & the installation of a hoist so the owner can work on his own vehicles at home.

If you have any queries please do not hesitate to contact us.

Kind Regards

Paul Settatree

Paul Settatree
Owner/Director
Sheds N Homes, Bunbury

Shire of Dardanup Local Planning Scheme No. 3 Amendment No. 201

Legend

LOCAL SCHEME RESERVES


(see scheme text for additional information)

 Recreation

LOCAL SCHEME ZONES


(see scheme text for additional information)


 Development

 General farming

OTHER CATEGORIES

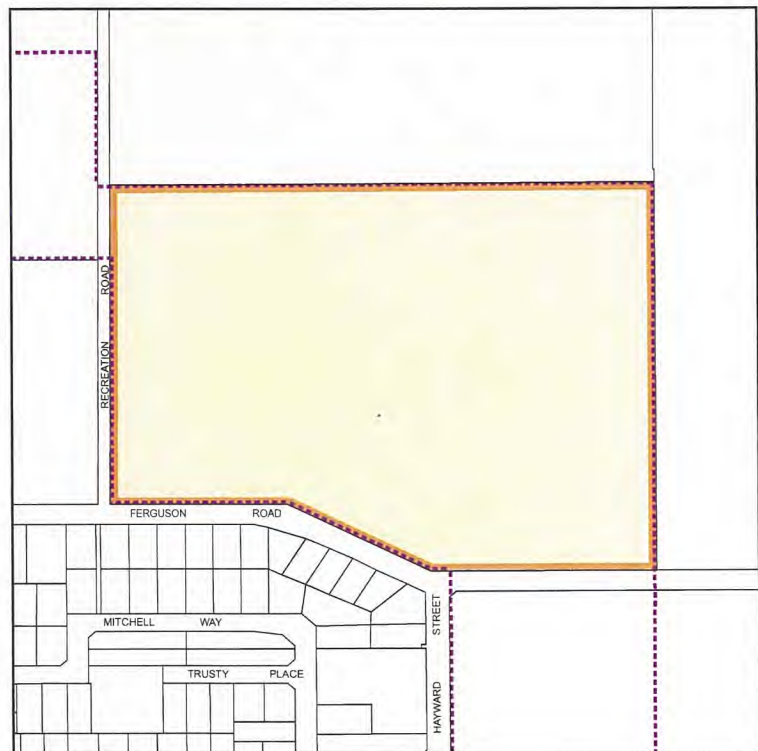
(see scheme text for additional information)

 R20 R Codes

 DCA2 Special control area
development contribution area



Existing Zoning Map



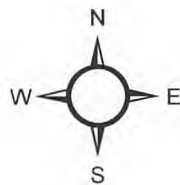
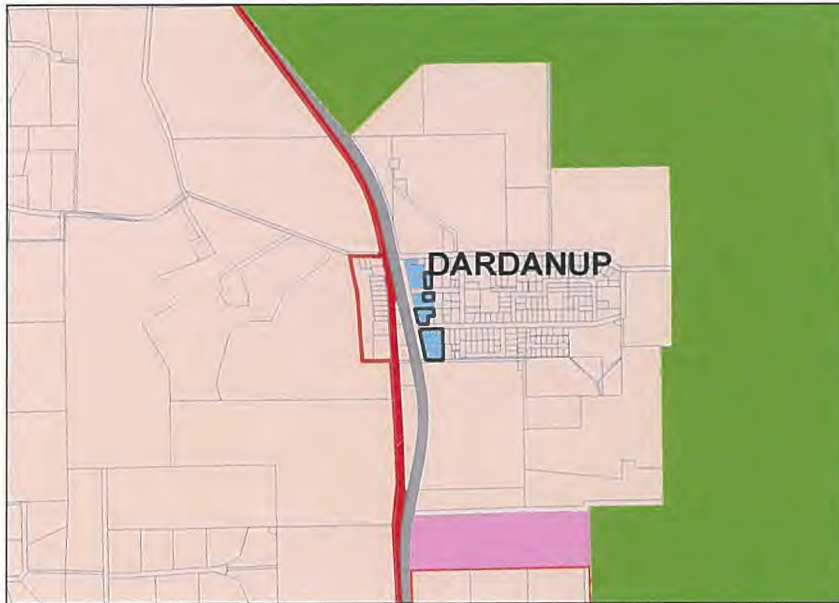
Proposed Zoning Map

LOCAL PLANNING STRATEGY

Dardanup and Burekup Townsites

Urban Settlement & Expansion

Map 2.3



1cm = 0.2km

Authorised: R. Quinn	Drawn: S. Potter
Drawing No.: LPS002.2	Date Drawn: Mar. 2015
Revision No.: 1	Scale 1:20,000 @ A3
Shire of Dardanup Local Planning Strategy Map	

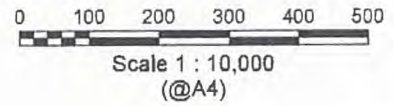
Legend	
	Urban
	Commercial
	Future Commercial
	Rural-Residential
	Priority Agriculture
	Industrial
	Railways
	Major Road

SHIRE OF DARDANUP

TOWN PLANNING SCHEME No. 3 AMENDMENT No. 199





EXISTING ZONING



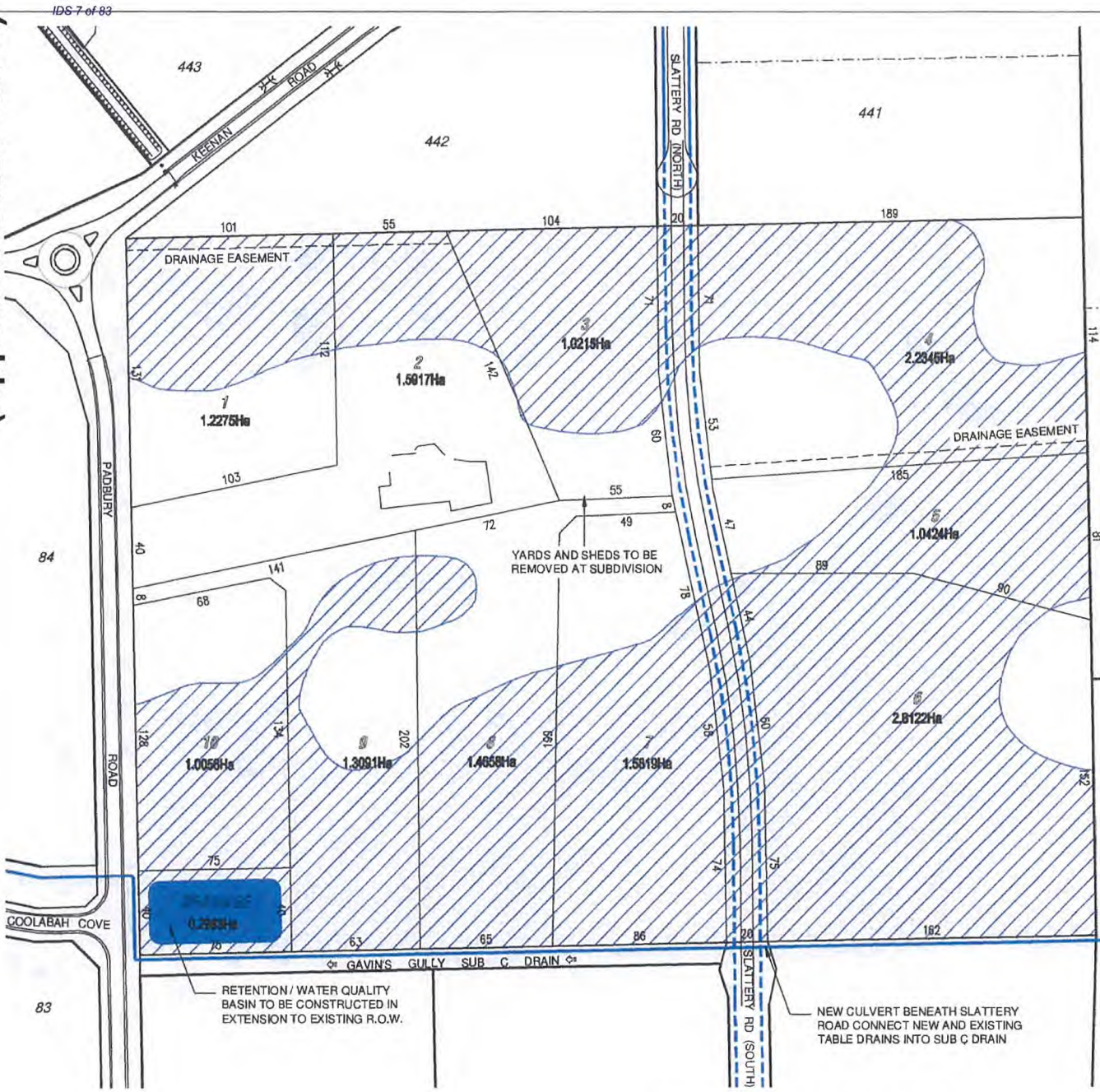
PROPOSED ZONING

LEGEND

ZONES

-  GENERAL FARMING
-  SMALL HOLDING

Appendix ORD: 12.7B)



NOTES:

- At subdivision stage Local Government shall request the Western Australia Planning Commission impose the following (but not limited to) as conditions of subdivision:
- Section 70A notification on title advising land owners that:
 - All dwellings shall be constructed to have a minimum finished floor level of 500mm above the nearest adjoining road level or 600mm above natural ground level, which ever is the greater, as determined by a licenced surveyor;
 - The area is subject to seasonal mosquito infestation;
 - The area may be subject to seasonal inundation;
 - They may be impacted upon by noise levels above the normal assigned level for nighttime but within the bounds of the noise regulation 17 approved;
 - There is to be a minimum vertical separation distance of 500mm from the base of the irrigation area of an Alternate Effluent Treatment System to the highest known the water table. Approval shall be sought from the Shire of Dardanup prior to installation of an effluent disposal system;
 - Preparation and implementation of a landscaping plan;
 - Preparation of an Acid Sulfate Soils Self-Assessment. Subject to the results of the self-assessment, an Acid Sulfate Soils Report and Acid Sulfate Soils Management Plan shall be submitted to and approved by the Department of Water and Environmental Regulation before any site works are commenced. Where an Acid Sulfate Soils Management Plan is required to be submitted, site works shall be carried out in accordance with the approved management plan;
 - All buildings, structures and on-site effluent disposal systems on each lot shall conform with the minimum setbacks as follows:
 - 20 metres from any road;
 - 50 metres from the edge of any wetland (sumpland) or natural vegetation line, man-made water bodies or waterway;
 - 10 metres from all side boundaries;
 - Be outside of all "Bulking Exclusion Areas" as identified on the endorsed Structure Plan Map.
 - A Fire Management Plan is to be prepared and implemented to the satisfaction of the Shire of Dardanup and the Department of Fire and Emergency Services;
 - Stormwater is to be managed in accordance with the approved Stormwater Management Plan;
 - The retention / water quality basin shown on the Structure Plan Map is to be shown on the diagram or plan of survey as a Reserve for Drainage and vested in the Crown under Section 152 of the Planning and Development Act 2005, such land to be provided free of cost and without payment of compensation by the Crown.



INDICATIVE ROAD CROSS SECTION
SUBJECT TO DETAILED DESIGN AND APPROVAL AT SUBDIVISION STAGE



BUILDING EXCLUSION AREAS
Areas susceptible to seasonal waterlogging and inundation and unsuitable for development

STRUCTURE PLAN MAP
LOT 383 PADBURY ROAD DARDANUP
26 / 10 / 2017



SCALE 1:2,000 ON A3
DIMENSIONS AND AREAS SHOWN ARE APPROXIMATE ONLY AND SUBJECT TO SURVEY

GRAHAM HOUGHTON - TOWN PLANNER
4 Sutton Court Australind WA 6233
0407 252 056
Cadastral and aerial photographs courtesy Landgate
Digital coordinates GDA94 MGA Zone 50

APPENDIX VIII - ADDITIONAL REQUIREMENTS - SMALL HOLDING ZONES (Cont'd)

Clause 3.14.

AREA	ADDITIONAL REQUIREMENTS AND MODIFICATIONS TO THE PROVISIONS OF THE SCHEME TEXT
<p>AREA NO. 14 - DARDANUP WEST/CROOKED BROOK STRUCTURE PLAN</p> <p>Lot 6 corner Garvey Road and Dardanup Road West Lots 501, 502 & 503 Garvey Road and Lot 504 Dardanup West Road Lots 1 and 236 Killarney Road and Lots 2 and 200 Padbury Road, Dardanup West. Lots 3 and 4 Padbury Road Dardanup West. Lot 27 Venn Road. Lot 5 Garvey Road, Dardanup West.</p> <p><i>AMD 149 GG 4/12/09</i> <i>AMD 155 GG 6/11/09</i> <i>AMD 160 GG 14/5/10</i> <i>AMD 161 GG 14/5/10</i> <i>AMD 169 GG 27/7/10</i> <i>AMD 173 GG 15/04/14</i></p>	<p>1. Subdivision and Development Criteria</p> <p>(a) Subdivision shall be generally in accordance with a Subdivision Guide Plan, adopted by the Local Government and the WAPC.</p> <p>(b) The minimum lot size shall be 1 hectare, with an average of 2 hectares unless varied through the adopted Subdivision Guide Plan. Larger lots may be required to preserve or enhance landscape qualities or other site specific issues. <i>AMD 173 GG 15/04/14</i></p>

APPENDIX VIII - ADDITIONAL REQUIREMENTS - SMALL HOLDING ZONES (Cont'd)

Clause 3.14.

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APPENDIX VIII - ADDITIONAL REQUIREMENTS - SMALL HOLDING ZONES (Cont'd)

Clause 3.14.

AREA	ADDITIONAL REQUIREMENTS AND MODIFICATIONS TO THE PROVISIONS OF THE SCHEME TEXT
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APPENDIX VIII - ADDITIONAL REQUIREMENTS - SMALL HOLDING ZONES (Cont'd)

Clause 3.14.

AREA	ADDITIONAL REQUIREMENTS AND MODIFICATIONS TO THE PROVISIONS OF THE SCHEME TEXT
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APPENDIX VIII - ADDITIONAL REQUIREMENTS - SMALL HOLDING ZONES (Cont'd)

Clause 3.14.

AREA	ADDITIONAL REQUIREMENTS AND MODIFICATIONS TO THE PROVISIONS OF THE SCHEME TEXT
<p>AREA NO. 14 - DARDANUP WEST/CROOKED BROOK STRUCTURE PLAN</p> <p>Lot 6 corner Garvey Road and Dardanup Road West Lots 501, 502 & 503 Garvey Road and Lot 504 Dardanup West Road Lots 1 and 236 Killarney Road and Lots 2 and 200 Padbury Road, Dardanup West. Lots 3 and 4 Padbury Road Dardanup West. Lot 27 Venn Road. Lot 5 Garvey Road, Dardanup West.</p> <p><i>AMD 149 GG 4/12/09</i> <i>AMD 155 GG 6/11/09</i> <i>AMD 160 GG 14/5/10</i> <i>AMD 161 GG 14/5/10</i> <i>AMD 169 GG 27/7/10</i> <i>AMD 173 GG 15/04/14</i></p>	<p>(h) The Local Government will request that the WAPC impose a condition of subdivision requiring the preparation and implementation of a tree planting programme.</p> <p>Foreshore Management:</p> <p>(i) Where applicable and prior to subdivision approval, the subdivider is to submit a Foreshore Management Plan, to the satisfaction of the Department of Water. Wetlands are to be provided with a 50 metre buffer which is to be fenced to restrict access by livestock, and re to be revegetated to the satisfaction of the Department of Environment and Conservation.</p> <p>(j) Where applicable, the Local Government will request that the WAPC impose a condition of subdivision requiring the ceding of land adjacent to the Preston River or specifically identified wetlands, free of cost for foreshore purposes consistent with WAPC Policy.</p> <p>Fire Management:</p> <p>(k) The Local Government will request that the WAPC impose a condition of subdivision requiring the implementation of an approved fire management plan to the satisfaction of the Local Government and the Fire and Emergency Services Authority of Western Australia.</p> <p>Road and Infrastructure requirements:</p> <p>(l) The Local Government may request that the WAPC impose a condition of subdivision requiring the provision and construction of bridle paths.</p> <p>(m) The Local Government will request that the WAPC impose a condition of subdivision requiring a contribution towards road upgrading for locations identified in the Structure Plan area in accordance with Local Government Policy.</p> <p>(n) The Local Government will request that the WAPC impose a condition of subdivision requiring a contribution towards the upgrading and construction of foreshore facilities identified in the Structure Plan area in accordance with the Local Government Policy.</p>

Appendix ORD: 12.7C)

APPENDIX VIII - ADDITIONAL REQUIREMENTS - SMALL HOLDING ZONES (Cont'd)

Clause 3.14.

AREA	ADDITIONAL REQUIREMENTS AND MODIFICATIONS TO THE PROVISIONS OF THE SCHEME TEXT
<p>AREA NO. 14 - DARDANUP WEST/CROOKED BROOK STRUCTURE PLAN</p> <p>Lot 6 corner Garvey Road and Dardanup Road West Lots 501, 502 & 503 Garvey Road and Lot 504 Dardanup West Road Lots 1 and 236 Killarney Road and Lots 2 and 200 Padbury Road, Dardanup West. Lots 3 and 4 Padbury Road Dardanup West. Lot 27 Venn Road. Lot 5 Garvey Road, Dardanup West.</p> <p><i>AMD 149 GG 4/12/09</i> <i>AMD 155 GG 6/11/09</i> <i>AMD 160 GG 14/5/10</i> <i>AMD 161 GG 14/5/10</i> <i>AMD 169 GG 27/7/10</i> <i>AMD 173 GG 15/04/14</i></p>	<p>Fencing:</p> <p>(o) Boundary fencing shall be post and four strand wire 1.0 to 1.3m high or post and ringlock or similar approved by the Local Government. Solid fencing such as super six or pickets shall not be permitted on boundaries and shall only be permitted in proximity to buildings where the Local Government determines that it will not adversely affect the rural amenity of the area. Fencing to be built to a standard to ensure that all pets are contained on site to minimise conflict with adjoining stock.</p> <p>Heritage:</p> <p>(p) The Local Government may request the WAPC impose a condition of subdivision for Ethnographic and Archaeological Surveys to be undertaken in accordance with the <i>Aboriginal Heritage Act 1972</i>.</p>



LEGEND

- SUBJECT LAND
- 100m MAPPING BOUNDARY
- BUSHFIRE HAZARD LEVEL
- EXTREME
- MODERATE
- LOW

NOTES

- 1) BUSHFIRE HAZARD LEVEL PREPARED IN ACCORDANCE WITH APPENDIX 2 OF GUIDELINES.
- 2) LAND CLASSIFIED AS LOW THREAT VEGETATION OR A NON VEGETATED AREA WHICH ARE WITHIN 100m OF VEGETATION THAT HAS A MODERATE OR EXTREME HAZARD RATING IS AUTOMATICALLY ASSIGNED A MODERATE HAZARD LEVEL.
- 3) DATE OF INSPECTION - 05/09/2016



FIGURE 7
BUSHFIRE HAZARD LEVELS



Rev	Description	Date
A	Preliminary	03/01/2017
B	BHL Methodology	12/05/2017



Ref No 16-056

Appendix ORD-12.7D)



**APPLICATION FORM
STALLHOLDER'S PERMIT**
Local Government Act 1995

FORM 107



Part 1 Applicant Details

Name

Lana West and Donald Legge

Postal Address

13596 South Western Hwy
Roelands 6226

Email

westlana2@hotmail.com

Phone

0408 222 585

Mobile

Phone A/H

Fax

Community Association under Section 242 (Fee Exemption) of the Local Government Act?

Yes

No

Part 2 Assistant Contacts

Assistant Contact 1 - Name

Postal Address

Assistant Contact 2 - Name

Postal Address

Part 3 Location of Proposed Permit Site

Lot No

Street No

Street Name

Pratt Rd

Suburb

Eaton

Post Code

Further Information to describe location (if required)

Eaton Foreshore

Kerr Rd, between Harris Rd and Coleman Turn, Picton

Harris Rd, Picton - vacant area

Part 4 Description of any proposed Stands, Tables, Structures or Vehicles to be used

The food service van is a small trailer which opens up to have a service window and gas hotplate.
 Power is a 12V battery and bottled gas. (No 240V power required and No generator)

Vehicle Registration No (if applicable)

Vehicle Make and Model

Part 5 Hours of Trading

	From	To		From	To
Monday			Friday	4 pm	8 pm
Tuesday			Saturday	10 am	4 pm
Wednesday	4 pm	8 pm	Sunday	10 am	2 pm
Thursday	4 pm	8 pm			

Part 6 Nature of proposed goods to be sold, hired or offered for sale

Burgers, soft drinks, juice drinks, bottled water.

Part 7 Site Plan & Payment

Two copies of an accurate plan and description of proposed stall is accompanied to this application? Yes No
 The Application Fee is also enclosed? Yes No

Part 8 Declaration

I, the person making this application declare that:
 The information contained in this application is true and correct in every particular;
 I have accompanied this application with an accurate plan and description of proposed stall.

Signature of Applicant

Date

Please Note: The Shire of Dardanup may request additional information to assess this application. If the application is approved, the Permit needs to be renewed annually and is subject to renewal application fees.

Part 9 Return form to

Shire of Dardanup
 Planning Department
 1 Council Drive/PO Box 7016
 EATON WA 6232

Phone: (08) 9724 0355 Fax: (08) 9724 0091
 Email: records@dardanup.wa.gov.au



3. RESPONDENTS OFFER

3.1 OFFER FORM

THE CHIEF EXECUTIVE OFFICER
SHIRE OF DARDANUP
PO BOX 7016
1 COUNCIL DRIVE, EATON, WA 6232

I/We


Name: [BLOCK LETTERS]	Lana West of BUNSEN'S BURGERS		
Address:	13596 South Western Hwy, Roelands 6226		
ABN/GST Status:	35659773932	ACN (if any):	
Telephone No:	0408222585	Facsimile No:	
Email:	westlana2@hotmail.com.		


In response to EOI - F0081378 EXPRESSION OF INTEREST – MOBILE TRADERS ON EATON FORESHORE RESERVE

I/We agree that I am/We are bound by, and will comply with this Request and its associated Schedules, Attachments, all in accordance with the Conditions of Contract contained in this Response signed and completed.

I/We agree that there shall be no cost payable by the Principal toward the preparation or submission of this Request irrespective of its outcome.

Dated this: 14th day of October 2017

Signature of authorised Signatory of Respondent:	
Name of Authorised Signatory	Lana West
Position:	Owner / operator
Address:	13596 South Western Hwy, Roelands 6226

Witness Signature:	
Name of Witness: (BLOCK LETTERS):	DONALD LEGGE
Position:	Assistant
Address:	13596 South Western Hwy, Roelands 6226

BUNSEN'S MENU

Beef Burger \$10.00

150g Angus Beef Pattie
BBQ Onions
Tomato, Lettuce, Baby Greens
Sauce of your choice

The Lot \$14.00
(Bacon, Egg, Cheese)

Lamb Burger \$10.00

120g Lamb Pattie
Fresh BBQ Onions
Lettuce, Tomato, Baby Greens
Sauce of your choice

The Lot \$14.00
(Bacon, Egg, Cheese)

Steak Burger \$12.00

Scotch Fillet Steak
Fresh BBQ Onions
Tomato, Lettuce, Baby Greens
Sauce of your choice

The Lot \$16.00
(Bacon, Egg, Cheese)

Bacon & Egg Burger \$8.00

2 full rashers of Bacon
Egg
Sauce of your choice

Salad \$1.00 extra

B.L.T. \$8.00

Bacon, Lettuce, Tomato
Sauce of your choice

Junior Burger \$5.00

Angus Beef Pattie
Cheese
Sauce of your choice

Salad \$1.00 extra

Bunsen's Menu

Sauces

Barbecue, Tomato, Burger, Garlic, Aioli, Sweet Chilli, Peri Peri, Satay, Hot Chilli, Mayonnaise, Mustard, Hollandaise, Garlic Yogurt

Extras

Bacon- \$1.00

Cheese- \$1.00

Egg- \$1.00

Cold Cans

Coke

Coke Zero

Lemonade

Solo

Sunkist

Kola Beer

Ginger Beer

\$2.50

Water

600ml

\$2.50

All drinks \$2.00 with every burger

Photos - Bunsen's Burgers food trailer







South West Insurance Services

Southwest Insurance Services Pty Ltd - ABN: 44 162 184 643
As Corporate Authorised Representative CAR# 435120 of
Apollo Risk Services AFSL: 403727 ABN: 60 367 225 615
Level 1, Suite 5, 7 Stirling Street, Bunbury WA 6230
PO Box 629 Bunbury WA 6231
Phone: (08) 9721 2500 Fax: (08) 9721 5473

As per your request, we have arranged the following insurance cover effective from the 27/09/2017. To ensure your protection, we must receive your remittance within 14 days of you receiving this account.

Bunsen Burgers
13596 South Western Highway
ROELANDS WA 6230

TAX INVOICE
This document will be a tax invoice for GST when you make payment

Invoice Date: 27/09/2017
Invoice No: 66673
Our Reference: BUNSEN BUR

Should you have any queries in relation to this account, please contact your Account Manager Paul Burns

Class of Policy: Business Insurance
Insurer: Insurance Australia Limited (T/as CGU)
GPO Box 2005, MELBOURNE VIC 3001
ABN: 11 000 016 722
The Insured: Donald Legge

NEW POLICY
Policy No: 15T0234045
Period of Cover:
From 27/09/2017
to 30/09/2018 at 4:00 pm

Details: See attached schedule for a description of the risk(s) insured

2017/2018 Liability Insurance

YOUR DUTY OF DISCLOSURE
PLEASE READ IMPORTANT NOTICE OVERLEAF

NON-DISCLOSURE

If you fail to comply with your duty of disclosure, the Insurer may be entitled to reduce the liability under the Contract in respect of a claim or may cancel the Contract. If your non-disclosure is fraudulent, the Insurer may also have the option of avoiding the Contract from its beginning.

APOLLO RISK SERVICES PTY LTD subscribe to the Financial Ombudsman Service Australia (FOS) which is a free consumer service and the Insurance Brokers Code of Practice. Further information is available from our office or ring FOS on 1800 367 287 or visit www.fos.org.au. Clients who are not fully satisfied with our services, should contact our Customer Relations / Complaints Officer on (08)92283332.

Your Premium:

Table with 6 columns: Premium, UW Levy, Fire Levy, GST, Stamp Duty, Broker Fee. Values: \$378.09, \$0.00, \$0.00, \$43.49, \$41.59, \$56.83

TOTAL Aud \$520.00

(A processing fee applies for Credit Card payments)



Please turn over for further payment methods and information.



Biller Code: 20362
Ref: 4045258191823718



Pay by credit card (Visa, Mastercard, Amex or Diners) at www.deft.com.au or Call 1300 78 11 45. A surcharge may apply. DEFT Reference Number: 4045258191823718



For payments by cheque see reverse.

Apollo Risk Services Pty Ltd
Our Reference: BUNSEN BUR
Invoice No: 66673
Due Date: 27/09/2017

Table with 2 columns: Description, Amount. Rows: Premium (\$378.09), U'writer Levy (\$0.00), Fire Levy (\$0.00), GST (\$43.49), Stamp Duty (\$41.59), Broker Fee (\$56.83)

AMOUNT DUE Aud \$520.00



*498 404525 08191823718

IMPORTANT INFORMATION

POLICY

This notice refers to a contract of insurance that you have entered into via our company. You should refer to your policy document for the full terms and conditions applicable and you should read them carefully. Should any doubts arise as to the scope of cover provided, please contact us for an explanation.

YOUR DUTY OF DISCLOSURE

Before you enter into a contract of general insurance and up until the commencement of the insurance, you have a duty, under the Insurance Contracts Act 1984, to tell the underwriter of anything that may affect the underwriters' decision whether to insure you and on what terms. You must tell the underwriter about anything that you know, or could be reasonably expected to know taking into account the nature and extent of the insurance cover to be provided and the class of persons who would ordinarily be expected to apply for such insurance cover.

For Eligible Contracts (Eligible Contracts involve individuals purchasing insurance for motor vehicles with carrying capacity under 2 tonne, motorcycle, home building and contents, residential strata, travel, personal accident and sickness and consumer credit) the above duty only applies to questions asked of you by the underwriter. In answering any such questions you must tell them anything that you know and that a reasonable person in the circumstances would include.

You have the same duty before you renew, extend, vary or reinstate an insurance contract. You do not need to tell the underwriter anything that:

- reduces the risk to be insured or that is of common knowledge;
- the underwriter knows or, in the ordinary course of business, ought to know;
- the underwriter has waived your duty to tell them about.

RETAIL CLIENTS

Under the Corporations Act 2001 and associated Regulations Retail Clients are provided with additional levels of protection from other insurance purchasers. The Act defines Retail Clients as:

Individuals or a small manufacturing business employing less than 100 people or any other business employing less than 20 people.

And that are being provided a financial service or product that relates to the following insurance covers:

Motor Vehicle (under 2 tonne), Home building, contents, personal and domestic, Sickness and Accident or Travel, Consumer Credit and other classes as prescribed by regulations.

WHAT ADVICE IS BEING PROVIDED (RETAIL CLIENTS ONLY)

If you are a RETAIL CLIENT (refer above) and a Statement of Advice has not been provided to you with this invoice then the advice that we are giving you related to this transaction is General Advice.

General Advice is advice that has been prepared without considering your current objective's, financial situation or needs. Therefore, before acting on this advice, you should consider the appropriateness of the advice having regard to your current objective's, financial situation or needs.

If the advice provided relates to the acquisition or possible acquisition of a new insurance policy and the underwriter has prepared a Product Disclosure Statement (PDS) we will have attached the PDS for your review. You should consider the PDS prior to making the decision to purchase this product. Further information regarding the income we have been paid by the underwriter for this transaction is available upon request.

AVERAGE / CO-INSURANCE

It is most important that the Sum Insured you select is adequate to represent the value of the insured property and is calculated in accordance with the cover being arranged. Otherwise, you will be under-insured and in terms of the Average / Co-insurance provisions of your policy, you may be responsible for paying part of the loss you actually suffer.

CANCELLATION

If you cancel this insurance prior to the expiry date, we will be entitled to retain such proportion of any broker's fee and/or commission that relate to the unexpired period of insurance.

PRIVACY ACT

The Privacy Act 1988 requires us to inform you on how we collect, use and disclose your personal information. A copy of our Privacy Policy Statement is available on request from our office or from our Website.

COOLING OFF

All Retail Products are subject to a 14-day "cooling off period". This means that if you are not happy with a Retail Product, you have 14 days to withdraw from the new contract at no cost to you other than our broker's fee, which is not refundable.

SUBROGATION

You are warned that should you become a party to any agreement that has the effect of excluding or limiting your underwriter's ability to recover from a third party, your underwriters may have the right to refuse to indemnify you for such loss where it is shown that your underwriter's rights of recovery have been prejudiced by your action.



DEFT is a service of Macquarie Bank



Contact your participating financial institution to make payment directly from your cheque or savings account.

Pay by credit or debit card at www.deft.com.au or by phone on 1300 78 11 45.

Please present page intact at any Australia Post Office.

Detach payment slip and mail with payment to:

Your will be required to enter the Biller Code and BPAY reference number as detailed on the front of your invoice.

Apollo Risk Services Pty Ltd accepts Mastercard, Visa, American Express & Diners Club Cards.

Payments may be made by cash, cheque or EFTPOS.

DEFT Payment Systems Locked Bay 2501 PERTH WA 6001

The phone payment line is a 24-hour service. Calls are charged at the cost of a local call (mobile extra).

Please make any cheques payable to 'DEFT Payment Systems for Apollo Risk Services Pty Ltd'.

Please make cheques payable to 'DEFT Payment Systems for Apollo Risk Services Pty Ltd'.

Please note that receipts will not be issued for mailed payments.

Schedule of Insurance

Class of Policy: Business Insurance	Policy No: 15T0234045
The Insured: Donald Legge	Invoice No: 66673
	Our Ref: BUNSEN BUR

BUSINESS INSURANCE

Insured Name - Donald Legge T/AS Bunsen Burgers

POLICY PREMIUM SUMMARY BY INSURANCE CLASS

Section	Total Premium
1 Property	Not Insured
2 Business Interruption	Not Insured
3 Part A Theft of Property	Not Insured
Part B Money	Not Insured
4 Glass	Not Insured
5 Public Liability	\$337.80
Products Liability	\$119.69
6 Employee Dishonesty	Not Insured
7 Machinery	Not Insured
Pressure Equipment	Not Insured
Goods in Cold Chambers	Not Insured
8 Part A Computer Systems /	
Electronic Equipment	Not Insured
Part B Business Interruption	Not Insured
9 General Property	Not Insured
10 Taxation Investigation	Not Insured

COVER DETAILS

IBNA BUSINESS INSURANCE PACKAGE

IBNA BUSINESS INSURANCE

SECTION 5 - LIABILITY

	LIMIT OF INDEMNITY

Public Liability	
The Business - Mobile Food Van Operation	
Limit of Indemnity	\$20,000,000
Property in Physical or Legal Control	\$250,000
Products Liability	
Limit of Indemnity	\$20,000,000
Property Damage Excess	\$500
Property in Physical or Legal Control	
Excess	\$500

POLICY VARIATIONS AND EXTENSIONS

IBNA BUSINESS INSURANCE PACKAGE

The IBNA Business Insurance Package Wording applies to this policy.

Variations and Extensions may apply to this policy. These Variations and Extensions may be noted under the relevant Policy Section of this Schedule and/or detailed below.

Policy Variations & Extensions:

Schedule of Insurance

Class of Policy: Business Insurance	Policy No: 15T0234045
The Insured: Donald Legge	Invoice No: 66673
	Our Ref: BUNSEN BUR

IMPORTANT NOTICES

Policy Amendments

These amendments should be read in conjunction with your policy booklet as the terms described now form part of your policy.

THE WAY WE HANDLE YOUR PERSONAL INFORMATION

We collect personal information from you for the purpose of providing you with insurance products, services, processing and assessing claims.

You can choose not to provide this information, however, we may not be able to process your requests.

We may disclose information we hold about you to other insurers, an insurance reference service or as required by law. In the event of a claim, we may disclose information to and/or collect additional information about you from investigators or legal advisors.

If you wish to update or access the information we hold about you, contact us.

WORKERS COMPENSATION

Workers Compensation Insurance is compulsory if you have employees. Separate cover can be arranged in those states where legislation permits.

CHANGE OF INSURER - ENDORSEMENT:

This endorsement is dated 01 August 2017 and will apply to all policies taken out, or with a renewal effective date, on or after this date.

The information in this endorsement should be read with the last Policy You received for the Policy specified in your Policy Schedule and any other applicable endorsement.

Changes to your Policy:

Your Policy is amended by the following:

Change 1: Change to details of CGU Insurance Limited ABN 27 004 478 371 AFS Licence No. 238291

All references to "CGU Insurance Limited ABN 27 004 478 371 AFS Licence No. 238291" are deleted and replaced by "Insurance Australia Limited ABN 11 000 016 722 AFSL 227681 trading as CGU Insurance".

Change 2: Change to details of CGU Insurance Limited

All references to "CGU Insurance Limited" are deleted and

Schedule of Insurance

Class of Policy: Business Insurance	Policy No: 15T0234045
The Insured: Donald Legge	Invoice No: 66673
	Our Ref: BUNSEN BUR

replaced by "Insurance Australia Limited trading as CGU Insurance".

Insurer
Insurance Australia Limited
ABN 11 000 016 722 AFSL 227681 trading as CGU Insurance

Schedule of Insurance

Class of Policy: Business Insurance	Policy No: 15T0234045
The Insured: Donald Legge	Invoice No: 66673
	Our Ref: BUNSEN BUR

**GENERAL ADVICE WARNING
RETAIL CLIENTS**

Under the Corporations Act 2001 Retail Clients are provided with additional levels of protection from other insurance purchasers. The Act defines Retail Clients as:

Individuals or a small manufacturing business employing less than 100 people or any other business employing less than 20 people.

And that are being provided a financial service or product that relates to the following insurance covers:

Motor Vehicle (under 2 tonne), Home building, contents, personal and domestic, Sickness and Accident or Travel, Consumer Credit and other classes as prescribed by regulations.

IMPORTANT NOTICE – WHAT ADVICE IS BEING PROVIDED (RETAIL CLIENTS ONLY)

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General Advice is advice that has been prepared without considering your current objective's, financial situation or needs. Therefore, before acting on this advice, you should consider the appropriateness of the advice having regard to your current objective's, financial situation or needs.

If the advice provided relates to the acquisition or possible acquisition of a new insurance policy you should consider the enclosed PDS prior to making the decision to purchase this product. Information regarding the income we have been paid by the insurer for this transaction is available upon request.



Food Act 2008

Section 110(6)

CERTIFICATE OF REGISTRATION OF A FOOD BUSINESS

This is to certify that the following business

BUNSEN'S BURGERS

Operated by LANA WEST & DONAL LEGGE

Is registered as a

MEDIUM RISK FOOD PREMISES

In respect of the following premises:

13596 SOUTH WESTERN HIGHWAY, ROELANDS
VEHICLE REGISTRATION: 1TFG083

This registration is subject to compliance with the following conditions:
Business Owner Shall:-

- (i) Full compliance with the requirements of the Food Act 2008, Food Regulations 2009
- (ii) Full compliance with the Food Safety Standards 3.1.1; 3.2.2 and 3.2.3 of Chapter 3 of the ANZFA Food Standards Code.

Dated this 21st September 2017



PRINCIPAL ENVIRONMENTAL HEALTH OFFICER

SHIRE OF DARDANUP**MINUTES OF THE SHIRE OF DARDANUP LOCAL EMERGENCY MANAGEMENT COMMITTEE MEETING HELD ON THURSDAY 16 NOVEMBER 2017, AT SHIRE OF DARDANUP – EATON ADMINISTRATION CENTRE, COMMENCING AT 10.00AM.****1 DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS**

Chief Executive Officer, Mr Mark Chester declared the meeting open at 10.00am, welcomed those in attendance and referred to the Disclaimer and the Affirmation of Civic Duty and Responsibility on behalf of Councillors and Officers:

Acknowledgement of Country

The Shire of Dardanup wishes to acknowledge that this meeting is being held on the traditional lands of the Noongar people. In doing this, we recognise and respect their continuing culture and the contribution they make to the life of this region by recognising the strength, resilience and capacity of Gnaala Karla Booja people in this land.

Affirmation of Civic Duty and Responsibility

Councillors and Officers of the Shire of Dardanup collectively declare that we will duly, faithfully, honestly and with integrity fulfil the duties of our respective office and positions for all the people in the district according to the best of our judgement and ability. We will observe the Shire's Code of Conduct and Standing Orders to ensure efficient, effective and orderly decision making within this forum.

Committee members acknowledge that only the Chief Executive Officer or a member of the Shire of Dardanup staff appointed by the Chief Executive Officer is to have contact with consultants and suppliers that are appointed under contract to undertake the development and implementation of projects.

The exception to this Policy is when there is a meeting of the committee or working group with the consultant and the Chief Executive Officer or the Chief Executive Officer's representative is present.

Members of committees acknowledge that a breach of this Policy may result in a request to Council to have them removed from the committee.

Emergency Procedure

In the event of an emergency, please follow the instructions of the Chairperson who will direct you to the safest exit route. Once outside, please proceed to the Assembly Area points located to the western side of the front office car park near the skate park and gazebo where we will meet (and complete a roll call).

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

2.1 Attendance

Mr Mark Chester	-	Chief Executive Officer/Presiding Officer
Snr Sgt Mark Smith	-	WA Police/ Deputy Chairperson
Mr Luke Botica	-	Director Engineering & Development Services
Mrs Erin Hutchins	-	Coordinator Emergency & Ranger Services
Mr Murray Halden	-	Senior Ranger
Mr Barry Cox	-	Principal Works Supervisor
Mr Anton Manning	-	Senior OSH Coordinator
Mr Ben Jordan	-	Manager Recreation Centre
Mrs Roma Boucher	-	Department of Communities
Mr Tim Hutton	-	DBCA – Parks & Wildlife
Mrs Debbie Leverington	-	Telstra
Mr Peter Buckley	-	Water Corporation
Mr Craig Beswick	-	Department of Fire & Emergency Services – Fire
Mrs Lauren McDonnell	-	Department of Fire & Emergency Services
Mr Andy Wright	-	Department of Fire & Emergency Services [10.27am]
Mr Mick Sheaf	-	Atco Gas
Mr Paul Sanderson	-	Lions Club – Observer
Mr Wal Van Nierop	-	Lions Club - Observer
Mrs Peta Nolan	-	Executive Governance Officer
Mr Brian Smith	-	Department of Primary Industries & Regional Development

2.2 Apologies

Cr M T Bennett	-	Elected Member
Cr. James Lee	-	Elected Member
Cr. Patricia Perks	-	Elected Member
Mr Vik Cheema	-	State EMC Committee
Mr Andrew Dow	-	TransWA
Ms Fiona Sargent	-	MainRoads WA
Mr Alan Roberts	-	MainRoads WA
Mr John Carter	-	Department of Fire & Emergency Services – Fire
Mr Kyle Hulls	-	Department Parks and Wildlife
Ms Nicky Waite	-	Water Corporation
Mr David Holthouse	-	Water Corporation
Mr Shane Bolton	-	Bunbury Hospital
Ms Robin Vanrensberg	-	Western Power
Ms Jelica Grbic	-	Department of Communities

3. ELECTION OF CHAIRPERSON & DEPUTY CHAIRPERSON

3.1 Election of Chairperson

Nominations for the position of Chairperson were given to Mr Mark Chester who was the Presiding Officer for the election in writing [forms available from the Presiding Officer].

The position of Chairperson will expire on the October 2019 being the date of the next ordinary election Local Government Act 1995 2.28(2) Item 12.

The nominee is to accept the nomination in writing to the position of Chairperson.

If more than one person is nominated, voting is to be conducted by secret ballot, with the candidate that receives the greater number of votes being elected.

Discussion:

Cr Mick Bennett was nominated for the position of Chairperson by Cr James Lee, Mr Bennett accepted the nomination.

As there were no other nominations Cr Mick Bennett was declared as Chairperson.

3.2 Election of Deputy Chairperson

Nominations for the position of Deputy Chairperson are to be given to the Chairperson in writing [forms available from the Presiding Officer].

The position of Deputy Chairperson will expire in October 2019 being the date of the next ordinary election Local Government Act 1995 2.28(2) Item 12.

The nominee is to accept the nomination in writing to the position of Deputy Chairperson.

If more than one person is nominated, voting is to be conducted by secret ballot, with the candidate that receives the greater number of votes being elected.

Discussion:

Snr Sgt Mark Smith was nominated for the position of Deputy Chairperson by Mr Murray Halden, Snr Sgt Mark Smith accepted the nomination.

As there were no other nominations Snr Sgt Mark Smith was declared as Deputy Chairperson.

In the absence of the Chairperson the Deputy Chairperson, Snr Sgt Mark Smith assumed the Chair.

DECLARATION

Following due process as per Section 5.12 and Schedule 2.3 of the Local Government Act 1995 the following people are declared:

Cr Mick Bennett - Chairperson
Snr Sgt Mark Smith - Deputy Chairperson

of the Local Emergency Management Committee.

4. PETITIONS/DEPUTATIONS/PRESENTATIONS

None.

5. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

5.1 Local Emergency Management Committee Meeting Held 18 May 2017

LOCAL EMERGENCY MANAGEMENT COMMITTEE RESOLUTION

LEM 07-17 MOVED - Murray Halden SECONDED - Anton Manning

THAT the Minutes of the Local Emergency Management Committee Meeting held on 18 May 2017, be confirmed as true and correct subject to no corrections.

CARRIED

6. ANNOUNCEMENTS OF MATTERS FOR WHICH MEETING MAY BE CLOSED

None.

7. QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN

None.

8. DECLARATION OF INTEREST

Discussion:

Chairperson, Snr Sgt Mark Smith asked the Committee if there were any Declarations of Interest to be made.

There was no response.

9. REPORTS OF OFFICERS

9.1 *Title: Update Report from Shire of Dardanup*

Reporting Department: Engineering & Development Services

Reporting Officer: Mrs Erin Hutchins - Coordinator Emergency & Ranger Services

*Legislation: Local Government Act 1995
Emergency Management Act 2005*

(In the interest of time efficiency report to be accepted as presented, not read aloud at the meeting)

- Acronyms & Terms

There have been no amendments or additions to the emergency management list of acronyms or terms.

- Confirmation of LEMA Contact Details and Key Stakeholders

An electronic copy of the Shire of Dardanup LEMA contact and key stakeholder details is available upon request.

It is requested that any changes to contact and key stakeholders details are notified as soon as possible to the Shire of Dardanup via records@dardanup.wa.gov.au.

- Committee Membership & Resources

There are no new membership requests at this time.

- Status of Local Emergency Management (Recovery) Arrangements (LEMA)

The Shire of Dardanup LEMA was adopted by Council at its Ordinary Council meeting held 1 April 2016. Now that the Recovery Exercise (AWARE) has been completed, a review of the Arrangements will be conducted after the consultant report has been received, which will identify areas of improvement.

- Exercises that Tested the LEMA

The Shire of Dardanup Recovery Exercise was held on 8 September 2017. The exercise was written by Chris Widmer ESM – Plan-It Consulting and facilitated with the assistance of Vik Cheema DEMA SW and Lewis Winter from WinterActive. The

exercise was attended by Shire staff and the Shire President – Cr Mick Bennett. It provided an opportunity for participants to consider how they will assist with recovery in the event of an incident. We received some good feedback on the day that will allow for improvements to be made to the Arrangements, as well as further training opportunities identified to ensure staff are confident in their roles and responsibilities. The consultant's report that will be provided in November will identify the areas requiring improvement.

- Sub-Committees or Working Groups - Nil to report.
- Projects Undertaken - Nil to report.
- Key Achievements - Nil to report.
- Local Training Needs or Opportunities - Nil to report.
- Funding Opportunities - Nil to report.
- Incident Support Group Activations/ Incidents - Nil to report.
- Emergency Risk Management Processes/Treatment Strategies

In 2013, the Office of Emergency Management (OEM) initiated the State Risk Project, which was designed to gain a comprehensive and consistent understanding of the risks faced at state, district and local levels.

As part of the local level stage of the project, the Shire of Dardanup was successful in obtaining AWARE funding to assist with this part of the project. Through the OEM, we participated in the south west joint ERM workshops. The workshop dates identified were:

1. Tuesday 29 August 2017 – Storm and Flood
2. Tuesday 3 October 2017 – Electricity Supply Disruption and Human Epidemic

In 2018, the Shire will also participate in two further workshops, Plant Biodiversity and Fire.

The project will enable the development of Emergency Risk Management Plans that identify long term appropriate and cost-effective measures to be put in place to mitigate those risks associated with the hazards and ultimately increase the resilience of our community to natural disasters. The Shires Local Emergency Management Arrangements (LEMA) will also be updated to reflect the findings.

- Post Incident / Exercise Reports - Nil to report.
- Completion of Annual and Preparedness Report Capability Survey

The 2017 Annual and Preparedness Report Capability Survey request was received by the Shire of Dardanup on Thursday 5 May 2017. This was completed and submitted (via an online survey) prior to the due date of 14 June 2017.

The 2017-2018 LEMC Annual Business Plan was completed in preparation for the August meeting, however as the meeting was cancelled due to the Shire's and other member's involvement in the State Risk Project, the Plan is now presented to this meeting. Please find the plan attached at (Appendix LEMC 9.1).

Discussion:

Coordinator Emergency & Ranger Services, Mrs Erin Hutchins further advised that the Recovery Exercise Report had been received with recommendations. These will be used to review, update and improve the current recovery arrangements.

Mrs Hutchins also briefly outlined the contents of the LEMC Annual Business Plan and sought the endorsement of the Committee.

LOCAL EMERGENCY MANAGEMENT COMMITTEE RESOLUTION

LEM 08 -17 MOVED – Brian Smith SECONDED – Anton Manning

THAT the Local Emergency Management Committee recommends that Council endorses the 2017-2018 LEMC Annual Business Plan (LEMC Appendix 9.1).

CARRIED

- South West Emergency Management Alliance (SWEMA)

The next SWEMA meeting is scheduled for Tuesday 21 November 2017 at the City of Bunbury.

- Seasonal review – Fire Season Preparedness – Nil to report

Refer DFES representative report.

- Seasonal Review – Storm Season Preparedness – Nil to report

9.2 Title: Agency Reports - Various

Reporting Department: Various

Reporting Officer: Various

Legislation: Local Government Act 1995
Emergency Management Act 2005

(In the interest of time efficiency report to be accepted as presented, not read aloud at the meeting)

Background

Each agency is invited to provide the meeting with a report of their activities for the benefit of the committee.

❖ **Office of Emergency Management – Mr Vik Cheema**

- Letter to Shire from Office of Emergency Management re Pre-Season Preparedness (Appendix LEMC: 9.2)

Discussion:

In the absence of Mr Vikram Cheema, Coordinator Emergency & Ranger Services, Mrs Erin Hutchins advised that the Shire has received the abovementioned letter highlighting recovery and local government responsibilities. She advised that the Shire makes the arrangements available on its website and also promotes recovery to householders through the website.

Chief Executive Officer, Mr Mark Chester advised he attended the District Emergency Management Committee meeting in Busselton where there was a high level of state government representation. At this meeting there was a presentation of preparedness and there was also discussion around service provision whereby Water Corporation advised that communities should be aware that there may be difficulties with accessing water in an emergency. Additionally Western Power advised that they may not be able to provide power at times.

❖ **Department of Communities**

**SOUTH WEST DISTRICT EMERGENCY SERVICES OFFICER'S
QUARTERLY REPORT
2nd Quarter – 01 October to 31 December 2017**

1. I have recently attended the following events:

- State Risk Project workshops for Group A LG's –
 - Tuesday 29 August on Flood and Storm Emergency; and
 - Tuesday 3 October on Electricity Supply Disruption and Human Epidemic
- Staff from our ES Unit in Perth and DESO's from around the state had a pre-season catch-up in Perth on 25 and 26th October, items reviewed were:
 - Exercise 'Steak Knives', based on an earthquake event in the city and our capacity to deal with a large emergency event
 - Mindfulness workshop by HBF
 - AllMS awareness training by Allan Riley, DFES
 - Review and discussion of the draft State Welfare Plan and Disaster Information Support and Care Centre (DISCC) plan
 - General discussion items
- Natural Hazards Management Conference NHMC10 (2 days) and Recovery workshop in Perth.

2. In February this year, I included in my report information on the Equine Evacuation Centre Workshop and associated Project summary and Map of Public Equestrian facilities in the Peel and South West Districts. At the NHMC, the winners of the

Resilient Australia awards were announced and this project won the Local Government Award.

3. Narelle Davey, Team Leader from our Bunbury office and potential Local Welfare Centre Coordinator for the Shire of Dardanup, is on secondment to Broom until February 2018. Hence, Jelica Grbic is acting in her position at Bunbury and was the Local Welfare Centre Coordinator yesterday.

4. Last Thursday I wrote and facilitated an exercise at Boyup Brook for our Collie Office; and I'm currently working on arrangements for our Busselton office. Yesterday, a similar exercise was held with Shire of Dardanup at the Eaton Recreation Centre, this was our Bunbury office exercise and in conjunction with Bethanie Esprit Village who were practicing their emergency evacuation plan.

Attendees were:

- Manager and 56 residents from Bethanie;
- 12 Local Government staff; WA Police; DFES and CLU; CWA, ADRA and ARC worked on SWEET scenario cards relative to their agencies
- Morning tea was monitored by CWA Eaton and the Lions Club of Australind provided lunch.

Information will be collated from the role cards and feedback forms to provide an exercise report which will be shared with our Emergency Services Unit and the Shire of Dardanup's LEMC. This information also assists to improve the format for exercises in the future.

Discussion:

Mrs Roma Boucher advised that on 3 July 2017 the Department along with a number of other departments became the Department of Communities. Changes will take time to roll out. The Emergency Services Unit has become its own Directorate. A benefit to the Directorate is that over time a wider pool of staff will be able to be accessed across the department if required. Mrs Boucher further advised that she has updated her report and will forward it through for distribution.

❖ **Department of Primary Industries & Regional Development**

Discussion:

Mr Brian Smith advised that they have also undergone a name change. There are no major incidents to report. The Department has been working on the emergency management training of 15 staff at a local level in preparation for the bushfire season.

❖ **Department of Fire & Emergency Services (DFES)**

Discussion:

Mrs Lauren McDonnell advised that she is the DFES Community Preparedness Officer for the Southwest. In June the Wellington Mills Bush Fire Brigade was selected as a priority for engagement to work on preparedness. A workshop was held and the group was split into four Bushfire Ready Groups. The aim

was to encourage neighbours to work together on their plans. A second meeting will be held on Saturday 25 November 2017.

Mrs McDonnell also advised that a new package is available called the 5 Minutes Fire Chat program which includes a new promotional flyer and Toolkit. It was advised that the toolkit is available online at www.dfes.wa.gov.au/firechat. The package was presented to the Dardanup Bush Fire Advisory Committee and was well received. She advised that overall the Shire of Dardanup team has been very good to work with and were to be commended on their efforts.

Mrs Erin Hutchins also advised that a presentation was held about Stories from the Fireground (Shire of Harvey) at the Eaton Library at which time Mr Murray Halden and Mrs McDonnell spoke about compliance and the preparedness resources. Approximately 20 people attended. The Shire of Harvey President Tania Jackson and the editor of the book made the presentation.

❖ **Department of Biodiversity, Conservation & Attractions**

Discussion:

Mr Tim Hutton advised of the name change and advised that the Department is operating as business as usual and he reported as follows:-

- There have been six fires in the past week.
- The Spring burn season has ended.
- The team is currently preparing for the fire season.
- Heavy machinery is being upgraded.
- Water bombers will come to Bunbury on 20 December 2017 which is the same time as last year. Same locations as last year.

Note: Mr Andy Wright joined the meeting at 10.27am.

❖ **WA Police Force**

Discussion:

Snr Sgt Mark Smith advised that there has been a name change from Police Service to Police Force. He advised over the past six months police have attended some major road trauma incidents and respondents have been excellent.

Police have been attending workshops in Bunbury. They have also attended a meeting last Tuesday at Margaret River where there was an attendance of the leadership group from government. There was a desktop exercise for road closures.

WA Police are well prepared for emergency events. There is a Level 2 and Level 3 Response Plan in place. There is a good response capacity and agencies are working well together.

Snr Sgt Smith also advised that he had attended a weather presentation at which time it was advised that there will be a normal summer.

He advised it is great to see exercises happening in the area. Reminder to agencies that when exercises are planned please advise him of the exercise so that he can contribute in his capacity as the Local Emergency Coordinator.

- ❖ **Western Power** - No Report.
- ❖ **Main Roads** - No Report.
- ❖ **Department of Transport** - No Report.
- ❖ **Water Corporation**

Discussion:

Mr Peter Buckley advised that they have been undertaking routine work. He issued a reminder for residents to be educated not to rely on scheme water in a disaster. The Dardanup townsite would be particularly affected in the event of an emergency.

An emergency desktop exercise has been planned for 30 November 2017 at the Bunbury Tower. The exercise will consist of a failure at Harris Dam which will be a significant exercise. Invitations will be sent out to participants.

- ❖ **WA Country Health Service** - No Report.
- ❖ **TransWA** - No Report.
- ❖ **Aqwest** - No Report.
- ❖ **Atco Gas**

Discussion:

Mr Mick Sheath introduced himself as the new Supervisor for Atco Gas. He will be attending the meeting in future.

- ❖ **Australian Rail Group** - No Report.
- ❖ **St John Ambulance** - No Report.
- ❖ **Telstra**

Discussion:

Ms Debra Leverington reported Telstra had a recent issue at Dardanup Exchange due to the mains being turned off for Western Power works. This affected the Ferguson exchange and Ferguson mobile tower. A positive outcome of this outage is that new maintenance on the towers is being undertaken. This will provide 6 – 8 hours of reserve – depending on the draw at the time. This back up power is only for temporary use and allows time for generators to be brought to site.

Ms Leverington also advised the following:

- That the new Wellington Mills tower is being scheduled for completion in February 2018. The Lowden Tower is already operational.
- Telstra staff recently attended a DFES meeting and presented how Telstra will deal with an emergency situation. If it is a fire zone they are not able to have access. A reminder was issued to the group that mobile phones are affected in an emergency.
- With the transition to NBN it is advisable for members to visit www.nbnco.com.au which will provide you with information including about the power in an emergency.
- It was suggested that a representative from NBN Co attend a LEMC meeting to provide further information.

Mr Mark Chester advised that the issue of telecommunications was raised at South West District Emergency Management Committee meeting as a serious issue for community in an emergency.

There was general discussion about generators. Ms Leverington advised that in the event of an emergency Telstra has arrangements in place for the sourcing of generators and equipment. They would not require local government assistance.

Mrs Roma Boucher advised that in the incidents that she has been involved in Telstra has provided their own equipment.

Snr Sgt Mark Smith advised that he had recently attending a Risk Workshop where there was also discussion about the need for power to the towers being critical.

❖ Eaton Lions Club

Discussion:

Mr Paul Sanderson advised that the cool room checks on the van are complete. The van will be ready for this fire season.

Snr Sgt Mark Smith thanked the Lions Club for their ongoing support.

10. ELECTED MEMBER MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

None.

11. NEW BUSINESS OF AN URGENT NATURE**11.1 Title: District Officer for Emergency Management - DFES****Discussion:**

Mr Andy Wright introduced himself as the District Officer for Emergency Management for DFES. His aim is to get to as many links with the communities as possible and will be attending LEMC meetings when he can. He advised of the importance to still keep links with District Officers who usually attend the meetings.

He is hoping to be able to assist with the development of LEMC exercises in the future.

Season Synopsis

Mr Wright advised that the state is coming out of the fifth driest recorded winter. There has been an unexpected wet end to the winter which has increased the fuel load.

DFES has started to introduce more burning than in the past as there are more officers trained in this area.

There is a dedicated team on call which currently has 72 people listed. This team will be mobilised for higher level 2 incidents. Local Government has been relied on to provide personnel.

High season vehicles are available and are in addition to the current equipment available in the South West. They will be deployed across the regions for the season, as required.

DFES are following up the possibility of a bulk water tanker for the area and the location of one. Mr Tim Hutton advised that there is a 20,000 litre bulk water tanker and sea containers in Collie.

There is a Fire Control Officer and Chiefs meeting at Harvey Brunswick Football Club this Saturday 18 November 2017, 9.30am to 3.30pm. This meeting will provide an opportunity to prepare for the season.

Mr Murray Halden advised that Dardanup has taken delivery of a high season vehicle.

The Season Synopsis Report will be forwarded for distribution.

Snr Sgt Smith welcomed Andrew to the position and advised members that from his past experience of working with him that he will bring a great deal of expertise to the region.

12. MATTERS BEHIND CLOSED DOORS

None.

13. CLOSURE OF MEETING.

The Chairperson advises that the date of the next Local Emergency Management Committee Meeting is to be held at 10am on Thursday 1 February 2018, and will be held at the Shire of Dardanup - Administration Centre Eaton.

There being no further business the Chairperson declared the meeting closed at 10.55am.

Lemclist

Objective 1 GOVERNANCE AND SUPPORT – Maintain effective governance and support arrangements for LEMC and any projects being undertaken.

Outcome	Strategy	Responsibility	Action / result
Agendas, minutes, committee work plans and actions are timely professional and readily identify improved outcomes	1.1 Review and update the Local Emergency Management Arrangements in accordance with SEMP 2.5 and the WA Local Emergency Management Guide	Executive Officer	<ul style="list-style-type: none"> • Arrangements reviewed and endorsed by Council 6 April 2016 (Resolution 80/16) • Ongoing reviews as required with next full review due in 2021.
	1.2 Review and update Local Recovery Management arrangements in accordance with SEMP 2.5	Executive Officer	<ul style="list-style-type: none"> • The Shire of Dardanup LEMA incorporates the Local Recovery Plan. • Arrangements reviewed and endorsed by Council 6 April 2016 (Resolution 80/16) • Ongoing reviews as required with next full review due in 2021.
	1.3 Ensure that all relevant information concerning legislation, policies and other EM matters is provided to LEMC members in a timely manner.	Executive Officer	<ul style="list-style-type: none"> • Standing agenda item for LEMC, with DEMA South West attendance, enabling this information to be disseminated at quarterly meetings. • Some information may be released as it is identified and captured in the following LEMC agenda, or if non-urgent it may be held over for the next LEMC and included in that agenda. • This is also enabled through the membership of the Shire of Dardanup on the SWEMA.

Local Emergency Management Committee Business Plan 2017 - 2018

Outcome	Strategy	Responsibility	Action / result
	<p>1.4 Periodically review the membership of the LEMC To ensure that it reflects significant changes in: distribution and composition of the local population; economic and industrial base of the community; landforms and the biophysical environment; community governance and government service delivery arrangements.</p>	LEMC Members	<ul style="list-style-type: none"> • This strategy will be employed at each LEMC as an Agenda Item to ensure membership includes appropriate personnel and structure as suggested in SEMP Procedure 7. • It is incumbent on all members to ensure they review their own role, capacity and function on the LEMC to satisfy the contemporary needs of the community. • The LEMC will amend the membership if and when required to ensure all requirements are satisfied.
	<p>1.5 Ensure that annual business planning is undertaken in accordance with SEMP 2.6.</p>	Executive Officer	<ul style="list-style-type: none"> • As suggested in SEMP Procedure 7 the Shire of Dardanup LEMC will develop the Annual Business Plan each financial year.
	<p>1.6 Ensure that the Preparedness and Annual report is provided to the DEMC and SEMC as required by SEMP 2.6</p>	Executive Officer	<ul style="list-style-type: none"> • To minimise multiple reporting requirements, the OEM have combined the preparedness and annual reporting questions into one survey. This will fulfil the legislative requirements of the Local Emergency Management Committees (LEMCs), and Hazard Management Agencies (HMAs) as detailed in s.33 and s.40(1) of the <i>Emergency Management Act 2005</i>. • The Shire of Dardanup LEMC will complete the survey by the 14 June of that year.
	<p>1.7 Ensure that the LEMC is administered in a professional manner with timely and effective production of agendas, minutes, plans, communications and reporting as required.</p>	Chair and Executive Officer	<ul style="list-style-type: none"> • Shire of Dardanup Governance staff provide the professional administration support required to ensure the LEMC is administered in a professional manner • The Shire of Dardanup LEMC reflects the Shire of Dardanup Code of Conduct and Customer Service Charter with regard to professionalism, structure, administration and accountability.

Local Emergency Management Committee Business Plan 2017 - 2018

Objective 2 RISK – Develop a comprehensive risk profile for the local government district.

Outcome	Strategy	Responsibility	Action / result
Risk is estimated across all hazards	2.1 Undertake community emergency risk management process and table report at the LEMC and DEMC. Risks to be assessed using the ISO31000:2009 as outlined in the WA Emergency Risk Management Guide.	LEMC members / Executive Officer	<ul style="list-style-type: none"> The Shire of Dardanup LEMC is currently participating in the State Risk Project – Local Level. The project will run for a period of approx. 18-24 months. The project will generate a robust understanding of risks genuinely faced by the Shire of Dardanup and its community. This information will inform appropriate and cost-effective mitigation strategies to lower risk and contribute to building a more resilient community.
	2.2 Encourage LEMC member organisations to promote community awareness and education of hazards (risks) relevant to the local government district.	LEMC members	<ul style="list-style-type: none"> The Shire of Dardanup fully supports and promotes community safety awareness through community education and awareness on behalf of and in support of LEMC membership. Seasonal message sharing through LEMC membership.

Local Emergency Management Committee Business Plan 2017 - 2018

Objective 3 CAPABILITY – Develop a capability profile for the local government district, matched against estimated risk.

Outcome	Strategy	Responsibility	Action / result
Capability, matched against estimated risk, is established across all hazards and affected organisations.	3.1 Complete “Annual Preparedness and Annual Reporting tool” that captures key areas of capability and forward to DEMC executive officer within appropriate timeframes.	LG and LEMC Executive Officer	<ul style="list-style-type: none"> To minimise multiple reporting requirements, the OEM have combined the preparedness and annual reporting questions into one survey. This will fulfil the legislative requirements of the Local Emergency Management Committees (LEMCs), and Hazard Management Agencies (HMAs) as detailed in s.33 and s.40(1) of the <i>Emergency Management Act 2005</i>. The Shire of Dardanup LEMC will complete the survey by the 14 June of that year.
	3.2 Ensure exercises are developed in accordance with SEMP that; <ul style="list-style-type: none"> a) Encourage multi – agency and LEMC member participation b) Assist with understanding of agency’s roles and responsibilities and availability and limitations of resources. c) Test sections of the Local Emergency Management Plan or sub plans. 	LEMC members / Executive Officer	<ul style="list-style-type: none"> At least one multi-agency exercise will be conducted at a LEMC meeting, usually in conjunction with seasonal preparatory campaigns. These enable a shared understanding of member agencies capacities and needs and further enable the capacity of potential ISG activities. With the successful AWARE Grant application, an exercise to test the Shire of Dardanup’s Recovery Arrangements, in response to a civic emergency is planned for mid-July 2017.
	3.3 Review exercise outcomes. Table at LEMC as an agenda item for discussion and action. Table outcomes at DEMC for inclusion in district risk and capability profiles.	LEMC members / Executive Officer	<ul style="list-style-type: none"> At the conclusion of any planned exercise, a debrief report and findings will be tabled at the LEMC for further discussion and review. LEMC endorsed documentation will be forwarded to the DEMC, through the DEMA – South West for their information.
	3.4 Seek opportunities to access appropriate funding programs for emergency management projects.	Executive Officer	<ul style="list-style-type: none"> The Shire of Dardanup has been successful in obtaining AWARE funding to test the Local Emergency Recovery Arrangements.

Local Emergency Management Committee Business Plan 2017 - 2018

			<ul style="list-style-type: none">• The OEM is currently assessing the Shire's AWARE application to assist with the State Risk Project – Local Level.
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Local Emergency Management Committee Business Plan 2017 - 2018

Objective 4 IMPACT – Identify capability gaps through incident analysis and post exercise review.

Outcome	Strategy	Responsibility	Action / result
A systematic process of incident and exercise review exists to identify learnings across vulnerability and capability	4.1 Ensure accurate records are kept of emergency events and exercises (including debriefs and actions coming from them) for reporting to and discussion at the LEMC.	Executive Officer	<ul style="list-style-type: none"> All records from an emergency event or exercise will be shared amongst member agencies (through LEMC) and stored within the Shire of Dardanup's record management system.
	4.2 Capture any learnings, changes and enhancement to processes and plans and update the LEMA and sub plans to reflect these.	Executive Officer	<ul style="list-style-type: none"> As situations present, conduct and record proceedings, decisions and events, including post incident analyses. Update Local Emergency Management & Recovery Arrangements from lessons learnt. All recommendations will be presented to the LEMC for consideration when amendments of the arrangements are required.
	4.3 Ensure all reports (post incident analysis and exercise reports) are tabled at the DEMC for inclusion in district risk and capability profiles	Executive Officer	<ul style="list-style-type: none"> LEMC endorsed documentation will be forwarded to the DEMC, through the DEMA – South West for their information.

Local Emergency Management Committee Business Plan 2017 - 2018

Objective 5 ENGAGEMENT – Promote learning and continual improvement across all EM business and activities within the Local Government District.

Outcome	Strategy	Responsibility	Action / result
Promote learning and continual improvement across the EM Sector	5.1 Develop a process to share and promote learnings from activities , exercises and reviews within your community. Examples include a regular EM newsletter or LEMC communique.	Executive Officer	<ul style="list-style-type: none"> The Shire of Dardanup uses its various media platforms, such as its website and Facebook, to share and promote emergency management activities, exercises and reviews within our community as well as display emergency management topics and issues. The Executive Officer is currently liaising with the Shires Communications Officer about providing a dedicated Emergency Management web page to simplify navigation for the community.
	5.2 Communicate outcomes from the risk management process with your community to promote awareness of key risks.	Executive Officer	<ul style="list-style-type: none"> See above.
	5.3 Seek opportunities for Emergency Management training for members and the community.	Executive Officer	<ul style="list-style-type: none"> The Executive Officer will continually source and seek out EM training opportunities for the LEMC membership, Shire employees and community members.
	5.4 Seek subject matter experts to give presentations on relevant matters to the LEMC.	Executive Officer	<ul style="list-style-type: none"> The Executive Officer will seek subject matter experts to share experiences with the LEMC to enhance the group’s prevention, preparedness, response and recovery (PPRR) for anticipated or possible unplanned events. The opportunity for LEMC membership to share their expertise is presented at every meeting.
	5.5 Seek opportunities to link resources with neighbouring local governments to conduct larger EM exercises or forums addressing areas of similar risks or	Chair and Executive Officer	<ul style="list-style-type: none"> The Shire of Dardanup has membership on the SWEMA and is also part of the MOU between Member Councils of the South West Zone WALGA for the provision of mutual aid during

Local Emergency Management Committee Business Plan 2017 - 2018

	contemporary issues.		<p>emergencies and post incident recovery.</p> <ul style="list-style-type: none"> The Shire of Dardanup is currently participating in the State Risk Project – Local Level. During this, South West - Local Governments will work together to do joint ERM workshops.
	5.6 Links to EM information including research papers, Post incident Analysis (lessons learnt from Australian events, EM news to be circulated to LEMC members	Executive Officer	<ul style="list-style-type: none"> Any EM information will be coordinated and managed by the Executive Officer for presentation to the LEMC as required.

SHIRE OF DARDANUP

MINUTES OF THE SHIRE OF DARDANUP BUREKUP TOWNSCAPE COMMITTEE MEETING HELD ON MONDAY 4 DECEMBER 2017, AT THE BUREKUP HALL – BUREKUP, COMMENCING AT 3.00PM.

1 DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

Director Engineering & Development Services, Mr Luke Botica declared the meeting open at 3.19pm, welcomed those in attendance and referred to the Disclaimer and Affirmation of Civic Duty and Responsibility on behalf of Councillors and Officers:

Acknowledgement of Country

The Shire of Dardanup wishes to acknowledge that this meeting is being held on the traditional lands of the Noongar people. In doing this, we recognise and respect their continuing culture and the contribution they make to the life of this region by recognising the strength, resilience and capacity of Gnaala Karla Booja people in this land.

Affirmation of Civic Duty and Responsibility

Councillors and Officers of the Shire of Dardanup collectively declare that we will duly, faithfully, honestly and with integrity fulfil the duties of our respective office and positions for all the people in the district according to the best of our judgement and ability. We will observe the Shire's Code of Conduct and Standing Orders to ensure efficient, effective and orderly decision making within this forum.

Committee members acknowledge that only the Chief Executive Officer or a member of the Shire of Dardanup staff appointed by the Chief Executive Officer is to have contact with consultants and suppliers that are appointed under contract to undertake the development and implementation of projects.

The exception to this Policy is when there is a meeting of the committee or working group with the consultant and the Chief Executive Officer or the Chief Executive Officer's representative is present.

Members of committees acknowledge that a breach of this Policy may result in a request to Council to have them removed from the committee.

Emergency Procedure

In the event of an emergency, please follow the instructions of the Chairperson who will direct you to the safest exit route. Once outside, please proceed to the Assembly Area points located to the western side of the front office car park near the skate park and gazebo where we will meet (and complete a roll call).

2. RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE PREVIOUSLY APPROVED
2.1 Attendance

Cr Michael Bennett	-	Elected Member
Cr. Janice Dow	-	Elected Member
Cr. Patricia Perks	-	Elected Member [3.26 pm]
Mr Luke Botica	-	Director Engineering & Development Services
Mr Steve Potter	-	Manager Development Services [3.22 pm]
Mr Mick Saunders	-	Manager Assets
Ms Cassie Fry	-	Community
Mrs Peta Nolan	-	Executive Governance Officer

2.2 Apologies

None.

3. ELECTION OF CHAIRPERSON & DEPUTY CHAIRPERSON
3.1 Election of Chairperson

Nominations for the position of Chairperson were given to Mr Luke Botica who was the Presiding Officer for the election in writing.

The position of Chairperson will expire on the October 2019 being the date of the next ordinary election Local Government Act 1995 2.28(2) Item 12.

The nominee is to accept the nomination in writing to the position of Chairperson.

If more than one person is nominated, voting is to be conducted by secret ballot, with the candidate that receives the greater number of votes being elected.

Discussion:

Cr Mick Bennett was nominated for the position of Chairperson by Cr Janice Dow, Mr Bennett accepted the nomination.

As there were no other nominations Cr Mick Bennett was declared as Chairperson.

Cr Mick Bennett assumed the Chair.

3.2 Election of Deputy Chairperson

Nominations for the position of Deputy Chairperson were given to the Chairperson in writing.

The position of Deputy Chairperson will expire in October 2019 being the date of the next ordinary election Local Government Act 1995 2.28(2) Item 12.

The nominee is to accept the nomination in writing to the position of Deputy Chairperson.

6. ANNOUNCEMENTS OF MATTERS FOR WHICH MEETING MAY BE CLOSED

None.

7. QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN

None.

8. DECLARATION OF INTEREST

Discussion:

Chairperson, Cr. M T Bennett asked the Committee if there were any Declarations of Interest to be made.

There was no response.

Note: Cr P Perks joined the meeting at 3.26pm

9. REPORTS OF OFFICERS AND COMMITTEES

9.1 *Title: Improvement Requests - Burekup Town*

Reporting Department: Engineering & Development Services

Reporting Officer: Mr Luke Botica - Director Engineering & Development Services

Legislation: Local Government Act 1995

Officer Comment

A request was received from Cr Janice Dow for the Shire to consider a number of capital works and maintenance items for the town of Burekup. It was deemed appropriate that these items were referred to the Burekup Townscape Committee for discussion, consideration and planning.

The items as received are listed below:-

McCaughan Park Facilities	Upgrades and maintenance including Iron staining and further discussion regarding location and lease agreement with the Public Transport Authority (railway reserve)
Improvement to amenities along Russell Road	(in particular near McCaughan Park and Burekup Shop)
Improvements to Paving	(in particular along Russell Road)
Improvements to Lighting	(in particular along Russell Road)
Town entry statement	Consideration of upgrades to the town entrance

It is suggested that consideration be given to the need to develop a master plan for public amenities at Burekup. A well-developed master plan adopted by Council will form the framework for the development of concept plans for public open spaces from which projects will be programmed in the Shire's Parks & Reserves and Buildings 10-Year Upgrade and Expansion Plans (these form part of the Shire's Strategic Financial Plan).

Discussion:

Cr Dow advised that overall the community do not want many changes to the town, however they would like to see improvements in maintenance and upgraded facilities. A petition is currently being distributed regarding the lighting in the town.

Cr Dow acknowledged that the Shire needs to implement the outcomes of the Community Strategic Plan and that feedback regarding the list of maintenance items has been received from Mr Luke Botica, Director of Engineering and Development Services.

Director Engineering & Development Services, Mr Luke Botica discussed the need for the development of a master plan for Burekup. The Shire is currently in the process of community consultation to develop a master plan for the town of Dardanup. The master plan will be the overarching plan for the replacement, upgrade and expansion of facilities. The plans will look beyond replacing facilities "like for like" and will provide for improvements in design and location. The development of a Burekup Master Plan will consider forward planning for such facilities as public toilets, barbecues, footpaths and lighting. This is currently lacking in Shire towns. Mr Botica commented that the Burekup Plan could be achieved internally rather than appointing consultants for the project.

Cr Mick Bennett advised that the master plan must be backed by the community.

Cr Bennett advised that in his term as Shire President the Burekup town has been considered for each budget, however the community has not requested any changes or upgrades to facilities. The Shire has worked with the school in the past to achieve outcomes. Burekup has limped along for a number of years and a master plan is an excellent opportunity to plan for the future.

Cr Dow advised that the main issues are the lack of street lighting and footpaths. Another major issue is the lack of public transport. Cr Dow advised that she has been in contact with Public Transport Authority and they are currently undertaking a survey that includes the Burekup community.

Community Member, Ms Cassie Fry informed the Committee that she is the new President of the Burekup & Districts Country Club and is working hard to engage the community and open the facility to all. Membership has increased by 80 people in the past six months.

Cr Bennett advised that the current population of Burekup is 800.

Cr Dow advised that she would also like to see a safety fence along the railway line.

Further to this Cr Bennett commented about future plans for the railway line to become a dual track. There is an opportunity to take noise out of the town and look at traffic separation. There are most likely plans prepared already. He advised he is keeping an eye on developments. It is suggested that the community commence a program of communication with the Public Transport Authority regarding the noise issues and other safety issues.

Cr Dow advised that a child was nearly hit by a train and a pet was also killed. It is not a safe area. This area is a railway reserve and Cr Bennett encouraged community to report these incidents to the Public Transport Authority.

Cr Dow advised that the entrance to Burekup has been described as looking like a "dogs breakfast". She suggested that an entry statement would clean up this area.

Cr Dow further advised that the shop has been ram raided and requested the Shire to consider placing bollards in front of the shop. Cr Dow tabled pictures for a gazebo type structure for the shop. Mr Botica advised that the Shire previously installed a nib to manage the parking better. Planters could be installed. This is a private premises and the Shire would not normally fund such a project. Cr Dow emphasized the importance of keeping the shop in the town. The shop is struggling, and is now closed on a Sunday. Cr Perks advised to improve business we need to attract passing traffic however, there has been opposition to this in the past by community members. The community is encouraged to consider how to move forward with these types of issues.

Mr Steve Potter, Manager Development Services, commented that given the layout of Burekup, the shop does need to rely on the local communities business. In the current town planning strategy there is room for further expansion in Burekup.

Cr Bennett advised that it is an opportune time to make changes. The current statistics show that the median age in Burekup is 35 years.

Ms Fry advised that there is lack of facilities for the children. In the past six months there has been graffiti, burn outs etc. There is currently 80 children at the school and the community needs to provide for these children as they become teenagers. Children do use the skate park however the facility is limited. Cr Perks advised that she believes there needs to be a focus on programming, with support from the Shire.

Cr Bennett suggested that in order to make changes there needs to be consideration of the times that the children need and would use the services. He asked Ms Fry if she could advise when the peak times for children were where assistance can be provided for a range of programs eg. school holidays.

Cr Bennett advised that the Chief Executive Officer, has been looking at a bus service from Dardanup and Burekup for the community. Ms Fry suggested that a bus service on Saturdays would be great. Young people can then access facilities in Bunbury and further south. The Committee discussed the runaway bus service as an excellent example of a successful program.

BUREKUP TOWNSCAPE COMMITTEE RESOLUTION

BTC 04-17 MOVED - Cr J Dow

SECONDED – Ms P Perks

THAT the Burekup Townscape Committee recommends to Council that Council consider a name change from the Burekup Townscape Committee to the Burekup Townscape & Community Development Committee.

CARRIED

Discussion:

Cr Dow advised that she has had a request from a resident to clean up the area at the end of Clarke Street across to Crampton Road. Could this area be made into a walking track? Mr Botica advised that this can be included in the pathway master plan. This area will be subdivided in the future.

10. ELECTED MEMBER MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

None.

11. NEW BUSINESS OF AN URGENT NATURE

None.

12. MATTERS BEHIND CLOSED DOORS

None.

13. CLOSURE OF MEETING.

The date of the next Burekup Townscape Committee Meeting is to be advised.

There being no further business the Chairperson declared the meeting closed at 4.36pm.

(Appendix ORD: 12.14A)

PROVIDED AS A SEPARATE DOCUMENT

ANNUAL REPORT 2016/17



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**INDEPENDENT AUDITOR'S REPORT
TO THE MEMBERS OF THE SHIRE OF DARDANUP**

Report on the Financial Report

Opinion

We have audited the financial report of the Shire of Dardanup, which comprises the statement of financial position as at 30 June 2017, and the statements of comprehensive income, statement of changes in equity and statement of cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies, and the declaration by the Chief Executive Officer.

In our opinion, the financial report of the Shire of Dardanup is in accordance with the underlying records of the Shire, including:

- a) giving a true and fair view of the Shire's financial position as at 30 June 2017 and of its performance for the year ended on that date; and
- b) complying with Australian Accounting Standards (including Australia Accounting Interpretations), the Local Government Act 1995 (as amended) and the Local Government (Financial Management) Regulations 1996 (as amended).

Basis for Opinion

We have conducted our audit in accordance with Australian Auditing Standards. Our responsibilities under those Standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Report* section of our report.

We are independent of the Shire in accordance with the auditor independence requirements of the Accounting Professional and Ethical Standards Board's APES 110 Code of Ethics for Professional Accountants (the Code) that are relevant to our audit of the financial report in Australia. We have also fulfilled our ethical requirements in accordance with the Code.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Other Information

The Councillors are responsible for the other information. The other information comprises the information in the Shire's annual report for the year ended 30 June 2017 but does not include the financial report and the auditor's report thereon.

Our opinion on the financial report does not cover the other information and accordingly we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial report, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial report or our knowledge obtained in the audit or otherwise appears to be materially misstated.

(Appendix ORD: 12.14B)

If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

Council's Responsibility for the Financial Report

Council is responsible for the preparation of the financial report which gives a true and fair view in accordance with Australian Accounting Standards (including Australia Accounting Interpretations), the Local Government Act 1995 (as amended), the Local Government (Financial Management) Regulations 1996 (as amended) and for such internal control as the Shire determines is necessary to enable the preparation of the financial report that is free from material misstatement, whether due to fraud or error.

Auditor's Responsibilities for the Audit of the Financial Report

Our objectives are to obtain reasonable assurance about whether the financial report as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion.

Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with the Australian Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of the financial report.

As part of an audit in accordance with the Australian Auditing Standards, we exercise professional judgement and maintain professional scepticism throughout the audit. We also:

- Identify and assess risks of material misstatement of the financial report, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Shire's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the Councillors.
- Conclude on the appropriateness of Council's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Shire's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial report or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Shire to cease to continue as a going concern.

(Appendix ORD: 12.14B)

- Evaluate the overall presentation, structure and content of the financial report, including the disclosures, and whether the financial report represents the underlying transactions and events in a manner that achieves fair presentation.

We communicate with Council regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Emphasis of Matter

Without modifying our opinion, we draw attention to page 54 of the financial report "Supplementary Ratio Information", which describes certain ratio information relating to the financial report. Management's calculation of these ratios includes assumptions about future capital expenditure and hence falls outside our audit scope. We do not therefore express an opinion on these ratios.

However, we have reviewed the calculations as presented and in our opinion these are based on verifiable information and appear reasonable.

Reporting on Other Legal and Regulatory Requirements

We did not, during the course of our audit, become aware of any instances where the Shire did not comply with the statutory requirements of the Local Government Act 1995 (as amended) and the Local Government (Financial Management) Regulations 1996 (as amended).

In accordance with the Local Government (Audit) Regulations 1996, we also report that:

- a) Apart from the operating surplus ratio and the adjusted current ratio not meeting the minimum benchmark levels, there are no material matters that in our opinion indicate significant adverse trends in the financial position or the financial management practices of the Shire.
- b) The Shire substantially complied with Part 6 of the Local Government Act 1995 (as amended) and the Local Government (Financial Management) Regulations 1996 (as amended).
- c) All information and explanations required were obtained by us.
- d) All audit procedures were satisfactorily completed in conducting our audit.

BUTLER SETTINERI (AUDIT) PTY LTD



LUCY P GARDNER
Director

Perth

Date: 7 December 2017