



A G E N D A

FOR THE

ORDINARY COUNCIL MEETING

To Be Held

Wednesday, 17th of December 2025
Commencing at 5.00pm

At

ADMINISTRATION CENTRE EATON
1 Council Drive - EATON

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NOTICE OF AN ORDINARY COUNCIL MEETING

Dear Council Member

The next Ordinary Meeting of the Shire of Dardanup Council will be held on Wednesday, the 17th of December 2025 at the Administration Centre Eaton, 1 Council Drive, Eaton – commencing at 5.00pm.

MR ANDRÉ SCHÖNFELDT
Chief Executive Officer

Date: 12th of December 2025

Note: If interested persons would like to make comment on any items in this agenda, please email records@dardanup.wa.gov.au or hand deliver written comment to the Shire of Dardanup – Administration Centre Eaton, 1 Council Drive, Eaton. To be included in the meeting comments are to be delivered no later than 48 hours prior to the meeting.

The Chief Executive Officer will use his discretion as to whether the written comments are relevant and applicable to the meeting before approving their inclusion in the meeting.

VISION STATEMENT

“The Shire of Dardanup is a healthy, self-sufficient and sustainable community, that is connected and inclusive, and where our culture and innovation are celebrated.”

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COUNCIL ROLE

Advocacy	When Council advocates on its own behalf or on behalf of its community to another level of government / body /agency.
Executive/Strategic	The substantial direction setting and oversight role of the Council e.g. Adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.
Legislative	Includes adopting local laws, town planning schemes and policies.
Review	When Council reviews decisions made by Officers.
Quasi-Judicial	<p>When Council determines an application/matter that directly affects a person's rights and interests. The Judicial character arises from the obligations to abide by the principles of natural justice.</p> <p>Examples of Quasi-Judicial authority include town planning applications, building licences, applications for other permits/licences (e.g.: under Health Act, Dog Act or Local Laws) and other decisions that may be appealable to the State Administrative Tribunal.</p>

DISCLAIMER

"Any statement, comment or decision made at a Council or Committee meeting regarding any application for an approval, consent or licence, including a resolution of approval, is not effective as an approval of any application and must not be relied upon as such.

Any person or entity that has an application before the Shire must obtain, and should only rely on, written notice of the Shire's decision and any conditions attaching to the decision, and cannot treat as an approval anything said or done at a Council or Committee meeting.

Any advice provided by an employee of the Shire on the operation of a written law, or the performance of a function by the Shire, is provided in the capacity of an employee, and to the best of that person's knowledge and ability. It does not constitute, and should not be relied upon, as a legal advice or representation by the Shire. Any advice on a matter of law, or anything sought to be relied upon as a representation by the Shire should be sought in writing and should make clear the purpose of the request."

RISK ASSESSMENT

Inherent Risk	The level of risk in place in order to achieve the objectives of the Council and before actions are taken to alter the risk's impact or likelihood.
Residual Risk	The remaining level of risk following the development and implementation of Council's response.
Strategic Context	These risks are associated with achieving Council's long term objectives.
Operational Context	These risks are associated with the day-to-day activities of the Council.
Project Context	<p>Project risk has two main components:</p> <ul style="list-style-type: none"> • Direct refers to the risks that may arise as a result of project, which may prevent the Council from meeting its objectives. • Indirect refers to the risks which threaten the delivery of project outcomes.

RISK CATEGORY CONSEQUENCE TABLE – GUIDELINE

Rating (Level)	Health	Financial Impact	Service Interruption	Legal and Compliance	Reputational	Environmental	Property
Insignificant (1)	Near miss Minor first aid injuries	Less than \$10,000	No material service interruption - backlog cleared < 6 hours	Compliance - No noticeable regulatory or statutory impact. Legal - Threat of litigation requiring small compensation. Contract - No effect on contract performance.	Unsubstantiated, low impact, low profile or 'no news' item. Example: Gossip, Facebook item seen by limited persons.	Contained, reversible impact managed by on site response.	Inconsequential or no damage.
Minor (2)	Medical type injuries	\$10,001 - \$50,000	Short term temporary interruption – backlog cleared < 1 day	Compliance - Some temporary non compliances. Legal - Single minor litigation. Contract - Results in meeting between two parties in which one party expresses concern.	Substantiated, low impact, low news item. Example: Local paper / Industry news article, Facebook item seen by multiple groups.	Contained, reversible impact managed by internal response.	Localised damage rectified by routine internal procedures.
Moderate (3)	Lost time injury <30 days	\$50,001 - \$300,000	Medium term temporary interruption – backlog cleared by additional resources < 1 week	Compliance - Short term non-compliance but with significant regulatory requirements imposed. Legal - Single moderate litigation or numerous minor litigations. Contract - Receive verbal advice that, if breaches continue, a default notice may be issued.	Substantiated, public embarrassment, moderate impact, moderate news profile. Example: State-wide paper, TV News story.	Contained, reversible impact managed by external agencies.	Localised damage requiring external resources to rectify.
Major (4)	Long-term disability/ multiple injuries Lost time injury >30 days	\$300,001 - \$1.5 million	Prolonged interruption of services – additional resources; performance affected < 1 month	Compliance - Non-compliance results in termination of services or imposed penalties. Legal - Single major litigation or numerous moderate litigations. Contract - Receive/issue written notice threatening termination if not rectified.	Substantiated, public embarrassment, high impact, high news profile, third party actions. Example: Australia wide news stories. Regulatory / Political commentary involvement.	Uncontained, reversible impact managed by a coordinated response from external agencies.	Significant damage requiring internal & external resources to rectify.
Catastrophic (5)	Fatality, permanent disability	More than \$1.5 million	Indeterminate prolonged interruption of services – non-performance > 1 month	Compliance - Non-compliance results in litigation, criminal charges or significant damages or penalties. Legal - Numerous major litigations. Contract - Termination of contract for default.	Substantiated, public embarrassment, very high multiple impacts, high widespread multiple news profile, third party actions. Example: Worldwide news, Focused articles (e.g. 60 minutes). Regulatory / Political oversight and involvement.	Uncontained, irreversible impact.	Extensive damage requiring prolonged period of restitution. Complete loss of plant, equipment & building.

RISK - LIKELIHOOD TABLE

LEVEL	RATING	DESCRIPTION	FREQUENCY
5	Almost Certain	The event is expected to occur in most circumstances	The event is expected to occur more than once per year
4	Likely	The event will probably occur in most circumstances	The event will probably occur at least once per year
3	Possible	The event should occur at some time	The event should occur at least once in 3 years
2	Unlikely	The event could occur at some time	The event could occur at least once in 10 years
1	Rare	The event may only occur in exceptional circumstances	The event is not expected to occur more than once in 15 years

LEVEL OF RISK GUIDE

CONSEQUENCE LIKELIHOOD		Insignificant	Minor	Moderate	Major	Catastrophic
		1	2	3	4	5
Almost Certain	5	Moderate (5)	Moderate (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Moderate (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Moderate (6)	Moderate (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Moderate (6)	Moderate (8)	Moderate (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Moderate (5)

RISK ACCEPTANCE CRITERIA

Risk Rank	Description	Criteria	Responsibility	Entered on Risk Register
LOW (1 – 4)	Acceptable	Risk acceptable with adequate controls, managed by routine procedures and subject to annual monitoring	Staff Member / Supervisor	No
MODERATE (5 – 11)	Monitor	Risk acceptable with adequate controls, managed by specific procedures and subject to semi-annual monitoring	Supervisor / Manager	No
HIGH (12 – 19)	Urgent Attention Required	Risk acceptable with effective controls, managed by senior management / executive and subject to monthly monitoring	Manager / Director / EMT	Yes
EXTREME (20 – 25)	Unacceptable	Risk generally not acceptable. However, if risk is accepted, then all treatment plans to be explored and implemented where possible, managed by highest level of authority (Council) and subject to continuous monitoring.	EMT / CEO / Council	Yes

EXISTING CONTROLS RATING

Rating	Foreseeable	Description	
Effective	More than what a reasonable person would be expected to do in the circumstances. There is <u>little</u> scope for improvement.	Documentation	Processes (Controls) fully documented, with accountable 'Control Owner'.
		Operating Effectiveness	Subject to ongoing monitoring and compliance to process is assured.
		Design Effectiveness	Reviewed and tested regularly.
Adequate	Only what a reasonable person would be expected to do in the circumstances. There is <u>some</u> scope for improvement.	Documentation	Processes (Controls) partially documented, with a clear 'Control Owner'.
		Operating Effectiveness	Limited monitoring, ad-hoc approach and compliance to process is generally in place.
		Design Effectiveness	Reviewed and tested, but not regularly.
Inadequate	Less than what a reasonable person would be expected to do in the circumstance. There is a <u>need</u> for improvement or action.	Documentation	Processes (Controls) not documented or no clear 'Control Owner'.
		Operating Effectiveness	No monitoring or compliance to process is not assured.
		Design Effectiveness	Have not been reviewed or tested for some time.

SHIRE OF DARDANUP

AGENDA FOR THE SHIRE OF DARDANUP ORDINARY COUNCIL MEETING TO BE HELD ON WEDNESDAY, THE 17TH OF DECEMBER 2025, AT ADMINISTRATION CENTRE EATON, 1 COUNCIL DRIVE, EATON, COMMENCING AT 5.00PM.

1 DECLARATION OF OPENING/ANNOUNCEMENTS OF VISITORS

The Presiding Member to declare the meeting open, welcome those in attendance, refer to the Disclaimer, Acknowledgement of Country, Emergency Procedure 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 and pay our respects to their elders, past, present and emerging. The Shire of Dardanup also respects and celebrates all cultures of all our residents and visitors to our Shire.

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, you will be directed to an appropriate Assembly Area where we will meet (and complete a roll call).

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.

Recording of Meetings

In accordance with Section 5.23A of the Local Government Act 1995, and Part 2A of the Local Government (Administration) Regulations 1996, video or audio recordings of Council meetings apply to all Ordinary and Special Council Meetings of the Shire of Dardanup.

All recordings will be retained as part of the Shire of Dardanup records and will be made available to the public via the Shire of Dardanup Website, excluding recordings of matters that Council take Behind Closed Doors.

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

2.1 Attendance

2.2 Apologies

Mrs Natalie Hopkins - Director Corporate and Governance

2.3 Leave of Absence

2.4 Previous Meetings

DATE	TYPE	CR. L W DAVIES	CR. B S FARRANT	CR. T G GARDINER	CR. S L GILLESPIE	CR. M R HUTCHINSON	CR. A C JENOUR	CR. K A LAURENTSCH	CR. R J TREVATHAN	CR. A L WEBSTER
OCTOBER 2025										
22/10/2025	SCM	✓	✓	✓	✓	✓	✓	✓	✓	✓
22/10/2025	AF	✓	✓	✓	✓	✓	✓	✓	✓	✓
29/10/2025	OCM	✓	✓	✓	✓	✓	✓	✓	✓	✓
NOVEMBER 2025										
05/11/2025	WS	✓	✓	✓	✓R	✓	✓	Ap	NA	NA
12/11/2025	AF	✓	✓	Ap	✓	✓	✓R	✓	✓	✓
19/11/2025	OCM	✓	✓	✓	✓	✓	✓	✓	✓	✓
DECEMBER 2025										
10/12/2025	AF	✓	✓	✓	Ap	✓	✓R	✓	✓	✓

TYPE LEGEND	
AF	Agenda Forum
CF	Concept Forum
OCM	Ordinary Council Meeting
SCM	Special Council Meeting
WS	Workshop

ATTENDANCE LEGEND	
✓	Attendance
✓R	Remote Attendance
Ap	Apology
LoA	Leave of Absence
NA	Non Attendance

3 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

None.

4 PUBLIC QUESTION TIME

5 APPLICATIONS FOR LEAVE OF ABSENCE

COUNCIL RESOLUTION

THAT be granted leave of absence for the:

- Ordinary Council Meeting to be held on the 28th of January 2026.
- Annual Electors Meeting to be held on the 28th of January 2026

6 PETITIONS/DEPUTATIONS/PRESENTATIONS

7 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

7.1 Ordinary Council Meeting Held on the 19th of November 2025

OFFICER RECOMMENDATION

THAT the Minutes of the Ordinary Meeting of Council held on the 19th of November 2025 be confirmed as true and correct subject to no/the following corrections:

8 ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION

8.1 Shire President Monthly Report

Reporting Department	<i>Elected Members</i>
Elected Member	<i>Cr. Tyrrell Gardiner - Shire President</i>

Participation in various meetings, conferences, and events since my last report to the Council.

Event:	21/11/25 South West Zone Meeting WALGA, Bunbury
Report:	Regular Meeting of Local Government Mayors Presidents and CEO's from the South West Region. Election of Leadership and State Council Delegates. Presentations from SWDC, RDA and carry out zone business.
Event:	24/11/25 South West Regional Road Group, Dardanup Council Chambers Eaton
Report:	First meeting post local government elections, election Chair/Deputy Chair. Discussions with WALGA and Main Roads personnel re funding and safety programs. Confirm funding to road projects covered by RRG
Event:	24/11/25 Eaton CWA
Report:	Catch up with Eaton CWA, along with CEO and Team Members Place and Community over afternoon tea. Thank you from CWA members for support from the Shire.

Event:	28/11/25 Bunbury Geographe Group of Councils Dardanup Council Chambers Eaton
Report:	Hosted by Dardanup Shire as secretariat of BGGC, discussions and way forward on new funding model to set direction for BGGC and member councils advocacy into the future.
Event:	1/12/25 Social Media Defence Webinar Federal Department of Local Government and Industry
Report:	Webinar also attended by Cr. Trevathan, Cr. Webster and Cr. Farrant along with CEO. Presentation on risks and pitfalls of some actions that can take place in the world of Social Media and the ever-present menace of scammers.
Event:	2/12/25 South West Police Superintendent and OIC Australind Station
Report:	Along with CEO met new Superintendent SW Region Paul Van Noort along with Officer in Charge Australind Station Snr Sgt Scott Starkie. Discuss initiatives and potential collaborations to aid Community programs.
Event:	5/12/25 Lady of Lourdes School Concert and Presentation
Report:	End of year concert from Students with a great Christmas theme and presentation of end of year awards
Event:	5/12/25 Christmas in the Park Burekup
Report:	Thank you Cr Webster for MC'ing a hugely popular event at Burekup. Great performances enjoyed by the crowd. Congratulations to the Place and Community team on the start of the Summer Vibes program.
Event:	9/12/25 Dardanup Senior Citizens Christmas Dinner
Report:	Great lunch and catch up at Dardanup Heritage Park. Few stories and reminiscing of times and events past from Dardanup
Event:	12/12/25 End of Year Staff Function Eaton Boomers Clubrooms
Report:	Celebrate the year and approach of Christmas with Shire staff and Families. Big thank you to all who have continued to deliver to our Community.

9 ANNOUNCEMENTS OF MATTERS FOR WHICH MEETING MAY BE CLOSED

9.1 Determine Tender EOI-F0421210 Future Commercial Tenancy Fit-Out within Eaton Administration Building

It is recommended that Council go Behind Closed Doors toward the end of the meeting in accordance with Shire of Dardanup Standing Orders & Local Government Act 1995 Section 5.23 (2) - Matters for Which Meeting May Be Closed.

Standing Order and the Local Government Act 1995 provides for Council to resolve to close the meeting to the public and proceed behind closed doors for matters:

- S 5.23 (1) Subject to subsection (2), the following are to be open to members of the public-*
- (a) all Council meetings; and*
 - (b) all meetings of any committee to which a local government power or duty has been delegated.*
 - (2) If a meeting is being held by a Council or by a committee referred to in subsection (1) (b), the Council or committee may close to members of the public the meeting, or part of the meeting, if the meeting or the part of the meeting deals with any of the following -*
 - (a) a matter affecting an employee or employees;*
 - (b) the personal affairs of any person;*
 - (c) a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting;*
 - (d) legal advice obtained, or which may be obtained, by the local government and which relates to a matter to be discussed at the meeting;*
 - (e) a matter that if disclosed, would reveal -*
 - (i) a trade secret;*
 - (ii) information that has a commercial value to a person; or*
 - (iii) information about the business, professional, commercial or financial affairs of a person,**where the trade secret or information is held by, or is about, a person other than the local government;*
 - (f) a matter that if disclosed, could be reasonably expected to -*
 - (i) impair the effectiveness of any lawful method or procedure for preventing, detecting, investigating or dealing with any contravention or possible contravention of the law;*
 - (ii) endanger the security of the local government's property; or*
 - (iii) prejudice the maintenance or enforcement of a lawful measure for protecting public safety;*
 - (g) information which is the subject of a direction given under section 23 (1a) of the Parliamentary Commissioner Act 1971; and*
 - (h) such other matters as may be prescribed.*
 - (3) A decision to close a meeting or part of a meeting and the reason for the decision are to be recorded in the minutes of the meeting.*

Note: The meeting would go behind closed doors toward the end of the meeting to discuss S.5.23 section (2)(c) where a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting.

10 QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN

None.

11 DECLARATION OF INTEREST

“Members should fill in Disclosure of Interest forms for items in which they have a financial, proximity or impartiality interest and forward these to the Presiding Member before the meeting commences.”

Key Management Personnel (which includes Elected Members, CEO and Directors) are reminded of their requirement to disclose biannually transactions between Council and related parties in accordance with Council Policy CnG CP039.

Note: Chairperson to ask Councillors and Staff if there are any Declarations of Interest to be declared.

- *Cr. Luke Davies declared an Impartiality Interest in item 12.4.1 Burekup - New Cricket Practice Net Location due to his sister is a captain of the Burekup Women's Cricket Team and made a submission to the community consultation.*
- *Cr. Tony Jenour declared an Impartiality Interest in item 12.4.1 Burekup - New Cricket Practice Net Location due to his plays for the Burekup Cricket Club.*

12 REPORTS OF OFFICERS AND COMMITTEES

12.1 EXECUTIVE REPORTS

12.1.1 Waterloo Precinct 1 - Heads of Agreement and Appointment of Consultants

Reporting Department	<i>Executive</i>
Responsible Officer	<i>Mr André Schönfeldt - Chief Executive Officer</i>
Reporting Officer	<i>Susan Oosthuizen – Director Special Projects</i>
Legislation	<i>Local Government Act 1995</i>
Council Role	<i>Executive/Strategic.</i>
Voting Requirement	<i>Simple Majority.</i>
Attachments	<i>12.1.1A – Heads of Agreement</i> <i>12.1.1B – Risk Assessment</i> <i>Confidential Attachment A – Quotation Evaluation (under separate cover)</i>

Overview

Council is requested to note and endorse the Chief Executive Officer to sign the Heads of Agreement (Appendix ORD: 12.1.1A – Heads of Agreement) with the prospective buyers of Lot 408 Martin Pelusey Road, Mimosa Development Pty Ltd. This will allow for the preparation of a Local Scheme Amendment and Local Structure Plan for the inclusion of an 'Industrial Development' zone into the Shire of Dardanup Local Planning Scheme No 9 to facilitate the development of Precinct 1 (Lots 100, 101 and 408 Martin Pelusey Road) of the Waterloo District Structure Plan (DSP).

The Shire requested quotes from suitable qualified town planning firms via Walga E-quotes as prequalified consultants. It is recommended that Council endorses the appointment of Firm B to prepare the Local Scheme Amendment and Local Structure Plan for Waterloo Precinct 1.

OFFICER RECOMMENDATION

THAT Council:

- 1. Authorises the Chief Executive Officer and Shire President to engross the draft Heads of Agreement (Appendix ORD: 12.1.1A) with the Mimosa Development Pty Ltd as the prospective landowners and/or developers of Lot 408 Martin Pelusey to share the costs associated with the planning and development of Precinct 1.**
- 2. Endorses the appointment of Firm B at a total cost of up to \$202,301 (ex GST) to prepare the Local Scheme Amendment and Local Structure Plan for Waterloo Precinct 1 as per Confidential Attachment A.**
- 3. Supports the project for Waterloo Precinct 1 to be funded from AD14018 Planning Administration 26214 Wanju Waterloo Expenses - Loan Funded.**

Change to Officer Recommendation

No Change. **OR:**

As per *Local Government (Administration) Regulations 1996 11(da)* Council records the following reasons for amending the Officer Recommended Resolution:

Background

The land is currently zoned 'Industrial Deferred' under the Greater Bunbury Region Scheme (GBRS). The Waterloo District Structure Plan (DSP) is situated to the south of Wanju, comprising 1,356 hectares of land. The DSP was required because the Western Australia Planning Commission (WAPC) endorsed the Greater Bunbury Strategy in 2013, following significant background work looking at different growth scenarios.

The WAPC and Shire of Dardanup entered into a Memorandum of Understanding in 2014 to work collaboratively on producing the DSP for Waterloo. A Working Group made up of representatives from Department Planning Lands and Heritage (DPLH), the Shire of Dardanup, the Department of Water and Environmental Regulation, LandCorp (now Development WA), Southwest Development Commission and Main Roads WA met regularly since 2014 to project manage the development of the DSP.

The DSP was finally endorsed by the WAPC and published on its website in February 2020: [Waterloo industrial park district structure plan 2020](#).

Substantial studies over the years have been undertaken in preparation of the DSP and also in anticipation of the rezoning and Local Structure Plan (LSP) preparation. These include:

- Draft Geotechnical Report – September 2014
- Integrated Water Management Strategy – April 2016
- Servicing Needs Investigation Briefing Paper – May 2016
- Bushfire Hazard Level Assessment May 2017
- DWER – Wanju and Waterloo Servicing report – September 2018
- Waterloo District Structure Plan 2020
- Department of Transport Draft South West Supply Chain Strategy 2020
- Environment Assessment Report 2024
- Bushfire Assessment and Bushfire Management Plan (2024)
- Bunbury Strategic Traffic Modelling
- Transport Assessment and Traffic Modelling (2024)
- Environmental Assessment 2024

Council purchased Lot 101 Martin Pelusey Road, Waterloo (33.75 hectares) in 2012 for \$875,000 excluding GST to establish the Shire's Depot in this location. Council purchased Lot 100 Martin Pelusey Road (Waterloo) (24.14 hectares) in 2024 for \$1,200,000 with the intent to establish an intermodal terminal and advanced manufacturing precinct. Lot 408 Martin Pelusey is in private land ownership, and it is understood that a developer has made a conditional offer to purchase the land. An agent acting on behalf of the developer has approached the Shire seeking information about the potential for a rezoning and the subsequent development of the land.

At the OCM Council Meeting held on 27th of August 2025, Council resolved as follows:

1. *Note the ATCO and Fortesque has withdrawn from the proposed Heads of Agreement to lease a portion of Lot 101 Martin Pelusey for the purposes of establishing a Hydrogen production and refuelling facility as included in Confidential Attachment 'A' (Under Separate Cover).*
2. *Requests the Western Australian Planning Commission to amend the Greater Bunbury Regional Scheme to remove the deferred zoning from Lots 100, 101 and 408 Martin Pelusey and to zone it Industrial.*

3. *In accordance with the Planning and Development Act 2005 section 75 prepare an amendment to Local planning Scheme No. 9 to rezone Lots 100,101 and 408 Martin Pelusey to Industrial Development.*
4. *Requests the Chief Executive officer to prepare a draft Heads of Agreement with the landowners and/or developers of Lot 408 Martin Pelusey to share the costs associated with the planning and development of Precinct 1.*
5. *Requests the Chief Executive Officer to prepare a Business Plan for the development and subsequent potential disposal of parts of Lots 100 and 101 Martin Pelusey Road. “*

Legal Implications

CnG CP034 – PROCUREMENT POLICY

4.10 Exemption from Procurement Quotations Requirements

4.10.9 Any of the other exclusions under Regulation 11 of the Functions and General Regulations apply.

Local Government (Functions and General) Regulations 1996 Part 4 Div 2

11. *When tenders have to be publicly invited*
 - (2) *Tenders do not have to be publicly invited according to the requirements of this Division if —*
 - (b) *the supply of the goods or services is to be obtained through the WALGA Preferred Supplier Program;*

While this procurement does not require a public tender, as the tender threshold of \$250,000 is not met, the current Shire of Dardanup CnG CP034 Procurement Policy requires that three quotations be sought from the WALGA Preferred Supplier Program (PSP) for procurements under this amount. Four firms were requested to quote with only two quotes received. A quote evaluation report has been completed and is attached as confidential attachment A (under separate cover) to this item.

Council Plan

8.1 - Support responsible planning and development.

11.1 - Support industry and business growth.

Environment - None.

Precedents

The Shire of Dardanup have previously entered into Heads of Agreement Arrangements with City Gate in relation to planning and development around the Eaton activity centre in 2017 and 2018.

Budget Implications

The total cost for the planning consulting fees to undertake both a Scheme Amendment and Local Structure Plan over Waterloo Precinct 1 (Lots 100,101 and 408 Martin Pelusey) as per the quotation received is \$202,301 (ex GST). There is adequate provision for this to be paid from AD14018 Planning Administration 26214 Wanju Waterloo Expenses - Loan Funded.

Budget – Whole of Life Cost

The Planning fees will be a once off cost, however Council may levy increased rates against the land once rezoned to Industrial Development as a Vacant GRV rating. This will need to be factored into future revenue and expenses planning in the long term financial plan.

Council Policy Compliance

CnG CP034 Procurement Policy

The Shire's Procurement policy requires 3 written quotes be sought from WAGLA preferred suppliers for procurement over \$50,000. Four different firms were requested to quote and two quotes were received. Details of the assessment are outline in the Confidential Procurement Assessment report included in Confidential Attachment A (under separate cover).

Exec CP090 Community Engagement

Consultation will be undertaken in accordance with this policy during the advertising periods required as various parts of the planning processes.

Risk Assessment

The Risk Management Governance Framework has been considered in arriving at the officer recommendation. Please refer to (Appendix ORD: 12.1.1B) for full assessment document.

TIER 1 – No discernible Inherent Risk has been identified (no Risk Theme or Consequence).		
Risk Event	Waterloo Precinct 1 - Heads of Agreement	
Inherent Risk Rating (prior to treatment or control)	Low (1 - 4)	
Risk Action Plan (treatment or controls proposed)	As the Inherent Risk Rating is below 12, this is not applicable.	
Residual Risk Rating (after treatment or controls)	As the Inherent Risk Rating is below 12, this is not applicable.	
Risk Category Assessed Against	Financial	Manage the contract to ensure the budget is met and costs don't overrun
	Legal and Compliance	Ensure the final documentation meets the WAPC standards & policy requirements

Officer Comment

The land is currently zoned 'Industrial Deferred' (Waterloo) under the Greater Bunbury Region Scheme (GBRS). The Waterloo DSP is situated to the south of Wanjui, comprising 1,356 hectares of land. The DSP was required as a result of the WAPC endorsed Greater Bunbury Strategy in 2013, following significant background work looking at different growth scenarios.

The Shire would like to progress the rezoning and LSP for Waterloo Precinct 1 (Lots 100,101 and 408 Marin Pelusey), which will allow for the lots to be created in the near future for industrial purposes. Importantly it will allow for the planning/design of the lots owned by the Shire which have been considered for a future Intermodal Transport facility. Amending the scheme and preparing an LSP will allow for this to occur and will be the impetus for growth and future development within Precinct 1.

At its Ordinary Council Meeting held on the 27th of August 2025, 228-25 Council resolved to enter into a Heads of Agreement with the landowners of Lot 408. Mimosa Oxley Pty. Ltd has an existing offer to purchase Lot 408 Waterloo. . In accordance with the resolution passed by Council in August 2025, Shire Officers have prepared and negotiated a draft Heads of Agreement with Mimosa Oxley Pty. Ltd based on a 50% cost sharing arrangement for the consulting fees to undertake the relevant planning processes.

Council is to note that the prospective purchasers of Lot 408 Martin Pelusey Road, Mimosa Development Pty Ltd has confirmed via email on the 27th of November 2025 that they are prepared to sign the Heads of Agreement and contribute to 50% of the planning costs and endorse the Chief Executive Officer to sign the document.

The Shire requested quotes from four suitable qualified town planning firms via Walga E-quotes as prequalified consultants. Two firms declined to quote and ultimately two quotes was received. It is recommended that Council appoint Firm B as recommended in Confidential Attachment A (under separate cover).

END REPORT

12.1.2 Bunbury Geographe Group of Councils Memorandum of Understanding, Governance Charter and Code of Conduct

Reporting Department	<i>Executive</i>
Responsible Officer	<i>Mr André Schönfeldt - Chief Executive Officer</i>
Reporting Officer	<i>Mrs Amy Bywaters – Executive Assistant</i>
Legislation	<i>Local Government Act 1995</i>
Council Role	<i>Executive/Strategic.</i>
Voting Requirement	<i>Simple Majority.</i>
Attachments	<i>12.1.2 A – BGGC MOU</i> <i>12.1.2 B – BGGC Funding Model</i> <i>12.1.2.C – Risk Assessment</i> <i>12.1.2D – Current Regional Collaboration</i> <i>12.1.2E – 2021 Census Data</i>

Overview

This report seeks Council's in principle support for the attached Draft Memorandum of Understanding, Charter and Code of Conduct with the Bunbury Geographe Group of Councils including support for the group to be administered through the appointment of an Executive Officer to the Group.

OFFICER RECOMMENDATION

THAT Council:

1. Provides in-principal support for the:
 - a) Draft Memorandum of Understanding, Governance Charter and Code of Conduct for the Bunbury Geographe group of Councils as per (Appendix ORD: 12.1.2A),
 - b) Funding model supporting the appointment of an Executive Officer at \$120,000 per annum as outlined in the proposed funding model (Appendix ORD: 12.1.2B), with the Shire of Dardanup's maximum contribution being up to \$30,000 per annum.
2. Requests the Chief Executive Officer to provide feedback to the Secretariat of the Bunbury Geographe Group of Councils of the decision of Council.

Change to Officer Recommendation

No Change. **OR:**

As per *Local Government (Administration) Regulations 1996 11(da)* Council records the following reasons for amending the Officer Recommended Resolution:

Background

The Bunbury Geographe Group of Councils (BGGC) is a voluntary regional organisation (VROC) comprising six local governments: the City of Bunbury, Shire of Capel, Shire of Collie, Shire of Dardanup, Shire of Donnybrook-Balingup, and Shire of Harvey. It was established in 1998 as the Bunbury Wellington Group of Councils to collaboratively enhance service delivery, financial sustainability and strategic outcomes for the communities within the region. Through cooperative governance and shared expertise, the group aims to strengthen local government capabilities, pursue beneficial partnerships and promote the collective value of local government. There are currently a significant number of collaborative activities being undertaken as outlined in (Appendix ORD: 12.1.2D).

In 2024, member local governments of BGGC signed an updated MOU with the MOU remaining in place until any or all participants withdraw from the agreement. Under clause 9 Withdrawal of a Participant of the MOU notification may be given at any time between the 1 July and 31 December in any year to withdraw from BGGC with withdrawal taking effect from the end of the financial year following the giving notice of the withdrawal. Any decision to withdraw from BGGC must therefore be given by to 31st December 2025.

At the BGGC meeting held on 21st August 2025, BGGC resolved to develop a governance model, identify strategic regional priorities, and prepare a resourcing and funding plan as follows:

That the Bunbury Geographe Group of Councils CEO Working Group engage with all relevant stakeholders to:

1. *Develop a draft governance model*
2. *Develop draft strategic regional priorities*
3. *Develop a resourcing plan to deliver the strategic regional priorities*
4. *Develop a contributions proposal to fund the resourcing plan*
5. *Recommend the most effective member group for the region*
6. *Complete the above by 31 March 2026*

A governance workshop with Chief Executive Officers (CEO) from BGGC Councils held on 31st October 2025 reviewed a currently operating VROC model from the South West Metropolitan Alliance (SWMA) and this model was supported by the BGGC CEO members. The SWMA funding model of \$0.23 per capita and revenue contribution model was discussed as the preferred model. The CEO Group also discussed that an estimated minimum budget of \$120,000 would be required for the Executive Officer and associated operational costs in the first instance. The funding model is designed to be flexible and accommodates large and smaller councils.

At the BGGC meeting held on Friday, 28th November 2025 BGGC members agreed that a SWMA-style model, which is consensus-driven and supported by a formal charter, was preferred. It was the resolution of BGGC that the individual local government members refer the governance model and the proposed Executive Officer position to their Council's for in-principle support and provide communication to the BGGC Secretariat (Shire of Dardanup) by 31 December 2025.

The attached funding model (Appendix ORD: 12.1.2B) and drafted Memorandum of Understanding, Charter and Code of Conduct (Appendix ORD: 12.1.2A) were presented at the BGGC meeting held on Friday the 28th of November 2025, the group then made the following resolution:

Recommendation A:

That Group endorsed the draft Memorandum of Understanding, Governance Charter and Code of Conduct (Attachment A) as the preferred governance model to become effective on 1 July 2026, and agree to funding an executive officer at \$120,000 per annum with the funding model to be based on the models outlined in Attachment B, subject to confirmation of which local governments will participate.

Recommendation B:

That each member Council of the Group present the draft Memorandum of Understanding, Governance Charter and Code of Conduct (Attachment A) to their respective Councils for consideration and to provide confirmation of their continued participation in the Group by no later than 31 December 2025.

MOVED – Cr M Campbell

*SECONDED – Cr J Fergusson
CARRIED 4-1.*

Legal Implications

Local Government Act 1995 section 3.1 outlines the following functions of local government:

3.1. General function

- (1) The general function of a local government is to provide for the good government of persons in its district.*
- (1A) Without limiting subsection (1), the general function of a local government must be performed having regard to the following —*
 - (a) the need —*
 - (i) to promote the economic, social and environmental sustainability of the district; and*
 - (ii) to plan for, and to plan for mitigating, risks associated with climate change; and*
 - (iii) in making decisions, to consider potential long-term consequences and impacts on future generations;*
 - (b) the need —*
 - (i) to recognise the particular interests of Aboriginal people; and*
 - (ii) to involve Aboriginal people in decision-making processes;*
 - (c) the need to consider collaboration with other local governments.**
- (2) The scope of the general function of a local government is to be construed in the context of its other functions under this Act or any other written law and any constraints imposed by this Act or any other written law on the performance of its functions.*
- (3) A liberal approach is to be taken to the construction of the scope of the general function of a local government.*

**Emphasis added*

Council Plan

13.1 - Adopt best practice governance.

13.2 - Manage the Shire's resources responsibly.

11.1 - Support industry and business growth.

Environment - None.

Precedents - None.

Budget Implications

Funds required outlined in the proposed funding model (Appendix ORD: 12.1.2B). Depending on the number of Councils involved it is expected that the Shire of Dardanup may be required to contribute between \$20,000 and \$30,000 per annum. The Shire currently has \$45,000 allocated for regional collaboration in 2025/2206 annual budget. This would be adequate to fund this proposal and if supported should be considered for inclusion in the long-term financial plan.

Budget – Whole of Life Cost

Should Council be supportive of the proposal the MOU would be operational for a 6 year period and the Shire's contribution will be included in the Long Term Financial Plan to support this.

Council Policy Compliance

Exec CP202 - Complaints Management Process - Code of Conduct for Council Members, Committee Members and Candidates

Risk Assessment

The Risk Management Governance Framework has been considered in arriving at the officer recommendation. Please refer to (Appendix ORD: 12.1.2C) for full assessment document.

TIER 2 – ‘Low’ or ‘Moderate’ Inherent Risk.		
Risk Event	Bunbury Geographe Group of Councils Memorandum of Understanding	
Inherent Risk Rating (prior to treatment or control)	Low (1 - 4)	
Risk Action Plan (treatment or controls proposed)	As the Inherent Risk Rating is below 12, this is not applicable.	
Residual Risk Rating (after treatment or controls)	As the Inherent Risk Rating is below 12, this is not applicable.	
Risk Category Assessed Against	Legal and Compliance	The MOU outlines the governance structure, roles, and responsibilities of the BGGC Board and its members. Non-compliance with these roles and responsibilities could lead to governance issues.
	Financial	The MOU includes financial commitments from member Councils, including annual membership fees and funding for work plan projects. There is a risk of financial mismanagement or insufficient funding.
	Reputational	The MOU includes provisions for communication and public relations. There is a risk of reputational damage due to negative media coverage or public perception.

Officer Comment

At the BGGC meeting held on the 21st of August 2025 the Group passed the following resolution:

That the Bunbury Geographe Group of Councils CEO Working Group engage with all relevant stakeholders to:

1. *Develop a draft governance model*
2. *Develop draft strategic regional priorities*
3. *Develop a resourcing plan to deliver the strategic regional priorities*
4. *Develop a contributions proposal to fund the resourcing plan*
5. *Recommend the most effective member group for the region*
6. *Complete the above by 31 March 2026*

The Sire of Dardanup assumed the Secretariat Role for the group on the 1st of October 2025. During the BGGC CEO working group meeting held on 16th October 2025, several key issues were discussed, including the governance model of the BGGC and the notice of withdrawal received from the Shire of

Donnybrook-Balingup. It was decided at the meeting the CEO working Group would workshop on the 31st of October 2025 which included presentations from Bunbury Geopraphe Economic Alliance and South West Metropolitan Alliance.

This workshop focused on exploring new governance models and strategic priorities for the group. The discussions emphasized the need for a shift from operational collaboration to strategic regional priorities, such as housing, infrastructure, workforce transition and economic development. The group proposed drafting a Memorandum of Understanding (MOU), Governance charter and Code of Conduct based on that used by the South West Metropolitan Alliance and a funding model to allow for an Executive Officer to be appointed to drive the group.

The funding model and drafted MOU were presented at the BGGC meeting held on Friday the 28th November 2025 which was supported by resolution of the Group including the recommendation to make contributions towards an Executive Officer at \$120,000 per year. It is recommended that Council provide in-principle support to the draft MOU and consider the inclusion of the contribution required from the Shire of Dardanup in the Long Term Financial Plan and 2026/2027 budget considerations.

Need for collaboration on Regional Development

The 2021 Census data (Appendix ORD: 12.1.2E) comparing Place of Usual Residence with Place of work highlights the following key statistics, in relation to employment statistics across the Bunbury Geopraphe sub region.

- There are 22,828 jobs in Bunbury of which 9,939 (44%) are filled by Bunbury locals. Only 2,800 (22%) of the people that live in Bunbury work outside of Bunbury. There are 12,889 (56%) of the jobs provided in Bunbury are taken up by residents of other surrounding Shires. Please note this is not the Total stats, only that which includes jobs or people from within the Bunbury Geopraphe Area.
- Collie has 4,431 jobs and 2,946 employable people. Only 367 (12%) of Collie's residents travel to other local government areas for work, whilst 1,852 residents from other areas travel to Collie for work.
- Capel has 2,879 jobs and 7,255 employable people. This means an outflow of 5,463 (75%) people working in other areas with Bunbury being the largest 4,396.
- Dardanup has 3,502 Jobs with 5,986 employable people. 4,571 (75%) people from Dardanup are employed in other local government areas Bunbury being the largest at 3,217.
- Donnybrook-Balingup is fairly self-reliant in terms of employment (providing 74% of jobs vs. employable residents and having 81% of the workforce from DB) with only small numbers and percentages of people traveling in or out of Donnybrook-Balingup for work purposes.
- Harvey has 7,103 jobs and 11,271 employable people. 4,502 of Harvey's residents work in Bunbury, 868 in Dardanup and 724 in Collie.
- Capel, Dardanup and Harvey all have very similar characteristics with % jobs per employable person ranging from 40% Capel to around 60% for Dardanup and Harvey. These three areas play an important role in housing the population workforce and all have key employment sectors that also contribute to the regional .

In summary all local governments are interconnected with people living in one area working in another. The success of different local government areas as areas of employment or as place of residence is therefore critical to the region's success. Collaboration to improve liveability, along with economic and employment growth is therefore critically important.

It is recommended that Council support the Governance and Funding Models to continue to actively contribute to Bunbury Geopraphe Group of Councils.

END REPORT

12.2 DEVELOPMENT SERVICES DIRECTORATE REPORTS

12.2.1 24-Hour Caravan and Recreation Vehicle (RV) Stopovers – Ferguson Hall Carpark

Reporting Department	<i>Sustainable Development Directorate</i>
Responsible Officer	<i>Mr Ashwin Nair - Director Sustainable Development</i>
Reporting Officer	<i>Mr Neil Nicholson - Principal Environmental Health Officer</i>
Legislation	<i>Caravan Parks and Camping Grounds Act 1995 Caravan Parks and Camping Grounds Regulations 1997</i>
Council Role	<i>Executive/Strategic.</i>
Voting Requirement	<i>Simple Majority.</i>
Attachments	<i>12.2.1A - Discussion Paper Parking Bay Design 12.2.1B - Parking Bay Design 12.2.1C - Ferguson Hall Committee Letter (FVHC) 12.2.1D - Risk Assessment</i>

Overview

This report recommends Council approve a trial use of the Ferguson Hall carpark for one (1) designated 24-hour Caravan and RV stopover bay for a period of three (3) months, for self-contained caravans or RVs only.

OFFICER RECOMMENDATION

THAT Council:

1. **Approves the three (3) month trial of Ferguson Hall carpark being used for one 24-hour Caravan/Recreation Vehicle stopover as contained within (Appendix ORD: 12.2.1B), subject to the following conditions:**
 - a. **The trial period shall conclude from three (3) months of the date of the signs being placed onsite, the single bay marked and locks being placed on the water tank and power points.**
 - b. **Stopover Bay to be line-marked in accordance with Australian Standard AS 2890.**
 - c. **Installation of a sign identifying the site as a the 24-hour Caravan/ Recreation Vehicle stopover. The sign is to be installed in safe and suitable location as determined by Shire of Dardanup Infrastructure Services, with site rules which include:**
 - i. **Caravan/Recreational Vehicle use is permitted for 24 hours only;**
 - ii. **Site may be closed during events;**
 - iii. **Caravan/ Recreational Vehicle must be located within the bay identified in the sign;**
 - iv. **Caravan/ Recreational Vehicle must be self-contained (Equipped with freshwater, greywater and blackwater containment. With onboard toilet, basin and kitchenette);**

- v. All greywater and blackwater to be discharged into the vehicle holding tanks;
 - vi. Tents, annexes and temporary structures are not permitted;
 - vii. Attachment of poles, ropes or other items to any part of this site is prohibited;
 - viii. Camp-fires or open fires are prohibited;
 - ix. Dog/s must be on a lead; and
 - x. Rubbish to be placed in rubbish bins or taken with you.
- d. Installation of locks on the water tanks and outdoor power point to eliminate the risk of water and electricity being taken or used without authority.
- e. Community consultation to occur for the three (3) months inviting nearby residents to provide feedback on the trial of the Ferguson Hall carpark being used for one 24-hour caravan/ Recreational Vehicle stopover.
- f. The Chief Executive Officer to bring a report back to Council after the three (3) month trial period has concluded providing information relating to:
- Submissions received;
 - Utilisation of stopover;
 - Infringements issued/warning issued by Rangers;
 - Complaints received; and
 - Additional costs/maintenance required.

For Council to consider the one (1) bay being dedicated as a 24-hour Caravan/ Recreational Vehicle stopover permanently.

2. Does not support Gnomesville Carpark being used as a 24-hour caravan and Recreational Vehicle stopover due to traffic concerns and safety of visitors.

Change to Officer Recommendation

No Change. OR:

As per Local Government (Administration) Regulations 1996 11(da) Council records the following reasons for amending the Officer Recommended Resolution:

Background

In July 2024 a request from a community member was received by the Shire to consider the establishment of a Nature-Based Park, a Transit Parks or addition 24-hour Caravan/RV stopovers in the Ferguson Valley. The suggested locations were as follows:

- The intersection of Pile Road and Wellington Mill Road (Wellington Mill);
- Crooked Brook Forrest; and
- Wells Recreation oval.

A discussion paper (Appendix ORD: 12.2.1A) on the request, was presented to Council at a Chief Executive Officer (CEO) Concept Forum in July 2025. The paper assessed the cost and implications of establishing these facilities at each of the suggested sites. The outcome was that establishing a Transit Park or Nature-Based Park anywhere carried significant costs and resource commitment. Particularly in the payment of the salary for a manager or 'responsible person' to manage these facilities (facilities are required to have a manager under the *Caravan Parks and Camping Grounds Act 1997*).

Given the costs of establishing a Transit Park or Nature-Based Park, the paper raised the possibility of establishing an additional 24-hour Caravan and RV stopover in the Shire of Dardanup (in addition to the existing stopovers in Dardanup and Burekup). The report identified the Ferguson Hall carpark as a potential suitable location. At the meeting Council also requested Officers investigate Gnomesville as another possible location. These two locations form the basis of the report.

Legal Implications

Caravan Parks and Camping Grounds Act 1995

- Nature-Based Parks and Transit Parks are deemed as 'facilities' under the *Caravan Parks and Camping Grounds Act 1995*. As such, they must have a manager or responsible person and meet the minimum setup requirements of the Regulations.

Caravan Parks and Camping Grounds Regulations 1997

- Identifies 24-hours roadside rest areas.
- Sets minimum requirements for Nature-based Parks and Transit Parks including ablution block, and fire-fighting equipment, site facilities and requirement for a manager.

Council Plan

8.1 - Support responsible planning and development.

8.2 - Advocate for adequate utility infrastructure to support a growing community and economy.

9.3 - Provide quality community facilities.

Environment - None.

Precedents

2014 – Council approved establishment of caravan stopovers in Burekup and Dardanup.

2017 – Stopovers were formally opened in Dardanup and Burekup.

Consultation

Following the CEO Concept Forum in July 2025, where the community request was discussed. Officers consulted with the Ferguson Valley Committee (FVC) who provided in-principal support for the proposal for a three (3) month trial period only (Appendix ORD: 12.2.1C). The committee advised as follows:

'At an extra ordinary meeting of the Ferguson Hall Management Committee this evening, it was agreed to proceed with a trial of one RV 24-hour stopover on the Eastern Side of the Hall, subject to conditions, most of which we have already discussed on site. I'll forward the minutes of this meeting in the next day or so, once they have been prepared'.

The committee support the trial period subject to the following. An Officer comment has been provided to address the committee's concerns.

- **FVC Comments:**

- *Residents must be notified and able to provide feedback;*
- *Bay to be clearly signed as 24-hour stop only; and*
- *Rules signage to include:*
 - *Back deck off limits.*
 - *Inquiries to Shire Rangers.*

Officer Comment

During the trial period, neighbours within a 1km radius will be notified of the trial occurring and the Shire will be seeking their comments. The single bay will be clearly marked and appropriately signed to advise users of the rules. The bay will not be available until signage and markings have occurred.

- **FVC Comments:**

- *A number of concerns were raised which will need to be resolved prior to the commencement of the trial:*
 - *Septic System already under pressure- risk of further overload*
 - *Water theft form hall tanks- suggested signage 'non potable water and a lockable tap cover*
 - *Power theft risk to be mitigated*
 - *Neighbour impact -shire rangers o respond promptly to enquiries and complaints*
 - *Additional insurance costs to be borne*

Officer Comment

The septic system onsite has been reviewed by the Shire's Health Officer and considered to have sufficient capacity to handle the increased volume a single RV/ 24-hour caravan stop may generate. A recent visit to the site identified that the septic lid has to be replaced. The Shire's Building Officer is managing this process as part of a separate matter and will be addressed accordingly.

In terms of water theft and power theft, the Shire at the site visit, identified that the following will be required to be secured to address the committee's concerns:

- *Power switch above hot water unit (north side of building).*
- *Power switch above UV filter (south side of building).*
- *Tap at base of the water tank.*
- *Electrical meter box.*

The Shire has inhouse capacity to secure these elements. If Council support the trial period, Officers have recommended that these elements are protected prior to the temporary designation occurring.

In terms of neighbour impact, the Shire Rangers will include the Ferguson Hall as part of their routine daily inspections and also will be available after hours in the instance a complaint is received.

Budget Implications

The three (3) month trial would require the following costs to be borne by the Shire:

Indicative setup costs:

A0 Caravan/RV 24-hour stopover sign:	\$700 for the sign production \$300 for installation
A0 vinyl sign cover:	\$700
Line marking of Caravan/RV bay:	\$900 - \$1,800 base cost

The cost will be covered by existing operating budget.

Budget – Whole of Life Cost

For the three (3) month trial period, the existing operations and maintenance budget and schedule for Ferguson Hall would be sufficient to capture maintenance for the 24-hour stopover.

Following the trial period, Officers based on the information gathered (utilisation, rubbish generated) will be in a better position to understand and additional costs associated with the designation being in place more permanently. This will be presented to Council at a later date.

Council Policy Compliance

Council Policy *SDev CP506 – Burekup and Dardanup Recreational Vehicle Stop-Over Sites* sets the core rules for operation and use of the Burekup and Dardanup 24-hour stopover. If Council approve an additional stopover at Ferguson Hall, this policy will be updated to include this site.

Risk Assessment

The Risk Management Governance Framework has been considered in arriving at the officer recommendation. Please refer to (Appendix ORD: 12.2.1D) for full assessment document.

TIER 2 – ‘Low’ or ‘Moderate’ Inherent Risk.		
Risk Event	24-hour Caravan and RV stopovers – Ferguson Hall carpark	
Inherent Risk Rating (prior to treatment or control) – Stopover, Ferguson Hall carpark	Low (1 - 4)	
Risk Action Plan (treatment or controls proposed)	N/A	
Residual Risk Rating (after treatment or controls)	N/A	
Risk Category Assessed Against	Legal and Compliance	Compliance with Road Traffic Design laws and Australian Standards (carpark design).
	Health	Compliance with the Caravan Parks and Camping Grounds Act and Regulations, and relevant Health and Environment laws.

Officer Comment

Ferguson Hall Carpark

- *Shire of Dardanup Local Planning Scheme No.9*

The lot is zoned 'Tourism' and is also located in the SCA2 *Special Control Area – Ferguson Valley Tourism Area* in the Shire of Dardanup Local Planning Scheme No.9 (LPS 9). In the Tourism zone, a stopover site if classed as a Caravan Park (as it involves Caravans) is a 'P' use (permitted use). The designation of a 24-hour Caravan and RV stopover is consistent with the 'Tourism' objectives of the zone.



Figure 1: Aerial photo of Ferguson Hall and carpark.

- *Traffic*

From a vehicle manoeuvring aspect, this site is considered the best location for a 24-hour Caravan/RV stopover. Access and egress to the site can be safely undertaken in a safe manner as sightlines east and west of the site are clear for a significant distance to allow for safe manoeuvring in and out of the site.

The site itself affords a Caravan or RV sufficient space to manoeuvre safely within the site. Officers had contemplated initially four bays being dedicated for a 24-hr stopover, however, after consulting with the Ferguson Hall Committee, reduced it to one bay being dedicated for the proposed purpose as can be seen below. The dimension of the stopover bay would be 15m x 4m to accommodate a large RV. The Shire will have to mark the bay accordingly.

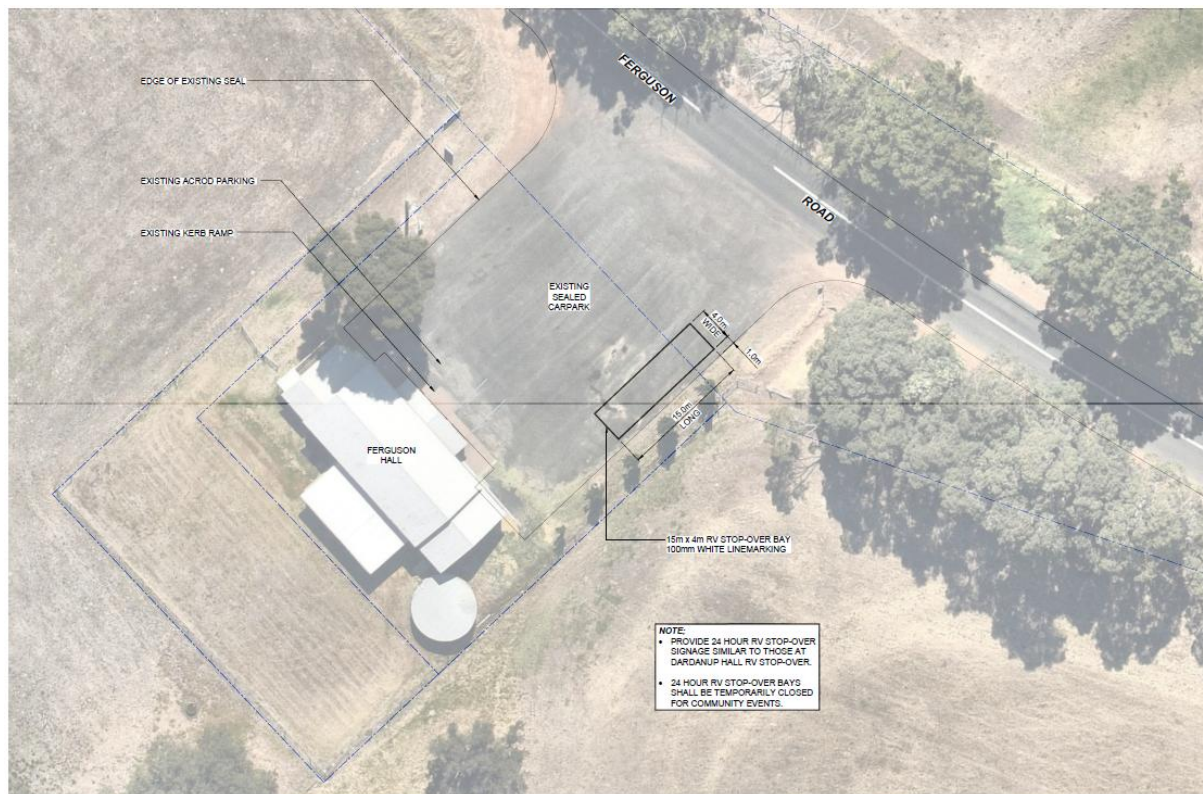


Figure 2: Location of Bay

Officers do not consider the dedication of one bay to impact the vehicle safety on and off the site. Onsite signage will be required to ensure the vehicles are parked within the dedicated area outlining the Shire's rules and regulations.

Overall, the use of the site for the proposed purpose is not considered to generate additional traffic which is likely to have an adverse impact on the road network overall. Officers support the trial period of the 24-hr Caravan and RV stopover.

Caravan and Camping Regulations 1997

The requirements for a stopover under the above-mentioned legislation at this location will require the following:

- 24-hour camping only.
- Caravans and RVs to be self-contained.
- No fold-out or tie-down structures permitted.
- No generators to be operated.
- Dogs to be on a lead.

These requirements will be included in a sign to be made and placed onsite, so users are aware of their obligations.

Further to the above, Local Governments can also impose their own conditions of the use of the site, similar to what occurs in the Dardanup stopover. This allows the Shire to restrict the use of these sites in the instance there is an event occurring at the Ferguson Hall, or if there is a high fire danger threat.

Following consultation with the Ferguson Hall Committee, they have provided support, subject to certain restrictions which will allow them to operate their events and activities without any impact. This includes closing the site during a planned event. As such, if this location is endorsed by Council, Officers have recommended restrictions that meet the requirements of the users of the hall.

- *Waste*

Disposal of wastewater (greywater and blackwater) from caravans/RVs on site is not permitted. If the site is approved by Council, the site sign would stipulate this restriction. Rangers will monitor the site, and respond to complaints, to ensure this requirement is complied with.

Rubbish bins are available at the site. It is not considered that the use of the single bay will generate a significant amount of waste. Following the trial period Officers will be in a better position to understand if any additional bins are required and changes to the frequency of the waste pick-up service as there will be a better understanding of waste volumes generated. It is also likely that the stopover will increase usage of the public toilet onsite. Increased maintenance may be required as a result. This can be considered following the trial period.

- *Ranger Patrols*

In terms of regulating the rules of the site, the Rangers will include this site within their pro-active patrol routes to monitor if compliance is being achieved. The Ferguson Hall Committee will also have details of the Rangers contact if they have a complaint regarding a user of the site.

- *Gnomesville Carpark*

Gnomesville is one of the Shire's main tourist destinations. The site receives anywhere between 15,000 to 30,000 visitors per year. There are 32 car parking bays designated to the site.



Figure 3: Aerial photo of Gnomesville carpark.

Shire of Dardanup Local Planning Scheme No.9

This site is within a road reserve and is reserved as a Local Distributor Road and is also located in the *SCA2 Special Control Area – Ferguson Valley Tourism Area*. Use of the land is at the discretion of the authority vested with the land and that is likely the Shire of Dardanup. The designation of a RV/24hr stopover is consistent with the Tourism objectives of the zone and the broader reservation.

Traffic and Parking

Gnomesville carpark has a shared access and egress point from Ferguson Road. The current dimension of this shared access is not suitable for a caravan or RV to manoeuvre into the site safely. Furthermore, due to the existing narrow carparking configuration, when onsite, these vehicles do not have the sufficient space to maneuver the site to leave in a forward gear which can be seen in the below image.

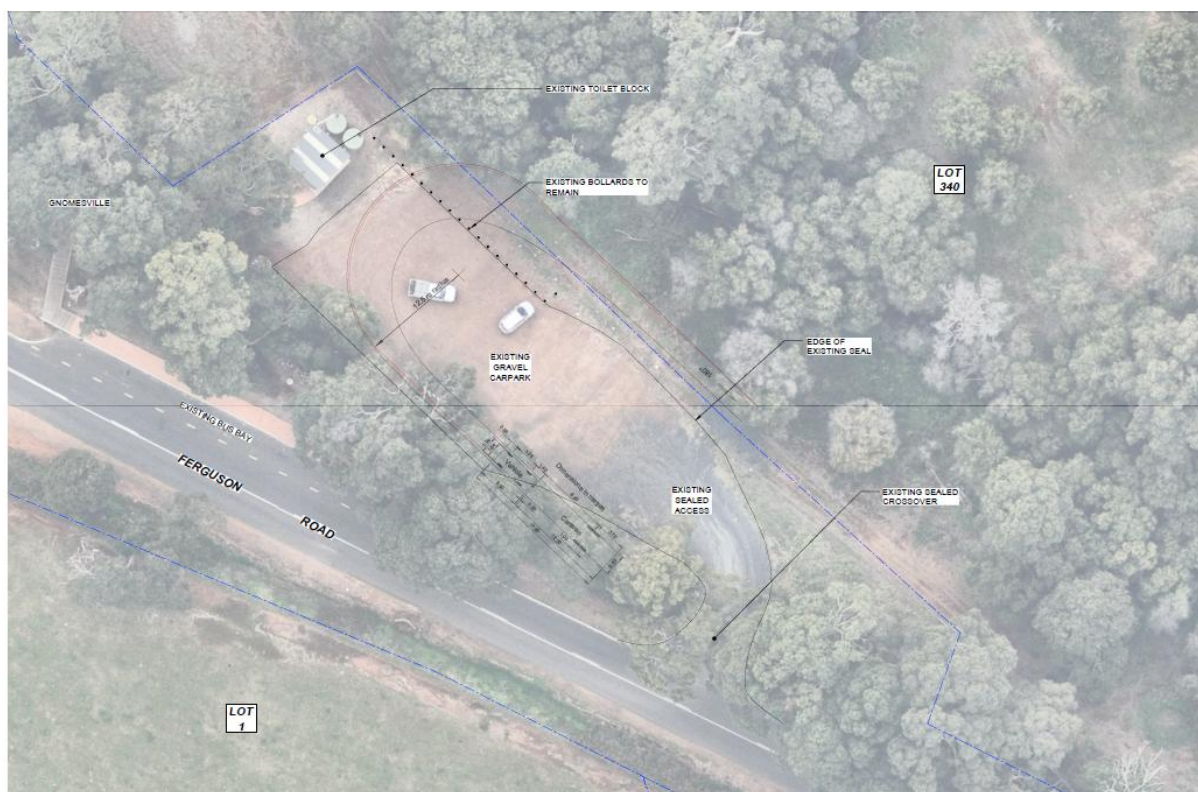


Figure 4: Manoeuvring Template of RV/Caravan Vehicles.

The existing carparking and narrow access configuration in addition to the high visitation rates of Gnomesville, does not make it suitable for a 24-hour Caravan/RV stopover. Significant works must be undertaken to widen the shared access/egress and the car parking area to allow for a wider area for the vehicles to manoeuvre. This would require significant earthworks and clearing to be undertaken and land to be purchased from the adjoining lot.

Officers do not support the designation of a 24-hour Caravan and RV stopover at the above Gnomesville location.

- *Summary*

Ferguson Hall carpark is the safest option for an additional 24-hour Caravan and RV stopover in the Shire when considering the safe movement of vehicles in and out of the site. Subject to appropriate signage and Range patrols, the trial period can be undertaken in a proper and orderly manner with minimal impacts on the Ferguson Hall Committee and the broader locality.

The use of Gnomesville carpark for a 24-hour Caravan and RV stopover is not supported due to the unsafe parking and access arrangements that currently exist onsite. Significant work and potential purchase of land would be needed to make the site compliant with carpark design standards, for use as a Caravan and RV stopover.

END REPORT

12.2.2 Reconsideration of Proposed Amendment 1 to Parkridge Estate Structure Plan

Reporting Department	<i>Sustainable Development Directorate</i>
Responsible Officer	<i>Mr Ashwin Nair - Director Sustainable Development</i>
Reporting Officer	<i>Mr Alan Longbon Manager Planning Building & Health</i>
Applicant	<i>Harley Dykstra on behalf of Parkridge Pty Ltd</i>
Legislation	<i>Planning and Development Act 2005</i>
Council Role	<i>Quasi-Judicial.</i>
Voting Requirement	<i>Simple Majority.</i>
Attachments	<i>12.2.2A – Approved Existing Parkridge Estate Structure Plan – map only</i> <i>12.2.2B – 2023 Proposed Amendment 1 – map only</i> <i>E-Appendix 12.2.2C – 2025 Proposed New Amendment 1 Section 31</i> <i>Reconsideration – Full Report (Under Separate Cover)</i> <i>12.2.2D – Risk Assessment</i>

Overview

The purpose of this report is for Council to reconsider its 21st of May 2025 recommendation to the Western Australia Planning Commission (WAPC) with respect to proposed 'Amendment 1' to the Parkridge Estate Structure Plan (PESP). The new proposed 'Amendment 1' lodged through the State Administrative Tribunal process, proposes revisions to Public Open Space, residential cells, lot orientation and densities.

Officers have considered the amended plan and recommend approval with modifications.

OFFICER RECOMMENDATION

THAT Council, pursuant to Schedule 2, Part 4, Clause 20 of the Planning and Development (Local Planning Scheme) Regulations 2015, recommends to the Western Australian Planning Commission that Amendment 1 (E-Appendix ORD: 12.2.2C) to the Parkridge Estate Structure Plan be approved subject to the following changes:

- 1. Public Open Space D:**
 - a. The Structure Plan be annotated to reflect that this area is to be used for active recreation purposes only and be accompanied by a Landscape Plan at subdivision stage.**
 - b. The area is to be cleared, stabilised and filled at subdivision stage to the specification and satisfaction of the Shire, to comply with State Planning Policy 2.6 – *State Coastal Planning Policy* to avoid future inundation.**
 - c. An emergency access way (EAW) to be constructed along the northern boundary of the area to the specification and satisfaction of the Shire of Dardanup.**
 - d. The drainage basin to be relocated to the Western corner and associated Local Water Management Strategy amended accordingly.**

2. Public Open Space E:

- a. The Public Open Space (POS) areas to be amalgamated into one larger functional active open space and a roadway linkage constructed through to the specifications and satisfaction of the Shire of Dardanup.
- b. A Landscape Plan be submitted as part of the subdivision stage to ensure the public open space provides for a high degree of amenity.
- c. The POS area to be irrigated to the specification and satisfaction of the Shire of Dardanup.

3. Road Infrastructure:

- a. The Structure Plan be annotated to state that development be limited until road access through Southbank to Eaton Drive is constructed.
- b. The Structure Plan to be annotated to state that staging be limited prior to the northern road connection to Eaton Drive until the Millbridge intersection with Eaton Drive is constructed.
- c. Traffic calming devices be installed along the straight sections of road.

4. Environment:

- a. The Structure Plan being annotated to include a Kangaroo Management Plan to be prepared and submitted.

5. An annotation placed on the Structure Plan which requires the Regional Open Space located within the structure plan area to be excised and transferred to the Department Planning Lands and Heritage at no cost to the Shire of Dardanup as part of the subdivision process.**6. Local Water Management Strategy be amended as follows:**

- a. Figure 11 of the Local Water Management Strategy to be updated to match the catchment names in Table 5 to list as A1x, A1y and A1z rather than A1x;
- b. Figure 11 of the Local Water Management Strategy to be updated to show catchments B1, C1 & D1 draining into Perimeter Basin 1 to match Table 5;
- c. Section 7.5.2 to be modified to show POS Basin 1 located closer to the foreshore;
- d. Section 7.5.2 to be modified to show Basin 2 (Swale) aligned along the northern boundary of the POS; and
- e. Table 7 includes a note below referring to 1% AEP storage volume. This note should be inserted below Table 8.

Change to Officer Recommendation

No Change. OR:

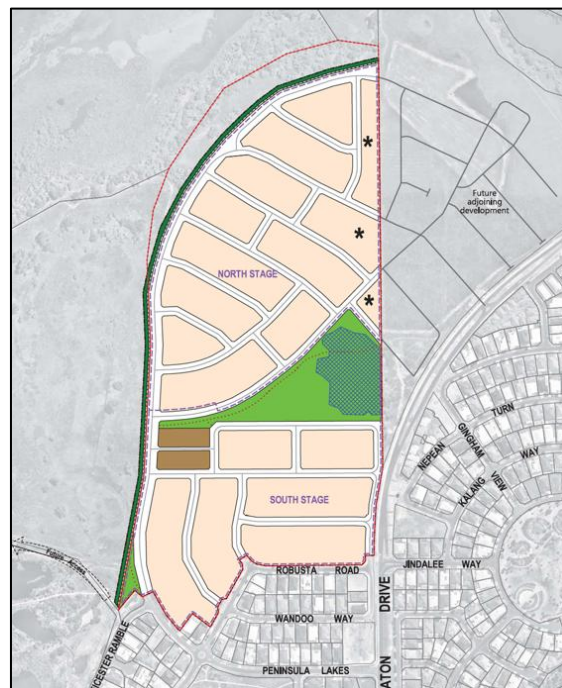
As per *Local Government (Administration) Regulations 1996 11(da)* Council records the following reasons for amending the Officer Recommended Resolution:

Background

Existing Structure Plan

The existing Parkridge Estate Structure Plan (PESP) was considered by Council at its meeting on 29th of August 2018, where it resolved to recommend approval of the structure plan subject to several modifications. The Western Australia Planning Commission (WAPC) ultimately approved the PESP on the 1st of October 2019. The full approved structure plan document is available on the Shire's website Parkridge Estate Structure Plan. The approved structure plan map has been extracted and provided for reference in (Appendix ORD: 12.2.2A).

The existing PESP applies to current Lot 9010 and developed land bounded by Lot 9010, Eaton Drive, Robusta Road, Glenhuon Boulevard and Peninsula Lakes Drive, shown below:



The land originally formed part of Lot 1 of Wellington Location 19 (Location 19), which was rezoned from 'General Farming' to 'Residential', 'Residential Development Area' and 'Recreation' via a scheme amendment progressed in 1991. Development in this area prior to the PESP was guided by a plan prepared in July 1991 referred to as 'Glen Huon Estate Eaton', or 'Plan 9'. The plan set out the broad layout of major roads, some indication of zonings and residential densities, schools, and areas of POS. The land area of the original Location 19 was 254.25ha, and has been subsequently developed for residential purposes, POS, a recreation centre, a high school and primary school, an aged care facility, and includes Regional Open Space (ROS).

The PESP seeks to guide the development of the PESP area of approximately 32ha for residential purposes, with an overall yield of approximately 436 dwellings. Residential cells have a density range of R20-R40 for the most part, but with two residential cells that specify R40 density. The base code for the PESP is R20. The PESP incorporates areas of Public Open Space (POS) comprising a total of 3.18ha and Regional Open Space (ROS) comprising a total of 1.0276ha.

Previous Consideration of Amendment 1 to PESP (2023)

At its Ordinary Meeting held on 22nd of November 2023, Council considered 'Amendment 1' to the PESP. A copy of the Amendment 1 map considered by Council is contained in (Appendix ORD: 12.2.2B). Council resolved as follows (Resolution 269-23):

THAT Council, pursuant to Schedule 2, Part 4, Clause 20 of the Planning and Development (Local Planning Schemes) Regulations 2015, recommends to the Western Australian Planning Commission that Amendment 1 to the Parkridge Estate Structure Plan be refused for the following reasons:

- 1. The reduction in Public Open Space proposed by Amendment 1 to the Parkridge Estate Structure Plan is not supported as the proposal does not meet the following objectives and requirements of Western Australian Planning Commission Operational Policy 'Liveable Neighbourhoods':*
 - a) Element 1, Objective 5: The proposal does not provide Public Open Space that meets the recreational, social and health needs of existing and future communities;*
 - b) Element 5, Requirement 9.1: The proposal does not contribute a minimum 10% of the gross subdivisible area for Public Open Space; and*
 - c) Element 5, Requirement 9.1: The amendment does not include a Public Open Space schedule detailing the amount, distribution, and function of Public Open Space.*
- 2. The removal Public Open Space from the central location depicted on the endorsed Parkridge Estate Structure Plan, as proposed by Amendment 1 to the Parkridge Estate Structure Plan, is not supported for the following reasons:*
 - a) The Black Cockatoo Habitat Tree Review (November 2022, Version 1) confirmed that the Parkridge Estate contains black cockatoo habitat, which are listed as threatened species under the Biodiversity Conservation Act 2016 and the Environment Protection and Biodiversity Conservation Act 1999, and removal of this habitat is unacceptable and avoidable;*
 - b) The central Public Open Space area provides habitat for the common brushtail, threatened black cockatoo, kestrels and other birds, and western kangaroo, and removal of this habitat is unacceptable and avoidable;*
 - c) The central Public Open Space area contains vegetation identified as Priority 1 in the Shire's Local Planning Strategy, being natural areas containing regionally significant vegetation complexes which have at least 2ha in good or better condition (including wetlands), and removal of this habitat is unacceptable and avoidable;*
 - d) It is inconsistent with the objectives and requirements of Western Australian Planning Commission Operational Policy 'Liveable Neighbourhoods' Element 1, Requirement 5.1, as the Amendment 1 proposal does not provide Public Open Space within 300m to all residential lots;*
 - e) It is inconsistent with the objectives and requirements of Western Australian Planning Commission Operational Policy 'Liveable Neighbourhoods' Element 1, Requirement 5.2, as the Amendment 1 proposal does not include a site-responsive Public Open Space network to enhance community wellbeing, facilitate a sense of place and one that encourages physical activity and community interaction;*
 - f) It is inconsistent with the objectives and requirements of Western Australian Planning Commission Operational Policy 'Liveable Neighbourhoods' Element 5, Design Principle 8, as the Amendment 1 proposal does not include an integrated network of Public Open Space that provides communities with access to nature, sport and recreation and therefore the proposal does not meet the Public Open Space function and size requirements;*
 - g) It is inconsistent with the objectives and requirements of Western Australian Planning Commission Operational Policy 'Liveable Neighbourhoods' Element 5, Design*

Principle 9, as the Amendment 1 proposal does not optimise the siting and design of Public Open Space to promote accessible and efficient use of land; and

- h) It is inconsistent with expectations of existing lot owners in the Parkridge Estate Structure Plan, who purchased lots on the understanding of being within certain proximity to the central Public Open Space shown on the endorsed, published Parkridge Estate Structure Plan.*
3. *The placement of drainage infrastructure, including bioretention swales, within the adjoining Regional Open Space is not supported for the following reasons:*
- a) Introduces potential to impact the wetland environment in the Regional Open Space broadly, and the northernmost basin is proposed within a Conservation Category Wetland which is also within an Environmentally Sensitive Area; and*
 - b) All proposed basins are within or abutting the 1 in 100-year, 1% annual exceedance probability (100-year flood plain).*

Following this decision, the proposal was later presented to the WAPC where it was refused. The applicant exercised their rights under the State Administrative Tribunal Act 2004 and lodged an application with the SAT for the refusal decision to be reviewed.



WAPC Decision and Resultant Revision of Amendment 1

Following the SAT process (which included mediation between the Department Planning Lands and Heritage (DPLH) and the applicant), the Shire was invited by the DPLH to provide a recommendation on the draft 'Amendment 1' which proposed modifications to the earlier November 2023 refused iteration. Council at its May 2025 OCM recommended to the WAPC to refuse the proposal which was subsequently upheld by the WAPC

Following the refusal by the WAPC, through the SAT process once again, the applicant has revised the proposal and submitted a new 'Amendment 1' to the WAPC. The Shire as a result has been invited to provide a recommendation.

The main differences between the 2019 approved PESP and the latest 2025 proposed 'Amendment 1' plan are outlined below

	2019 PESP	2025 Revised Amendment 1 (November 2025 Iteration)
Density	Base code R20 Indicative R20-R40 range One pocket of R40 specified	R20, R30, R40 areas
Indicative Yield	436 lots/dwellings	428 lots/dwellings (the lot yield is less as large areas of the PESP area have been developed and released under the prevailing 2019 PESP.)
Estimated population	1,090 @ 2.5 household size (ABS)	1070 people @ 2.5 household size (ABS)
POS	3.2ha: mostly centrally located, including protection of remnant bushland.	3.2ha: Made up of 5 parcels A to E. A 0.14ha, B 0.2994, C 1.16ha with remnant vegetation, D 1.3ha with remnant vegetation, E as 2 pocket parks of 450m2 each. ROS

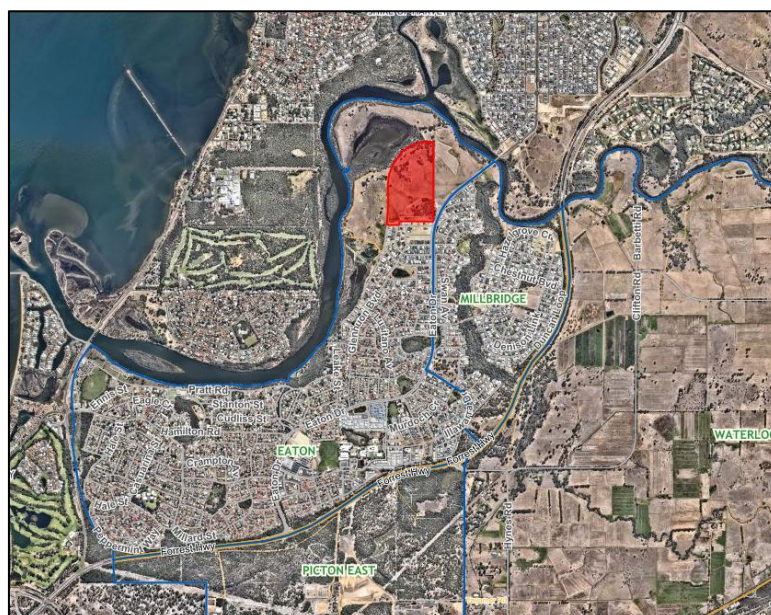
	2019 PESP	2025 Revised Amendment 1 (November 2025 Iteration)
Plan overview		

Consideration of New Amendment 1

The assessment and determination of new 'Amendment 1' is undertaken by the WAPC with Council acting as a referral agency. The WAPC are also responsible for seeking public and agency comments on the revised amendment.

Proposed 'Amendment 1' seeks to redistribute POS, reconfigure residential cells and adjust residential densities. The full revised application is contained in (Appendix ORD: 12.4.1C).

Location Plans





Proposal

The outline of the proposal is as follows:

Region Scheme	Greater Bunbury Region Scheme (GBRS) Predominantly zoned 'Urban' with some portions of 'Regional Open Space' reserve
Local Planning Scheme	Local Planning Scheme No. 9 (LPS9) Urban Development, Public Open Space and within the SCA4 Flood Prone Area
Structure Plan/Precinct Plan	Parkridge Estate Structure plan (PESP)
Use Class and Permissibility	N/A
Lot Size	N/A
Existing Land Use	Residential / Vacant / Rural
State Heritage Register	N/A
Local Heritage	N/A
Bushfire Prone Area	Yes

Legal Implications

Planning and Development (Local Planning Schemes) Regulations 2015

Part 4 of the *Planning and Development (Local Planning Schemes) Regulations 2015* deemed provisions relates to structure plans. Clause 29 relates to the amendment of a structure plan, as follows:

- (1) *A structure plan may be amended by the Commission at the request of the local government or a person who owns land in the area covered by the plan.*
- (2) *The procedures for making a structure plan set out in this Part, with any necessary changes, are to be followed in relation to an amendment to a structure plan under this clause. Despite*

subclause (2), the local government may decide not to advertise an amendment to a structure plan if, in the opinion of the local government and the Commission, the amendment is of a minor nature.

- (3) *An amendment to a structure plan under this clause or clause 29A(2) does not extend the period of approval of the plan unless, at the time the amendment is approved, the Commission agrees to extend the period.*

The proposed amendment has been submitted and assessed in accordance with the requirements under Part 4 of the Regulations, including advertising in accordance with Clause 18.

The WAPC's previous refusal of the 2023 proposed amendment is subject to a review in the SAT. After deliberation at SAT, a revised new 'Amendment 1' document was lodged with the WAPC for its reconsideration in 2025 under section 31(1) of the State Administrative Tribunal Act 2004. The section 31 reconsideration was refused and now a second section 31 has been lodged for consideration for a new 'Amendment 1'.

- *Local Planning Scheme No. 9 (LPS9)*

The PESP area is zoned 'Urban Development' except for existing developed lots in the southern portion of the PESP which are zoned 'Residential' (R20). A small portion of the PESP in the Northeast corner is reserved for Public Open Space.

Special Control Area 4 – 'Floor Prone Area' (SCA4) affects the northern portion of the site. Schedule 10 of LPS9 sets out the purpose, objectives and additional provisions for SCA4, to be considered at the development application stage. Broadly the objectives are to ensure that development provides an acceptable level of flood protection to people and property, ensure development does not impede the natural passage and drainage of floodwaters, and ensure development siting avoids the adverse impacts of flooding.

Council Plan

- 2.2 - Increase participation in sport, recreation and leisure activities.
- 5.1 - Care for natural habitats and waterways to preserve native and endangered fauna and flora.
- 6.1 - Increase awareness and adoption of sustainable practices.
- 8.1 - Support responsible planning and development.
- 9.4 - Provide quality parks and playgrounds.
- 14.2 - Ensure equitable, inclusive and transparent engagement and decision- making.

Environment

The PESP adjoins the Collie River foreshore reserve on its northern and western boundaries, which contains remnant vegetation. The land contains a large pocket (approximately 2.6ha) of natural vegetation on its eastern edge, identified as POS in the PESP, and some well-established groupings of trees along the northern boundary. Established trees in the northwestern portion of the site have been shown within a new and revised area of POS.



Council has previously raised concerns about the loss of the 2.6ha of vegetation that is currently retained within the 'central' POS area on the PESP. Proposed 'Amendment 1' seeks to retain 1.16ha of vegetation in the POS area.

Officers consider that although the new amendment will reduce the amount of vegetation in this area enough of it is retained as a representative sample that can perform the role of providing an important refuge for native wildlife in the broader Eaton/Millbridge/Parkridge urban area, especially for smaller mammals and birds that cannot travel extended distances without respite. The vegetation stand also provides mature tree habitat for black cockatoos, possums, and other fauna and to provide nesting areas for kestrels and other birds. Similarly, the large area of ROS contains the same and better vegetation over a much larger area.

The local planning strategy shows that the PESP area contains vegetation identified as Priority 1, being natural areas containing regionally significant vegetation complexes which have at least 2ha in good or better condition (including wetlands). This is contained within the POS area proposed to be reduced in size, as well as patches extending from the northern boundary associated with the adjoining wetland/regional parkland. Much larger examples of priority 1 vegetation are in the ROS areas as well.

Council should note the positive overall trade-off is the revised proposal adds POS area D to the POS mix. POS area D gives Council the opportunity to close the active POS deficit by directing that this area be developed for this purpose. At present the POS allocation has a strong bias toward passive POS to the detriment of active POS areas which is later discussed in the report.

Notwithstanding, other smaller areas of vegetation may be removed, it will be recommended via a condition of subdivision approval that prior to the commencement of subdivisational works, measures be undertaken to identify any vegetation on the site worthy of retention, including potential habitat or foraging trees for threatened fauna species. Protection measures are to be implemented to ensure such vegetation is not impacted by subdivisational works.

Precedents

At the Ordinary Council Meeting held on 29th of August 2018, Council resolved to recommend to the WAPC that the PESP be approved subject to modifications. A modified version of the PESP was ultimately approved by the WAPC on 1st of October 2019 and is valid until 1st of October 2029.

The PESP area and broader Parkridge Estate (forming part of the original Location 19) has been subject to several subdivision approvals granted by the WAPC, which has seen the area progressively develop since the 1990's.

Council's consideration of an earlier iteration of proposed 'Amendment 1' to the PESP in November 2023 is outlined above.

Consultation

Public Consultation

Due to the proposal being subject to a s.31 reconsideration under the SAT Act 2004, public consultation of the earlier iteration of Amendment 1 which was presented to Council at the May 2025 OCM had been conducted by the DPLH rather than the Shire.

The new proposed 'Amendment 1' now in front of Council has been treated as a continuation of the original process. As a result, the DPLH have advised they will not be undertaking further public consultation.

Consultation with Government/Service Agencies

Consultation with agencies on 'Amendment 1' has been conducted by the WAPC and this has included the current referral to the Shire and the subject of this report.

Budget Implications - None.

Budget – Whole of Life Cost

At the subdivision stage, the developer will be responsible for the design and construction of the roads, drainage infrastructure, and the development of POS to the satisfaction of the Shire of Dardanup. However, the Shire will take on the maintenance costs of these areas and assets once the titles are issued.

In return the Shire receives a stream of rate income each year from the new lots that underpins future operational and capital expenditure.

The POS distribution will create a similar amount of land as in the original PESP but distributed in smaller parcels. This design change will increase the maintenance burden for the Shire as compared to a single larger parcel as proposed in the original PESP. On the other hand, the higher lot yield helps defray this additional cost.

Council Policy Compliance

CP052 – Pathways – Provision for and contribution by Developer

This policy requires preliminary pathway layouts to be included on local structure plans with all pathways being constructed as part of subdivision works. Section 4.6 of Part One of proposed Amendment 1 to the PESP refers to the applicant/owner making provision for footpaths through the structure plan area, with the location and width to be determined at subdivision stage in accordance with the requirements of WAPC Liveable Neighbourhoods policy.

CP093 – Sustainability

This policy sets out the environmental, social and economic objectives of the Shire at all levels of development and identifies measures for how they can be implemented. The policy includes a range of measures to be considered by the developer at the structure plan stage, as outlined below.

CP093 Structure Plan Requirement	Shire Officer Comments
<p>Apply water sensitive urban design (WSUD) principles to the structure plan design.</p>	<ol style="list-style-type: none"> 1. Largely demonstrated but a review and update are required as per the comments below. 2. Table 5 shows catchments, A1x, A1y and A1z, yet Figure 11 notes them all as A1x. This needs correction. 3. Table 5 shows catchments B1, C1 & D1 draining into the Perimeter Basin 2, yet Figure 11 shows draining into Perimeter Basin 1. Needs reviewing. 4. Table 7 includes a note below referring to 1% AEP storage volume. It appears that this note should be below Table 8. Needs reviewing. 5. Section 7.5.2 indicates that spillways will be treated with rock pitching to prevent erosion. POS Basin 1 is shown in the southeast corner of the POS a long way from the foreshore which could result in a large rock pitched flow path separating the two sides of the POS. It would be preferable if the Basin could be located closer to the foreshore, as the Perimeter Basin 1 must drain into it and the current configuration will lead to a lot of underground piping and probably issues with maintaining fall from the Perimeter Basin to Basin 1 to the foreshore. It is understood that the proposed basin location was determined with the objective of preserving existing vegetation, but the value of this protection may need to be re-evaluated against the overall alignment of drainage structures and POS usability. <div data-bbox="826 1084 1185 1464" data-label="Image"> </div> <ol style="list-style-type: none"> 6. The Perimeter Basin 2 (Swale) is proposed to be aligned between the road verge and the POS which will severely restrict access to the POS. The Shire would prefer if this swale could be aligned along the northern boundary of the POS to provide a seamless connection between the road and the POS. See diagram above and directional arrow. 7. The POS area surrounding Basin 1 is proposed to retain all the trees and no earthworks are proposed. The Shire is concerned that this low area will become inundated often and may become unusable to the public in future years because of sea level rise. Figure 6 shows that most of the area is within the floodplain.
<p>Prepare a LWMS.</p>	<p>Demonstrated. An LWMS has been prepared and submitted requires modifications as discussed above.</p>
<p>Incorporate cycleway and pedestrian movement plan.</p>	<p>Demonstrated. Pathway network is shown on the structure plan. Modifications are required as discussed in this report.</p>

CP093 Structure Plan Requirement	Shire Officer Comments
Provide urban consolidation and lot size/housing choice.	Demonstrated. Building on the densities of the existing PESP, a medium density code range is proposed (R30-40) which provides urban consolidation in an existing residential area. The density range allows for a mix of lot sizes and housing choice.
Propose lot design which incorporates the long axis of the block east-west as appropriate.	Demonstrated. The structure plan layout makes the most of east-west street blocks, considering the curved northern lot boundary of the PESP and the need to align with the existing road layout to the south.
Use POS to protect and enhance biodiversity through retention of habitat vegetation and ecological linkages.	Demonstrated. 1.1ha of the current stand of vegetation on the site will be retained. This is considered acceptable given the trade-off is the addition of POS area D that can be developed for active POS where the Shire will have a deficit in the future. The large ROS areas also provide for adequate retention of habitat and remnant priority 1 vegetation.

CP093 Structure Plan Requirement	Shire Officer Comments
Investigate appropriate management of POS and Foreshore Reserves.	Demonstrated. Both active and passive POS and the ROS areas have been identified and can be added to the Shire's inventory of POS and managed accordingly.
Propose a land use response to topography and land capacity.	Demonstrated. The topography of the site does not preclude its development for residential purposes. Areas of remnant vegetation can be retained and an area of active POS developed.
Identify and give due consideration to significant ecological, cultural and heritage aspects on the site.	Demonstrated. The revised Amendment 1 will have a similar impact to the approved PESP. There are no cultural or heritage considerations affecting the site.
Provide a road and pathway network that is visually enhanced with incorporated street trees and designed to the human scale.	Demonstrated. Road and pathway network identified on the revised structure plan. The exact tree species and cost will need to be established at the subdivision stage.
Provide a development concept that includes a variety of lot sizes and formats to cater for current and changing community lifestyle requirements.	Demonstrated. The medium density code range proposed across the broader PESP area will enable the creation of a variety of lot sizes and formats to cater for current and changing community lifestyle requirements.
Incorporate Liveable Neighbourhoods guidelines with respect to personal safety and security.	Demonstrated. These considerations will be detailed at the subdivision/development stage and will include considerations including passive surveillance and lighting of the public realm.
Demonstrate connectivity of the proposed development internally and surrounding land uses external to the site.	Demonstrated.

CP120 – Environment

The objective of this policy relevant to the proposal is to ensure that policies, strategies and management plans are prepared and implemented for natural reserves, endemic flora and fauna and natural landscape areas in care, control and management of the Shire. The diagram below shows the POS layout for the new proposed Amendment 1.



Figure 5 – POS Plan

- *Public Open Space C*

The proposed amendment will protect 1.1ha of the stand of vegetation in the POS parcel C. Officers consider that although the new amendment will reduce the amount of vegetation in this area the best parts of it are retained and the remaining vegetation is adequate to maintain the ecological benefit from the remnant vegetation. On balance within the locality the Regional Open Space (ROS) also serves as a habitat for local flora and contains far larger expanses of the same priority 1 vegetation identified in the Local Planning Strategy.

- *Public Open Space D*

Proposed POS D is a low-lying wetland of the Palusplain and holds waterlogged soils during the wetter months. There is a general concern about the stormwater holding capacity as the POS sits within the 100 y (1%) AEP, especially if the soil is excavated lower to create basins.

For this reason, the area is recommended to be conditioned such that it is filled and drained to the satisfaction of the Shire and then developed as an active recreation area. The remnant vegetation would be lost in any case within 20 years due to the rising water levels from climate change.

Risk Assessment

The Risk Management Governance Framework has been considered in arriving at the officer recommendation. Please refer to (Appendix ORD: 12.2.2D) for full assessment document.

TIER 2 – ‘Low’ or ‘Moderate’ Inherent Risk.	
Risk Event	Reconsideration of Proposed Amendment 1 to Parkridge Estate Structure Plan
Inherent Risk Rating (prior to treatment or control)	Moderate (5 - 11)
Risk Action Plan (treatment or controls proposed)	As the Residual Risk Rating is below 12, this is not applicable.

TIER 2 – ‘Low’ or ‘Moderate’ Inherent Risk.			
Residual Risk Rating (after treatment or controls)	As the Residual Risk Rating is below 12, this is not applicable.		
Risk Category Assessed Against	Environment	Environmental Impact from the removal of vegetation	
	Legal and Compliance	SAT appeal by applicant if proposal refused	
	Reputational	Community expectation that functional POS shown on endorsed PESP will be provided	

- *Shire of Dardanup Local Planning Strategy*

The Local Planning Strategy identifies the PESP area as zoned “Urban”. The PESP is in keeping with this urban land zoning.

This Strategy provides a strategic plan for the future of the Shire. The Strategy identifies a broader lack of POS at the neighbourhood level in Eaton that can be used for active recreation purposes such as a casual game of cricket or football. Within Eaton, much of the POS has been designed for passive recreation including picnic areas. In several instances they include wetlands. Further, the POS is used to enhance and market housing estates.

Draft Amendment 1 predominantly proposes passive POS in the centrally located open space that also retains remnant vegetation. Officers consider through this process there is an opportunity to provide more active open space for recreation purposes in Eaton and the broader locality by design changes to proposed POS area ‘D’ which can be captured at the subdivision stage of the development. This is discussed later in the report.

The Strategy also identifies significant natural areas in the Shire, categorising these into Priority 1, 2 and 3. The PESP area contains vegetation identified as Priority 1, being natural areas containing regionally significant vegetation complexes which have at least 2ha in good or better condition (including wetlands). This is contained within proposed POS area C as well as patches extending from the northern boundary associated with the adjoining wetland/regional parkland.

Though POS area C is planned to be reduced in area by proposed ‘Amendment 1’ it is still considered of a size that represents a patch which still holds environmental values. In addition, there are much larger areas of this same vegetation type located nearby in the much large ROS areas as a result can be considered a smaller patch within a broader complex that also provides a habitat for the local fauna. As such, Officers consider that the reduction in vegetation is unlikely to result in adverse environmental impacts.

Officer Comment

- *Density*

The original PESP proposed a base density of R20, with a density range of R20-R40 that provided for lots ranging from 200m² to approximately 700m². Until recently, the prevailing lot size created was approximately 550m²-650m². However, lots recently created have provided a prevailing lot size of approximately 420m². The approved PESP allows for a total lot / dwelling yield of 436. A population of 1,090 persons is estimated based on the current household size for Eaton of 2.5 people (ABS). Proposed new Amendment 1 proposes a base density of R30, a density range of R30-R40, and specifies R40 in the central area and around the Southern boundary of the structure plan area next to POS area C. The average lot size is about 415m².

The supporting documentation states that an additional 428 lots will be produced supporting a population of an additional 1188 people. The general increase in density through a reduction in lot sizes is consistent with contemporary subdivision outcomes. However, to support smaller lots with reduced private open space, quality functional POS is required. Careful attention to the design and utility of the proposed POS areas will be necessary to support the higher density proposed.

- *Lot orientation*

Proposed 'Amendment 1' is an improvement on the approved PESP regarding lot orientation. The revised plan achieves a far superior solar orientation with most lots now able to achieve a North facing aspect that allows their long axis and main living areas to face within 20-30 degrees of true north to maximise year-round solar efficiency.

- *Traffic Impact*

A new Transport Impact Assessment (TIA) report dated September 2025 has been prepared and submitted with the new Amendment 1 document.

A criticism of the last version of the amendment was that the TIA did not reflect the increased densities proposed by around 200 lots or 52%. The dwelling yield had risen and with it the traffic volumes however the TIA did not model this. The last version of the amendment was dated May 2025, and the supporting TIA appendix report was dated 2023 and so was not tailored to the new design. This proposal was refused by the Shire and by the WAPC.

Table 2-1. Land Uses and Quantities

Item	Units	Original SP		Modified SP		Difference from Original SP
		Total	Developed	Updated Sections Only	Including 'Developed' sections	
Area	Hectares	32.1533	3.4318	28.7215	32.1533	0
Number of Lots	Lots	436	131	297	428	-8
Population	People	1090*	328*	858* (includes 47 grouped dwellings)	1185* (includes 47 grouped dwellings)	+95

* Approximate based on ABS 2021 Eaton Data of 2.5 persons per household

The summary table from the latest TIA is shown above. The summary table shows how proposed 'Amendment 1' to the PESP has been correctly calibrated in terms of dwelling yield and no longer has a 200 lot (52%) shortfall. Traffic volumes are largely within the required design tolerances and only minor staging conditions recommended as major development milestones are reached. These staging conditions are set out below and stated in the TIA.

Traffic volumes along Peninsula Lakes Drive, east of Glenhuon Boulevard are projected to exceed maximum volumes for an Access Street (3000 vpd, 7.6m wide) classified road at about 71% (211 lots) development completion. After this point, Peninsula Lakes Drive would need to be upgraded to a Neighbourhood Connector (7,000 vpd, 2 x 7.2m wide).

Physical constraints prevent the recommended road widening and so to mitigate this factor the construction of the intersection for the Millbridge Estate, access on Eaton Drive becomes necessary to absorb the extra traffic along Peninsula Lakes Drive.

The TIA indicates a need for staging to be limited prior to construction of the northern road connection to Eaton Drive. To reinforce this, a condition has been recommended for the Structure Plan to be annotated to ensure that a future subdivision condition would limit lot creation prior to the northern road completion.

Further to the above, the neighbouring Structure Plan for Southbank depicts traffic calming devices on the long sections of road within the area to manage traffic speeds to ensure they align with amenity expectations. As such, to maintain consistency and to ensure a safe road network for both vehicles and pedestrians, a condition has been recommended to have the Structure Plan annotated to include traffic calming treatments be placed on the long stretch of straight roads as part of the future subdivision process.

Officers support the proposed Amendment subject to the recommended changes to ensure a safer road environment.

- *Public Open Space*

Proposed 'Amendment 1' meets the 10% POS requirements. The proposed POS, however, mainly leans towards the use of the open spaces for passive purposes as opposed to active. Within the Eaton locality (Eaton West, Eaton East and Millbridge), much of the POS has been designed for passive recreation purposes. In several instances they include wetlands. Further, the POS is used as a visual enhancement to market housing estates.

The above not only poses a problem currently, however, also in the future as the demand for active POS will intensify as the population within the Eaton locality increases. According to Forecast Id, the population is expected to be 16,061 by 2046 within the Eaton locality.

To demonstrate the shortfall in active open space across the Eaton locality, a benchmarking exercise has been undertaken against existing industry (Parks & Leisure Australia) active open space guidelines. The benchmarking rate is based on 6.5m² of POS per person. Applying this to the Eaton area the following results emerge:

Public Open Space	Area
Benchmarking rate	6.5m ² per person
Required future Active POS provision for Eaton West, Eaton East and Millbridge	104,000 m ² (6.5m ² x 16,061)
Total area of active POS required	10.44 hectares
Current Open Space Areas	
Eaton Oval (Pratt Road Eaton) Playing Spaces: 1 x AFL Oval / 1 x Cricket Oval	3.85 hectares
Glen Huon Oval (Recreation Drive, Eaton) Playing Spaces: 1 x AFL Oval; 2 x Softball Fields	3.90 hectares
Cadell Park (Swan Avenue, Millbridge) Playing Spaces: 1 x Soccer Field (junior)	0.13 hectares
Total Current Area	7.88 hectares
Shortfall in Active Open Space	2.56 hectares

At present PESP proposed POS area D has been designated to be developed for passive recreation on the basis that remnant vegetation is retained. The area is low lying and has been identified in the Coastal Hazard Risk Management and Adaptation Plan 2023 (CHRMAP) (updated draft) as an area that will be inundated in about 20 years due to climate change. When this happens this area of POS will be unusable and require further works, it's likely that the remnant vegetation as a result would ultimately be lost.

State Planning Policy 2.6 – State Coastal Planning Policy (SPP 2.6), has the stated objective of ensuring the location of coastal facilities considering climate change and a raft of other factors. It empowers decision making authorities to not knowingly accept POS that will be of no use in the future due to, for example, flooding from climate change effects. This is particularly relevant to proposed POS area D.

By conditioning that PESP POS area D is filled, drained and developed for active recreation purposes to the specification and satisfaction of the Shire, the Shire will help close the deficit of active recreation POS, and protect the POS from future inundation due to climate change and comply with the requirements of SPP 2.6. Importantly, the dedication of POS area D being used for active recreational purposes will also strike a balance between providing for both active and passive recreational opportunities for future occupants in the structure plan area.

- *Liveable Neighbourhoods (Draft 2015)*

‘Liveable Neighbourhoods’ (WAPC) is an operational policy which guides the development of structure planning for greenfield residential sites, such as the PESP. An assessment against the principles of Element 1: Community Design, as applicable to structure plans, is provided below.

Liveable Neighbourhoods	Complies (Y/N)	Comments
Element 1: Community Design		
Site and context analysis	N/A	Addressed through existing approved PESP. No change based on proposed amendment.
Urban structure	N/A	Addressed through existing approved PESP. No change based on proposed amendment.
Movement network	Y	Demonstrated.
Location of activity centres and employment	N/A	The PESP area does not contain any activity centres.
Public open space network	Y	The overall amount of POS meets the 10% requirement, retains some remnant vegetation and with modification could be acceptable.
Urban water management	Y	The submitted LWMS has been assessed and found by officers and DWER to require modification as discussed earlier in this report but is largely fit for purpose.
Housing choice and residential densities	Y	A range of lot sizes is offered zoned from R20 and up to R40.
Education facilities	N/A	The PESP area does not contain any educational sites.
Infrastructure coordination, servicing and staging	Y	The infrastructure and servicing report has been updated to support the Amendment 1 plan and is current and fit for purpose.

Conclusion

Council is recommended to support new proposed ‘Amendment 1’ subject to the modifications in this report. The modifications turn principally on the location and design of the POS and offers the opportunity to close the Shire’s active POS deficit and to protect the POS areas from future flooding due to climate change.

END REPORT

12.3 COMMUNITY & ECONOMIC DEVELOPMENT DIRECTORATE REPORTS

12.3.1 Ferguson Valley Marketing - Support for RED Grant Submission

Reporting Department	<i>Community & Economic Development Directorate</i>
Responsible Officer	<i>Mr Craig Johnson - Director Community and Economic Development</i>
Reporting Officer	<i>Mr Craig Johnson - Director Community and Economic Development</i>
Legislation	<i>Local Government Act 1995</i>
Council Role	<i>Executive/Strategic.</i>
Voting Requirement	<i>Simple Majority.</i>
Attachments	<i>12.3.1A – Letter of Request 12.3.1B – Risk Assessment 12.3.1C - Gnomesville Master Plan</i>

Overview

Ferguson Valley Marketing Inc. (FVM) have recently developed their new Strategic Plan 2026-2030. The purpose of the Strategic Plan is to provide a road map for the upgrade to, and growth of, its tourist support services. One of the key actions in the plan focuses on improvements to its Visitor Centre facilities and services with a grant application through the WA State Government's Regional Economic Development (RED) program being proposed to achieve this outcome (closes 9th January 2026).

Ferguson Valley Marketing Inc. have written to the Shire (Appendix ORD: 12.3.1A) requesting in principle support for its grant application, acknowledging that the proposed upgrades and improvements to its Visitor Centre facilities and services would take place on land and within building assets that the Shire owns and/or has management control over.

OFFICER RECOMMENDATION

THAT Council:

1. **Agrees to provide in principle support to Ferguson Valley Marketing Inc. for their funding application to the WA State Government under the Regional Economic Development grants program.**
2. **Acknowledges that the objective of the Ferguson Valley Marketing Inc.'s Regional Economic Development grant application is to upgrade and improve its Visitor Centre facilities and services, with the key elements of the proposal to include;**
 - **Relocation of the Ferguson Valley Visitor Information Centre from the Don Hewison building to the Shire of Dardanup Library and Administration Centre (Dardanup) including necessary building modifications to the Library and Administration Centre.**
 - **Repurposing of the Don Hewison building into a programmable 'Arts & Events Space' to be managed by Ferguson Valley Marketing Inc.**
 - **Installation of a fixed temporary Visitors Centre at Gnomesville as a bookend to the Visitor Information Centre in Dardanup.**

3. Notes that each of the elements proposed in recommendation 2, will require planning and building approvals be granted by the Shire of Dardanup prior to any activities or works commencing. The planning process will include community and key stakeholder engagement.
4. Notes that, subject to Council's decision on the proposal, Shire officers will provide support to the Ferguson Valley Marketing Inc. in the development of their Regional Economic Development grant application.
5. Requests the Chief Executive Officer to review the Gnomesville Masterplan (2019) and notes that consultation with relevant stakeholders will be undertaken as part of the development application process.
6. Notes that Ferguson Valley Marketing Inc. have requested an opportunity to present their new Strategic Plan 2026-2030 to Council in February 2026.

Change to Officer Recommendation

No Change. **OR:**

As per *Local Government (Administration) Regulations 1996 11(da)* Council records the following reasons for amending the Officer Recommendation:

Background

Ferguson Valley Marketing Inc. (FVM) is a not-for-profit incorporated association dedicated to promoting the Ferguson Valley and the Shire of Dardanup, including its natural and man made attractions and tourism related businesses, to visitors and tourists.

The association is managed by a Board, with income derived from membership fees, an annual operating contribution from the Shire of Dardanup, and any other Government and/or Industry grants that it is able to obtain from time to time.

FVM currently has 61 members with services being delivered from the Ferguson Valley Visitor Information Centre (Don Hewison building) in Dardanup and a small temporary pop-up trailer at Gnomesville. FVM also plan and deliver the Lost and Found Festival which is held annually in October.

Legal Implications

FVM are currently in negotiations with the Shire of Dardanup for a renewal of their lease agreement over the Ferguson Valley Visitor Information Centre (Don Hewison building). Subject to the decision of Council and the subsequent RED's grant submission, the intended use of the building would change in support of a programmable 'Arts & Events Space' and the Shire will need to reflect this in the new lease agreement.

Further to this, if the Ferguson Valley Visitor Information Centre operations were to relocate to the Shire of Dardanup's Library and Administration Centre in Dardanup and approval is provided for a fixed Pop-Up Visitors Centre at Gnomesville, new legal agreements detailing the terms and conditions of these tenure arrangements will need to be developed.

Council Plan

9.1 - Strengthen the vibrancy of our town centres.

11.1 - Support industry and business growth.

12.1 - Grow visitor numbers by Improving tourism infrastructure, experiences and marketing.

13.4 - Foster strategic alliances and resource sharing opportunities.

Environment - None.

Precedents - None.

Budget Implications

Annual Operating Grants

For a number of years, the Shire of Dardanup has provided annual operating grants to Ferguson Valley Marketing Inc. in support of their tourism activities and for the delivery of the Lost & Found Festival. In the 2025/26 Annual Operating Budget, the total of the grant amounts provided is:

- Tourism Operations \$23,500
- Lost & Found Festival \$20,000

Approved Works - Shire of Dardanup's Library and Administration Centre (Dardanup)

At the Ordinary Council Meeting on 25th September 2025, Council authorised unbudgeted expenditure of up to \$100,000 (from the Building Maintenance Reserve) to fund modification works at the Shire of Dardanup's Library and Administration Centre in Dardanup. The purpose of these works is to

accommodate an increase in the usage area for the Dardanup Heritage Collective, with planning for these works currently under way. If Council did support the FVM proposal and provide in principle support for their RED grant application, Shire Officers would need to consider the broader activation of the building and any integration between the two (2) projects to ensure efficient use of Council's budgeted funds.

Budget – Whole of Life Cost

Whilst the FVM proposal does not involve the construction or development of new Council assets, it does include an upgrade to spaces within the Shire of Dardanup's Library and Administration Centre in Dardanup. These building refurbishments will therefore need to be reflected in the Shire's Asset Management Plan and maintained into the future to a higher standard.

Council Policy Compliance

- *Exec CP011 – Tourism Policy*

The Objectives of the policy are:

- To recognise tourism as a social and economic force and as a potential major employer within the Council's area.*
- To foster and create a community awareness of the benefits of tourism within the Council's area.*
- To promote the name "Ferguson Valley" as a marketing identifier and use of the Ferguson Valley Logos where appropriate.*
- To foster the managed development and promotion of Gnomesville as a tourist attraction.*
- To ensure that Council will guide and influence the development of tourism in the district.*
- To provide the basic facilities and infrastructure sufficient to encourage development.*
- To ensure that facilities within the area are adequate to cater for visitors and residents.*

Risk Assessment

The Risk Management Governance Framework has been considered in arriving at the officer recommendation. Please refer to (Appendix ORD: 12.3.1B) for full assessment document.

TIER 2 – 'Low' or 'Moderate' Inherent Risk.		
Risk Event	Ferguson Valley Marketing - Support for RED Grant Submission	
Inherent Risk Rating (prior to treatment or control)	Low (1 - 4)	
Risk Action Plan (treatment or controls proposed)	As the Inherent Risk Rating is below 12, this is not applicable.	
Residual Risk Rating (after treatment or controls)	As the Inherent Risk Rating is below 12, this is not applicable.	
Risk Category Assessed Against	Health	Compliance with planning and building regulations.
	Financial	Potential for planned building/construction works to lead to additional unscheduled costs for Council.
	Service Interruption	Potential impacts on visitor services during refurbishment works.

TIER 2 – ‘Low’ or ‘Moderate’ Inherent Risk.		
	Legal and Compliance	Negotiations with FVM for new/revised tenure agreements for use of public buildings/spaces.
	Reputational	Alignment with the objectives of Council’s Tourism Policy.
	Environment	Potential for building/construction works to cause environmental damage.
	Property	Appropriate/approved use of Council owned and managed assets.

Officer Comment

Council Policy CP011 recognises tourism as a ‘social and economic force and as a potential major employer’ for the Shire. The policy outlines Council’s commitment to working with Ferguson Valley Marketing Inc. and other relevant Tourism and Government Departments in all aspects of tourism development including;

- Promotion of Gnomesville as a tourist attraction, and
- Development of facilities within the area to cater for visitors and residents.

The mission of Ferguson Valley Marketing Inc (FVM) is to;

- market and promote the brand “Ferguson Valley” which embraces the entire Dardanup Shire;
- enhance and promote the Ferguson Valley experience as an exciting and dynamic destination to tourists; and
- collaborate with its members and local and regional stakeholders, including the Bunbury Geopraphe region and other regional visitor centres, to foster economic success and well-being for businesses and residents within the Shire of Dardanup.

FVM’s proposal to upgrade and improve its Visitor Information Centre facilities and services, is directly aligned to Council’s Tourism Policy objectives and looks to grow and expand upon its existing service provision. The three (3) elements of the proposal are listed below, with a Shire Officer assessment included against each item;

1. Relocation of the Ferguson Valley Visitors Centre from the Don Hewison building to the Shire of Dardanup Library and Administration Centre (Dardanup) including necessary modifications to the Library and Administration Centre.

Officer Assessment

Shire officers are supportive of this proposal.

There are currently a number of issues that impact the functionality and service delivery capabilities of the Don Hewison building as a Visitor Information Centre, and as a result, limit FVM’s future aspiration to become an ‘Accredited’ Visitors Centre. Some of these factors include;

- Disabled access (building entry, service counter, toilets and parking); and
- Parking provisions to accommodate tourist coaches and visitors / tourists with caravans and/or larger vehicles (i.e. RVs).

Note: The tourism benefits of becoming an accredited Visitor Centre include not only the use of the nationally recognised golden ‘i’ logo, but also listings on key consumer websites such as westernaustralia.com.

holidayinwa.com.au, Visitor Centres WA, and WA's five RTO consumer websites and free access to a range of business support and mentoring services.

The option of a potential relocation of the Visitor Information Centre from the Don Hewison building to the Shire of Dardanup Library and Administration Centre could not only address the issues above, but also provide added benefit to the broader Dardanup community. The Ferguson Valley Visitors Centre is a 7 day a week operation that would increase activation of the Library and Administration Centre, creating a central hub for the township. The current facility is well serviced with carparking provision, however could definitely benefit from increased investment through the RED grant for internal upgrades including refurbishments to the toilet facilities. Coupled with Council's existing commitment of \$100,00 for works to accommodate the Dardanup Heritage Collective, there is opportunity for significant upgrades to revitalise the building and its community purpose and function.

It is important to note that any proposed upgrades to the Library and Administration Centre would be subject to a development application process, including stakeholder engagement, to ensure the intended activity is in line with the designated purpose of the Reserve of the land. Furthermore, that the proposed operations integrate with the current activities occurring in the building.

2. Repurposing of the Don Hewison building into a programmable 'Arts & Events Space' to be managed by Ferguson Valley Marketing Inc.

Officer Assessment

Shire officers are supportive of this proposal.

There are a number of potential benefits that could be derived from this element of the proposal;

- The ability to provide FVM with a future income stream generated through facility hire fees aimed to support the future financial viability of the association.
- Access to a new dedicated arts and small events space for local artists and community groups to compliment the Dardanup Hall.

Subject to FVM confirming the type and nature of future activities to be held at the Don Hewison building, there may be a need to review and update the approved use for the facility, through the planning approvals process.

3. Installation of a fixed Temporary Visitors Centre at Gnomesville as a bookend to the Visitor Information Centre in Dardanup.

Officer Assessment

Shire officers are supportive of this proposal.

Gnomesville is both a recognised tourism attraction, as well as the southern gateway and entry point for visitors into the Ferguson Valley. The Gnomesville Master Plan (Appendix ORD: 12.3.1C) that was approved by Council in 2019, has provided a clear direction for the sustainable development and growth of the site, with new toilet facilities and car parking improvements delivered by the Shire in recent years.

Over the last 12+ months, FVM has trialled the use of a temporary 'pop up' visitor information trailer at Gnomesville to capture and service visitors (on weekends) as they come into the Ferguson Valley. This action has proven very effective in not only raising the profile of Gnomesville, but also in providing valuable visitor information about the tourism offering available in the valley and ensuring that people do not unknowingly bypass the area. The FVM proposal looks to build on the success of this trial with a fixed temporary installation (possibly a small sea container or alike) that will enable an increase in

the number of days that services can be provided not only enhancing the visitor experience but also improving safety and security for the site.

A desk top review of the Master Plan indicates that an appropriate location exists adjacent to the new toilet block, that is aligned to the intended outcomes of the plan. Subject to Council's decision and the subsequent outcome of the RED grant submission, Shire Officers believe that they can successfully work with FVM to position a temporary installation that will support the Gnomesville tourism attraction and the services it delivers.

An installation of this nature will require a permit application under the Shire of Dardanup's Property Local Law (2021) and would also be subject to a development application process including stakeholder (i.e. neighbouring landowners) and community engagement. Officers consider that if approval is obtained, it would be time limited for a period of 2 years. This will provide the opportunity for the Shire to undertake a review of the approval to assess if the intended outcomes of the temporary visitor centre are being achieved. Furthermore, affords the opportunity to the Shire to assess the impacts (if any) the development may have caused over the 2 years upon the amenity of the locality and on the local community. Given that the Gnomesville Master Plan was developed some 6 years ago, it is also recommended that a review be undertaken to reflect recent upgrades and guide future planning which is also likely to be undertaken parallel to the planning application process.

END REPORT

12.4 INFRASTRUCTURE DIRECTORATE REPORTS

12.4.1 Burekup - New Cricket Practice Net Location

Reporting Department	<i>Infrastructure Directorate</i>
Responsible Officer	<i>Mr Theo Naudé - Director Infrastructure</i>
Reporting Officer	<i>Mr Nathan Ryder - Manager Infrastructure Planning & Design</i> <i>Ms Chantal Shorter – Building Property Management Officer</i>
Legislation	<i>Local Government Act 1995</i>
Council Role	<i>Executive/Strategic.</i>
Voting Requirement	<i>Simple Majority.</i>
Attachments	<i>12.4.1A – Correspondence from the Burekup Cricket Club proposing an alternative location for the new practice net</i> <i>12.4.1B – Risk Assessment</i> <i>12.4.1C – Burekup Precinct Concept Plan</i> <i>12.4.1D – Media Release and Site Poster</i> <i>12.4.1E – Submissions received</i>

DECLARATION OF INTEREST

Cr. Luke Davies & Cr. Tony Jenour declared an Impartiality interest in this item.

Please refer to Part 11 'Declaration of Interest' for full details.

Overview

The Burekup Cricket Club has requested an alternative location for the additional cricket practice net. Council is asked to consider the requested new location and the associated impacts.

This item was deferred at the Ordinary Council Meeting held on 29th of October 2025.

OFFICER RECOMMENDATION

THAT Council:

- 1. Acknowledges the request received from the Burekup Cricket Club proposing an alternative location for the new cricket practice net (Appendix ORD: 12.4.1A);**
- 2. Rejects the alternative location proposed by the Burekup Cricket Club and approves the location of the new cricket practice net to be in accordance with the endorsed Burekup Precinct Concept Plan;**
- 3. Requests that the Chief Executive Officer arranges for the pruning of the Marri tree and, in parallel, applies for a clearing permit for removal of the Marri tree (to be considered at a later date subject to the outcome of the clearing permit application); and**

- 4. Approves the expenditure of up to \$12,263 on completion of the project, carried forward from the 2024/25 Parks and Reserves Budget.**

Change to Officer Recommendation

No Change. **OR:**

As per *Local Government (Administration) Regulations 1996 11(da)* Council records the following reasons for amending the Officer Recommended Resolution:

Background

The Burekup Cricket Club requested that the proposed new practice net be located on the north side of the existing practice nets in lieu of the location that is indicated in the Burekup Precinct Concept Plan.

A copy of the correspondence received is included in (Appendix ORD: 12.4.1A).

At the Ordinary Council Meeting held on 29th of October 2025, Council resolved the following (CR 285-25):

That Council:

1. *Defers item 12.4.2 Burekup - New Cricket Practice Net Location to the Ordinary Council Meeting in December 2025.*
2. *Requests the Chief Executive Officer to:*
 - a. *Undertake community consultation about the removal of trees under either Option 1 (South Side) or Option 2 (North Side).*
 - b. *Clarify with the Department of Water and Environmental Regulation (DWER) whether a clearing permit will be required for Option 1 (South Side).*
 - c. *Prepare costings associated with the removal of the trees.*
 - d. *Consider alternatives for the carpark should the Burekup Cricket Clubs option be preferred.*

This report presents much of the same information as in the original report from the Council Meeting held on 29th of October 2025 and addresses the points in Item 2 of the above Council Resolution. Refer to the Officer Comment section for details.

Legal Implications

The Burekup Cricket Club have a current lease agreement for the Burekup Oval (2023 – 2028). As per the executed Lease Agreement, the Lessee must not cut down or remove any trees or shrubs, without the prior written consent of the Lessor. The Lessee is also responsible for all maintenance to the cricket nets and cricket pitch for the term of the agreement.

Council Plan

- 2.2 - Increase participation in sport, recreation and leisure activities.
- 8.1 - Support responsible planning and development.
- 9.3 - Provide quality community facilities.
- 10.4 - Provide sufficient parking.

Environment

Option 1 (new practice net on the south side) does not require any clearing permit for pruning of the large tree. DWER advised the removal of the tree would require a clearing permit.

Option 2 (new practice net on the north side) would require removal of two medium-sized trees. No clearing permit is required, as advised by DWER.

Precedents

- None.

Budget Implications

At the Ordinary Council Meeting held on 27th of March 2024, Council endorsed [Res 90-24] funding for up to 50% of the costs for the installation of a new cricket net at Burekup Oval based on the quote provided by the club below:

Net Supplied & Fitted	\$13,926.00
Concrete Supply & Lay	\$7,600.00
Carpet Supply & Lay	\$2,500.00
Earthworks	\$500.00
Total	\$24,526.00

Since Council endorsed the above contribution, the Burekup Cricket Club have also obtained \$20,000 funding from Jodie Hanns through the WA Labor re-election promise for the Burekup Cricket Club Practice Net Expansion.

The Burekup Cricket Club have recently had the works requoted and the estimated value of building work is now \$35,732 Incl GST.

In summary, there are several items that were not included in the original quote provided in March 2024. These key items are outlined below-

- The change of the net location requires tree removal, costing an additional \$2,640.00
- \$4,395.00 increase in the supply and installation of the carpet (types of carpet are not specified)
- Design & certification fees of \$555.00
- Certificate of Design Compliance fees \$520.00

Budget – Whole of Life Cost

Based on 10 -year lifespan on Augst 2025 estimates:

Project Cost: \$35,676.50

Operations and Maintenance (3%): \$1,070/annum or \$10,700 over 10 years

Replacement Cost: \$35,676.50

Re-carpet x1: \$2,500

Depreciation (100%): \$35,676.50

Whole of Life Cost: \$120,229

On completion of the project, the additional cricket net would become an asset of the Shire of Dardanup. This would need to be included in the Asset Management Plan for maintenance and renewal.

The additional cricket net will also need to be included on the Shire's insurance register. Based on 2025 insurance prices, and the insurable value of \$35,000, an increase of \$55 per annum would be applicable and payable by the Shire of Dardanup.

Council Policy Compliance

The following council policy applies:

- CP121 – *Tree Management Policy*

Under CP121 – *Tree Management Policy*, the shire may remove trees on reserves or land under the care, control and management of the Shire, including those on street verges, if it is:

- An endemic tree, alive or dead, that is covered by an exemption to clearing permits, under part V of the Environmental Protection Act of 1986, or is subject to a clearing permit obtained from the Department of Environmental Regulation;
- A tree that is either:
 - Dead;
 - In a state of decline to the point that survival is unlikely;
 - Structurally unsound, to the point of constituting;
 - Damaging or likely to damage property, where alternatives to prevent damage are not possible;
 - Part of a tree replacement program;
 - Obstructing a Council approved works program, such as road and drainage work;
 - Places the public at unacceptable risk; or
 - A landscape or planted verge tree that is not on the Shire’s approved species list.

The policy also stipulates that trees will NOT be removed for the following reasons, unless under extenuating circumstances:

- Leaf debris and any arboreal windborne material;
- Leaves, nuts, fruiting bodies, bark, roots;
- Shading of solar panels;
- Aesthetics and views; or
- Fauna, including insects, birds and mammals.

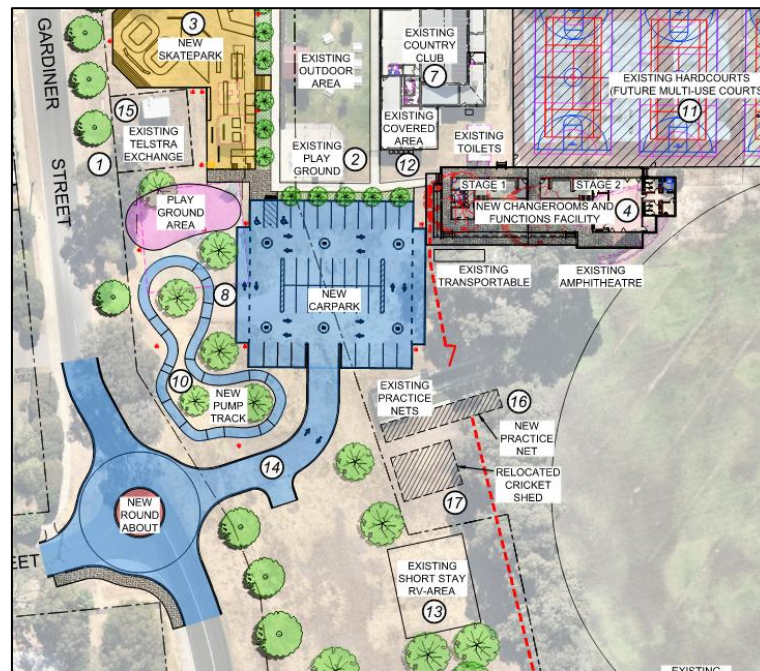
Risk Assessment

The Risk Management Governance Framework has been considered in arriving at the officer recommendation. Please refer to (Appendix ORD: 12.4.1B) for full assessment document.

TIER 2 – ‘Low’ or ‘Moderate’ Inherent Risk.	
Risk Event	Burekup – New Cricket Practice Net Location
Inherent Risk Rating (prior to treatment or control)	Low (1 - 4)
Risk Action Plan (treatment or controls proposed)	As the Inherent Risk Rating is below 12, this is not applicable.
Residual Risk Rating (after treatment or controls)	As the Inherent Risk Rating is below 12, this is not applicable.
Risk Category Assessed Against	Reputational Council has an endorsed concept plan for Burekup that shows the location for the new practice net.

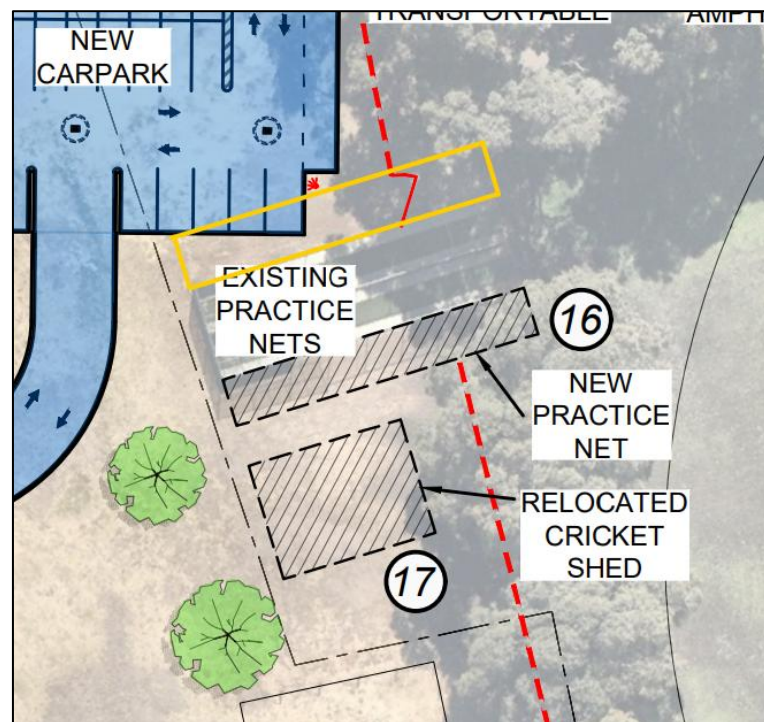
Officer Comment

Council endorsed the Burekup Precinct and Changeroom Facilities Concept Plan at its Ordinary Council Meeting held on 26th of June 2024 (CR 160-24). In the precinct concept plan (Appendix ORD: 12.4.1C), the proposed new cricket practice net is shown below on the south side of the existing practice nets. An extract of the concept plan is below:



Burekup Precinct Concept Plan showing the new practice net on the south side of the existing practice nets

The Burekup Cricket Club has stated that they would prefer the new practice net to be located on the north side of the existing practice nets (Option 2), as indicated below by the orange rectangle:



Proposed Location of New Practice Net on North Side of Existing Nets (orange rectangle)

A representative of the Burekup Cricket Club, Mr Sam King, attended the Ordinary Council Meeting held on 29th of October 2025 and addressed Council regarding the location of the proposed third net, stating that the location of the proposed third net should be located on the north side. However, if Council does not agree to this, then the large tree on the south side should be removed.

- *Option 1 – New Practice Net on South Side on Existing Nets*

Locating the new practice net on the south side of the existing practice nets is in accordance with the endorsed Burekup Precinct Concept Plan. As illustrated below, there are overhanging branches from the adjacent large tree, which would drop leaves and nuts. Pruning the tree would significantly reduce the impact of leaves and nuts dropping onto the practice net area. Removal of the large tree is not required.

Notwithstanding, the Burekup Cricket Club has requested the complete removal of the tree. This proposal is addressed later in this report.



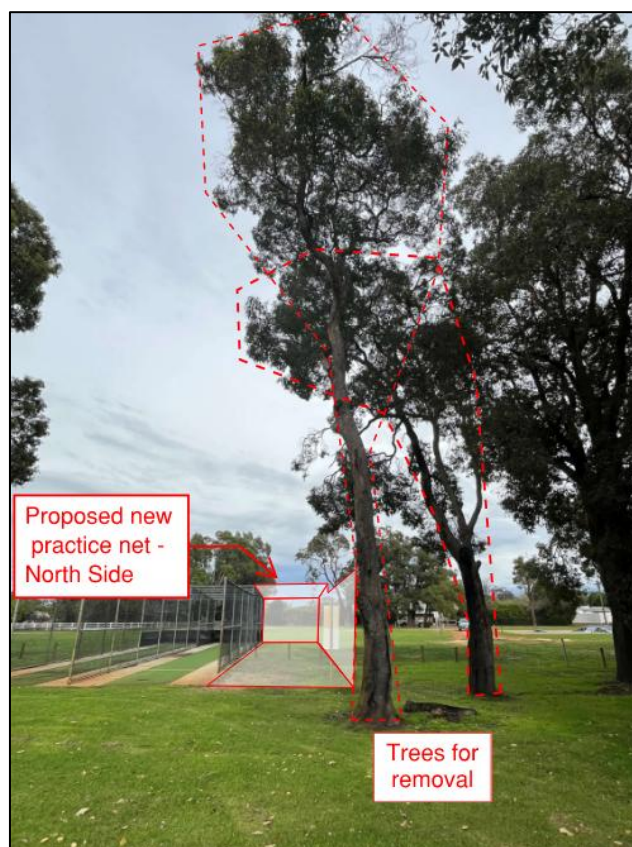
Option 1 – New Practice Net on South Side of Existing Practice Nets

Concerns were raised that pruning of the large tree may increase the risk of the tree falling due to it becoming uneven. However, Shire Operations considers that, even though pruning of the large limbs may render the tree uneven, proper pruning including some weight reduction can make the tree perfectly safe and not increase the risk of falling. Maintenance pruning of the large tree would occasionally be required.

The Burekup Cricket Club also raised concerns of trip hazards due to the extension cord to supply power to the bowling machine. However, the extension lead could be run around the back of the nets to mitigate this issue, a small generator could be used, or alternatively a new GPO to be installed at the relocated cricket shed, which will be located to the south of the existing practice nets, as per the Burekup Precinct and Changeroom Facilities Concept Plan.

- *Option 2 – New Practice Net on North Side on Existing Nets*

Locating the new practice net on the north side of the existing practice nets, as requested by the Burekup Cricket Club, is not in accordance with the endorsed Burekup Precinct Concept Plan and would slightly reduce the available area for future car parking. There are two adjacent trees that the club has indicated would require removal. Advice from DWER confirms that a clearing permit would not be required for removal of these two trees.



Option 2 – New Practice Net on North Side of Existing Practice Nets

- Council Resolution 285-25 Action Item 2(a)

‘Undertake community consultation about the removal of trees under either Option 1 (South Side) or Option 2 (North Side).’

Community consultation was undertaken over a two-week period between Thursday 20th November until Thursday 4th of December 2025 in accordance with the Communications Plan. The plan included a website news story, media release, social media (Facebook, Instagram, LinkedIn), Customer Service TV Screens, Community SMS, Sign on Site, as well as reminder posts. A copy of the media release and site poster are included in (Appendix ORD: 12.4.1D).

Following the consultation period, a total of four submissions were received:

DATE RECEIVED	SUBMISSION CONTENT	OFFICER COMMENT
21/11/2025	South side please	South side noted.
21/11/2025	Hi, I think the council endorsed location for cricket net is a better idea also the public open space would benefit being bore reticulated to allow use all year round as it's barely useable in the summer months. The pump track needs to accommodate adults and be more progressive as well, with some bigger features. Not a really small one, where all but toddlers will be bored with in a short time. Another thing is- it would be a great idea to see a new fire station with drive through capability incorporated into this plan on the southern end. And the sale of the current fire station land being used to offset a portion of it.	South side noted.

DATE RECEIVED	SUBMISSION CONTENT	OFFICER COMMENT
21/11/2025	I wish to lodge my support for Option 2 – North side for the proposed net location at Burekup.	North side noted.
4/12/2025	<p>I am writing to provide feedback on the location of the new Burekup Cricket net. It is my opinion that putting the net on the north side of the current nets is a better position for a number of reasons.</p> <p>1. Closer to the current shed, which houses the equipment and power source required for the bowling machine.</p> <p>2. For safety reasons, nets positioned further away from the centre of the ground is the better option when there are also players training on the oval or in close proximity.</p> <p>For transparency purposes, I would like to declare that I am the captain of the Burekup Women's Cricket Team and that my brother is Cr Luke Davies.</p>	<p>North side noted.</p> <p>The shed will be relocated to the south of the existing practice nets as part of the Burekup Changerooms project.</p> <p>Noted.</p>

A copy of all submissions received are included in (Appendix ORD: 12.4.1E). As indicated in the above table, there are two submissions for the northern option and two submissions for the southern option.

- **Council Resolution 285-25 Action Item 2(b)**

‘Clarify with the Department of Water and Environmental Regulation (DWER) whether a clearing permit will be required for Option 1 (South Side).’

The Shire Officer sent a referral to DWER regarding the removal of the tree associated with Option 1 (South Side). DWER responded to the Shire on 3/12/2025 as follows:

- **Likely permit required determination**

- *I have undertaken a preliminary assessment of your application and noted its likely a permit will be required given the local area is an extensively cleared area. Moreover, the tree appears to be marri which likely could be a potential black cockatoo foraging habitat.*
 - o *Hence, we advise that you withdraw this application and reapply for a clearing permit. The Shire should apply for an area permit lasting for two years with a fee component of \$400.00.*
 - o *Withdrawal can be advised by return email.*
- *On the other hand, you can advise us to progress with this referral application which will likely be a permit required given the above reasons.*

- **Council Resolution 285-25 Action Item 2(c)**

‘Prepare costings associated with the removal of the trees.’

The following estimates are provided in relation to the two location options:

Option 1 (South Side):

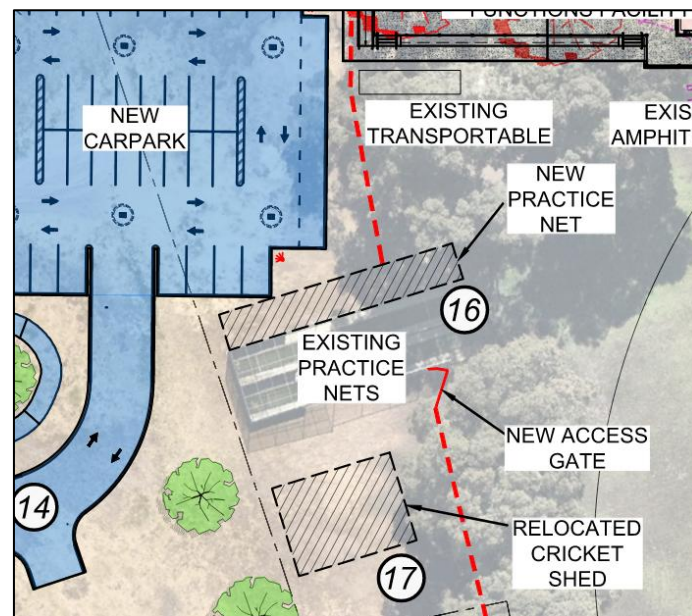
- Removal of the single Corymbia Calophylla (Marri) – Estimate \$1,200
- Pruning of the single Corymbia Calophylla (Marri) – Estimate \$800

Option 2 (North Side):

- Removal of two *Corymbia Calophylla* (Marri) – Estimate \$2,000
- Council Resolution 285-25 Action Item 2(d)

‘Consider alternatives for the carpark should the Burekup Cricket Clubs option be preferred.’

For Option 2 (New Practice Net on North Side on Existing Nets), as indicated above in this report, it appeared that three car bays would be lost with the car park as per the Council-endorsed Burekup Precinct and Changeroom Facilities Concept Plan. However, with minor repositioning of the car park, the impact can be minimised to the loss of only one parking bay. Refer to image below:



Alternative car park layout to accommodate New Practice Nets Option 2

Summary and Recommendation

There are pros and cons of each option, which are summarised below:

New Practice Net Location	Pros	Cons
Option 1 - South Side	<ul style="list-style-type: none"> Location is in accordance with the Council-endorsed concept plan 	<ul style="list-style-type: none"> Pruning of large adjacent tree and ongoing maintenance pruning Would require a clearing permit in order to remove the Marri tree.
Option 2 - North Side	<ul style="list-style-type: none"> Location requested by Burekup Cricket Club No clearing permit is required for removal of the two Marri trees. 	<ul style="list-style-type: none"> Not in accordance with the Council-endorsed concept plan Reduces the area available for future car parking, albeit only one bay Removal of two medium-sized Marri trees

On balance, Option 2 would appear to have more negatives associated with it than Option 1. Therefore, the Officer Recommendation is to support Option 1 and to reject the Burekup Cricket Club's request to locate the new practice net on the north side of the existing practice nets.

In order to not delay the construction and usage of the new practice cricket nets on the south side as per Option 1, it is recommended that the Marri tree is pruned in the first instance, however, that a

clearing permit is applied for in parallel and that the matter is discussed further with the Burekup Cricket Club once DWER has made a determination on the clearing permit application.

Should Council decide that the Burekup Cricket Club's request for the alternative location of the additional net has merit, a resolution may state that Council accepts the alternative location proposed by the Burekup Cricket Club and approves the location of the new cricket practice net to deviate from the endorsed Concept Plan.

Alternate Resolution:

1. Acknowledges the request received from the Burekup Cricket Club proposing an alternative location for the new cricket practice net; and
2. Accepts the alternative location proposed by the Burekup Cricket Club and approves the location of the new cricket practice net to deviate from the endorsed Burekup Precinct Concept Plan; and
3. Approves the expenditure of up to \$12,263 on completion of the project, carried forward from the 2024/25 Parks and Reserves Budget.

END REPORT

12.4.2 Determine Tender RFT-F0420887 Glen Huon Oval Lighting and Scoreboard

Reporting Department:	<i>Infrastructure Directorate</i>
Responsible Officer	<i>M Theo Naudé - Director Infrastructure</i>
Reporting Officers	<i>Mr Nathan Ryder - Manager Infrastructure Planning & Design</i> <i>Mrs Natalie Reid - Procurement Officer</i>
Legislation	<i>Local Government Act 1995</i>
Council Role	<i>Executive/Strategic.</i>
Voting Requirement	<i>Absolute Majority.</i>
Attachments	<i>Confidential Attachment B - Evaluation Panel Report (under separate cover)</i> <i>Confidential Attachment C – Tendered Price (under separate cover)</i> <i>Confidential Attachment D – Specifications (under separate cover)</i> <i>12.4.2A - Risk Assessment</i>

Overview

This report provides Council with the results of the evaluation of tenders for the RFT-F0420887 Glen Huon Oval Lighting and Scoreboard, and recommends that Council awards the contract for this service to the preferred Tenderer.

The value of the contract exceeds the purchasing and contract threshold for the Chief Executive Officer and is therefore presented to Council for approval.

OFFICER RECOMMENDATION**THAT Council:**

- 1. Accepts the tender submission for RFT-F0420887 Glen Huon Oval Lighting and Scoreboard as advertised and recorded in the Tenders Register, received from Kalamunda Electrics as named in the Evaluation Panel Report recommendation detailed in Confidential Attachment B (under separate cover) and identified as the most advantageous, for a lump sum value of \$470,725 (GST Excl).**
- 2. Appoints Kalamunda Electrics as the successful tenderer for RFT-F0420887 Glen Huon Oval Lighting and Scoreboard.**
- 3. Delegates to the Chief Executive Officer in accordance with s.5.42(1) of the Local Government Act 1995, by Absolute Majority, authority to negotiate minor variations to the contract for RFT-F0420887 Glen Huon Oval Lighting and Scoreboard as advertised and recorded in the Tenders Register before and / or after its execution in accordance Regulations 20 and 21A of the Local Government (Functions and General) Regulations 1996.**
- 4. Authorises the Chief Executive Officer to execute the contract for awarding RFT-F0420887 Glen Huon Oval Lighting and Scoreboard in accordance with s.9.49A of the Local Government Act 1995.**

By Absolute Majority

Change to Officer Recommendation

No Change. **OR:**

As per *Local Government (Administration) Regulations 1996 11(da)* Council records the following reasons for amending the Officer Recommended Resolution:

Background

The Shire of Dardanup issued a Request for Tender for new Glen Huon Oval Lighting and Scoreboard as an open RFT.

Contract Overview

The works comprise the supply and installation of:

- Glen Huon AFL Oval Lighting Upgrade; and
- Electronic Scoreboard

The RFT documentation included the technical specifications for lighting and scoreboard as per Confidential Attachment D (under separate cover).

TENDER DETAILS		
RFT Number	RFT-F0420887	
RFT Title	Glen Huon Oval Lighting and Scoreboard	
Recommended Tenderer(s)	Kalamunda Electrics	
Contract Term	Initial:	Construction
	Extension Options:	As required
	Defects Liability Period:	12 Months from practical completion
Tendered Rates/Cost	Refer to Confidential Attachment C (under separate cover)	
Advertising:	22 October 2025	Tenderlink website
Tender Deadline:	21 November 2025	12:00 noon AWST
Tender Opening:	21 November 2025	12:00 noon AWST
Tender Observers:	2 Shire of Dardanup Employees were present	
	Nil members of the public were present	

CONTRACT	
Commencement Date of New Contract:	January 2026
Completion Date of New Contract:	May 2026 plus Defects Period
Upfront Capital Expenditure:	\$470,725 (excluding GST)
Total Cost of Ownership Considerations:	
▪ Holding Cost	Not Applicable
▪ Consumables	Not Applicable
▪ Deployment	Not Applicable
▪ Training	Not Applicable
▪ Maintenance	Not Applicable
▪ Insurance	Not Applicable
▪ Disposal	Not Applicable
Estimated value of New Contract:	\$470,725 (excluding GST)
Price Basis of New Contract:	Fixed Lump Sum

VALUE FOR MONEY

- Business information is compliant,
- WHS information is compliant,
- Certified to AS/ISO 9001 Quality Management

Legal Implications

The compliance requirements throughout the tender process has been in accordance with:

- *Local Government (Functions and General) Regulations 1996*; and
- CnG CP034 Procurement Policy.

The compliance requirements applicable to this report and Officer Recommendation is in accordance with the Local Government (Functions and General) Regulations 1996:

Local Government (Functions and General) Regulations 1996, Regulation 11, 22, 23 and 24 -

11. *When tenders have to be publically invited*
 - (1) *Tenders are to be publicly invited according to the requirements of this Division before a local government enters into a contract for another person to supply goods or services if the consideration under the contract is, or is expected to be, more, or worth more, than \$250 000 unless subregulation (2) states otherwise.*
22. *Minimum time to be allowed for submitting expressions of interest*
23. *Rejecting and accepting expressions of interest to be acceptable tenderer*
24. *People who submitted expression of interest to be notified of outcome*

Council Plan

- 2.2 - Increase participation in sport, recreation and leisure activities.
- 8.1 - Support responsible planning and development.
- 8.2 - Advocate for adequate utility infrastructure to support a growing community and economy.
- 9.1 - Strengthen the vibrancy of our town centres.

Environment - None.

Precedents

The Shire of Dardanup has previously entered into contracts for similar supply of lighting installation contracts:

- Wells reserve lighting upgrades - \$108,524 Nites Electrical
- Eaton Softball lighting upgrades - \$450,000 Kalamunda Electrical

Budget Implications

Account Number:	PR11674
Budget Item:	Upgrades to Glen Huon Oval AFL Infrastructure Capex
Budget Amount:	\$926,500
Amount Spent to Date:	\$2,534
Balance:	\$923,966 (Excl GST)
Proposed Cost:	\$470,725 (Excl GST)
Remaining Budget:	\$453,241

Budget – Whole of Life Cost

Operations and maintenance cost is estimated at 2.7% pa of the value of the project, or \$13,000 pa to be carried partly by the club and partly by the Shire as agreed by the lease agreement.

The renewal cost is expressed as an annual average figure and is estimated at 2.5%, or \$11,768 pa. This will be the Council as the owner's responsibility.

Council Policy Compliance

- CnG CP034 Procurement Policy;
- PR045 Procurement Procedure; and
- CNG CP306 Accounting Policy for Capital Works.

Risk Assessment

The Risk Management Governance Framework has been considered in arriving at the officer recommendation. Please refer to (Appendix ORD: 12.4.2A) for full assessment document.

TIER 2 – 'Low' or 'Moderate' Inherent Risk.	
Risk Event	Determine Tender RFT-F0420887 Glen Huon Oval Lighting and Scoreboard
Inherent Risk Rating (prior to treatment or control)	Moderate (5 - 11)
Risk Action Plan (treatment or controls proposed)	As the Inherent Risk Rating is below 12, this is not applicable.
Residual Risk Rating (after treatment or controls)	As the Inherent Risk Rating is below 12, this is not applicable.
Risk Category Assessed Against	Financial Overall project cost exceeds budget.
	Legal and Compliance Failure to adhere to the Act and Regulations in terms of the correct process to run a public Tender.
	Reputational Council could be seen in a negative light.

Officer Comment

Tender Submissions

On conclusion of the Tender period, three (3) tenders were received by the deadline of the Request for Tender (RFT) from:

TENDERS RECEIVED FROM	
1	Kalamunda Electrics
2	PEAP Contractors
3	Southwest Electrical

The submissions were recorded in the Tenders Register at close of tenders [F&G.r.17].

Tender Evaluation Panel

Name	Position	Responsibility (eg Voting/Non-Voting, Technical Advisor)
Natalie Reid	Procurement Officer/Panel Chair	Voting
James Reilly	Project Engineer	Voting
Nathan Ryder	Manager Infrastructure Planning & Design	Voting
Sam King	WHS Officer	Non-Voting

Probity Oversight

Process and probity advice during evaluation was provided by the Procurement Officer who also acted as Panel Chair. All members of the Panel have made a conflict of interest declaration in writing confirming they have no relationships with any of the Respondents. This evidences the probity and integrity considerations within the process.

The Panel have compiled an Evaluation Panel Report which includes the consensus analysis (not individual Panel Member analysis) of the content of each tender submission against the required selection criteria. In some instances this may result in commentary or scoring that may be critical or a negative reflection on an individual tender submission. It is this aspect of the Evaluation Panel Report, which is considered to be confidential in accordance with s.5.23(2)(e)(ii) information that has a commercial value to a person, or (iii) information about the business, professional, commercial or financial affairs of a person. The ranking of tender submissions and recommended tenderer in the Evaluation Panel Report is therefore referenced by non-identifying methods.

Evaluation of Tenders

The objective of the Tender Evaluation Panel is to recommend a suitably qualified and experienced Contractor to satisfy the requirements of the abovementioned RFT.

Based on evaluation of the received submissions and subsequent compliance assessments, the Tender Evaluation Panel recommends that the Respondent recommended in this report be accepted at the estimated Contract Value and Contract term provided, from the anticipated commencement date.

Submissions were deemed compliant and progressed for assessment against the following predetermined qualitative and price criteria:

CRITERIA	PERCENTAGE
(a) Relevant Experience, Skills and Key Personnel	20%
(b) Demonstrated Understanding and Resources	25%
(c) Sustainable Procurement and Corporate Social Responsibility (as per CnG CP034) Local Economic Benefit Purchasing from Disability Enterprises Purchasing from Aboriginal Businesses Purchasing from Environmentally Sustainable Business	5%
(d) Price (upfront and ongoing costs)	50%
TOTAL	100%

Evaluation Justification

The Tender Evaluation Panel recommends Kalamunda Electrics based on an assessment of submissions against the predetermined qualitative and price criteria shown above. The submission provided by

Kalamunda Electrics performed well across all the aspects and was a complete and detailed representation of the services offered.

In determining Kalamunda Electrics as the preferred Tenderer, officers have undertaken the following Due Diligence checks:

DUE DILIGENCE CHECKS	YES/NO
Has the recommended Tenderer(s) undergone Reference Checks successfully?	Yes
Has the recommended Tenderer(s) undergone Financial Viability assessment and been deemed acceptable?	Yes
Was a Conflict of Interest declared? If yes, please specify how it was managed?	No
Has the recommended Tenderer(s) undergone Occupational Safety and Health assessment and been deemed acceptable?	Yes

The Evaluation Panel therefore recommends that the contract for the RFT-F0420887 Glen Huon Oval Lighting and Scoreboard be awarded to Kalamunda Electrics at the rates listed in Confidential Attachment C (under separate cover) at a total estimated contract cost provided in the confidential attachment.

Project Funding and Completion Date

The oval lighting upgrade and electronic scoreboard project is fully funded under the Election Commitment of \$850,000 for lighting upgrades, seat covers and electronic scoreboard to the Eaton Football Club, which is administered through the Department of Creative Industries, Tourism and Sport (DCITS). The scope of this Election Commitment is discussed in detail in Item 12.3.1 of the Minutes of the Ordinary Council Meeting held on 27th of August 2025.

The lighting upgrade was requested by the Minister to be completed by March 2026, which is before commencement of the 2026 football season.

Due to the Local Government Elections, the Shire was unable to call tenders until conclusion of the Caretaker Period, which finished on Sunday 19th of October 2025.

As mentioned above in this report, the tender was advertised on 22nd October 2025 and the submission period closed on 21st of November 2025. This is about a month later than originally anticipated when the Election Commitment was presented to Council on 27th of August 2025.

The required date for completion of the works that was specified in the tender document was 27th March 2026, which is just before the commencement of the 2026 football season and in accordance with the request from the Minister.

Feedback obtained during the tender period was that, even if a contract was awarded before Christmas, there would still be insufficient time for completion of the works by March 2026, mostly due to long lead items. A more realistic completion date would be in May 2026.

As such, the Shire immediately contacted the Eaton Boomers to see if the Club could possibly work around a later completion date. In response, the Club was happy for completion of the lights to be around May 2026 and their main concern was the continuation of lighting of the oval during weekdays for training purposes. This change was communicated to the Minister and tenderers were advised of the extension to the project completion to May 2026.

Kalamunda Electrics' tender submission included a detailed construction schedule. Based on a contract award date of 18th of December 2025, their site works are scheduled to commence 12th of February 2026 and Practical Completion on 21st of May 2026.

Regarding continuation of lighting of the oval during weekdays for training, there are several options available for mitigation and the Shire will work closely with the Club to ensure that they are impacted as little as possible.

END REPORT

12.4.3 Determine Tender RFT-F0419626 Mowing and Turf Services - Reserves, Ovals and Open Spaces

Reporting Department:	<i>Infrastructure Directorate</i>
Responsible Officer	<i>Mr Theo Naudé - Director Infrastructure</i>
Reporting Officers	<i>Mr André van der Merwe - Manager Operations</i> <i>Mrs Natalie Reid - Procurement Officer</i>
Legislation	<i>Local Government Act 1995</i>
Council Role	<i>Executive/Strategic.</i>
Voting Requirement	<i>Absolute Majority.</i>
Attachments	<i>Confidential Attachment E - Evaluation Panel Report (under separate cover)</i> <i>Confidential Attachment F - Schedule of Rates (under separate cover)</i> <i>Item 12.4.3A Risk Assessment</i>

Overview

This report provides Council with the results of the evaluation of Tenders for the RFT-F0419626 Mowing and Turf Services - Reserves, Ovals and Open Spaces, as advertised and recorded in the Tenders Register and recommends that Council award a Contract for this service to the preferred Tenderer.

The value of the Contract exceeds the purchasing and contract threshold for the Chief Executive Officer and is therefore presented to Council for approval.

OFFICER RECOMMENDATION

THAT Council:

- 1. Accepts the Tender submission for RFT-F0419626 Mowing and Turf Services - Reserves, Ovals and Open Spaces, received from Landscape and Maintenance Solutions Pty Ltd, as named in the Evaluation Panel Report recommendation detailed in Confidential Attachment E (under separate cover) and identified as the most advantageous with the Schedule of Rates detailed in Confidential Attachment F (under separate cover), applicable for a Contract term of three (3) years commencing on execution of the Contract, inclusive of discretionary options to extend the Contract term for 1 year and subsequently 1 year and subject to CPI increases.**
- 2. Delegates to the Chief Executive Officer in accordance with s.5.42(1) of the Local Government Act 1995, by Absolute Majority, authority to negotiate minor variations to the Contract for RFT-F0419626 Mowing and Turf Services - Reserves, Ovals and Open Spaces before and/or after its execution in accordance Regulations 20 and 21A of the *Local Government (Functions and General) Regulations 1996*.**
- 3. Authorises the Chief Executive Officer to execute the Contract for awarding RFT-F0419626 Mowing and Turf Services - Reserves, Ovals and Open Spaces in accordance with s.9.49A of the *Local Government Act 1995*.**

By Absolute Majority

Change to Officer Recommendation

No Change. **OR:**

As per *Local Government (Administration) Regulations 1996 11(da)* Council records the following reasons for amending the Officer Recommended Resolution:

Background

This is an extension of the internal mowing services provided by the Shire of Dardanup Parks and Environment team to ensure all areas are mowed in a timely fashion to ensure the high level of service as expected by the public.

The current Contract named Mowing and Turf Services Reserves, Ovals and Open Spaces CON-F0308541 will conclude at the end of 2025. This procurement RFT is for a future 3 year period to January 2029 plus option for extension of 1+1 year. Under Council Procurement Policy *CnG 034* any expenditure over \$250,000 must be publicly advertised.

TENDER DETAILS		
RFT Number	RFT-F0419626	
RFT Title	Mowing and Turf Services- Reserves, Ovals and Open Spaces	
Recommended Tenderer(s)	Landscape and Maintenance Solutions Pty Ltd	
Contract Term	Initial:	3 years
	Extension Options:	1 + 1 year
	Defects Liability Period:	Not Applicable
Tendered Rates/Cost	Refer to Confidential Attachment F (under separate cover)	
Advertising:	West Australian – 3 September 2025 Southwest Times – 4 September 2025 SoD notice boards - 3 September 2025 Tenderlink - 4 September 2025	
Tender Deadline:	14:00 AWST Friday 3 October 2025	
Tender Opening:	14:00 AWST Friday 3 October 2025	
Tender Observers:	2 Shire of Dardanup Employees were present	
	Nil members of the public were present	

CONTRACT		
Commencement Date of New Contract:	January 2026	
Completion Date of New Contract:	January 2029 Plus possible extension of 1 + 1 year	
Estimated Expenditure:		
▪ Financial Year 1:		\$300,000 (excluding GST)
▪ Financial Year 2:		\$315,000 (excluding GST)
▪ Financial Year 3:		\$330,750 (excluding GST)
▪ Financial Year 4:		\$347,290 (excluding GST)
▪ Financial Year 5:		\$364,650 (excluding GST)
Estimated value of New Contract:		\$1,657,690 (excluding GST)
Price Basis of New Contract:		Schedule of rates
VALUE FOR MONEY		
▪ Previously held contract to mow Millbridge. Some knowledge of the area.		

Legal Implications

The compliance requirements throughout the Tender process have been in accordance with:

- *Local Government (Functions and General) Regulations 1996; and*
- *CnG CP034 Procurement Policy.*

The compliance requirements applicable to this report and Officer Recommendation is in accordance with:

Local Government (Functions and General) Regulations 1996, Regulation 11, 22, 23 and 24 -

11. *When tenders have to be publically invited*
 - (1) *Tenders are to be publicly invited according to the requirements of this Division before a local government enters into a contract for another person to supply goods or services if the consideration under the contract is, or is expected to be, more, or worth more, than \$250 000 unless subregulation (2) states otherwise.*
22. *Minimum time to be allowed for submitting expressions of interest*
23. *Rejecting and accepting expressions of interest to be acceptable tenderer*
24. *People who submitted expression of interest to be notified of outcome*

Council Plan

- 9.4 - Provide quality parks and playgrounds.
13.2 - Manage the Shire's resources responsibly.

Environment - None.

Precedents

The Shire of Dardanup has previously entered into contracts for Mowing and Turf Services - Reserves, Ovals and Open Spaces:

- The Shire just concluded a multi-year agreement with a local Contractor.
- The Shire has spent on average \$278,500/annum over 3 years totalling approximately \$835,500.
- From previous RFT conducted in 2022 resulting in Contract with Perfect Landscapes CON-F0308541 to conclude at the end of 2025.

Budget Implications

The annual budget makes provision for maintenance of reserves, ovals and public open spaces. The recommended Tenderer's prices are commensurate with the annual maintenance budget allocations across numerous accounts.

Budget – Whole of Life Cost - None.

Council Policy Compliance

Policy Matters Relevant to this Procurement
Work Health and Safety Framework and CnG302 Work Health and Safety Policy
Risk Management Governance Framework
CnG CP034 Procurement Policy
Infr CP117 – Maintenance of Verges by the Shire
Infr CP074 Asset Management
Infr CP120 Environment

Risk Assessment

The Risk Management Governance Framework has been considered in arriving at the Officer recommendation. Please refer to (Appendix ORD: 12.4.3A) for full assessment document.

TIER 2 – ‘Low’ or ‘Moderate’ Inherent Risk.	
Risk Event	Determine Tender RFT-F0419626 Mowing and Turf Services- Reserves, Ovals and Open Spaces
Inherent Risk Rating (prior to treatment or control)	Moderate (5 - 11)
Risk Action Plan (treatment or controls proposed)	As the Inherent Risk Rating is below 12, this is not applicable.
Residual Risk Rating (after treatment or controls)	As the Inherent Risk Rating is below 12, this is not applicable.
Risk Category Assessed Against	Financial Overall project cost exceeds budget.
	Legal and Compliance Failure to adhere to the Act and Regulations in terms of the correct process to run a public Tender
	Reputational Council could be seen in a negative light.

Officer Comment

Tender Submissions

On conclusion of the Tender period, three (3) Tenders were received by the deadline of the Request for Tender (RFT) from:

TENDERS RECEIVED FROM	
1	Landscape and Maintenance Solutions Pty Ltd
2	Lochness Landscape Services
3	Perfect Landscapes

The submissions were recorded in the Tenders Register at close of tenders [F&G.r.17].

Tender Evaluation Panel

Tender Evaluation Panel (over \$250,000)		
Name	Position	Responsibility (eg Voting/Non-Voting, Technical Advisor)
Natalie Reid	Procurement Officer/Panel Chair	Voting
Samantha King	WHS Officer	Non-Voting
André van der Merwe	Manager Operations	Voting
Nigel Lyon	Principal Supervisor Parks and Environment	Voting

Probity Oversight

Process and probity advice during evaluation was provided by the Procurement Officer who also acted as Panel Chair. All members of the Panel have made a conflict of interest declaration in writing

confirming they have no relationships with any of the Respondents. This evidences the probity and integrity considerations within the process.

The Panel have compiled an Evaluation Panel Report which includes the consensus analysis (not individual Panel Member analysis) of the content of each tender submission against the required selection criteria. In some instances, this may result in commentary or scoring that may be critical or a negative reflection on an individual tender submission. It is this aspect of the Evaluation Panel Report, which is considered to be confidential in accordance with s.5.23(2)(e)(ii) information that has a commercial value to a person, or (iii) information about the business, professional, commercial or financial affairs of a person. The ranking of Tender submissions and recommended tenderer in the Evaluation Panel Report is therefore referenced by non-identifying methods.

Evaluation of Tenders

The objective of the Tender Evaluation Panel is to recommend a suitably qualified and experienced Contractor [or Contractors] to satisfy the requirements of the abovementioned RFT.

Based on evaluation of the received submissions and subsequent compliance assessments, the Tender Evaluation Panel recommends that the Respondent recommended in this report be accepted at the estimated Contract Value and Contract term provided, from the anticipated commencement date.

Submissions were deemed compliant and progressed for assessment against the following predetermined qualitative and price criteria:

CRITERIA	PERCENTAGE
(a) Relevant Experience, Skills and Key Personnel	20%
(b) Demonstrated Understanding and Resources	20%
(c) Sustainable Procurement and Corporate Social Responsibility (as per CnG CP034) Local Economic Benefit Purchasing from Disability Enterprises Purchasing from Aboriginal Businesses Purchasing from Environmentally Sustainable Business	5%
(d) Value for Money	5%
(e) Price (upfront and ongoing costs)	50%
TOTAL	100%

Evaluation Justification

The Tender Evaluation Panel recommends Landscape and Maintenance Solutions Pty Ltd based on an assessment of submissions against the predetermined qualitative and price criteria shown above. The submission provided by Landscape and Maintenance Solutions Pty Ltd performed well across all of the aspects and was a complete and detailed representation of the services offered.

In determining Landscape and Maintenance Solutions Pty Ltd as the preferred Tenderer, officers have undertaken the following Due Diligence checks:

DUE DILIGENCE CHECKS	YES/NO
Has the recommended Tenderer(s) undergone Reference Checks successfully?	Yes
Has the recommended Tenderer(s) undergone Financial Viability assessment and been deemed acceptable?	Yes
Was a Conflict of Interest declared? If yes, please specify how it was managed?	No
Has the recommended Tenderer(s) undergone Occupational Safety and Health assessment and been deemed acceptable?	Yes

The Evaluation Panel therefore recommends that the contract for the Mowing and Turf Services - Reserves, Ovals and Open Spaces 2025 to 2029 be awarded to Landscape and Maintenance Solutions Pty Ltd at the rates listed in Confidential Attachment F (under separate cover) .

END REPORT

12.4.4 Whole of Shire Kerbside Rural Two Bin Waste Collection Service and Waste Transfer Station Tip Passes

Reporting Department	<i>Infrastructure Directorate</i>
Responsible Officer	<i>Mr André van der Merwe - Manager Operations</i>
Reporting Officer	<i>Ms Eliza- Jane Jacques - Coordinator of Environment and Waste</i>
Legislation	<i>Local Government Act 1995</i>
Council Role	<i>Executive/Strategic.</i>
Voting Requirement	<i>Absolute Majority.</i>
Attachments	<i>12.4.4A – Risk Assessment</i>

Overview

This report seeks Council endorsement to commence a compulsory ‘whole of Shire’ Rural Kerbside Waste collection service. This service expansion is ready to implement administratively with the Shire’s kerbside contractor (material acquisition lag of 3-4 months) and requires Council adoption.

It is recommended to be a compulsory two bin (general waste and recycling) service to all eligible properties in the Shire’s rural community, which is proposed to commence rating on the 1st of July 2026, as the new 2026/2027 financial year.

Additionally, this report provides Council with cost information regarding the Shire of Dardanup’s Waste Transfer Station tip passes.

OFFICER RECOMMENDATION

THAT Council:

- 1. Approves a compulsory two bin kerbside waste collection service to all Eligible Rural Properties without an existing Rural Service in the Shire of Dardanup’s entire rural area, with the service roll out predicted to commence incrementally from April 2026 through to May 2026, as soon as practicable.**
- 2. Notes that the compulsory two bin kerbside waste collection service will be charged at the 2-bin service rate, contained in the Fees and Charges commencing the 2026/27 financial year. Delivery fees will not be charged for the primary service; however additional bin charges will apply for all additional bins as consistent to the rate included in the 2026/27 adopted fees and charges to be determined.**
- 3. Approves that all new compulsory rural services will be rated from 1st of July 2026, regardless of bin delivery and service commencement occurs before the 1st of July 2026. Service roll out is predicted to occur from April 2026 to May 2026.**
- 4. Requests the Chief Executive Officer to contact all residents along the new routes to notify them of the rollout of the new extended compulsory two bin kerbside collection service commencing early in the 2026 calendar year, as soon as practicable.**

5. **Requests the Chief Executive Officer inform residents of the waste bin charges that will be set during the annual fees and charges review as part of the budget considerations for 2026/27.**

By Absolute Majority

Change to Officer Recommendation

No Change. **OR:**

As per *Local Government (Administration) Regulations 1996 11(da)* Council records the following reasons for amending the Officer Recommendation:

Background

At the Ordinary Council meeting of the 25th of May 2023, Council was presented with a Petition from the Dardanup community requesting a Rural Rubbish service, servicing Ferguson, Henty & Wellington Mills within the Shire of Dardanup. There was a total of 56 signatures on the Petition.

The Shire of Dardanup Standing Orders Local Law S4.8 (4) reads:

(4) The only motions in respect of a petition that are in order are that—

- (a) the petition be received;*
- (b) a report on the petition be prepared; or*
- (c) the petition be referred to a Committee.*

Council resolved [116-23]

THAT Council:

- 1. Receives the Petition “Ferguson / Henty / Wellington Mill Council Bin Service Proposal”.*
- 2. Requests that the Chief Executive Officer prepare a report to the July Ordinary Council Meeting regarding the potential for delivering an expanded rural waste collection service and the potential costs associated with such a service.*

The July 2023 Ordinary Council Meeting Resolution 190-23 requested that the Chief Executive Officer report back to Council on completion of investigations to formalise the establishment of an expanded rural waste service and all related charges.

At the October 2023 Ordinary Council Meeting, Council approved a voluntary two bin waste collection service along a select rural route under Resolution 250-23. Image 1 (below) shows the entire additional service on aerial imaging; the red line is the service extension, and the yellow line is a preexisting route.

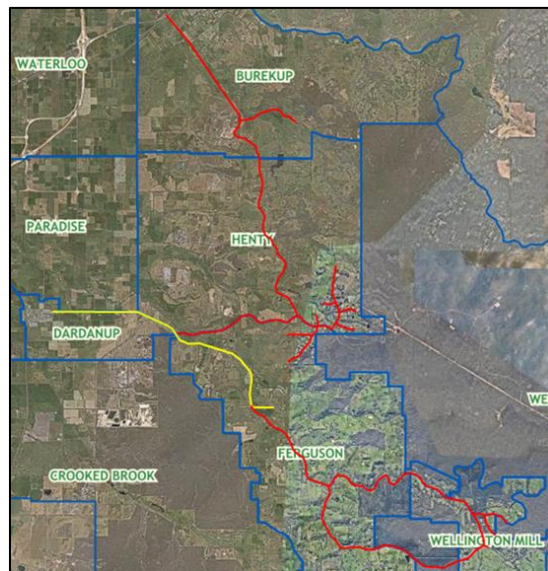


Image 1. Rural Rubbish Kerbside Service Extension Area (red line)

Additional community road service requests were considered on merit under Council Policy 069, section 3.2.3, under CEO delegation. Roads generally considered within the policy must have a shared T-junction with an approved route road section.

At the Ordinary Council Meeting Held on the 27th of March 2024, the Shire’s current Waste Management Plan was Approved under Resolution 59-24. This document recommended investigating the feasibility for the rural service to encompass the entire Shire of Dardanup Road network.

Legal Implications

Section 6. 16 to 6. 19 of the Local Government Act 1995

6. 16. Imposition of fees and charges

- (1) *A local government may impose * and recover a fee or charge for any goods or service it provides or proposes to provide, other than a service for which a service charge is imposed.*

** Absolute majority required.*

- (2) *A fee or charge may be imposed for the following -*
- (a) providing the use of, or allowing admission to, any property or facility wholly or partly owned, controlled, managed or maintained by the local government;*
 - (b) supplying a service or carrying out work at the request of a person;*
 - (c) subject to section 5. 94, providing information from local government records;*
 - (d) receiving an application for approval, granting an approval, making an inspection and issuing a licence, permit, authorisation or certificate;*
 - (e) supplying goods;*
 - (f) such other service as may be prescribed.*

- (3) *Fees and charges are to be imposed when adopting the annual budget but may be -*
- (a) imposed* during a financial year; and*
 - (b) amended* from time to time during a financial year.*

** Absolute majority required.*

6. 19. Local government to give notice of fees and charges

If a local government -wishes to impose any fees or charges under this Subdivision after the annual budget has been adopted it must, before introducing the fees or charges, give local public notice of -

- (a) its intention to do so; and*
- (b) the date from which it is proposed the fees or charges -will be imposed*

The Waste Avoidance and Resource Recovery Act 2007, Part 6 – Waste services. Division 1 — Services provided by local governments, Section 50. Provision of waste services

- (1) *Subject to this Act and the Environmental Protection Act, a local government may provide, or enter into a contract for the provision on its behalf of, waste services.*
- (2) *A local government does not require a waste collection permit or an Environmental Protection authorisation to collect or transport local government waste but is otherwise subject to the provisions of the Environment Protection Act*

Council Plan

6.2 - Adopt innovative and more sustainable waste management solutions.

Environment

Kerbside waste collection services deliver environmental benefits through the sustainability provision of one collection vehicle servicing a residential precinct. This reduces greenhouse gas emissions by removing the individual residential vehicles off the road that would otherwise singularly drive to a distinct waste drop off point.

Additionally, kerbside waste collection offers environmental benefits by facilitating waste diversion responsibility and improved resource recovery through service convenience and time availability to residents.

Precedents

At the October 2023 Ordinary Council Meeting, Council approved a voluntary two bin waste collection service along a select rural route under Resolution 250-23.

Ordinary Council Meeting Held On The 18th Of October 2023

250-23 MOVED - Cr. M T Bennett SECONDED – Cr. S Gillespie

THAT Council:

1. *Approves a voluntary two bin rubbish collection service to the Dardanup rural area along the following streets:*
 - *Eastern Rise*
 - *Ferguson Road from the Ferguson Hall to Wellington Mill Road*
 - *Gardincourt Drive*
 - *Greenwood Heights*
 - *Henty Road*
 - *Lennard Road*
 - *Japonica View*
 - *King Tree Road to Lot 51*
 - *Nyleeta Close*
 - *Pfennig Place*
 - *Pile Road between Ferguson Road and Gardincourt Drive*
 - *Seaview Heights*
 - *The Dress Circle*
 - *Wellington Mill Road*
- 2) *Notes that the extended rural waste collection service will be charged at the current 2-bin charge of \$239 pro rata for the 23/24 financial year, and that a delivery fee will not be charged for the primary service, however additional bin charges will apply for all additional bins as per the current 23/24 adopted fees and charges.*
- 3) *Requests the Chief Executive Officer to contact all respondents to the Expression of Interest as well as all other residents along the adopted routes to notify them of the outcome of this report and the options available to them.*
- 4) *Requests the Chief Executive Officer inform residents that take up this service that the waste bin charges will be reviewed in the annual fees and charges review as part of the budget considerations in 2024/25 and that this may increase significantly depending on the take up of this service, or that the service may be discontinued if not considered viable at that point in time.*

Budget Implications

The total service cost per the 2-bin residential rural rates within the Shire's 2025/2026 Fees and Charges are outlined in Table 1 below. The annual waste rates cover collection, waste disposal, recycling processing and recovery, transport, and overheads.

Table 1. 2025/2026 Total Service Cost of the Additional Rural Services

Item	Amount
Eligible rural properties for a two-bin service	232
2-bin Residential Rural Rates (2025/2026)	\$253
2025/2026 Total Rates	\$58,696

The money generated from Rates for 2026/2027 will need to be distributed through the Annual Budget's within the operating expenditure of Schedule 10 'Sanitation' into the respective kerbside removal, processing, bin acquisitions, and bin maintenance and minor repairs general ledgers.

All rates are reviewed annually, and will be examined as a part of the Shire's 2026/2027 budget process. All waste rates and associated notes will be included in the Shire of Dardanup's 2026/2027 Fees and Charges.

Budget – Whole of Life Cost

Whole of life cost is ongoing as the service will be permanent. From the budget implications above, this will need to be considered annually as apart of general budget deliberations.

Council Policy Compliance

Infr CP069 – *Waste Management Policy*

Administrative Policy AP048 *Waste Services – Special Considerations*

Risk Assessment

The Risk Management Governance Framework has been considered in arriving at the officer recommendation. Please refer to (Appendix ORD: 12.4.4A) for full assessment document.

TIER 2 – 'Low' or 'Moderate' Inherent Risk.		
Risk Event	Whole of Shire kerbside rural two bin waste collection service	
Inherent Risk Rating (prior to treatment or control)	Moderate (5 - 11)	
Risk Action Plan (treatment or controls proposed)	As the Inherent Risk Rating is below 12, this is not applicable.	
Residual Risk Rating (after treatment or controls)	As the Inherent Risk Rating is below 12, this is not applicable.	
Risk Category Assessed Against	Health	Potential for waste to be illegally dumped or burnt without a kerbside service
	Financial	Less reliance on the Shire's Waste Transfer Station, so less custom to the facility
	Service Interruption	Service interruption to preexisting customers during roll out of whole of Shire service
	Reputational	The Shire has teething problems on the service roll out that causes delay or confusion
	Environment	Waste entering the environment from overfilled bins or bins falling over on uneven rural ground
	Property	Shire assets (mobile garbage bins) being delivered to rural properties becoming damaged on rural roads

Officer Comment

- Summary*

It is being proposed to commence a compulsory 'whole of Shire' two-bin rural kerbside waste collection service, starting on the 1st of July 2026, for time and financial rating simplicity. This service expansion is ready to implement administratively with the Shire's kerbside contractor (material

acquisition lag of 3-4 months) and requires Council adoption, with an earliest potential start to be incrementally over April/May 2026.

Individual service roll out will be as soon as possible once bin manufacture and delivery to each property occurs. Ratepayers receiving the new service will be charged from the 1st July 2026, with service provided before the beginning of the 2026/2027 financial year as complimentary. This is an interim measure in lieu of providing free tip passes, and it is predicted that each property will receive a free kerbside service for 2-3 months minimum.

- *Introduction*

The Shire of Dardanup's kerbside collection service currently makes up around 73.5% of the Shire's total municipal solid waste (tonnes). The rest of the Shire's total waste is collected in the bulk verge side collections at a 5.6% portion, with the final 20.9% received at the Waste Transfer Station.

The Kerbside collection service currently covers the townships of Burekup, Dardanup, Eaton, and Millbridge, Picton East, Dardanup West, the Extended Rural Service (Ferguson Road Loop) and other select rural roads.

The Kerbside collection consists of two service types:

1. **Three Bin Service**
Comprises separate colour coded bins for general waste, recycling and FOGO (food organics/garden organics). This compulsory service covers the townships of Burekup, Dardanup, Eaton, and Millbridge, and the rural residential area of Dardanup West.
2. **Two Bin Service**
Comprises separate colour coded bins for general waste and recycling. This currently voluntary two bin rural service covers the industrial area of Picton East, rural properties along rubbish truck travel routes, and the extended rural outreach loop of Henty Road, Ferguson Road, Wellington Mill Road, and select smaller roads.

Whole of Shire Kerbside Service Cost.

The Shire's Collection Contractor, Veolia, has provided a quote for the 'whole of shire' service proposal. This quote includes encompassing the entire rural area (including Wellington Forest) with a standard two bin residential, rural two bin rate. This is a logical extension from the current rural route, that already loops through the Ferguson Valley and main roads of the rural flats. It is recommended to be a compulsory "all in" rural service.

Both the waste and recycle bins will be charged at a 'drive-by' service style, not per lift, due to the extensive distance the trucks must drive and the low number of rated services. Please note, service rates are due for annual rise and fall, it is expected this will be within 2-3%, based on CPI and fuel movements. A full list of eligible rated properties with latitude/longitude will be provided to Veolia prior to commencement.

Wellington Forest

The Wellington Forest settlement is located down the sealed Mungilup Road on the edge of the Shire's boundary with the Shire of Donnybrook-Balingup. In previous discussions, it was deemed Wellington Forest was too far out and would drive up costs and logistics. This settlement is about a 15 minute drive (19 kilometres) from the Pile Road and Gardincourt Drive intersection, which is the closest sealed point to the hamlet from the existing rural service.

Please see Image 2. The extension to this outlier community would service four to five properties, with an estimated 40 minute round trip. There is one resident that has requested a collection service to reach to the end of the Shire's Mungilup Road.

Officers have included the Wellington Forest settlement within the 'whole of Shire' service for equity and inclusiveness reasons, however this may slightly affect the price of the rural quote to encompass the travel cost for the Kerbside Contractor. This will need to be examined closer to roll out date with the Contractor to understand logistics and alternative viable routes to keep these slight costs down and to service all the eligible properties.



Image 2. Wellington Forest (red pin) and Pile Road/Gardincourt Drive intersection (blue pin).

Rateable Properties

Earlier this year, Officers investigated how many rateable rural properties were eligible for a kerbside waste service. Properties are only rateable for a waste service if there is an approved dwelling. The findings are outlined in the Tables below. These figures exclude mining tenements & state forest.

Table 1. Rateable Properties Eligible for a Waste Service

Rateable Rural Properties	618
• Properties not applicable (without a dwelling)	205
• Properties already with a two-bin service	181
• Properties with a dwelling permit, and without a two-bin service	69
• Properties with a dwelling, and without a two-bin service (manually viewed via Intramaps – may differ slightly)	163
Eligible rural properties for a two-bin service.	232

As discussed in the budget implications section, below is the Rates revenue with 2025/2026 waste rate prices.

Table 3. 2025/2026 Total Service Cost of the Additional Rural Services

Item	Amount
Rateable Properties	232
2-bin Residential Rural Rates (2025/2026)	\$253
2025/2026 Total Rates	\$58,696

Roll Out Logistics

It is recommended that a commencement date be set after all bins have been delivered, to reduce any issues around delivery, with the same commencement date for ease of data entry.

Additionally, bin supply stocks will need to be confirmed and available before any roll out date. Bin supply stocks have experienced shortages in the past.

Case by case access assessments may be required for garbage truck road safety and moveability analysis. These assessments can include elements of slope, blind bends and rises, gravel, turning circles, and road drainage. These assessments may result in a truck access being limited to a main road verge side where household bins can be placed at the T-junction of a deemed inaccessible road, or approved designated bin placements outside/away from an individual property's roadside frontage.

Waste Transfer Station Fees and Charges for tip passes.

As per the Shire of Dardanup's adopted Fees and Charges, the below Table 4 has been created to demonstrate the cost savings in bulk purchasing tip passes verses the individual price of disposal per volume. The Waste Transfer Station is a pay as you go system. Ratepayers who do not have a kerbside service do not pay the waste rates. Over the last three financial years costs needed to rise for the tip passes as they had been set at an extremely financially unsustainable price. This was an unintentional to keep the tip pass rates so low, below financial cost, which is why the price increase appears dramatic. Prices need to cover the cost of disposal to keep the facility afloat.

The rise in cost at the Waste Transfer Station has brought into question the financial hardship of rural residents who do not receive a kerbside collection service. It is being proposed to commence a compulsory 'whole of Shire' two-bin rural kerbside waste collection service during the first half of 2026.

This service expansion is ready to implement administratively with an earliest potential start to be incrementally over April/May 2026. Individual service roll out will be as soon as possible once bin manufacture and delivery to each property occurs. Ratepayers receiving the new service will be charged from the 1 July 2026, with service provided before the beginning of the 2026/2027 financial year as complimentary. This is an interim measure in lieu of providing free tip passes, and it is predicted that each property will receive a free kerbside service for 2-3 months minimum.

Table 4. Council Adopted 2025/2026 Fees and Charges for the Waste Transfer Station Tip Passes

Financial Year	Domestic Waste - Tip Passes					
	20 x 240L Bin			10 x Trailer (1.8m x 1.2m)		
	Tip Pass – 20 x	Individual Price	Saving Of	Tip Pass – 10 x	Individual Price	Saving Of
2025/2026	\$270 (\$13.50/bin)	\$15	\$1.50/bin \$30/total	\$342 \$34.20/trailer	\$38	\$3.80/trailer \$38/total
2024/2025	\$170 (\$8.50/bin)	\$14	\$5.50/bin \$110/total	\$430	No saving	\$43
2023/2024	\$68 (\$3.40/bin)	\$13	\$9.60/bin \$192/total	\$172	No saving	\$17.20

Table 5 below highlights the cost of the 20 x 240L Bin Tip Passes would be to all Eligible rural properties without kerbside service.

Table 5. Cost to provide rural residents without a kerbside waste service with free tip passes, as per the 2025/2026 Fees and Charges

20 x 240L Bin Tip Passes	Eligible rural properties without kerbside service.	Total Cost
\$270	232	\$62,640.00

END REPORT

12.5 CORPORATE & GOVERNANCE DIRECTORATE REPORTS

12.5.1 Annual Report 2024-2025

Reporting Department:	<i>Corporate & Governance Directorate</i>
Responsible Officer	<i>Mr Rehan Shahid – Acting Director Corporate & Governance</i>
Legislation:	<i>Local Government Act 1995</i>
Council Role	<i>Executive/Strategic.</i>
Voting Requirement	<i>Absolute Majority</i>
Attachments:	<i>E-Appendix 12.5.1A – 2024/25 Annual Report – Under Separate Cover 12.5.1B – Risk Assessment Tool 12.5.1C – Auditor’s Report</i>

Overview

This report presents the 2024/25 Annual Report to Council, inclusive of the Annual Financial Statements, for consideration and adoption.

OFFICER RECOMMENDATION

THAT Council receives and adopts the Shire of Dardanup 2024/25 Annual Report incorporating the audited Annual Financial Statements for the financial year ended on the 30th of June 2025 (Appendix ORD: 12.5.1A) provided under a separate cover.

By Absolute Majority

Change to Officer Recommendation

No Change. OR:

As per *Local Government (Administration) Regulations 1996 11(da)* Council records the following reasons for amending the Officer Recommended Resolution:

Background

Section 5.53 of the *Local Government Act 1995* requires a Local Government to prepare an Annual Report for each financial year. The 2024/25 Annual Report is provided under a separate cover.

The Annual Report is to contain;

- a) *a report from the mayor or president;*
- b) *a report from the CEO;*
- c) *an overview of the plan for the future of the district made in accordance with section 5.56, including major initiatives that are proposed to commence or to continue in the next financial year;*
- d) *the financial report for the financial year;*
- e) *such information as may be prescribed in relation to the payments made to employees;*
- f) *the auditor's report for the financial year;*
- g) *a matter on which a report must be made under section 29(2) of the Disability Services Act 1993;*
- h) *details of entries made under section 5.121 during the financial year in the register of complaints, including —*
 - i) *the number of complaints recorded in the register of complaints;*
 - ii) *how the recorded complaints were dealt with;*
 - iii) *any other details that the regulations may require;*
 - iv) *such other information as may be prescribed.*

The Annual Report includes some general information about the Shire of Dardanup, the Strategic Objectives and Key Performance Areas of Council, Elected Member details, reports from the President and Chief Executive Officer, and an overview of the activities and achievements of the past financial year and the audited annual financial statements.

As a result of recent local government reforms, changes have been made to the *Local Government (Financial Management) Regulations 1996* and the *Local Government (Audit) Regulations 1996*. From the 2021/22 financial year, financial ratios are no longer required to be reported, or audited, in the Annual Financial Report. However, a voluntary disclosure of these ratios is provided in the Annual Report.

The Department of Local Government (DLGSC) has been working with stakeholders and local government experts since 2019 with an aim to update the financial metrics reporting on the MyCouncil website. Recently, the Department has designed a new Local Government Financial Index (LGFI) which will provide insights about local government financial positions, based on annual financial year reporting. When released, the LGFI will consist of four ratios, as opposed to the seven previously reported on. These include:

- Debt Services Cover Ratio;
- Current Ratio;
- Operating Surplus Ratio; and
- Net Financial Liability Ratio

For the purpose of this report, the full seven ratios have been calculated as follows:

FINANCIAL RATIOS	2025 ACTUAL	2024 ACTUAL	2023 ACTUAL	2022 ACTUAL
Current ratio	1.346	1.366	1.297	1.328
Asset consumption ratio	0.734	0.748	0.755	0.928
Asset renewal funding ratio	1.000	0.852	0.867	1.271
Asset sustainability ratio	0.406	-0.877	1.287	2.001
Debt service cover ratio	2.664	3.815	8.231	3.892
Operating surplus ratio	-0.208	-0.153	-0.032	-0.182
Own source revenue coverage ratio	0.776	0.793	0.865	0.742

Overall Council is in good financial health and this is reflected in its financial ratios illustrated above. It is important to note that financial ratios are not intended to be the only factor to consider in assessing Council's overall performance. Other factors include the range of services offered, the efficiency of services delivered and overall community satisfaction.

The financial ratios reported for 2024/25 are as follows:

- Current Ratio

$$\frac{(Current\ Assets\ MINUS\ Restricted\ Assets)}{(Current\ Liabilities\ MINUS\ Liabilities\ Associated\ with\ Restricted\ Assets)}$$

30th June 2025 = 1.346 or 134.6%. The Department Standard = "Achieving Standard".

This is a modified commercial ratio designed to focus on the liquidity position of a local government that has arisen from past year's transactions. A ratio less than 1 (or 100%) means that a local government does not have sufficient assets that can be quickly converted into cash to meet its immediate cash commitments. The standard is not met if the ratio is lower than 1 (or less than 100%).

- Asset Sustainability Ratio (ASR)

$$\frac{Capital\ renewal\ and\ replacement\ expenditure}{Depreciation\ expense}$$

30th June 2024 = 0.406. The Department Standard = "Standard Not Met".

This ratio indicates whether a local government is replacing or renewing existing non-financial assets at the same rate that its overall asset stock is wearing out (depreciating). Achieving Standard is met if the ratio data can be calculated and ratio is 90% (0.90). Standard Improving is met if the ratio is between 90% and 110% (or 0.90 and 1.10).

- Debt Service Cover Ratio

$$\frac{Annual\ operating\ surplus\ before\ interest\ and\ depreciation}{Principal\ and\ interest}$$

30th June 2025 = 2.664. The Department Standard = "Achieving Standard".

This ratio is the measurement of a local government's ability to repay its debt including lease payments. The higher the ratio is, the easier it is for a local government to obtain a loan. Achieving Standard is met if the ratio is greater than or equal to 2. Advanced Standard is met at a higher level if this ratio is greater than 5.

- Operating Surplus Ratio

$$\frac{Operating\ Revenue\ MINUS\ Operating\ Expense}{Own\ Source\ Operating\ Revenue}$$

30th June 2025 = -0.208. The Department Standard = "Standard Not Met".

This ratio is a measure of a local government's ability to cover its operational costs and have revenues available for capital funding or other purposes. Achieving this Standard is met if the operating surplus ratio is between 0% and 15% (0 and 0.15). "Operating Revenue" means the revenue that is operating

revenue for the purposes of the AAS, excluding grants and contributions for the development or acquisition of assets.

This ratio demonstrates the ability to service its day to day operational costs, including asset depreciation from its revenue base. The inclusion of depreciation expense (a non-cash expense) as part of this calculation provides a challenge to meet this ratio into the future. As the Council's asset base increases, the ratio has an expectation to meet annual depreciation expenditure from revenue.

- Own Source Revenue Coverage Ratio

$$\frac{\text{Own Source Operating Revenue}}{\text{Operating Expense}}$$

30th June 2025 = 0.776. The Department Standard = "Achieving Standard".

This ratio is the measurement of a local government's ability to cover its costs through its own revenue efforts. Different standards have been established to recognise the varying revenue raising capacities across the sector, where some rural and remote local governments have limited rate bases and revenue raising capacity, whereas others such as major metropolitan and regional local governments have significant rate bases and other own source revenues. Achieving Standard is met if the ratio is between 40% and 90% (or 0.4 and 0.9).

- Asset Consumption Ratio (ACR)

$$\frac{\text{Depreciated Replacement Cost of Depreciable Assets}}{\text{Current Replacement Cost of Depreciable Assets}}$$

30th June 2025 = 0.734 or 73.4%. The Department Standard = "Standard Improving".

This ratio measures the extent to which depreciable assets have been consumed, by comparing their written down value to their replacement cost. This ratio essentially measures the depreciated state of Council's asset base. 100% would mean all brand new assets, 0% would mean all the assets have reached the end of their life. Achieving Standard is met if the ratio data can be identified and ratio is 50% or greater (0.50 or >). Standard Improving is met if the ratio is between 60% and 75% (0.60 and 0.75).

- Asset Renewal Funding Ratio

$$\frac{\text{Net Present Value of Planned Capital Renewals over 10 years}}{\text{Net Present Value of Required Capital Expenditure over 10 years}}$$

30th June 2025 = 1.000 or 100.0%). The Department Standard = "Standard Improving".

This ratio is a measure of the ability of a local government to fund its identified asset renewal/replacement requirements over a period of 10 years. The ratio is calculated from information included in the local government's Long Term Financial Plan and Asset Management Plan; not the Annual Financial Report. Achieving Standard is met if the ratio is between 75% and 95% (or 0.75 and 0.95). Standard Improving is met if the ratio is between 95% and 105% (or 0.95 and 1.05), and The Asset Sustainability Ratio falls within the range 90% to 110%, and Asset Consumption Ratio falls within the range 50% to 75%.

The adoption of the Annual Report by Council allows for the holding of the Annual Electors Meeting which is proposed for Wednesday, 28th of January 2026, commencing at 6.00pm in the Eaton Council Chambers, following the completion of the monthly Council meeting.

Legal Implications

Local Government Act 1995

5.53. Annual reports

- (1) *The local government is to prepare an annual report for each financial year.*
- (2) *The annual report is to contain —*
 - (a) *a report from the mayor or president; and*
 - (b) *a report from the CEO; and*
 - [(c), (d) deleted]*
 - (e) *an overview of the plan for the future of the district made in accordance with section 5.56, including major initiatives that are proposed to commence or to continue in the next financial year; and*
 - (f) *the financial report for the financial year; and*
 - (g) *such information as may be prescribed in relation to the payments made to employees; and*
 - (h) *the auditor's report prepared under section 7.9(1) or 7.12AD(1) for the financial year; and*
 - (ha) *a matter on which a report must be made under section 29(2) of the Disability Services Act 1993; and*
 - (hb) *details of entries made under section 5.121 during the financial year in the register of complaints, including —*
 - (i) *the number of complaints recorded in the register of complaints; and*
 - (ii) *how the recorded complaints were dealt with; and*
 - (iii) *any other details that the regulations may require; and*
 - (i) *such other information as may be prescribed.*

[Section 5.53 amended: No. 44 of 1999 s. 28(3); No. 49 of 2004 s. 42(4) and (5); No. 1 of 2007 s. 6; No. 5 of 2017 s. 7(1).]

S5.54. Acceptance of annual reports

- (1) *Subject to subsection (2), the annual report for a financial year is to be accepted* by the local government no later than 31 December after that financial year.*
- * Absolute majority required.*
- (2) *If the auditor's report is not available in time for the annual report for a financial year to be accepted by 31 December after that financial year, the annual report is to be accepted by the local government no later than 2 months after the auditor's report becomes available.*

[Section 5.54 amended by No. 49 of 2004 s. 49.]

S5.55. Notice of annual reports

The CEO is to give local public notice of the availability of the annual report as soon as practicable after the report has been accepted by the local government.

S5.55A. Publication of annual reports

The CEO is to publish the annual report on the local government's official website within 14 days after the report has been accepted by the local government.

[Section 5.55A inserted by No. 5 of 2017 s. 8.]

5.27. Electors' general meetings

- (1) *A general meeting of the electors of a district is to be held once every financial year.*
- (2) *A general meeting is to be held on a day selected by the local government but not more than 56 days after the local government accepts the annual report for the previous financial year.*
- (3) *The matters to be discussed at general electors' meetings are to be those prescribed.*

Council Plan

13.1 - Adopt Best practice governance.

14.2 - Ensure equitable, inclusive and transparent engagement and decision-making.

Environment - None.

Precedents

Historically the annual electors meeting has been held following the Ordinary Meeting of Council in January.

Budget Implications

The Annual Report is produced internally and the preparation and printing costs are incorporated within the staffing, printing and stationery budgets.

The Annual Financial Report presents the financial performance for the past financial year and is scrutinised by an independent auditor to ensure compliance with legislation and accounting standards. The financial impact upon the current financial year is that the audited net current assets position becomes the actual brought forward surplus/(deficit) for the Rate Setting Statement.

Budget – Whole of Life Cost

As no assets/infrastructure is being created, there are no whole of life costs relevant to this item.

Council Policy Compliance - None.

Risk Assessment

The Risk Management Governance Framework has been considered in arriving at the officer recommendation. Please refer to (Appendix ORD: 12.5.1B) for full assessment document.

Tier 2 – ‘Low’ or ‘Moderate’ Inherent Risk.		
Risk Event	Annual Report 2024-2025	
Inherent Risk Rating (prior to treatment or control)	Low (1-4)	
Risk Action Plan (treatment or controls proposed)	As the Inherent Risk Rating is below 12, this is not applicable.	
Residual Risk Rating (after treatment or controls)	As the Inherent Risk Rating is below 12, this is not applicable.	
Risk Category Assessed Against	Legal and Compliance	Risk of Council breaching the Local Government Act 1995 and that the 2024/25 Annual Report is not received by Council.
	Reputational	Loss of reputation through non-compliance or mismanagement of funds.

Officer Comment

In addition to the Annual Financial Report, the Annual Report includes commentary on the past year's activities and performance as well as statements from the Shire President and Chief Executive Officer, and other information to comply with various statutory requirements.

The Independent Audit Report, together with the Annual Financial Statements was provided to the Audit and Risk Committee at its meeting on the 10th of December 2025. Council's Auditors have issued an unmodified Audit Report, with no issues or adverse trends raised. The Audit Report is also shown on following page 42 of the Annual Financial Report that forms part of the Annual Report (Appendix ORD: 12.5.1C).

Council is in sound financial health which is reflected in the financial ratios that are reported in the Annual Report. In previous years, these ratios were required to be prepared and reported in the Annual Financial Statements, but recent legislative changes have removed this requirement. It is important to note that financial ratios are not intended to be the only factor to consider in assessing Council's overall performance. Other factors include Council's financial position, asset and cash reserve base, debt level, the range of services offered, the efficiency of services delivered and overall community satisfaction.

Council's carry forward Statement of Financial Activity surplus at 30th of June 2025 is \$996,531. This was against the forecast budgeted carry forward surplus in the 2024/25 annual budget of \$936,114. The favourable variance of \$60,417 has been updated in the current end of year forecast. The total carry forward surplus amount equates to approximately 2.1% of total adopted budgeted expenditure for 2024/25.

There were a number of activities required during the financial year to accommodate changes in reporting requirements under the *Local Government (Financial Management) Regulations 1996* and *Australian Accounting Standards Board (AASB)*. While there were no significant changes to the Australian Accounting Standards, in May 2023 the Department released Model Financial Statements and guidance materials/templates that included tiered and reduced financial reporting for local governments.

The model financial statements took into effect the first round of local government reform which included:

- Presentation of the Financial Statements by Nature or Type – removal of reporting by Program
- Reduction in the size and complexity of the Annual Financial Statements
- Reduction in the number of Disclosures
- Removal of previous audited disclosures i.e.: financial ratios

The changes bring forward the State Government's reform agenda for local governments in Western Australia with Tranche 1 now completed, and Tranche 2 underway.

I would like to take the opportunity to thank the Corporate & Governance Directorate staff for their efforts and high service standard during the year under review and the annual audit process.

Council is requested to consider and accept the Annual Report for the 2024/25 financial year.

END REPORT

12.5.2 Monthly Statement of Financial Activity for the Period Ended on the 30th November 2025

Reporting Department:	<i>Corporate & Governance Directorate</i>
Responsible Officer	<i>Mr Rehan Shahid – Acting Director Corporate & Governance</i>
Reporting Officer	<i>Mr Ricky Depillo – Accountant</i>
Legislation	<i>Local Government Act 1995</i>
Council Role	<i>Executive/Strategic.</i>
Voting Requirement	<i>Simple Majority.</i>
Attachments	<i>12.5.2A – Monthly Financial Report 30th November 2025 12.5.2B – Risk Assessment Tool</i>

Overview

This report presents the monthly Financial Statements for the period from the 1st of July 2025 to the 30th of November 2025 for Council endorsement.

OFFICER RECOMMENDATION

THAT Council receives the Monthly Statement of Financial Activity (Appendix ORD: 12.5.2A) for the period ending on the 30th of November 2025.

Change to Officer Recommendations

No Change. **OR:**

As per *Local Government (Administration) Regulations 1996 11(da)* Council records the following reasons for amending the Officer Recommended Resolution:

Background

The Monthly Statement of Financial Activity is prepared in accordance with the *Local Government (Financial Management) Regulations 1996* r. 34 s. 6.4. The purpose of the report is to provide Council and the community with a reporting statement of year-to-date revenues and expenses as set out in the Annual Budget, which were incurred by the Shire of Dardanup during the reporting period.

Legal Implications

Local Government Act 1995 – Section 6.4

6.4. Financial Report

- (1) *A local government is to prepare an annual financial report for the preceding financial year and such other financial reports as are prescribed.*
- (2) *The financial report is to —*
 - (a) *be prepared and presented in the manner and form prescribed; and*
 - (b) *contain the prescribed information.*

Local Government (Financial Management) Regulations 1996 r. 34

Part 4 — Financial Reports — s. 6.4

34. Financial activity statement required each month (Act s. 6.4)

(1A) In this regulation—

committed assets means revenue unspent but set aside under the annual budget for a specific purpose.

- (1) *A local government is to prepare each month a statement of financial activity reporting on the revenue and expenditure, as set out in the annual budget under regulation 22(1)(d), for that month in the following detail —*
 - (a) *annual budget estimates, taking into account any expenditure incurred for an additional purpose under section 6.8(1)(b) or (c); and*
 - (b) *budget estimates to the end of the month to which the statement relates; and*
 - (c) *actual amounts of expenditure, revenue and income to the end of the month to which the statement relates; and*
 - (d) *material variances between the comparable amounts referred to in paragraphs (b) and (c); and*
 - (e) *the net current assets at the end of the month to which the statement relates.*
- (2) *Each statement of financial activity is to be accompanied by documents containing —*
 - (a) *an explanation of the composition of the net current assets of the month to which the statement relates, less committed assets and restricted assets; and*
 - (b) *an explanation of each of the material variances referred to in subregulation (1)(d); and*
 - (c) *such other supporting information as is considered relevant by the local government.*
- (3) *The information in a statement of financial activity may be shown —*
 - (a) *according to nature and type classification; or*
 - (b) *by program; or*
 - (c) *by business unit.*

- (4) *A statement of financial activity, and the accompanying documents referred to in subregulation (2), are to be —*
- (a) *presented at an ordinary meeting of the Council within 2 months after the end of the month to which the statement relates; and*
 - (b) *recorded in the minutes of the meeting at which it is presented.*
- (5) *Each financial year, a local government is to adopt a percentage or value, calculated in accordance with the AAS, to be used in statements of financial activity for reporting material variances.*

[Regulation 34 inserted in Gazette 31 Mar 2005 p. 1049-50; amended in Gazette 20 Jun 2008 p. 2724.]

Council Plan

13.1 - Adopt best practice governance.

Environment - None.

Precedents

Each month Council receives the Monthly Financial Statements in accordance with Council Policy and *Local Government (Financial Management) Regulations 1996*.

Budget Implications

The financial activity statement compares budget estimates to actual expenditure and revenue to the end of the month to which the statement relates. Material variances and explanations of these are included in the notes that form part of the report. Although the statement has no direct budget implications, any identified permanent budget variances are adopted separately by the Council as part of specific project approval or periodic budget review reporting.

Budget – Whole of Life Cost - None.

Council Policy Compliance

CnG CP036 Investment Policy
CnG CP306 – Accounting Policy for Capital Works.
CnG AP008 Significant Accounting Policies

Risk Assessment

The Risk Management Governance Framework has been considered in arriving at the officer recommendation. Please refer to (Appendix ORD: 12.5.2B) for full assessment document.

TIER 2 – ‘Low’ or ‘Moderate’ Inherent Risk.	
Risk Event	Monthly Statement of Financial Activity for the Period Ended 30 th November 2025
Inherent Risk Rating (prior to treatment or control)	Moderate (5 - 11)
Risk Action Plan (treatment or controls proposed)	As the Inherent Risk Rating is below 12, this is not applicable.
Residual Risk Rating (after treatment or controls)	As the Inherent Risk Rating is below 12, this is not applicable.

TIER 2 – ‘Low’ or ‘Moderate’ Inherent Risk.		
Risk Category Assessed Against	Legal and Compliance	Non-compliance with the legislative requirements that results in a qualified audit.
	Reputational	Non-compliance that results in a qualified audit can lead stakeholders to question the Council’s ability to manage finances effectively.
	Financial	Not monitoring ongoing financial performance would increase the risk of a negative impact on the financial position.

Officer Comment

The Monthly Financial Report for the period ended on the 30th of November 2025 is contained in (Appendix ORD: 12.5.2A) and consists of:

- Statement of Financial Activity by Nature – including Net Current Assets (liquidity)
- Statement of Comprehensive Income by Program
- Statement of Financial Position
- Notes to the Statement of Financial Activity:
 - * Note 1 Statement of Objectives
 - * Note 2 Explanation of Material Variances
 - * Note 3 Trust Funds
 - * Note 4 Reserve Funds
 - * Note 5 Municipal Liabilities
 - * Note 6 Statement of Investments
 - * Note 7 Accounts Receivable (Rates and Sundry Debtors)
 - * Note 8 Salaries and Wages
 - * Note 9 Rating Information
 - * Note 10 Borrowings
 - * Note 11 Budget Amendments

The Statement of Financial Activity shows operating revenue and expenditure by Nature, as well as expenditure and revenue from financing and investing activities - comparing actual results for the period with the annual adopted budget and the year-to-date revised budget. The previous year annual results and current year forecasts are also included for comparative information.

At the time of adopting FY 2025/26 Budget, carried forward surplus from FY 2024/25 was estimated to be \$936,114. After finalisation of the audited financial statements, FY 2024/25 actual surplus being brought forward is \$996,531, which is \$60,417 higher than budget.

As at the reporting date, officers forecast the Surplus as at 30th of June 2026 \$230,416, against an adopted end of year budget of \$173,999. The end of year surplus adjustment is based on known variances in actual performance to date and estimates for the remainder of the year based on current trends and is summarised as follows:

- Surplus Increase of \$60,417 due to adjustment of the opening year Surplus as of 1st July 2025 from a budgeted amount of \$936,114 to actual \$996,531;

Note 2 – Contains explanations for items with a material variance. Actual values for the year-to-date are compared to the year-to-date budget to present a percentage variance as well as the variance amount. The minimum level adopted by Council to be used in the Statement of Financial Activity in 2025/26 for reporting material variances is 10% or \$50,000, whichever is greater.

All reported variances to 31st October 2025 are due to differences in the timing of receipt of revenue and payment of expenses when compared to the budget estimates. There are no known permanent variances as at the reporting date.

Note 6 – Statement of Investments provides details of the Council's current cash investments and evaluates the portfolio against established credit risk limits, based on ratings from reputable agencies and aligned with the Council's Investment Policy. In November, \$2.5 million was added to the Reserve Account, bringing its total to \$12.5 million, and an additional \$2 million in surplus Municipal funds increased the total to \$12 million. These funds were placed in short-term bank term deposits to maximise interest income, earning rates between 3.96% and 4.34%.

At the reporting date, all cash is held at call, pending finalisation of the annual accounts. These funds are earning from 3.40% up to 3.45%. These rates are reduced from the previous month due to a 0.25% cut in the official cash rate by the Reserve Bank of Australia at its August meeting.

Note 7 of the Statement of Financial Activity details the Rates and Charges Outstanding as of 30 November 2025. At the reporting date, these outstanding amounts represent 26.20% of the total collectible balance, which is broadly consistent with previous years. Management's objective is to reduce this figure to below 4% by 30 June.

Additional explanatory comments are included as part of each note within the monthly financial report to assist in understanding the reasons for positive and adverse trends and balances.

END REPORT

12.5.3 *Schedule of Paid Accounts as at 30th November 2025*

Reporting Department	<i>Corporate & Governance Directorate</i>
Responsible Officer	<i>Mr Rehan Shahid – Acting Director Corporate and Governance</i>
Reporting Officer	<i>Ms Joanna Hanson – Finance Officer – Accounts Payable</i>
Legislation	<i>Local Government (Financial Management) Regulations 1996</i>
Council Role	<i>Executive/Strategic.</i>
Voting Requirement	<i>Simple Majority.</i>
Attachments	<i>12.5.3A – Risk Assessment Tool</i>

Overview

Council is presented the list of payments made from the Municipal and Trust Accounts under delegation since the last Ordinary Council Meeting.

OFFICER RECOMMENDATION

THAT Council receives the Schedule of Paid Accounts report from 1st of November 2025 to 30th of November 2025 as follows:

Change to Officer Recommendation

No Change. **OR:**

As per *Local Government (Administration) Regulations 1996 11(da)* Council records the following reasons for amending the Officer Recommended Resolution:

SHIRE OF DARDANUP
30-11-2025 Schedule of Paid Accounts

Payment Date	Method	EFT Batch No	Invoice Reference	Vendor Name	Description	Fund	Amount
EFT							
6/11/2025	EFT	EFT000085 2	PPI002253	Paywise Pty Ltd	Novated Lease Liability	MUNICIPAL	4,012.77
6/11/2025	EFT	EFT000085 2	PPI002230	Bradley Scott Farrant	Refund Candidate Deposit	MUNICIPAL	100.00
6/11/2025	EFT	EFT000085 2	PPI002231	Bradley Scott Farrant	Allowance - October 2025	MUNICIPAL	1,455.66
6/11/2025	EFT	EFT000085 2	PPI002211	Corenne Lynn	Intermediate Cricut Workshops - Make it Space	MUNICIPAL	1,700.00
6/11/2025	EFT	EFT000085 2	PPI002212	Corenne Lynn	Cricut Beginner Workshops - Make it Space	MUNICIPAL	1,700.00
6/11/2025	EFT	EFT000085 2	PPI002224	Jetline Kerbing Contractors	Install Hardstand for Purple Seat Relocation - Peninsula Lakes	MUNICIPAL	5,076.50
6/11/2025	EFT	EFT000085 2	PPI002280	Jetline Kerbing Contractors	Repair Footpath - 19 Fantail Loop	MUNICIPAL	4,235.00
6/11/2025	EFT	EFT000085 2	PPI002271	Carbone Brothers Pty Ltd	Progress Claim: Eaton Dr & Hamilton Rd	MUNICIPAL	34,787.72
6/11/2025	EFT	EFT000085 2	PPI002266	Beyond Tools	Modifications - Cudliss St Intersection	MUNICIPAL	4,820.00
6/11/2025	EFT	EFT000085 2	PPI002249	Prime Supplies	Fume Extraction Filters - Make it Space	MUNICIPAL	433.83
6/11/2025	EFT	EFT000085 2	PPI002223	Krystal Anne Rose Laurentsch	Replacement Pliers - Operations	MUNICIPAL	100.00
6/11/2025	EFT	EFT000085 2	PPI002235	Krystal Anne Rose Laurentsch	Refund Candidate Deposit	MUNICIPAL	1,455.66
6/11/2025	EFT	EFT000085 2	PPI002202	Bunbury Auto Electrics	Allowance - October 2025	MUNICIPAL	72.60
6/11/2025	EFT	EFT000085 2	PPI002298	Microcom Pty Ltd T/as Metrocount	Repair Lamps and Globe Holder - DA996	MUNICIPAL	1,108.80
6/11/2025	EFT	EFT000085 2	PPI002265	Avis Southwest Rentals	Batteries, Road Tubes & Road Cleats - Public Works	MUNICIPAL	913.65
6/11/2025	EFT	EFT000085 2	PPI002296	NGIS Australia Pty Ltd	Hire Car Whilst Vehicle Being Repaired - DA1314 - MO0083844	MUNICIPAL	1,149.50
6/11/2025	EFT	EFT000085 2	PPI002272	Eaton Pet Vet	QGIS Foundations Course: 04/11/2025 - Landscape Design Officer	MUNICIPAL	35.00
6/11/2025	EFT	EFT000085 2	PPI002045	Fortus Group	General Vet Expenses 25/26 FY	MUNICIPAL	5,024.29
6/11/2025	EFT	EFT000085 2	PPI002229	Hart Sport	Grader Blade, Bolts & Nuts - Operations	MUNICIPAL	127.20
6/11/2025	EFT	EFT000085 2	PPI002244	Officeworks Superstores Pty Ltd	8 x AFL Balls - ERC	MUNICIPAL	94.96
					Ink Pads and Paper Towel for Spring Out Event 2025		

Payment Date	Method	EFT Batch No	Invoice Reference	Vendor Name	Description	Fund	Amount
6/11/2025	EFT	EFT000085 2	PPI002175	David John Leek T/as Acefire	August Servicing Fire Equipment - Multiple Locations	MUNICIPAL	2,315.50
6/11/2025	EFT	EFT000085 2	PPI002307	Daryl Fishwick	ERC Umpire Payment: 05/11/2025	MUNICIPAL	83.40
6/11/2025	EFT	EFT000085 2	PPI002270	Bunbury Machinery	Flexipump Hire - Dardanup Cemetery	MUNICIPAL	140.00
6/11/2025	EFT	EFT000085 2	PPI002283	West Oz Linemarking	Reinstate Linemarking - Eaton Dr/Cudliss St Intersection	MUNICIPAL	2,717.00
6/11/2025	EFT	EFT000085 2	PPI002268	Dardanup Rural Supplies	Moisture Soaker for Grave Digging - Dardanup Cemetery	MUNICIPAL	53.00
6/11/2025	EFT	EFT000085 2	PPI002292	South West Tree Safe	Height & Sight Pruning - South Rd	MUNICIPAL	3,850.00
6/11/2025	EFT	EFT000085 2	PPI002310	Margery Ann Stevens	ERC Umpire Payment: 04/11/2025	MUNICIPAL	68.10
6/11/2025	EFT	EFT000085 2	PPI002214	Dapco Tyre and Auto Centre	Parts for Repairs - Trailer DA15309	MUNICIPAL	149.50
6/11/2025	EFT	EFT000085 2	PPI002215	Dapco Tyre and Auto Centre	DA994 - Service & Break Repairs	MUNICIPAL	2,079.97
6/11/2025	EFT	EFT000085 2	PPI002216	Dapco Tyre and Auto Centre	New Battery - DA996	MUNICIPAL	373.95
6/11/2025	EFT	EFT000085 2	PPI002269	Dapco Tyre and Auto Centre	Service - DA9287	MUNICIPAL	583.52
6/11/2025	EFT	EFT000085 2	PPI002276	Local Government Professionals Australia WA	LG Professionals Webinar - Executive Assistant	MUNICIPAL	50.00
6/11/2025	EFT	EFT000085 2	PPI002277	Local Government Professionals Australia WA	Commelligence Forum 2025 - Communications Officer	MUNICIPAL	340.00
6/11/2025	EFT	EFT000085 2	PPI002278	Local Government Professionals Australia WA	Commelligence Forum 2025 - Marketing & Promotions Officer	MUNICIPAL	340.00
6/11/2025	EFT	EFT000085 2	PPI002254	Signs Plus	Name Badges for Shire Staff	MUNICIPAL	188.00
6/11/2025	EFT	EFT000085 2	PPI002259	Timber Insight T/as Asset Worx	Bridge Condition Inspection & Report - Bridge 3684 Rose Rd & Bridge 3579 Unknown Rd	MUNICIPAL	7,128.00
6/11/2025	EFT	EFT000085 2	PPI002303	Anne Deacon	ERC Umpire Payment: 04/11/2025	MUNICIPAL	83.40
6/11/2025	EFT	EFT000085 2	PPI002243	Omnicom Media Group Australia Pty Ltd	Public Notice: 25/09/2025 Planning - SW Times	MUNICIPAL	282.04
6/11/2025	EFT	EFT000085 2	PPI002252	Omnicom Media Group Australia Pty Ltd	Public Notice: 02/10/2025 Green Waste Collection - SW Times	MUNICIPAL	586.48
6/11/2025	EFT	EFT000085 2	PPI002232	Annette Webster	Allowance - October 2025	MUNICIPAL	1,455.66
6/11/2025	EFT	EFT000085 2	PPI002233	Anthony Charles Jenour	Allowance - October 2025	MUNICIPAL	1,455.66
6/11/2025	EFT	EFT000085 2	PPI002199	B & B Street Sweeping Pty Ltd	Street Sweeping: 02-03/10/2025 - Multiple Locations	MUNICIPAL	3,314.85

Payment Date	Method	EFT Batch No	Invoice Reference	Vendor Name	Description	Fund	Amount
6/11/2025	EFT	EFT000085 2	PPI002204	B & B Street Sweeping Pty Ltd	Street Sweeping: 29-30/10/2025 - Millbridge Estate	MUNICIPAL	3,078.08
6/11/2025	EFT	EFT000085 2	PPI002205	B & B Street Sweeping Pty Ltd	Street Sweeping: 15 7 22/10/2025 - Multiple Locations	MUNICIPAL	3,472.71
6/11/2025	EFT	EFT000085 2	PPI002206	B & B Street Sweeping Pty Ltd	Street Sweeping: 15 & 17/10/2025 - Millard St & Eaton Dr	MUNICIPAL	3,228.75
6/11/2025	EFT	EFT000085 2	PPI002207	B & B Street Sweeping Pty Ltd	Street Sweeping: 09-10/10/2025 - Bull & Barrel Festival	MUNICIPAL	3,788.40
6/11/2025	EFT	EFT000085 2	PPI002236	Ellen Patricia Lilly	Allowance - October 2025	MUNICIPAL	2,145.49
6/11/2025	EFT	EFT000085 2	PPI002237	Jack David Manoni	Allowance - October 2025	MUNICIPAL	1,455.66
6/11/2025	EFT	EFT000085 2	PPI002213	Luke William Davies	Refund Candidate Deposit	MUNICIPAL	100.00
6/11/2025	EFT	EFT000085 2	PPI002234	Luke William Davies	Allowance - October 2025	MUNICIPAL	1,455.66
6/11/2025	EFT	EFT000085 2	PPI002238	Mark Richard Hutchinson	Allowance - October 2025	MUNICIPAL	1,455.66
6/11/2025	EFT	EFT000085 2	PPI002241	Stacey Gillespie	Allowance - October 2025	MUNICIPAL	2,145.49
6/11/2025	EFT	EFT000085 2	PPI002261	Team Global Express - Toll	Health & Brigade Postage 25/26 FY	MUNICIPAL	108.31
6/11/2025	EFT	EFT000085 2	PPI002262	Team Global Express - Toll	Postage for Signs - Martin Pelusey Rd	MUNICIPAL	480.26
6/11/2025	EFT	EFT000085 2	PPI002263	Team Global Express - Toll	Postage for 46 x Brush Centre Pin Drive - Plant	MUNICIPAL	168.31
6/11/2025	EFT	EFT000085 2	PPI002264	Team Global Express - Toll	Postage for Signs - Charlotte St	MUNICIPAL	56.78
6/11/2025	EFT	EFT000085 2	PPI002198	Amity Signs	2025/2026 Rural Street Sign # 109	MUNICIPAL	34.65
6/11/2025	EFT	EFT000085 2	PPI002200	Amity Signs	4 x Boxes of White Guide Posts - Crooked Brook Rd	MUNICIPAL	2,046.00
6/11/2025	EFT	EFT000085 2	PPI002201	Amity Signs	15 x Aluminium Signs - 'Revegetation' - Townsites	MUNICIPAL	404.25
6/11/2025	EFT	EFT000085 2	PPI002240	Educa Aus	Educa Share Portal Subscription - ERC	MUNICIPAL	141.67
6/11/2025	EFT	EFT000085 2	PPI002222	Heidelberg Materials Australia Pty Ltd	Scalps - Ratcliffe West Rd	MUNICIPAL	447.26
6/11/2025	EFT	EFT000085 2	PPI002279	Kent Lyon Architect	Superintendent Fees for Mechanical Ventilation Defects - Eaton Office	MUNICIPAL	2,508.00
6/11/2025	EFT	EFT000085 2	PPI002297	Naturaliste Hygiene	Pick-Up and Disposal of 3 Sharps Containers: October 2025 - Eaton Foreshore	MUNICIPAL	165.00
6/11/2025	EFT	EFT000085 2	PPI002247	Promote You	Embroidery of Staff Uniforms	MUNICIPAL	79.20
6/11/2025	EFT	EFT000085 2	PPI002248	Promote You	Embroidery of Staff Uniforms	MUNICIPAL	17.60

Payment Date	Method	EFT Batch No	Invoice Reference	Vendor Name	Description	Fund	Amount
6/11/2025	EFT	EFT000085 2	PPI002255	Tutt Bryant Hire	Roller Hire: 30/09-29/10/2025	MUNICIPAL	8,840.94
6/11/2025	EFT	EFT000085 2	PPI002256	Tutt Bryant Hire	Excavator Hire: 03-06/10/2025 - Garvey Rd	MUNICIPAL	556.88
6/11/2025	EFT	EFT000085 2	PPI002284	Tutt Bryant Hire	Scaffold Kit - Don Hewison Centre	MUNICIPAL	44.55
6/11/2025	EFT	EFT000085 2	PPI002285	Tutt Bryant Hire	Water Cart Hire for Shoulder Grading: 02-31/10/2025 - Ferguson Rd	MUNICIPAL	12,398.27
6/11/2025	EFT	EFT000085 2	PPI002286	Tutt Bryant Hire	Multi Roller Hire: 29-31/10/2025 - Crooked Brook Rd	MUNICIPAL	842.00
6/11/2025	EFT	EFT000085 2	PPI002287	Tutt Bryant Hire	Plant Trailer Hire 30/09-31/10/2025 - Martin Pelusey Rd	MUNICIPAL	409.86
6/11/2025	EFT	EFT000085 2	PPI002288	Tutt Bryant Hire	Slasher Hire: 30/09-31/10/2025	MUNICIPAL	1,280.82
6/11/2025	EFT	EFT000085 2	PPI002226	Tyrrell Gardiner	Refund Candidate Deposit	MUNICIPAL	100.00
6/11/2025	EFT	EFT000085 2	PPI002242	Tyrrell Gardiner	Allowance - October 2025	MUNICIPAL	4,884.83
6/11/2025	EFT	EFT000085 2	PPI002176	Woolworths Group Limited - Online Order Only	ERC - Cafe Goods	MUNICIPAL	208.00
6/11/2025	EFT	EFT000085 2	PPI002177	Woolworths Group Limited - Online Order Only	Kitchen Supplies - Depot and Waste Transfer Station	MUNICIPAL	162.48
6/11/2025	EFT	EFT000085 2	PPI002178	Woolworths Group Limited - Online Order Only	ERC - Cafe Goods	MUNICIPAL	217.14
6/11/2025	EFT	EFT000085 2	PPI002181	Woolworths Group Limited - Online Order Only	ERC - Cafe Goods	MUNICIPAL	258.23
6/11/2025	EFT	EFT000085 2	PPI002182	Woolworths Group Limited - Online Order Only	ERC - Cafe Goods	MUNICIPAL	378.96
6/11/2025	EFT	EFT000085 2	PPI002183	Woolworths Group Limited - Online Order Only	ERC - Cafe Goods	MUNICIPAL	286.14
6/11/2025	EFT	EFT000085 2	PPI002184	Woolworths Group Limited - Online Order Only	Stock for Staff & Council Chambers Kitchen	MUNICIPAL	325.97
6/11/2025	EFT	EFT000085 2	PPI002185	Woolworths Group Limited - Online Order Only	Stock for Council Chambers Kitchen	MUNICIPAL	103.30
6/11/2025	EFT	EFT000085 2	PPI002186	Woolworths Group Limited - Online Order Only	CEO15 - Depot Supplies	MUNICIPAL	110.42
6/11/2025	EFT	EFT000085 2	PPI002187	Woolworths Group Limited - Online Order Only	Stock for Council Chambers Kitchen	MUNICIPAL	256.00

Payment Date	Method	EFT Batch No	Invoice Reference	Vendor Name	Description	Fund	Amount
6/11/2025	EFT	EFT000085 2	PPI002188	Woolworths Group Limited - Online Order Only	ERC - Cafe Goods & Cleaning	MUNICIPAL	264.22
6/11/2025	EFT	EFT000085 2	PPI002189	Woolworths Group Limited - Online Order Only	Woolworths Order School Holiday Program 2025-26	MUNICIPAL	108.36
6/11/2025	EFT	EFT000085 2	PPI002190	Woolworths Group Limited - Openpay Portal	Milk for Staff Kitchen	MUNICIPAL	18.90
6/11/2025	EFT	EFT000085 2	PPI002191	Woolworths Group Limited - Openpay Portal	Milk for Staff Kitchen	MUNICIPAL	14.25
6/11/2025	EFT	EFT000085 2	PPI002192	Woolworths Group Limited - Openpay Portal	Milk for Staff Kitchen	MUNICIPAL	31.40
6/11/2025	EFT	EFT000085 2	PPI002193	Woolworths Group Limited - Openpay Portal	Milk for Staff Kitchen	MUNICIPAL	28.20
6/11/2025	EFT	EFT000085 2	PPI002194	Woolworths Group Limited - Openpay Portal	Milk for Staff Kitchen	MUNICIPAL	31.40
6/11/2025	EFT	EFT000085 2	PPI002195	Woolworths Group Limited - Openpay Portal	Milk for Staff Kitchen	MUNICIPAL	29.95
6/11/2025	EFT	EFT000085 2	PPI002196	Woolworths Group Limited - Openpay Portal	Staff Farewell Gift	MUNICIPAL	50.00
6/11/2025	EFT	EFT000085 2	PPI002197	Woolworths Group Limited - Openpay Portal	Morning Tea Catering	MUNICIPAL	16.40
6/11/2025	EFT	EFT000085 2	PPI002239	Breeanna Batrick	Uniform Reimbursement	MUNICIPAL	46.74
6/11/2025	EFT	EFT000085 2	PPI002209	Capel Tree Service	Tree Pruning as Per Western Power Request	MUNICIPAL	1,980.00
6/11/2025	EFT	EFT000085 2	PPI002301	Choiceone Pty Ltd	Labour Hire: 20-26/10/2025 - Parks Crew	MUNICIPAL	1,877.14
6/11/2025	EFT	EFT000085 2	PPI002302	Choiceone Pty Ltd	Labour Hire: 22/10-02/11/2025 - Parks Crew	MUNICIPAL	2,381.45
6/11/2025	EFT	EFT000085 2	PPI002228	Heatley Sales Pty Ltd	Uniform - Works Crew	MUNICIPAL	111.67
6/11/2025	EFT	EFT000085 2	PPI002281	Heatley Sales Pty Ltd	Uniform - Works Crew	MUNICIPAL	153.95
6/11/2025	EFT	EFT000085 2	PPI002299	McLeods Lawyers Pty Ltd	Prosecution Fees - Matter # 55468	MUNICIPAL	449.24
6/11/2025	EFT	EFT000085 2	PPI002293	Nutrien Ag Solutions	Herbicide - Waterloo Rd	MUNICIPAL	778.80
6/11/2025	EFT	EFT000085 2	PPI002294	Nutrien Ag Solutions	Herbicide - 5 x Locations	MUNICIPAL	1,658.80
6/11/2025	EFT	EFT000085 2	PPI002295	Nutrien Ag Solutions	Herbicide - Harold Douglas Dr	MUNICIPAL	778.80
6/11/2025	EFT	EFT000085 2	PPI002245	Perfect Landscapes	Weekly Additional Lawn Mowing - 4 x Locations	MUNICIPAL	550.00

Payment Date	Method	EFT Batch No	Invoice Reference	Vendor Name	Description	Fund	Amount
6/11/2025	EFT	EFT000085 2	PPI002246	Perfect Landscapes	Weekly Reserves Mowing	MUNICIPAL	2,572.57
6/11/2025	EFT	EFT000085 2	PPI002250	Perfect Landscapes PFI & Down South Wholesale	Weekly Lawn Mowing	MUNICIPAL	2,352.82
6/11/2025	EFT	EFT000085 2	PPI002251	Bunbury	Cleaning Supplies - 4 x Locations	MUNICIPAL	311.00
6/11/2025	EFT	EFT000085 2	PPI002257	Work Clobber - Bunbury	PPE Parks and Environment	MUNICIPAL	225.00
6/11/2025	EFT	EFT000085 2	PPI002305	Brett Hodgson	ERC Umpire Payment: 05/11/2025	MUNICIPAL	139.00
6/11/2025	EFT	EFT000085 2	PPI002306	Christine Worsfold	ERC Umpire Payment: 04/11/2025	MUNICIPAL	83.40
6/11/2025	EFT	EFT000085 2	PPI002308	Donna Bastow	ERC Umpire Payment: 05/11/2025	MUNICIPAL	139.00
6/11/2025	EFT	EFT000085 2	PPI002313	Te Wairimu Elinor Pomare	ERC Umpire Payment: 05/11/2025	MUNICIPAL	83.40
6/11/2025	EFT	EFT000085 2	PPI002309	Erin Emerson	ERC Umpire Payment: 05/11/2025	MUNICIPAL	139.00
6/11/2025	EFT	EFT000085 2	PPI002217	Driva Pty Ltd	Novated Lease Liability	MUNICIPAL	1,842.11
6/11/2025	EFT	EFT000085 2	PPI002304	Benjamin Fishwick	ERC Umpire Payment: 05/11/2025	MUNICIPAL	139.00
6/11/2025	EFT	EFT000085 2	PPI002258	Traffic Force Group Pty Ltd	Traffic Control: 02/09/2025 - Collie River Rd	MUNICIPAL	1,282.18
6/11/2025	EFT	EFT000085 2	PPI002289	Traffic Force Group Pty Ltd	Traffic Control: 27-31/10/2025 - Ferguson Rd	MUNICIPAL	16,040.39
6/11/2025	EFT	EFT000085 2	PPI002290	Traffic Force Group Pty Ltd	Traffic Control: 31/10/2025 - South Rd	MUNICIPAL	990.48
6/11/2025	EFT	EFT000085 2	PPI002291	Traffic Force Group Pty Ltd	Traffic Control: 28/10/2025 - Eaton Dr	MUNICIPAL	553.89
6/11/2025	EFT	EFT000085 2	PPI002267	Cardinal Contractors Pty Ltd	Operator Hire for Shoulder Grading: October 2025 - Ferguson Rd	MUNICIPAL	22,757.57
6/11/2025	EFT	EFT000085 2	PPI002300	Dynamic Planning & Developments Pty Ltd	Planning Consultants - Development Applications	MUNICIPAL	816.75
6/11/2025	EFT	EFT000085 2	PPI002105	Georgia Carbone Music	Youth Musician - Spring Out Event 2025	MUNICIPAL	250.00
6/11/2025	EFT	EFT000085 2	PPI002208	Bunbury Skin Cancer Clinic	Staff Skin Cancer Check - Follow-Up From Shire Wide Report	MUNICIPAL	165.00
6/11/2025	EFT	EFT000085 2	PPI002218	Karingal St Laurence Ltd T/as GenU	Twice Weekly Tree Watering: 07-31/10/2025 - Millbridge	MUNICIPAL	3,168.00
6/11/2025	EFT	EFT000085 2	PPI002219	Karingal St Laurence Ltd T/as GenU	Eaton Skate Park - Graffiti Removal	MUNICIPAL	450.65
6/11/2025	EFT	EFT000085 2	PPI002220	Karingal St Laurence Ltd T/as GenU	Watering Marri Seedlings: 07-31/10/2025 - Eaton Dr/Cudliss St	MUNICIPAL	3,696.00
6/11/2025	EFT	EFT000085 2	PPI002221	Karingal St Laurence Ltd T/as GenU	Maintenance Work To Picnic Sets, Bus Shelter and Entry Sculpture - Dardanup	MUNICIPAL	1,916.74
6/11/2025	EFT	EFT000085 2	PPI002225	Karingal St Laurence Ltd T/as GenU	Bollard Replacement - Dardanup Oval Carpark	MUNICIPAL	3,767.41

Payment Date	Method	EFT Batch No	Invoice Reference	Vendor Name	Description	Fund	Amount
6/11/2025	EFT	EFT000085 2	PPI002311	Mia Warren	ERC Umpire Payment: 05/11/2025	MUNICIPAL	111.20
6/11/2025	EFT	EFT000085 2	PPI002203	Blue Vane Scoreboards Pty Ltd	ERC - Repair Courts Score Controller	MUNICIPAL	213.40
6/11/2025	EFT	EFT000085 2	PPI002312	Riley Hall	ERC Umpire Payment: 05/11/2025	MUNICIPAL	111.20
6/11/2025	EFT	EFT000085 2	PPI002273	Country Landscaping & Country Water	Reticulation Parts for Repairs - Dardanup Cemetery	MUNICIPAL	379.87
6/11/2025	EFT	EFT000085 2	PPI002274	Country Landscaping & Country Water	Depot Plant - Parts for Repairs	MUNICIPAL	60.35
6/11/2025	EFT	EFT000085 2	PPI002275	Country Landscaping & Country Water	Reticulation Parts for Repairs - Lofthouse Park	MUNICIPAL	410.74
6/11/2025	EFT	EFT000085 2	PPI002282	Country Landscaping & Country Water	Reticulation - Parts for Repairs - Gromark Park	MUNICIPAL	472.87
6/11/2025	EFT	EFT000085 2	PPI002260	WorkPlace Interventions	Mental Health First Aid Refresher Course - Depot Admin Officer	MUNICIPAL	246.40
6/11/2025	EFT	EFT000085 2	PPI002227	Luke Jones Family Trust & Zane Jones Family Trust	Refund of Development Application Fee – Lot 3565 Offer Road, Burekup	MUNICIPAL	147.00
6/11/2025	EFT	EFT000085 2	PPI002317	Ruby Trevathan	Refund Candidate Deposit	MUNICIPAL	100.00
6/11/2025	EFT	EFT000085 2	PPI002318	Ruby Trevathan	Allowance - October 2025	MUNICIPAL	1,455.66
6/11/2025	EFT	EFT000085 2	PPI002319	Nathaniel Hutchins	Refund Cat Cage Hire Bond	MUNICIPAL	150.00
6/11/2025	EFT	EFT000085 2	PPI002315	Brian Johnstone	Refund Candidate Deposit	MUNICIPAL	100.00
6/11/2025	EFT	EFT000085 2	PPI002316	Roderick Paul Hannigan	Refund Candidate Deposit	MUNICIPAL	100.00
6/11/2025	EFT	EFT000085 2	PPI002314	Melissa Smith	Crossover Rebate - A9441	MUNICIPAL	318.00
6/11/2025	EFT	EFT000085 2	PPI002179/80	Woolworths Group Limited - Online Order Only	Stock for Staff & Council Chambers Kitchen	MUNICIPAL	328.72
10/11/2025	EFT	EFT000088	PV000090	Services Australia T/as Centrelink	Payroll Deduction	MUNICIPAL	211.52
10/11/2025	EFT	EFT000088	PV000087	Australian Tax Office	PAYG	MUNICIPAL	21,174.00
10/11/2025	EFT	EFT000088	PV000092	Australian Tax Office	PAYG	MUNICIPAL	70,464.00
10/11/2025	EFT	EFT000088	PV000094	Australian Tax Office	PAYG	MUNICIPAL	71.77
10/11/2025	EFT	EFT000088	PV000089	Services Australia - Child Support Agency	Payroll Deduction	MUNICIPAL	263.82
10/11/2025	EFT	EFT000088	PV000093	Services Australia - Child Support Agency	Payroll Deduction	MUNICIPAL	516.59

Payment Date	Method	EFT Batch No	Invoice Reference	Vendor Name	Description	Fund	Amount
13/11/2025	EFT	EFT000090	PPI002496	City of Busselton	SWLC Systems Administrator Shared Cost	MUNICIPAL	10,111.71
13/11/2025	EFT	EFT000090	PPI002448	Roof Safety Solutions Pty Ltd	Annual Roof Inspection - 6 x Buildings	MUNICIPAL	3,228.50
13/11/2025	EFT	EFT000090	PPI002442	Playground Safety Inspectors Australia Pty Ltd	Conduct Comprehensive Compliance Inspections & Report on 19 Playgrounds	MUNICIPAL	7,209.50
13/11/2025	EFT	EFT000090	PPI002364	Cynthia Leigh-Anne Barbetti	Reimburse Purchases - Refreshments: Swearing-In Ceremony, Election Night & Ex-Councillor Gifts	MUNICIPAL	364.95
13/11/2025	EFT	EFT000090	PPI002409	Drooleys Pizza Eaton	Election Evening Meals for Staff	MUNICIPAL	220.00
13/11/2025	EFT	EFT000090	PPI002422	Jetline Kerbing Contractors	Footpath Repairs - Diadem St	MUNICIPAL	5,412.00
13/11/2025	EFT	EFT000090	PPI002423	Jetline Kerbing Contractors	Traffic Management Plan for Footpath Works - Council Dr	MUNICIPAL	1,079.10
13/11/2025	EFT	EFT000090	PPI002424	Jetline Kerbing Contractors	Traffic Management Costs for Pram Ramp Install - Council Dr	MUNICIPAL	5,264.40
13/11/2025	EFT	EFT000090	PPI002425	Jetline Kerbing Contractors	Path Repair - Illawarra Dr	MUNICIPAL	4,235.00
13/11/2025	EFT	EFT000090	PPI002466	South West Networking	Repair To ERC Ceiling	MUNICIPAL	3,750.00
13/11/2025	EFT	EFT000090	PPI002467	South West Networking	Supply, Install & Paint 6 x Doors - Dardanup Hall	MUNICIPAL	6,925.00
13/11/2025	EFT	EFT000090	PPI002378	Brad Brooksby Consulting	Road Safety Audit - Intersection Depiazzi Road, Ferguson Road & Dowdells Line	MUNICIPAL	3,740.00
13/11/2025	EFT	EFT000090	PPI002404	Coates Hire Ltd	Hire Water Filled Barriers: October 2025 - Eaton Dr/Cudliss St Intersection	MUNICIPAL	421.99
13/11/2025	EFT	EFT000090	PPI002478	Tyrecycle Pty Ltd	Tyre Collection - Waste Transfer Station	MUNICIPAL	1,161.14
13/11/2025	EFT	EFT000090	PPI002498	Shire of Dardanup	Upper Ferguson BFB, Bin Rates	MUNICIPAL	253.00
13/11/2025	EFT	EFT000090	PPI002358	Eaton Trophies	In/Out Sign for Door - Eaton Office	MUNICIPAL	96.50
13/11/2025	EFT	EFT000090	PPI002434	Microcom Pty Ltd T/as Metrocount	Vent Plugs for Traffic Counting	MUNICIPAL	39.60
13/11/2025	EFT	EFT000090	PPI002426	Hynes Contracting	Tree Removal - Hynes Road	MUNICIPAL	150.00
13/11/2025	EFT	EFT000090	PPI002365	Joanna Hanson	Reimburse Purchase of Headphones for Office Use	MUNICIPAL	25.00
13/11/2025	EFT	EFT000090	PPI002487	Westrac Pty Ltd	Bushers for BA25 Broom	MUNICIPAL	403.03
13/11/2025	EFT	EFT000090	PPI002416	Hastie Waste Pty Ltd	Waste Transfer Station - Green Waste Processing: October 2025	MUNICIPAL	2,000.00

Payment Date	Method	EFT Batch No	Invoice Reference	Vendor Name	Description	Fund	Amount
13/11/2025	EFT	EFT000090	PPI002420	Hart Sport	Equipment for ERC Social Sports November 2025	MUNICIPAL	384.50
13/11/2025	EFT	EFT000090	PPI002450	Seek Limited	Advertising Contract: October 2025 - October 2026	MUNICIPAL	16,500.00
13/11/2025	EFT	EFT000090	PPI002516	Amy Louise Williams	Refund Cat Cage Hire Bond - Receipt # 162423	MUNICIPAL	150.00
13/11/2025	EFT	EFT000090	PPI002437	Officeworks Superstores Pty Ltd	ERC - Stationery	MUNICIPAL	188.90
13/11/2025	EFT	EFT000090	PPI002468	Steann Pty Ltd	Bulk Green Waste Verge Collection Wellington Mills 1.4R - B Service & Minor Repairs	MUNICIPAL	17,402.81
13/11/2025	EFT	EFT000090	PPI002451	South West Fire Unit Fabrications	Upper Ferguson 2.4 - B Service	MUNICIPAL	13,103.29
13/11/2025	EFT	EFT000090	PPI002454	South West Fire Unit Fabrications	Waterloo LT - B Service & Minor Repairs	MUNICIPAL	10,021.78
13/11/2025	EFT	EFT000090	PPI002455	South West Fire Unit Fabrications	Dardanup Central 2.4 - B Service & Minor Repairs	MUNICIPAL	4,914.61
13/11/2025	EFT	EFT000090	PPI002456	South West Fire Unit Fabrications	Joshua Crooked Brook LT - B Service & Minor Repairs	MUNICIPAL	10,228.86
13/11/2025	EFT	EFT000090	PPI002457	South West Fire Unit Fabrications	Burekup 1.4R - Inspect for Fault - Replace Batteries	MUNICIPAL	4,977.79
13/11/2025	EFT	EFT000090	PPI002458	South West Fire Unit Fabrications	Upper Ferguson 2.4 B Service & Minor Repairs	MUNICIPAL	563.05
13/11/2025	EFT	EFT000090	PPI002459	South West Fire Unit Fabrications	Basic Worksite Traffic Management & Traffic Controller Training : Works Staff	MUNICIPAL	4,331.71
13/11/2025	EFT	EFT000090	PPI002375	AusQ Training Bunbury Truck Sales & Service Centre	Service - DA9219	MUNICIPAL	766.00
13/11/2025	EFT	EFT000090	PPI002387	Scavenger Fire & Safety	Fire Boots & Supplies - Wellington Mills BFB	MUNICIPAL	1,669.93
13/11/2025	EFT	EFT000090	PPI002494	Scavenger Fire & Safety	Fire Boots & Supplies - Wellington Mills & Burekup BFB	MUNICIPAL	1,546.33
13/11/2025	EFT	EFT000090	PPI002495	Scope Electrical Contracting Pty Ltd	Call Out for Tripping RCD's - ERC	MUNICIPAL	700.54
13/11/2025	EFT	EFT000090	PPI002452	Wren Oil	Waste Oil Removal - Waste Transfer Station	MUNICIPAL	267.03
13/11/2025	EFT	EFT000090	PPI002488	Daryl Fishwick	ERC Umpire Payment: 12/11/2025	MUNICIPAL	565.40
13/11/2025	EFT	EFT000090	PPI002507	Citygate Properties Pty Ltd	3x Gift Card Prizes for Seniors Week Paint & Sip Workshop	MUNICIPAL	111.20
13/11/2025	EFT	EFT000090	PPI002389	Combined Team Services	WHS Representative Refresher Training - ERC Group Fitness Team Leader	MUNICIPAL	110.00
13/11/2025	EFT	EFT000090	PPI002400			MUNICIPAL	340.00

Payment Date	Method	EFT Batch No	Invoice Reference	Vendor Name	Description	Fund	Amount
13/11/2025	EFT	EFT000090	PPI002438	Perfect Gym Solutions Pty Ltd	SMS Credits: October 2025 - ERC	MUNICIPAL	49.39
13/11/2025	EFT	EFT000090	PPI002408	Diesel Force	Service Cat Loader - DA873	MUNICIPAL	2,270.85
13/11/2025	EFT	EFT000090	PPI002413	Diesel Force	Replace Broom Head on BA25 - Depot	MUNICIPAL	1,225.40
13/11/2025	EFT	EFT000090	PPI002414	Diesel Force	Service - DA613	MUNICIPAL	1,582.49
13/11/2025	EFT	EFT000090	PPI002362	Outdoor World Bunbury	Refund Building Permit Fee - BA 24250524	MUNICIPAL	110.00
13/11/2025	EFT	EFT000090	PPI002443	South West Tree Safe	Cut Down Leaning Tree - Crooked Brook Rd	MUNICIPAL	1,650.00
13/11/2025	EFT	EFT000090	PPI002461	South West Tree Safe	Height & Sight Pruning - Collie River Rd	MUNICIPAL	3,850.00
13/11/2025	EFT	EFT000090	PPI002462	South West Tree Safe	Assessment of Gumtrees - Dardanup Office	MUNICIPAL	1,584.00
13/11/2025	EFT	EFT000090	PPI002376	Construction Training Fund : BCITF	BCITF Remittance - October 2025	MUNICIPAL	2,273.75
13/11/2025	EFT	EFT000090	PPI002410	DX Print Group Pty Ltd	800 x Business Cards - 4 x Councillors	MUNICIPAL	401.50
13/11/2025	EFT	EFT000090	PPI002379	Brandit Tech	300 x Access Bands for Gym - ERC	MUNICIPAL	1,435.50
13/11/2025	EFT	EFT000090	PPI002374	Brownes Foods Operations Pty Ltd	ERC - Cafe Goods	MUNICIPAL	186.97
13/11/2025	EFT	EFT000090	PPI002427	Kmart	ERC Kitchen Items	MUNICIPAL	75.75
13/11/2025	EFT	EFT000090	PPI002428	Local Government Professionals Australia WA	Professional Development Training: Community Development in Local Govt - Pace Officer	MUNICIPAL	514.00
13/11/2025	EFT	EFT000090	PPI002429	Local Government Professionals Australia WA	Professional Development Training: Community Development in Local Govt - Pace Officer	MUNICIPAL	514.00
13/11/2025	EFT	EFT000090	PPI002436	M & J Essential Solutions Pty Ltd	EAP Services	MUNICIPAL	160.00
13/11/2025	EFT	EFT000090	PPI002445	Rentokil Initial Pty Ltd	ERC - Service of 6 x Air Fresheners, 2 x Urinal Mats and 8 x Sanitary Bins	MUNICIPAL	186.89
13/11/2025	EFT	EFT000090	PPI002510	Anne Deacon	ERC Umpire Payment: 11/11/2025	MUNICIPAL	83.40
13/11/2025	EFT	EFT000090	PPI002435	Mantrac Pty Ltd	Posi Track Hire to Pull Tractor From Bog - Hazelgrove Park	MUNICIPAL	220.00
13/11/2025	EFT	EFT000090	PPI002360	Annette Webster	Refund of Candidate Deposit	MUNICIPAL	100.00
13/11/2025	EFT	EFT000090	PPI002393	Civil Projects Southwest	Bobcat Hire: 27-29/10/2025 - Ferguson Rd & Hamilton Rd	MUNICIPAL	3,465.00
13/11/2025	EFT	EFT000090	PPI002394	Civil Projects Southwest	Excavator Hire: 30-31/10/2025 - Dardanup Cemetery & Harold Douglas Dr	MUNICIPAL	1,732.50

Payment Date	Method	EFT Batch No	Invoice Reference	Vendor Name	Description	Fund	Amount
13/11/2025	EFT	EFT000090	PPI002396	Civil Projects Southwest	Back-Fill Grave - Dardanup Cemetery & Repair Drain Wash-Out - Collie River Rd	MUNICIPAL	4,620.00
13/11/2025	EFT	EFT000090	PPI002432	Nightguard Security Service SW	Alarm Responses - 4 x Buildings - October 2025	MUNICIPAL	2,176.83
13/11/2025	EFT	EFT000090	PPI002460	South West Septics	Empty Cafe Greasetrap - ERC	MUNICIPAL	330.00
13/11/2025	EFT	EFT000090	PPI002366	Team Global Express - Toll	Brigade Postage 25/26 FY	MUNICIPAL	41.06
13/11/2025	EFT	EFT000090	PPI002479	Veolia Recycling & Recovery Pty Ltd	Commingled Recycling - October 2025	MUNICIPAL	1,158.00
13/11/2025	EFT	EFT000090	PPI002482	Veolia Recycling & Recovery Pty Ltd	Cardboard Recycling - October 2025	MUNICIPAL	630.14
13/11/2025	EFT	EFT000090	PPI002483	Veolia Recycling & Recovery Pty Ltd	Shire Bin Collection - October 2025	MUNICIPAL	102,957.49
13/11/2025	EFT	EFT000090	PPI002371	Amity Signs	Rural Street Sign # 257	MUNICIPAL	34.65
13/11/2025	EFT	EFT000090	PPI002383	Asahi Beverages Pty Ltd	ERC - Packaged Drinks 2025	MUNICIPAL	1,490.15
13/11/2025	EFT	EFT000090	PPI002397	Cleanaway Solid Waste Pty Ltd	Organic Waste Processing - October 2025	MUNICIPAL	21,499.74
13/11/2025	EFT	EFT000090	PPI002398	Cleanaway Solid Waste Pty Ltd	Refuse Disposal - October 2025	MUNICIPAL	9,810.51
13/11/2025	EFT	EFT000090	PPI002399	Cleanaway Solid Waste Pty Ltd	Refuse Disposal - Transfer Station - October 2025	MUNICIPAL	5,824.16
13/11/2025	EFT	EFT000090	PPI002405	Cleanaway Solid Waste Pty Ltd	Waste Transfer Station - Skip Bin Hire: October 2025	MUNICIPAL	3,762.94
13/11/2025	EFT	EFT000090	PPI002407	Deputec Pty Ltd	ERC - Deputy Rostering Licence - October 2025	MUNICIPAL	334.13
13/11/2025	EFT	EFT000090	PPI002412	Fit2Work	Police Clearance Checks - October 2025	MUNICIPAL	61.60
13/11/2025	EFT	EFT000090	PPI002415	Grace Records Management Heidelberg Materials Australia Pty Ltd	Records Management External - Storage & Destruction	MUNICIPAL	795.75
13/11/2025	EFT	EFT000090	PPI002418		Scalps - Joshua Brook Rd	MUNICIPAL	458.76
13/11/2025	EFT	EFT000090	PPI002359	MJ Goods	ERC - Cafe Goods	MUNICIPAL	211.80
13/11/2025	EFT	EFT000090	PPI002449	Scope Rentals Pty Ltd	Managed Print Service - Usage: October 2025	MUNICIPAL	1,706.69
13/11/2025	EFT	EFT000090	PPI002453	Scope Rentals Pty Ltd	Managed Print Service - Rental: November 2025	MUNICIPAL	2,675.20
13/11/2025	EFT	EFT000090	PPI002464	St John Ambulance Western Australia Ltd	Medical Services - Spring Out Event 2025	MUNICIPAL	488.40
13/11/2025	EFT	EFT000090	PPI002465	St John Ambulance Western Australia Ltd	Defibrillator Pad Replacements - Dardanup Hall & Events	MUNICIPAL	270.00

Payment Date	Method	EFT Batch No	Invoice Reference	Vendor Name	Description	Fund	Amount
13/11/2025	EFT	EFT000090	PPI002492	Stewart and Heaton Clothing Company Pty Ltd	4 x Name Badges - Wellington Mills BFB	MUNICIPAL	33.62
13/11/2025	EFT	EFT000090	PPI002493	Stewart and Heaton Clothing Company Pty Ltd	Uniforms - Wellington Mills BFB	MUNICIPAL	897.86
13/11/2025	EFT	EFT000090	PPI002433	MyOSH - The Trustee For AM2 & FM2 Trust	MyOSH Subscription - Nov 2025	MUNICIPAL	653.40
13/11/2025	EFT	EFT000090	PPI002470	TPG Network Pty Ltd	Enterprise Ethernet WAN Services: October 2025	MUNICIPAL	4,519.26
13/11/2025	EFT	EFT000090	PPI002472	Tutt Bryant Hire	Quote to Repair Door Glass on Hire Roller - Ferguson Rd	MUNICIPAL	332.20
13/11/2025	EFT	EFT000090	PPI002377	Boyles Plumbing and Gas	Unblock Sewer Line and Investigate the Reason for Blockage - Eaton Office	MUNICIPAL	759.00
13/11/2025	EFT	EFT000090	PPI002380	Brooks Hire Service Pty Ltd	Truck Hire: October 2025 - Martin Pelusey Rd	MUNICIPAL	7,665.90
13/11/2025	EFT	EFT000090	PPI002381	Brooks Hire Service Pty Ltd	Skid Steer Hire: October 2025 - Waterloo Rd	MUNICIPAL	8,354.72
13/11/2025	EFT	EFT000090	PPI002395	Bunnings Group Limited	Items for Maintenance & Repairs - Parks Crew	MUNICIPAL	602.59
13/11/2025	EFT	EFT000090	PPI002391	Capel Tree Service	Western Power Clearance Pruning - 14 Castieau Street	MUNICIPAL	880.00
13/11/2025	EFT	EFT000090	PPI002392	Capel Tree Service	Pecan Lane - Stump Grinding x 4	MUNICIPAL	1,430.00
13/11/2025	EFT	EFT000090	PPI002370	Aqua Chill	Rental of Aquachill Plumbed in Water Cooler for 12 Months - Dardanup Office	MUNICIPAL	686.40
13/11/2025	EFT	EFT000090	PPI002388	Bunbury Coffee Machines	ERC - Cafe Goods	MUNICIPAL	477.50
13/11/2025	EFT	EFT000090	PPI002406	Craven Foods & Bidfood Bunbury	ERC - Cafe Goods	MUNICIPAL	265.28
13/11/2025	EFT	EFT000090	PPI002363	Kylie Tucker	Reimburse Purchase of Portable Lectern for Events	MUNICIPAL	144.55
13/11/2025	EFT	EFT000090	PPI002441	Perfect Landscapes	Mowing - 3 x Locations	MUNICIPAL	319.00
13/11/2025	EFT	EFT000090	PPI002439	PFD Food Services Pty Ltd	ERC - Cafe Goods	MUNICIPAL	738.25
13/11/2025	EFT	EFT000090	PPI002440	PFI & Down South Wholesale Bunbury	ERC - Cleaning Supplies	MUNICIPAL	674.40
13/11/2025	EFT	EFT000090	PPI002447	PFI & Down South Wholesale Bunbury	Cleaning Supplies - Dardanup Office	MUNICIPAL	376.20
13/11/2025	EFT	EFT000090	PPI002499	PFI & Down South Wholesale Bunbury	Cleaning Supplies - Eaton Administration Office	MUNICIPAL	475.20
13/11/2025	EFT	EFT000090	PPI002463	Southern Lock And Security	Replace and Fix External Door Locks - ERC	MUNICIPAL	438.41

Payment Date	Method	EFT Batch No	Invoice Reference	Vendor Name	Description	Fund	Amount
13/11/2025	EFT	EFT000090	PPI002320	Synergy	Electricity - Clydesdale Drive: 03/09-03/11/2025	MUNICIPAL	128.46
13/11/2025	EFT	EFT000090	PPI002321	Synergy	Electricity - Parkridge Estate Reserves: 03/09-03/11/2025	MUNICIPAL	128.46
13/11/2025	EFT	EFT000090	PPI002322	Synergy	Electricity - Bobin Street: 04/09-03/11/2025	MUNICIPAL	194.29
13/11/2025	EFT	EFT000090	PPI002323	Synergy	Electricity - Dardanup Hall & Office: 03/09-31/10/2025	MUNICIPAL	1,245.62
13/11/2025	EFT	EFT000090	PPI002324	Synergy	Electricity - Don Hewison Centre: 03/09-31/10/2025	MUNICIPAL	201.37
13/11/2025	EFT	EFT000090	PPI002325	Synergy	Electricity - Auxiliary Lighting, Streetlights and Irrigation Control: 28/09-27/10/2025	MUNICIPAL	457.41
13/11/2025	EFT	EFT000090	PPI002327	Synergy	Electricity - West Dardanup BFB: 30/08-29/10/2025	MUNICIPAL	138.27
13/11/2025	EFT	EFT000090	PPI002328	Synergy	Electricity - Dardanup Cemetery, Garvey Rd: 29/08-29/10/2025	MUNICIPAL	105.51
13/11/2025	EFT	EFT000090	PPI002329	Synergy	Electricity - Standpipe at Harold Douglas Drive: 29/08-29/10/2025	MUNICIPAL	128.47
13/11/2025	EFT	EFT000090	PPI002330	Synergy	Electricity - Eaton Foreshore Toilets: 04/09-03/11/2025	MUNICIPAL	431.07
13/11/2025	EFT	EFT000090	PPI002331	Synergy	Electricity - Townsite Street Lights: 25/09-24/10/2025	MUNICIPAL	30,818.30
13/11/2025	EFT	EFT000090	PPI002332	Synergy	Electricity - Eaton Foreshore, Pratt Road: 04/09-03/11/2025	MUNICIPAL	141.68
13/11/2025	EFT	EFT000090	PPI002333	Synergy	Electricity - Glenhoun Boulevard: 04/09-03/11/2025	MUNICIPAL	221.66
13/11/2025	EFT	EFT000090	PPI002334	Synergy	Electricity - Watson Street: 03/09-03/11/2025	MUNICIPAL	301.72
13/11/2025	EFT	EFT000090	PPI002335	Synergy	Electricity - Sindhi Close Park: 05/09-04/11/2025	MUNICIPAL	126.38
13/11/2025	EFT	EFT000090	PPI002336	Synergy	Electricity - BBQ Castlereagh Vista: 05/09-04/11/2025	MUNICIPAL	129.50
13/11/2025	EFT	EFT000090	PPI002337	Synergy	Electricity - BBQ at Torrens Loop: 05/09-04/11/2025	MUNICIPAL	255.85
13/11/2025	EFT	EFT000090	PPI002339	Synergy	Electricity - BBQ at Archer View: 05/09-04/11/2025	MUNICIPAL	133.85

Payment Date	Method	EFT Batch No	Invoice Reference	Vendor Name	Description	Fund	Amount
13/11/2025	EFT	EFT000090	PPI002340	Synergy	Electricity - Cadell Park: 05/09-04/11/2025	MUNICIPAL	122.83
13/11/2025	EFT	EFT000090	PPI002341	Synergy	Electricity - Hazelgrove Crescent: 05/09-04/11/2025	MUNICIPAL	221.13
13/11/2025	EFT	EFT000090	PPI002342	Synergy	Electricity - Millars Creek East, Cnr Beaufort Loop: 05/09-04/11/2025	MUNICIPAL	219.66
13/11/2025	EFT	EFT000090	PPI002343	Synergy	Electricity - Hunter Circle: 05/09-04/11/2025	MUNICIPAL	130.53
13/11/2025	EFT	EFT000090	PPI002344	Synergy	Electricity- Gascoyne Circle: 05/09-04/11/2025	MUNICIPAL	128.16
13/11/2025	EFT	EFT000090	PPI002345	Synergy	Electricity - Irrigation Controller - Lot 1028 Eaton Drive: 04/09-31/10/2025	MUNICIPAL	121.78
13/11/2025	EFT	EFT000090	PPI002346	Synergy	Electricity - Lot 152 Recreation Drive: 06/09-05/11/2025	MUNICIPAL	218.77
13/11/2025	EFT	EFT000090	PPI002347	Synergy	Electricity - 6 x Street Lights Along Side of Softball Building: 06/09-05/11/2025	MUNICIPAL	201.50
13/11/2025	EFT	EFT000090	PPI002348	Synergy	Electricity - BBQ at Illawarra Park: 06/09-05/11/2025	MUNICIPAL	127.01
13/11/2025	EFT	EFT000090	PPI002349	Synergy	Electricity - Crampton/Millard St Carpark Flood Light: 06/09-05/11/2025	MUNICIPAL	160.96
13/11/2025	EFT	EFT000090	PPI002350	Synergy	Electricity - Lusitano Park: 04/09-31/10/2025	MUNICIPAL	156.92
13/11/2025	EFT	EFT000090	PPI002351	Synergy	Electricity - Lavender Way Reserve: 03/09-31/10/2025	MUNICIPAL	154.48
13/11/2025	EFT	EFT000090	PPI002352	Synergy	Electricity - Eaton Hall: 03/09-31/10/2025	MUNICIPAL	122.24
13/11/2025	EFT	EFT000090	PPI002353	Synergy	Electricity - Isdell Gardens: 06/09-05/11/2025	MUNICIPAL	129.82
13/11/2025	EFT	EFT000090	PPI002354	Synergy	Electricity - Millard Street: 03/09-31/10/2025	MUNICIPAL	530.74
13/11/2025	EFT	EFT000090	PPI002355	Synergy	Electricity - Lofthouse Ave: 06/09-04/11/2025	MUNICIPAL	136.57
13/11/2025	EFT	EFT000090	PPI002368	Synergy	Electricity - Eaton Family Centre: 10/09-07/11/2025	MUNICIPAL	202.39
13/11/2025	EFT	EFT000090	PPI002369	Synergy	Electricity - Hale Street Reserve: 10/09-07/11/2025	MUNICIPAL	212.94
13/11/2025	EFT	EFT000090	PPI002501	Synergy	Electricity - Burekup BFB: 11/09-10/11/2025	MUNICIPAL	146.78
13/11/2025	EFT	EFT000090	PPI002502	Synergy	Electricity - 11 Russell Road, Burekup: 10/09-10/11/2025	MUNICIPAL	240.04
13/11/2025	EFT	EFT000090	PPI002503	Synergy	Electricity - ERC: 08/10-11/11/2025	MUNICIPAL	7,034.74

Payment Date	Method	EFT Batch No	Invoice Reference	Vendor Name	Description	Fund	Amount
13/11/2025	EFT	EFT000090	PPI002504	Synergy	Electricity - Gary Engel Park: 08/10-11/11/2025	MUNICIPAL	4,901.19
13/11/2025	EFT	EFT000090	PPI002505	Synergy	Electricity - McCaughan Park: 11/09-10/11/2025	MUNICIPAL	126.38
13/11/2025	EFT	EFT000090	PPI002506	Synergy	Electricity - 35 Gardiner Street Burekup: 11/09-10/11/2025	MUNICIPAL	127.23
13/11/2025	EFT	EFT000090	PPI002356	Telstra	Alarm Monitoring Dardanup Office	MUNICIPAL	34.95
13/11/2025	EFT	EFT000090	PPI002357	Telstra	Telephone & Internet - Burekup BFB	MUNICIPAL	120.00
13/11/2025	EFT	EFT000090	PPI002469	The Cafe Merchant & Merchant Warehouse Cafe	Catering for Staff Farewell - 23/10/2025	MUNICIPAL	92.50
13/11/2025	EFT	EFT000090	PPI002481	West Australian Newspapers Ltd	Bunbury Herald and SW Times Newspaper Advertising for Seniors Week	MUNICIPAL	715.00
13/11/2025	EFT	EFT000090	PPI002484	Work Clobber - Bunbury	Work Boots - Development Compliance Officer	MUNICIPAL	179.10
13/11/2025	EFT	EFT000090	PPI002485	Work Clobber - Bunbury	Uniform - WHS Officer	MUNICIPAL	345.10
13/11/2025	EFT	EFT000090	PPI002486	Work Clobber - Bunbury	Uniform - Analyst Programmer	MUNICIPAL	404.20
13/11/2025	EFT	EFT000090	PPI002512	Brett Hodgson	ERC Umpire Payment: 12/11/2025	MUNICIPAL	194.60
13/11/2025	EFT	EFT000090	PPI002386	Bunbury Toyota	Service - DA329	MUNICIPAL	270.00
13/11/2025	EFT	EFT000090	PPI002509	Christine Worsfold	ERC Umpire Payment: 11/11/2025	MUNICIPAL	83.40
13/11/2025	EFT	EFT000090	PPI002515	John Thompson	ERC Umpire Payment: 12/11/2025	MUNICIPAL	111.20
13/11/2025	EFT	EFT000090	PPI002514	Te Wairimu Elinor Pomare	ERC Umpire Payment: 12/11/2025	MUNICIPAL	194.60
13/11/2025	EFT	EFT000090	PPI002511	Therese Price	ERC Umpire Payment: 11/11/2025	MUNICIPAL	83.40
13/11/2025	EFT	EFT000090	PPI002513	Benjamin Fishwick	ERC Umpire Payment: 12/11/2025	MUNICIPAL	139.00
13/11/2025	EFT	EFT000090	PPI002471	Traffic Force Group Pty Ltd	Traffic Management Plan - Martin Pelusey Rd	MUNICIPAL	3,004.27
13/11/2025	EFT	EFT000090	PPI002476	Traffic Force Group Pty Ltd	Traffic Control: Pile Rd	MUNICIPAL	2,514.03
13/11/2025	EFT	EFT000090	PPI002477	Traffic Force Group Pty Ltd	Traffic Management Plan - Moore Rd Reseal	MUNICIPAL	1,730.08
13/11/2025	EFT	EFT000090	PPI002490	Traffic Force Group Pty Ltd	Traffic Control: 07/11/2025 - Collie River Rd	MUNICIPAL	875.07
13/11/2025	EFT	EFT000090	PPI002444	ReadyForce Personnel	Operator Hire for Shoulder Grading: 27/10-02/11/2025	MUNICIPAL	3,085.50
13/11/2025	EFT	EFT000090	PPI002491	ReadyForce Personnel	Operator Hire for Shoulder Grading: 03-09/11/2025	MUNICIPAL	2,904.00

Payment Date	Method	EFT Batch No	Invoice Reference	Vendor Name	Description	Fund	Amount
13/11/2025	EFT	EFT000090	PPI002382	ATC Work Smart Inc	First Aid Renewal Training - 4 x Staff	MUNICIPAL	716.00
13/11/2025	EFT	EFT000090	PPI002390	City of Kalamunda Brunswick Community Resource	Planning Assessment Services - October 2025 Senior Citizens Celebration Paint and Sip	MUNICIPAL	775.00
13/11/2025	EFT	EFT000090	PPI002384	Centre Inc	Workshop	MUNICIPAL	110.00
13/11/2025	EFT	EFT000090	PPI002401	Cornerstone Legal WA Pty Ltd	Legal Advice - Matter # 007061	MUNICIPAL	825.00
13/11/2025	EFT	EFT000090	PPI002421	Karingal St Laurence Ltd T/as GenU	Landscape Maintenance - Hazelgrove Drainage Sump and Surrounds - October 2025	MUNICIPAL	660.95
13/11/2025	EFT	EFT000090	PPI002367	Graeme Wickham	Rates Refund - A9284	MUNICIPAL	827.54
13/11/2025	EFT	EFT000090	PPI002497	Bussetton Civil Pty Ltd	Bobcat Hire: 16/10/2025 - Leake St Repair Leaking and Loose Tap in the Male	MUNICIPAL	1,584.00
13/11/2025	EFT	EFT000090	PPI002500	Golden West Plumbing & Drainage	Toilets - Don Hewison Public Toilets	MUNICIPAL	139.50
13/11/2025	EFT	EFT000090	PPI002473	Trotec Laser Pty Ltd	Make it Space Supplies	MUNICIPAL	23.40
13/11/2025	EFT	EFT000090	PPI002474	Trotec Laser Pty Ltd	Nameplate Materials for Shire - Make it Space	MUNICIPAL	59.13
13/11/2025	EFT	EFT000090	PPI002475	Trotec Laser Pty Ltd	Laser Cutting Materials - Make it Space Fuel - DA196 Dardanup Central BFB & DA689	MUNICIPAL	552.19
13/11/2025	EFT	EFT000090	PPI002446	Phoenix Petroleum Country Water & Country	Ferguson BFB	MUNICIPAL	167.48
13/11/2025	EFT	EFT000090	PPI002402	Landscaping Country Water & Country	Reticulation Parts for Repairs - Eaton Oval	MUNICIPAL	707.52
13/11/2025	EFT	EFT000090	PPI002403	Landscaping	Reticulation Repairs - Lofthouse Wildlife and Zoonotic Hazard Training - Parks	MUNICIPAL	3,312.10
13/11/2025	EFT	EFT000090	PPI002480	WA Wildlife	Crew	MUNICIPAL	1,500.00
13/11/2025	EFT	EFT000090	PPI002385	Department of Local Government, Industry Regulation and Safety - BSL	BSL Remittance - October 2025	MUNICIPAL	13,005.72
13/11/2025	EFT	EFT000090	PPI002361	Ralph Keegan	Refund of Candidate Deposit	MUNICIPAL	100.00
13/11/2025	EFT	EFT000090	PPI002372	Jarred O'Brien	Refund of Candidate Deposit	MUNICIPAL	100.00
13/11/2025	EFT	EFT000090	PPI002517	Dean Jolly	Reimbursement for DTP Booster Vaccination & Medication Following Dog Bite - Ranger	MUNICIPAL	77.05
13/11/2025	EFT	EFT000090	PPI002518	Dayna Lacco	Refund Cat Cage Hire Bond - Receipt # 162522	MUNICIPAL	150.00

Payment Date	Method	EFT Batch No	Invoice Reference	Vendor Name	Description	Fund	Amount
13/11/2025	EFT	EFT000090	PPI002489	Fencing Unlimited & Bunbury Powder Coaters	Supply Install and Commission New Smart Motor to the Electric Gate - Depot	MUNICIPAL	4,224.00
13/11/2025	EFT	EFT000090	PPI002519	Heidelberg Materials Australia Pty Ltd	Scalps - Joshua Brook Rd	MUNICIPAL	253.94
13/11/2025	EFT	EFT000090	PPI002520	Synergy	Electricity - Lot 2002 Cygnet Court: 05/09-04/11/2025	MUNICIPAL	158.50
13/11/2025	EFT	EFT000090	PPI002411	Enviro Infrastructure Pty Ltd	Rail Safety Management Plan and Protection Officer - Martin Pelusey Road Reseal	MUNICIPAL	2,601.32
20/11/2025	EFT	EFT000097	PPI002642	BES Electrical Solutions WA	Supply & Install 2 x 4 Gang Power Boards - West Dardanup BFB	MUNICIPAL	1,045.00
20/11/2025	EFT	EFT000097	PPI002645	BES Electrical Solutions WA	Faulty Hot Water System RCD Repair - Crooked Brook BFB	MUNICIPAL	258.50
20/11/2025	EFT	EFT000097	PPI002631	Upper Ferguson Volunteer Bush Fire Brigade	Funding for Training Related Purposes as Per Council Resolution # 213-25	MUNICIPAL	500.00
20/11/2025	EFT	EFT000097	PPI002580	Vogue Furniture	Ergonomic Chair - Eaton Reception	MUNICIPAL	410.00
20/11/2025	EFT	EFT000097	PPI002638	Burekup Bush Fire Brigade	Funding for Training Related Purposes as Per Council Resolution # 213-25	MUNICIPAL	500.00
20/11/2025	EFT	EFT000097	PPI002619	Simon Welsh Photography	Aerial Photography Drone Imagery - 10 x Locations	MUNICIPAL	1,542.75
20/11/2025	EFT	EFT000097	PPI002567	Department of Transport	Vehicle Search Information	MUNICIPAL	10.20
20/11/2025	EFT	EFT000097	PPI002576	Millwood Forest Products	Name Blocks for Council Chambers	MUNICIPAL	330.00
20/11/2025	EFT	EFT000097	PPI002632	Dardanup Central Bush Fire Brigade	Funding for Training Related Purposes as Per Council Resolution # 213-25	MUNICIPAL	500.00
20/11/2025	EFT	EFT000097	PPI002553	Altus Planning	Planning Services - October 2025	MUNICIPAL	6,930.00
20/11/2025	EFT	EFT000097	PPI002611	Ferguson Hall Management Committee Inc	Contribution as Per the 25/26 Annual Budget	MUNICIPAL	3,308.00
20/11/2025	EFT	EFT000097	PPI002587	QM Airconditioning	Degas Fridges - Waste Transfer Station	MUNICIPAL	1,100.00
20/11/2025	EFT	EFT000097	PPI002588	Westrac Pty Ltd	Grader Fuel Cap - DA2833	MUNICIPAL	262.98
20/11/2025	EFT	EFT000097	PPI002589	Westrac Pty Ltd	Brushes for BA25 Broom	MUNICIPAL	4,416.32
20/11/2025	EFT	EFT000097	PPI002655	The Dardanup Bull and Barrel Festival	Refund Key Bond & Hall Hire Bond - Inv # PSI000214	MUNICIPAL	290.00
20/11/2025	EFT	EFT000097	PPI002621	1st Leschenault Scouts	Leschenault Scout Activity - Spring Out Event 2025	MUNICIPAL	350.00

Payment Date	Method	EFT Batch No	Invoice Reference	Vendor Name	Description	Fund	Amount
20/11/2025	EFT	EFT000097	PPI002640	Hersey's Safety P/L	Safety Items and Depot Stores	MUNICIPAL	3,136.74
20/11/2025	EFT	EFT000097	PPI002641	Hersey's Safety P/L	Safety Items and Depot Stores	MUNICIPAL	78.65
20/11/2025	EFT	EFT000097	PPI002575	Integrity Management Solutions Pty Ltd	Renewal of Attain Compliance Software: 15/11/2025-15/11/2026 2 Wireless Keyboards and Mouse - Accountant & Assistant Accountant	MUNICIPAL	7,150.00
20/11/2025	EFT	EFT000097	PPI002610	Officeworks Superstores Pty Ltd		MUNICIPAL	156.00
20/11/2025	EFT	EFT000097	PPI002643	South West Fire Unit Fabrications	Burekup 1.4 - B Service & Repairs	MUNICIPAL	9,565.62
20/11/2025	EFT	EFT000097	PPI002644	South West Fire Unit Fabrications	Waterloo 3.4 - B Service & Repairs	MUNICIPAL	11,315.95
20/11/2025	EFT	EFT000097	PPI002569	Ductworks Australia Bunbury & Busselton Air	Air Conditioner Repairs - Burekup Hall Printing of 6000 x Summer Vibes 2025-2026 Brochures	MUNICIPAL	2,068.44
20/11/2025	EFT	EFT000097	PPI002614	The Print Shop		MUNICIPAL	3,201.00
20/11/2025	EFT	EFT000097	PPI002559	Bunbury Machinery	Minor Plant Repairs	MUNICIPAL	38.50
20/11/2025	EFT	EFT000097	PPI002560	City of Bunbury	Cat Poundage Fees - October 2025	MUNICIPAL	22.50
20/11/2025	EFT	EFT000097	PPI002561	City of Bunbury	Dog Poundage Fees - October 2025	MUNICIPAL	262.20
20/11/2025	EFT	EFT000097	PPI002613	South West Tree Safe	Height & Sight Pruning - Ford Rd	MUNICIPAL	3,850.00
20/11/2025	EFT	EFT000097	PPI002622	Malatesta Road Paving and Hotmix	Emulsion - Harris Road	MUNICIPAL	360.00
20/11/2025	EFT	EFT000097	PPI002550	Brownes Foods Operations Pty Ltd	ERC - Cafe Goods	MUNICIPAL	514.06
20/11/2025	EFT	EFT000097	PPI002647	Cat Welfare Society Inc	Cat Adoption Reports - October 2025	MUNICIPAL	11.00
20/11/2025	EFT	EFT000097	PPI002646	Connect Call Centre Services	After Hours Call Centre - October 2025	MUNICIPAL	482.24
20/11/2025	EFT	EFT000097	PPI002564	Dapco Tyre and Auto Centre	Service - DA997	MUNICIPAL	438.31
20/11/2025	EFT	EFT000097	PPI002565	Dapco Tyre and Auto Centre	3 x Tyres - DA997	MUNICIPAL	1,067.00
20/11/2025	EFT	EFT000097	PPI002633	Ferguson Bushfire Brigade	Funding for Training Related Purposes as Per Council Resolution # 213-25 Introduction to Governance in Local Government - Governance Administration	MUNICIPAL	500.00
20/11/2025	EFT	EFT000097	PPI002573	Local Government Professionals Australia WA	Officer	MUNICIPAL	585.00
20/11/2025	EFT	EFT000097	PPI002630	Local Government Professionals Australia WA	Exec Support Officer - Network Webinar - Gate Chatter	MUNICIPAL	50.00
20/11/2025	EFT	EFT000097	PPI002608	Rentokil Initial Pty Ltd	Quarterly Pest Control - 14 x Shire Buildings	MUNICIPAL	3,547.50

Payment Date	Method	EFT Batch No	Invoice Reference	Vendor Name	Description	Fund	Amount
20/11/2025	EFT	EFT000097	PPI002609	Rentokil Initial Pty Ltd	Annual Termite Inspection: 30 x Shire Buildings	MUNICIPAL	2,392.50
20/11/2025	EFT	EFT000097	PPI002634	Joshua Crooked Brook Bushfire Brigade	Funding for Training Related Purposes as Per Council Resolution # 213-25	MUNICIPAL	500.00
20/11/2025	EFT	EFT000097	PPI002653	South West Rose Society Inc	Refund Key Bond & Hall Hire Bond - Inv # PSI000219	MUNICIPAL	290.00
20/11/2025	EFT	EFT000097	PPI002570	Elliotts Irrigation Pty Ltd	Iron Filter Services - Watson Reserve - October 2025	MUNICIPAL	368.50
20/11/2025	EFT	EFT000097	PPI002571	Elliotts Irrigation Pty Ltd	Iron Filter Services - Millbridge Lakes - October 2025	MUNICIPAL	368.50
20/11/2025	EFT	EFT000097	PPI002551	B & B Street Sweeping Pty Ltd	Street Sweeping: 05-07/11/2025 - Golding Crescent	MUNICIPAL	2,999.15
20/11/2025	EFT	EFT000097	PPI002558	B & B Street Sweeping Pty Ltd	Hire Jet Vac: 07/11/2025 - Pratt Rd	MUNICIPAL	1,403.11
20/11/2025	EFT	EFT000097	PPI002554	Brecken Health Care	Functional Capacity Evaluation and Fitness Test - Works Staff	MUNICIPAL	220.00
20/11/2025	EFT	EFT000097	PPI002555	Brecken Health Care	Functional Capacity Evaluation and Fitness Test - Staff	MUNICIPAL	220.00
20/11/2025	EFT	EFT000097	PPI002556	Brecken Health Care	Audiogram - Staff	MUNICIPAL	110.00
20/11/2025	EFT	EFT000097	PPI002557	Brecken Health Care	Pre Employment Medical Examination - Staff	MUNICIPAL	173.80
20/11/2025	EFT	EFT000097	PPI002616	Regional Media Specialists P/L	Advertising in Bunbury Herald - October 2025	MUNICIPAL	1,063.92
20/11/2025	EFT	EFT000097	PPI002625	Team Global Express - Toll	Brigade & Health Postage	MUNICIPAL	73.27
20/11/2025	EFT	EFT000097	PPI002635	Waterloo Bushfire Brigade	Funding for Training Related Purposes as Per Council Resolution # 213-25	MUNICIPAL	500.00
20/11/2025	EFT	EFT000097	PPI002523	Australia Post	Monthly Postage Including Rates Instalment Mailout & Fire Prevention Mailout - October 2025	MUNICIPAL	4,477.86
20/11/2025	EFT	EFT000097	PPI002601	Cleanaway Solid Waste Pty Ltd	FOGO Processing: August 2025	MUNICIPAL	207.76
20/11/2025	EFT	EFT000097	PPI002654	David Galloway McLaren	Refund Cat Cage Hire Bond - Receipt # 161573	MUNICIPAL	150.00
20/11/2025	EFT	EFT000097	PPI002572	Eve Yoga	Yoga Sessions: October 2025 - ERC	MUNICIPAL	420.00
20/11/2025	EFT	EFT000097	PPI002620	Heidelberg Materials Australia Pty Ltd	Aggregate - Ferguson Rd	MUNICIPAL	389.62
20/11/2025	EFT	EFT000097	PPI002574	Les Mills Asia Pacific	Group Fitness Program - November 2025	MUNICIPAL	1,433.16

Payment Date	Method	EFT Batch No	Invoice Reference	Vendor Name	Description	Fund	Amount
20/11/2025	EFT	EFT000097	PPI002583	Tutt Bryant Hire	Roller Hire: 31/10-13/11/2025 - Crooked Brook Rd	MUNICIPAL	3,157.49
20/11/2025	EFT	EFT000097	PPI002535	Water Corporation	Water - Burekup BFB: 08/09-11/11/2025	MUNICIPAL	163.92
20/11/2025	EFT	EFT000097	PPI002536	Water Corporation	Water - Reticulation - McCaughan Park: 08/09-11/11/2025	MUNICIPAL	63.25
20/11/2025	EFT	EFT000097	PPI002537	Water Corporation	Water - Eaton Oval Standpipe: 16/09-11/11/2025	MUNICIPAL	162.65
20/11/2025	EFT	EFT000097	PPI002538	Water Corporation	Water - Eaton Hall: 16/09-11/11/2025	MUNICIPAL	333.49
20/11/2025	EFT	EFT000097	PPI002539	Water Corporation	Water - Eaton Football Clubrooms: 16/09-11/11/2025	MUNICIPAL	1,028.97
20/11/2025	EFT	EFT000097	PPI002540	Water Corporation	Water - 3 Boyanup - Picton Road: 08/09-12/11/2025	MUNICIPAL	139.82
20/11/2025	EFT	EFT000097	PPI002541	Water Corporation	Water - Railway Reserve Standpipe - Charlotte St: 08/09-12/11/2025	MUNICIPAL	216.86
20/11/2025	EFT	EFT000097	PPI002542	Water Corporation	Water - Lions Park Foreshore Toilets & Reticulation: 16/09-11/11/2025	MUNICIPAL	202.58
20/11/2025	EFT	EFT000097	PPI002543	Water Corporation	Water - Dardanup Community Centre: 08/09-12/11/2025	MUNICIPAL	205.59
20/11/2025	EFT	EFT000097	PPI002544	Water Corporation	Water - Don Hewison Centre: 08/09-12/11/2025	MUNICIPAL	208.39
20/11/2025	EFT	EFT000097	PPI002545	Water Corporation	Water - Dardanup Hall: 08/09-12/11/2025	MUNICIPAL	457.18
20/11/2025	EFT	EFT000097	PPI002546	Water Corporation	Water - Dardanup Office: 08/09-12/11/2025	MUNICIPAL	149.76
20/11/2025	EFT	EFT000097	PPI002547	Water Corporation	Water - Dardanup Oval: 08/09-12/11/2025	MUNICIPAL	418.03
20/11/2025	EFT	EFT000097	PPI002548	Water Corporation	Water - Drainage Reserve - Gardiner St: 08/09-11/11/2025	MUNICIPAL	524.09
20/11/2025	EFT	EFT000097	PPI002602	Water Corporation	Water - Eaton Admin: 12/09-14/11/2025	MUNICIPAL	1,305.21
20/11/2025	EFT	EFT000097	PPI002603	Water Corporation	Water - ERC: 12/09-14/11/2025	MUNICIPAL	911.62
20/11/2025	EFT	EFT000097	PPI002604	Water Corporation	Water - Glen Huon Oval & Eaton Football Club: 12/09-14/11/2025	MUNICIPAL	2,513.91
20/11/2025	EFT	EFT000097	PPI002605	Water Corporation	Water - Swan Avenue Reserve: 15/09-14/11/2025	MUNICIPAL	97.65
20/11/2025	EFT	EFT000097	PPI002624	Water Corporation	Water - Bobin St: 15/09-17/11/2025	MUNICIPAL	79.58

Payment Date	Method	EFT Batch No	Invoice Reference	Vendor Name	Description	Fund	Amount
20/11/2025	EFT	EFT000097	PPI002524	Breeanna Batrick	Reimburse Fuel Purchased Whilst Attending Training Course - Marketing & Promotions Officer	MUNICIPAL	44.29
20/11/2025	EFT	EFT000097	PPI002521	Bunnings Group Limited	Lock Hasp - Master Lock - for Vehicle Toolbox	MUNICIPAL	15.04
20/11/2025	EFT	EFT000097	PPI002525	Bunnings Group Limited	Minor Repairs - Eaton Foreshore Toilets	MUNICIPAL	196.54
20/11/2025	EFT	EFT000097	PPI002526	Bunnings Group Limited	Padlock for Gas Bottle Cage - Burekup Hall	MUNICIPAL	38.08
20/11/2025	EFT	EFT000097	PPI002527	Bunnings Group Limited	Minor Repairs - Eaton Foreshore Toilets	MUNICIPAL	259.85
20/11/2025	EFT	EFT000097	PPI002639	Bunnings Group Limited	Coat Hangers, Shower Head, Down Lights - Dardanup Oval Toilets	MUNICIPAL	221.68
20/11/2025	EFT	EFT000097	PPI002562	Capel Tree Service	Sykes Avenue - Tree Pruning	MUNICIPAL	1,980.00
20/11/2025	EFT	EFT000097	PPI002563	Capel Tree Service	Tree Removal & Stump Grind - Dorset Way/ Torrens Loop	MUNICIPAL	4,400.00
20/11/2025	EFT	EFT000097	PPI002534	Ampol Australia Petroleum Pty Ltd	Shire Vehicles Fuel Usage - October 2025	MUNICIPAL	21,601.25
			01/10/2025	DA005	Fuel	75.33	
			01/10/2025	DA588	Fuel	56.18	
			01/10/2025	DA8370	Fuel	57.99	
			01/10/2025	DA8370	Fuel	104.33	
			01/10/2025	DA996	Fuel	125.09	
			01/10/2025	DA997	Fuel	96.93	
			02/10/2025	DA9513	Fuel	248.89	
			02/10/2025	DA10105	Fuel	42.13	
			02/10/2025	DA9781	Fuel	114.88	
			03/10/2025	DA005	Fuel	77.00	
			03/10/2025	DA004	Fuel	46.77	
			03/10/2025	DA955	Fuel	100.44	
			03/10/2025	DA429	Fuel	55.70	
			03/10/2025	008DA	Fuel	32.49	
			03/10/2025	DA10091	Fuel	43.50	
			03/10/2025	DA9605	Fuel	42.93	

Payment Date	Method	EFT Batch No	Invoice Reference	Vendor Name	Description	Fund	Amount
			03/10/2025	DA993	Fuel	124.87	
			05/10/2025	DA017	Fuel	161.96	
			06/10/2025	DA588	Fuel	77.41	
			06/10/2025	DA8222	Fuel	105.91	
			06/10/2025	DA9287	Fuel	105.48	
			06/10/2025	DA563	Fuel	97.61	
			06/10/2025	DA994	Fuel	92.40	
			06/10/2025	DA995	Fuel	91.12	
			06/10/2025	DA9781	Fuel	39.02	
			06/10/2025	DA997	Fuel	84.00	
			07/10/2025	DA628	Fuel	205.88	
			07/10/2025	SUNDRY 1	Fuel	136.85	
			07/10/2025	DA9376	Fuel	93.75	
			07/10/2025	DA10105	Fuel	25.22	
			07/10/2025	DA9605	Fuel	68.76	
			07/10/2025	DA613	Fuel	119.16	
			07/10/2025	HIRE PLANT	Fuel	1565.17	
			08/10/2025	DA8200	Fuel	95.82	
			08/10/2025	DA588	Fuel	62.37	
			08/10/2025	DA648	Fuel	113.71	
			08/10/2025	DA10105	Fuel	22.51	
			08/10/2025	DA996	Fuel	130.70	
			08/10/2025	DA613	Fuel	41.71	
			09/10/2025	DA8457	Fuel	178.93	
			09/10/2025	DA993	Fuel	104.44	
			10/10/2025	DA004	Fuel	79.99	
			10/10/2025	DA0	Fuel	80.46	
			10/10/2025	BUREKUP	Fuel	128.78	

Payment Date	Method	EFT Batch No	Invoice Reference	Vendor Name	Description	Fund	Amount
			10/10/2025	BUREKUP	Fuel	37.91	
			10/10/2025	DA9287	Fuel	96.57	
			10/10/2025	008DA	Fuel	76.60	
			10/10/2025	DA10091	Fuel	51.99	
			10/10/2025	HIRE PLANT	Fuel	1599.97	
			10/10/2025	HIRE PLANT	Fuel	237.81	
			10/10/2025	DA10817	Fuel	45.74	
			11/10/2025	2WATERLOO	Fuel	43.59	
			11/10/2025	DA997	Fuel	60.24	
			13/10/2025	DA005	Fuel	99.16	
			13/10/2025	DA588	Fuel	75.38	
			13/10/2025	DA9605	Fuel	86.40	
			13/10/2025	DA9781	Fuel	55.64	
			14/10/2025	DA8673	Fuel	112.08	
			14/10/2025	DA10105	Fuel	26.84	
			14/10/2025	DA329	Fuel	69.22	
			14/10/2025	DA994	Fuel	110.11	
			14/10/2025	DA9668	Fuel	103.49	
			15/10/2025	DA588	Fuel	87.88	
			15/10/2025	DA017	Fuel	161.78	
			15/10/2025	DA995	Fuel	104.16	
			15/10/2025	HIRE PLANT	Fuel	1565.13	
			16/09/2025	DA8222	Fuel	-96.11	
			16/10/2025	DA005	Fuel	111.16	
			16/10/2025	DA8222	Fuel	78.64	
			16/10/2025	DA648	Fuel	119.33	
			16/10/2025	DA10105	Fuel	42.70	
			16/10/2025	DA9605	Fuel	38.63	

Payment Date	Method	EFT Batch No	Invoice Reference	Vendor Name	Description	Fund	Amount
			16/10/2025	DA613	Fuel	113.00	
			17/10/2025	DA004	Fuel	46.62	
			17/10/2025	DA955	Fuel	97.42	
			17/10/2025	DA1314	Fuel	62.86	
			17/10/2025	DA429	Fuel	67.95	
			17/10/2025	DA10091	Fuel	68.45	
			17/10/2025	DA994	Fuel	111.99	
			17/10/2025	DA993	Fuel	125.52	
			17/10/2025	DA996	Fuel	133.73	
			17/10/2025	HIRE PLANT	Fuel	209.01	
			17/10/2025	HIRE PLANT	Fuel	1565.10	
			18/10/2025	2WATERLOO	Fuel	37.48	
			18/10/2025	DA997	Fuel	68.03	
			19/10/2025	2WATERLOO	Fuel	36.48	
			20/10/2025	DA005	Fuel	82.72	
			20/10/2025	SUNDRY 1	Fuel	135.52	
			20/10/2025	DA9287	Fuel	113.85	
			20/10/2025	DA9605	Fuel	39.36	
			21/10/2025	DA8457	Fuel	111.61	
			21/10/2025	DA563	Fuel	101.86	
			21/10/2025	DA10105	Fuel	48.27	
			21/10/2025	DA017	Fuel	162.83	
			21/10/2025	DA995	Fuel	95.26	
			21/10/2025	DA613	Fuel	118.79	
			22/10/2025	DA1314	Fuel	69.18	
			22/10/2025	DA9581	Fuel	199.67	
			22/10/2025	DA10105	Fuel	42.81	
			22/10/2025	DA9781	Fuel	119.24	

Payment Date	Method	EFT Batch No	Invoice Reference	Vendor Name	Description	Fund	Amount
			22/10/2025	HIRE PLANT	Fuel	1315.48	
			23/10/2025	DA588	Fuel	108.99	
			23/10/2025	SUNDRY 1	Fuel	135.52	
			23/10/2025	DA8673	Fuel	71.27	
			23/10/2025	DA325	Fuel	120.43	
			23/10/2025	DA329	Fuel	59.29	
			23/10/2025	DA994	Fuel	113.58	
			23/10/2025	DA996	Fuel	132.44	
			23/10/2025	VARIOUS	Fuel	75.98	
			23/10/2025	DA988	Fuel	87.77	
			24/10/2025	DA004	Fuel	56.26	
			24/10/2025	DA1314	Fuel	92.67	
			24/10/2025	DA648	Fuel	110.47	
			24/10/2025	DA9605	Fuel	25.77	
			24/10/2025	DA993	Fuel	106.23	
			24/10/2025	DA613	Fuel	108.83	
			26/10/2025	DA997	Fuel	71.40	
			27/10/2025	DA005	Fuel	115.19	
			27/10/2025	DA9513	Fuel	378.86	
			27/10/2025	1IQB365	Fuel	56.31	
			27/10/2025	DA10091	Fuel	68.10	
			27/10/2025	DA9376	Fuel	102.53	
			27/10/2025	DA9219	Fuel	276.70	
			28/10/2025	DA10105	Fuel	62.70	
			28/10/2025	DA995	Fuel	101.40	
			28/10/2025	HIRE PLANT	Fuel	1565.40	
			29/10/2025	DA005	Fuel	107.01	
			29/10/2025	DA9605	Fuel	24.94	

Payment Date	Method	EFT Batch No	Invoice Reference	Vendor Name	Description	Fund	Amount
			29/10/2025	DA994	Fuel	90.85	
			29/10/2025	DA9668	Fuel	87.21	
			30/10/2025	DA8457	Fuel	153.29	
			30/10/2025	DA1314	Fuel	39.40	
			30/10/2025	SUNDRY 1	Fuel	137.14	
			30/10/2025	2WATERLOO	Fuel	45.43	
			30/10/2025	008DA	Fuel	96.33	
			30/10/2025	DA017	Fuel	145.24	
			31/10/2025	DA8222	Fuel	112.14	
			31/10/2025	DA429	Fuel	46.80	
			31/10/2025	DA9605	Fuel	54.68	
20/11/2025	EFT	EFT000097	PPI002626	Ashlee Horn	Reimburse Purchase of EOY Function Decoration Supplies - ERC	MUNICIPAL	280.47
20/11/2025	EFT	EFT000097	PPI002566	Craven Foods & Bidfood Bunbury	ERC - Cafe Goods	MUNICIPAL	343.85
20/11/2025	EFT	EFT000097	PPI002528	Perfect Landscapes	Weekly Lawn Mowing	MUNICIPAL	2,352.82
20/11/2025	EFT	EFT000097	PPI002577	Perfect Landscapes	Turf Maintenance - Eaton Oval	MUNICIPAL	10,616.00
20/11/2025	EFT	EFT000097	PPI002578	Perfect Landscapes	Weekly Lawn Mowing	MUNICIPAL	2,352.82
20/11/2025	EFT	EFT000097	PPI002579	Perfect Landscapes	Weekly Reserves Mowing	MUNICIPAL	2,319.34
20/11/2025	EFT	EFT000097	PPI002531	PFD Food Services Pty Ltd	ERC - Cafe Goods	MUNICIPAL	1,811.05
20/11/2025	EFT	EFT000097	PPI002615	PFD Food Services Pty Ltd	ERC - Cafe Goods	MUNICIPAL	318.25
20/11/2025	EFT	EFT000097	PPI002532	Synergy	Electricity - Eaton Admin & Library Building: 09/10-12/11/2025	MUNICIPAL	7,494.86
20/11/2025	EFT	EFT000097	PPI002651	Synergy	Electricity - Dardanup Oval: 21/10-17/11/2025	MUNICIPAL	1,118.80
20/11/2025	EFT	EFT000097	PPI002652	Synergy	Electricity - Martin Pelusey Road Depot: 21/10-17/11/2025	MUNICIPAL	1,523.16
20/11/2025	EFT	EFT000097	PPI002533	Telstra	Staff Mobiles & Tablets	MUNICIPAL	5,019.44
20/11/2025	EFT	EFT000097	PPI002549	Telstra	Telephone - Eaton Admin	MUNICIPAL	661.06
20/11/2025	EFT	EFT000097	PPI002581	WA Distributors Pty Ltd - Harcher	ERC - Cafe Goods	MUNICIPAL	92.25
20/11/2025	EFT	EFT000097	PPI002582	WA Distributors Pty Ltd - Harcher	ERC - Cafe Goods	MUNICIPAL	538.30

Payment Date	Method	EFT Batch No	Invoice Reference	Vendor Name	Description	Fund	Amount
20/11/2025	EFT	EFT000097	PPI002585	Waterloo Nursery & Garden Centre	Monthly Cost for Plant Hire Services - October 2025	MUNICIPAL	1,439.53
20/11/2025	EFT	EFT000097	PPI002617	Winc Australia Pty Ltd	Stationery - Eaton Admin	MUNICIPAL	582.50
20/11/2025	EFT	EFT000097	PPI002607	Zipform Pty Ltd	Rates 2nd Instalment Notices Printing Fee	MUNICIPAL	5,057.98
20/11/2025	EFT	EFT000097	PPI002636	Wellington Mills BFB	Funding for Training Related Purposes as Per Council Resolution # 213-25	MUNICIPAL	500.00
20/11/2025	EFT	EFT000097	PPI002552	A1 Sign Shop	Give Way Sign - Eaton Dr	MUNICIPAL	216.70
20/11/2025	EFT	EFT000097	PPI002529	Driva Pty Ltd	Novated Lease Liability	MUNICIPAL	1,842.11
20/11/2025	EFT	EFT000097	PPI002584	Traffic Force Group Pty Ltd	Traffic Control: 04-05/11/2025 - Millbridge Blvd	MUNICIPAL	1,898.32
20/11/2025	EFT	EFT000097	PPI002586	Traffic Force Group Pty Ltd	Traffic Control: 03-06/11/2025 - Pile Rd	MUNICIPAL	12,571.19
20/11/2025	EFT	EFT000097	PPI002628	Traffic Force Group Pty Ltd	Traffic Control: 11-14/11/2025 - Dowdells Line	MUNICIPAL	6,587.15
20/11/2025	EFT	EFT000097	PPI002629	ReadyForce Personnel	Operator Hire for Shoulder Grading: 10-16/11/2025	MUNICIPAL	3,085.50
20/11/2025	EFT	EFT000097	PPI002623	Australian Army Cadets Association WA Inc	Spring Out Event 2025 - Army Cadets Inflatable	MUNICIPAL	926.87
20/11/2025	EFT	EFT000097	PPI002430	Lauren Jeffery	Sewing Workshop: 21/10-11/11/2025 - Make it Space	MUNICIPAL	1,000.00
20/11/2025	EFT	EFT000097	PPI002431	Lauren Jeffery	Workshop: 18/11-09/12/2025 - Make it Space	MUNICIPAL	1,000.00
20/11/2025	EFT	EFT000097	PPI002637	West Dardanup BFB	Funding for Training Related Purposes as Per Council Resolution # 213-25	MUNICIPAL	500.00
20/11/2025	EFT	EFT000097	PPI002606	Robyn Yvonne Filmer	Rates Refund - A4097	MUNICIPAL	804.00
20/11/2025	EFT	EFT000097	PPI002568	Country Water & Country Landscaping	Glen Huon Oval - Parts for Reticulation Repairs	MUNICIPAL	2,527.92
20/11/2025	EFT	EFT000097	PPI002612	Next Gen Wellness AU	Communication Workshop Facilitator at Seniors Week 2025	MUNICIPAL	325.00
20/11/2025	EFT	EFT000097	PPI002627	Raylee Ramm	Reimbursement for Renewal of Working With Children Check	MUNICIPAL	87.00
20/11/2025	EFT	EFT000097	PPI002656	Peta Meredith	Refund Cat Cage Hire Bond - Receipt # 162547	MUNICIPAL	150.00
20/11/2025	EFT	EFT000097	PPI002618	Emerge Environmental Services Pty Ltd	Initial Review & Site Investigation - Eaton	MUNICIPAL	2,523.13
20/11/2025	EFT	EFT000097	PPI002658	Paywise Pty Ltd	Stormwater Surface Runoff Modelling	MUNICIPAL	3,036.00
					Novated Lease Liability	MUNICIPAL	

Payment Date	Method	EFT Batch No	Invoice Reference	Vendor Name	Description	Fund	Amount
20/11/2025	EFT	EFT000097	PPI002657	CCAR Services	Repair Dishwasher - ERC Cafe	MUNICIPAL	2,448.37
20/11/2025	EFT	EFT000097	PPI002665	Daryl Fishwick	ERC Umpire Payment: 19/11/2025	MUNICIPAL	83.40
20/11/2025	EFT	EFT000097	PPI002659	Margery Ann Stevens	ERC Umpire Payment: 18/11/2025	MUNICIPAL	68.10
20/11/2025	EFT	EFT000097	PPI002508	Kimberley Johnson	ERC Umpire Payment: 11/11/2025	MUNICIPAL	83.40
20/11/2025	EFT	EFT000097	PPI002669	Kimberley Johnson	ERC Umpire Payment: 19/11/2025	MUNICIPAL	139.00
20/11/2025	EFT	EFT000097	PPI002666	Brett Hodgson	ERC Umpire Payment: 19/11/2025	MUNICIPAL	166.80
20/11/2025	EFT	EFT000097	PPI002661	Christine Worsfold	ERC Umpire Payment: 18/11/2025	MUNICIPAL	83.40
20/11/2025	EFT	EFT000097	PPI002667	John Thompson	ERC Umpire Payment: 19/11/2025	MUNICIPAL	55.60
20/11/2025	EFT	EFT000097	PPI002662	Lily Knight	ERC Umpire Payment: 18/11/2025	MUNICIPAL	83.40
20/11/2025	EFT	EFT000097	PPI002663	Te Wairimu Elinor Pomare	ERC Umpire Payment: 19/11/2025	MUNICIPAL	166.80
20/11/2025	EFT	EFT000097	PPI002660	Therese Price	ERC Umpire Payment: 18/11/2025	MUNICIPAL	83.40
20/11/2025	EFT	EFT000097	PPI002664	Benjamin Fishwick	ERC Umpire Payment: 19/11/2025	MUNICIPAL	139.00
20/11/2025	EFT	EFT000097	PPI002668	Mia Warren	ERC Umpire Payment: 19/11/2025	MUNICIPAL	139.00
25/11/2025	EFT	EFT000099	PV000109	Services Australia T/as Centrelink	Payroll Deduction	MUNICIPAL	335.43
25/11/2025	EFT	EFT000099	PV000099	Australian Tax Office	PAYG	MUNICIPAL	14.00
25/11/2025	EFT	EFT000099	PV000100	Australian Tax Office	PAYG	MUNICIPAL	52.00
25/11/2025	EFT	EFT000099	PV000101	Australian Tax Office	PAYG	MUNICIPAL	2,220.78
25/11/2025	EFT	EFT000099	PV000103	Australian Tax Office	PAYG	MUNICIPAL	87,786.00
25/11/2025	EFT	EFT000099	PV000106	Australian Tax Office	PAYG	MUNICIPAL	30,612.00
25/11/2025	EFT	EFT000099	PV000105	Services Australia - Child Support Agency	Payroll Deduction	MUNICIPAL	508.37
25/11/2025	EFT	EFT000099	PV000108	Services Australia - Child Support Agency	Payroll Deduction	MUNICIPAL	265.97
27/11/2025	EFT	EFT000105	PPI002678	Andrew Coulson	Reimbursement for Quad Lock Phone Case	MUNICIPAL	38.49
27/11/2025	EFT	EFT000105	PPI002631	Upper Ferguson Volunteer Bush Fire Brigade	Funding for Training Related Purposes as Per Council Resolution # 213-25	MUNICIPAL	500.00
27/11/2025	EFT	EFT000105	PPI002757	Tradelink	4 x Anti-Vandalism Taps & Keys - Glen Huon Club Rooms	MUNICIPAL	36.81
27/11/2025	EFT	EFT000105	PPI002687	Dolphin Discovery Centre	Incursion ERC Vacation Care 09/01/2026	MUNICIPAL	675.00
27/11/2025	EFT	EFT000105	PPI002748	Tennant Australia	ERC - Service on Court Scrubber	MUNICIPAL	902.08

Payment Date	Method	EFT Batch No	Invoice Reference	Vendor Name	Description	Fund	Amount
27/11/2025	EFT	EFT000105	PPI002771	Alma Renee Thomson	Reimburse Depot Supplies for CEO15 – 28/08/2025	MUNICIPAL	33.60
27/11/2025	EFT	EFT000105	PPI002760	Raeco International Pty Ltd	Stationery - ECL	MUNICIPAL	528.06
27/11/2025	EFT	EFT000105	PPI002689	Eaton Community Pharmacy	ERC - First Aid Supplies	MUNICIPAL	278.52
27/11/2025	EFT	EFT000105	PPI002739	T - Quip	Mower Parts for Repairs	MUNICIPAL	1,282.66
27/11/2025	EFT	EFT000105	PPI002703	Shire of Dardanup	Wellington Mill BFB, Bin Rates 25/26 FY	MUNICIPAL	213.49
27/11/2025	EFT	EFT000105	PPI002679	Bunbury Auto Electrics	1INE550 Aircon Service	MUNICIPAL	232.05
27/11/2025	EFT	EFT000105	PPI002684	Australind Landscaping Supplies	Walk Trail Maintenance - Gnomesville - Gravel, Ditchwich Hire & Delivery	MUNICIPAL	827.50
27/11/2025	EFT	EFT000105	PPI002769	Bottles of Australia	Promotional Water Bottles - ERC	MUNICIPAL	1,804.81
27/11/2025	EFT	EFT000105	PPI002694	Eaton Pet Vet	General Vet Expenses 2025/2026	MUNICIPAL	160.00
27/11/2025	EFT	EFT000105	PPI002725	David Wells Builder	Minor Repairs - Dardanup Office, Wells Rec Club Rooms & ERC	MUNICIPAL	363.00
27/11/2025	EFT	EFT000105	PPI002696	Officeworks Superstores Pty Ltd	Wireless Headset - Accountant	MUNICIPAL	139.00
27/11/2025	EFT	EFT000105	PPI002697	Officeworks Superstores Pty Ltd	Bluetooth Headphones - Assistant Accountant	MUNICIPAL	79.00
27/11/2025	EFT	EFT000105	PPI002698	Officeworks Superstores Pty Ltd	Two Whiteboards for 2 x Directors Offices	MUNICIPAL	393.30
27/11/2025	EFT	EFT000105	PPI002720	Bunbury Towing	Tow Mower Back to Depot - 1IGG686	MUNICIPAL	159.50
27/11/2025	EFT	EFT000105	PPI002682	Cohera-Tech Pty Limited	People Counter Software Subscription: 12/25-11/26 - ERC	MUNICIPAL	449.75
27/11/2025	EFT	EFT000105	PPI002775	MyXplor Pty Ltd	ERC Annual Subscription to Vacation Services Oct 2025- Oct 2026	MUNICIPAL	3,182.03
27/11/2025	EFT	EFT000105	PPI002758	Scope Electrical Contracting Pty Ltd	Adjust Lights at Eaton Skate Park	MUNICIPAL	2,543.42
27/11/2025	EFT	EFT000105	PPI002777	Office of The Auditor General	2024/25 Audit Fees	MUNICIPAL	73,978.30
27/11/2025	EFT	EFT000105	PPI002749	Stacey Patterson	Reimburse Milk Purchased for Staff Kitchen	MUNICIPAL	8.90
27/11/2025	EFT	EFT000105	PPI002752	A D Engineering International Pty Ltd	Variable Message Board Subscription: July 2025-June 2026	MUNICIPAL	528.00
27/11/2025	EFT	EFT000105	PPI002675	AMD Audit And Assurance Pty Ltd	Grant Acquittal 24/25 RTR Audit	MUNICIPAL	2,178.00
27/11/2025	EFT	EFT000105	PPI002676	AMD Audit And Assurance Pty Ltd	Grant Acquittal 24/25 LRCI Audit	MUNICIPAL	2,310.00
27/11/2025	EFT	EFT000105	PPI002754	West Oz Linemarking	Linemarking Bay for Pedestrian Access - Council Dr	MUNICIPAL	654.50

Payment Date	Method	EFT Batch No	Invoice Reference	Vendor Name	Description	Fund	Amount
27/11/2025	EFT	EFT000105	PPI002735	Zachary Cloutman - Cloutz Event Hire	Christmas in the Park Event - Bouncy Castle Hire	MUNICIPAL	749.01
27/11/2025	EFT	EFT000105	PPI002717	Caroline Mears	Chair Yoga - 21/10-18/11/2025 - ECL Contribution - Mosquito Control Program	MUNICIPAL	225.00
27/11/2025	EFT	EFT000105	PPI002768	City of Bunbury	25/26 Clag Contribution - Mosquito Advertising Campaign 2025-26	MUNICIPAL	5,500.00
27/11/2025	EFT	EFT000105	PPI002776	City of Bunbury Department of Fire and Emergency Services	2025-2026 ESL Charges	MUNICIPAL	4,361.50
27/11/2025	EFT	EFT000105	PPI002688	Diesel Force	2025-2026 ESL Charges	MUNICIPAL	9,774.75
27/11/2025	EFT	EFT000105	PPI002727	South West Tree Safe	Call Out - Mini Excavator No Start - DA987	MUNICIPAL	498.48
27/11/2025	EFT	EFT000105	PPI002744	South West Tree Safe	Prune Tree - Garvey Rd	MUNICIPAL	5,500.00
27/11/2025	EFT	EFT000105	PPI002746	South West Tree Safe	Remove Branches - Shaw St	MUNICIPAL	2,200.00
27/11/2025	EFT	EFT000105	PPI002774	Malatesta Road Paving and Hotmix	Supply & Lay Asphalt - Martin Pelusey Rd	MUNICIPAL	103,652.62
27/11/2025	EFT	EFT000105	PPI002710	Brownes Foods Operations Pty Ltd	ERC - Cafe Goods	MUNICIPAL	81.40
27/11/2025	EFT	EFT000105	PPI002723	Dapco Tyre and Auto Centre	4 x Trailer Tyres - DA15004 & 1TZV158	MUNICIPAL	1,000.00
27/11/2025	EFT	EFT000105	PPI002751	Dapco Tyre and Auto Centre	Trailer Puncture Repair	MUNICIPAL	125.00
27/11/2025	EFT	EFT000105	PPI002773	Ferguson Bushfire Brigade	Reimburse Starlink Internet Subscription: 22/07-22/12/2025	MUNICIPAL	695.00
27/11/2025	EFT	EFT000105	PPI002691	Hooleys Catering Company Local Government Professionals	Ordinary Council Meeting Dinner: 19/11/2025	MUNICIPAL	734.50
27/11/2025	EFT	EFT000105	PPI002729	Australia WA	Leadership Course - Senior Project Officer Iron Filter Services - Millbridge Lakes - November 2025	MUNICIPAL	3,155.00
27/11/2025	EFT	EFT000105	PPI002764	Elliotts Irrigation Pty Ltd	Repayment - Loan 70 - Developer Contribution Plan - Wanju & Waterloo Ind Park	MUNICIPAL	368.50
27/11/2025	EFT	EFT000105	PPI002709	Western Australian Treasury Corporation	Reimburse Starlink Internet: 22/11-22/12/2025 - Joshua Crooked Brook BFB	MUNICIPAL	40,400.21
27/11/2025	EFT	EFT000105	PPI002685	Andrew White	Excavator Hire: 17-21/11/2025 - Dowdells Line	MUNICIPAL	139.00
27/11/2025	EFT	EFT000105	PPI002715	Civil Projects Southwest	Excavator Hire: 10/11/2025 - Collie River Rd & 11-14/11/2025 - Dowdells Line	MUNICIPAL	5,775.00
27/11/2025	EFT	EFT000105	PPI002716	Civil Projects Southwest		MUNICIPAL	5,775.00

Payment Date	Method	EFT Batch No	Invoice Reference	Vendor Name	Description	Fund	Amount
27/11/2025	EFT	EFT000105	PPI002770	Cross Security Services	Alarm Monitoring: 01/07-30/09/2025 - 5 x Locations	MUNICIPAL	900.00
27/11/2025	EFT	EFT000105	PPI002692	Insight Enterprises Australia Pty Ltd	Azure Plan for Valo (Councillor Portal) - Sept 2025	MUNICIPAL	103.47
27/11/2025	EFT	EFT000105	PPI002701	Sure Shot Photography and Training	2025 Election - Councillor Photographs	MUNICIPAL	280.00
27/11/2025	EFT	EFT000105	PPI002677	Amity Signs	Rural Street Sign # 198	MUNICIPAL	34.65
27/11/2025	EFT	EFT000105	PPI002712	Amity Signs	2 x Signs - Paradise Rd & 40 x Guide Posts - Crooked Brook Rd	MUNICIPAL	2,299.00
27/11/2025	EFT	EFT000105	PPI002761	MJ Goods	Wet Wipes - ERC	MUNICIPAL	720.00
27/11/2025	EFT	EFT000105	PPI002704	Promote You	Embroidery of Staff Uniforms	MUNICIPAL	26.40
27/11/2025	EFT	EFT000105	PPI002700	Water Corporation	Water - Eaton Speed Boat Ramp Toilets: 16/09-17/11/2025	MUNICIPAL	60.24
27/11/2025	EFT	EFT000105	PPI002711	Brooks Hire Service Pty Ltd	Truck Hire: 03-11/11/2025 - Martin Pelusey Rd	MUNICIPAL	2,333.10
27/11/2025	EFT	EFT000105	PPI002680	Bunnings Group Limited	Replacement Shade Sail & Fixings, Fuses, Trailer Plugs - Depot	MUNICIPAL	288.78
27/11/2025	EFT	EFT000105	PPI002753	Bunnings Group Limited	Plywood, Handles, Nets - Waste Transfer Station	MUNICIPAL	150.89
27/11/2025	EFT	EFT000105	PPI002681	Capel Tree Service	Eaton Community Hive - Tree Removal	MUNICIPAL	4,180.00
27/11/2025	EFT	EFT000105	PPI002718	Capel Tree Service	Tree Pruning and Removal Requests - Hayward St	MUNICIPAL	1,320.00
27/11/2025	EFT	EFT000105	PPI002719	Capel Tree Service	Tree Pruning - Duncan Loop	MUNICIPAL	4,400.00
27/11/2025	EFT	EFT000105	PPI002690	Heatley Sales Pty Ltd	Protective Clothing - Parks Crew	MUNICIPAL	495.64
27/11/2025	EFT	EFT000105	PPI002721	Bunbury Coffee Machines	ERC - Cafe Goods	MUNICIPAL	213.00
27/11/2025	EFT	EFT000105	PPI002730	Landgate	UV Interim Valuations	MUNICIPAL	48.48
27/11/2025	EFT	EFT000105	PPI002731	Landgate	GRV Interim Valuations	MUNICIPAL	249.42
27/11/2025	EFT	EFT000105	PPI002695	McLeods Lawyers Pty Ltd	Legal Advice - Matter # 55203	MUNICIPAL	1,014.64
27/11/2025	EFT	EFT000105	PPI002699	Perfect Landscapes	Weekly Reserves Mowing	MUNICIPAL	2,572.57
27/11/2025	EFT	EFT000105	PPI002733	Perfect Landscapes	Mowing - 4 x Locations	MUNICIPAL	550.00
27/11/2025	EFT	EFT000105	PPI002734	Perfect Landscapes	Weekly Lawn Mowing	MUNICIPAL	2,352.82
27/11/2025	EFT	EFT000105	PPI002737	PFD Food Services Pty Ltd	ERC - Cafe Goods	MUNICIPAL	459.15

Payment Date	Method	EFT Batch No	Invoice Reference	Vendor Name	Description	Fund	Amount
27/11/2025	EFT	EFT000105	PPI002706	PFI & Down South Wholesale Bunbury	Wooden Cutlery - Staff End of Year Function	MUNICIPAL	33.00
27/11/2025	EFT	EFT000105	PPI002707	PFI & Down South Wholesale Bunbury	Cleaning Supplies - 3 x Locations	MUNICIPAL	254.75
27/11/2025	EFT	EFT000105	PPI002736	PFI & Down South Wholesale Bunbury	Christmas in the Park Event - Hand Sanitiser x 10	MUNICIPAL	93.50
27/11/2025	EFT	EFT000105	PPI002742	PFI & Down South Wholesale Bunbury	Australia Day Tray Packaging for the Dardanup Lions	MUNICIPAL	36.30
27/11/2025	EFT	EFT000105	PPI002743	PFI & Down South Wholesale Bunbury	Australia Day - Eaton Lions - Catering Supplies	MUNICIPAL	240.20
27/11/2025	EFT	EFT000105	PPI002745	PFI & Down South Wholesale Bunbury	Australia Day - Burekup Country Club - Catering Supplies	MUNICIPAL	112.60
27/11/2025	EFT	EFT000105	PPI002762	PFI & Down South Wholesale Bunbury	Oven, Cooktop & BBQ Cleaner for Public BBQ's	MUNICIPAL	190.00
27/11/2025	EFT	EFT000105	PPI002747	Southern Lock and Security	Locksmith Call Out Due to Key Broken in Barrel - Wells Rec Club Rooms	MUNICIPAL	235.00
27/11/2025	EFT	EFT000105	PPI002702	Synergy	Electricity - Glen Huon Oval & Club Rooms: 21/10-17/11/2025	MUNICIPAL	2,966.30
27/11/2025	EFT	EFT000105	PPI002738	The Cafe Merchant & Merchant Warehouse Cafe	Catering for Local Emergency Management Committee	MUNICIPAL	185.00
27/11/2025	EFT	EFT000105	PPI002772	WALGA	Authorised Officer Training - Environmental Health Officer	MUNICIPAL	220.00
27/11/2025	EFT	EFT000105	PPI002740	Winc Australia Pty Ltd	Stationery & Power Board - ECL & Eaton Admin	MUNICIPAL	354.38
27/11/2025	EFT	EFT000105	PPI002741	Winc Australia Pty Ltd	2 x Waste Bins - CEO & EA to CEO	MUNICIPAL	544.13
27/11/2025	EFT	EFT000105	PPI002708	Work Clobber - Bunbury	Work Boots - Parks Crew	MUNICIPAL	216.90
27/11/2025	EFT	EFT000105	PPI002765	Work Clobber - Bunbury	Work Boots - ESO Development Services	MUNICIPAL	216.90
27/11/2025	EFT	EFT000105	PPI002726	Eaton Foreshore Festival	Dunk Tank Assistance - Spring Out Festival 2025	MUNICIPAL	350.00
27/11/2025	EFT	EFT000105	PPI002732	Monsterball Amusements & Hire	Inflatables Hire - Spring Out Festival 2025	MUNICIPAL	1,943.00
27/11/2025	EFT	EFT000105	PPI002705	Roadscan	Parks Asset Data Validation and Condition Inspection	MUNICIPAL	22,162.80
27/11/2025	EFT	EFT000105	PPI002755	Traffic Force Group Pty Ltd	Traffic Control: 18-21/11/2025 - Dowdells Line	MUNICIPAL	7,065.69
27/11/2025	EFT	EFT000105	PPI002756	Traffic Force Group Pty Ltd	Traffic Control: 17/11/2025 - Dowdells Line	MUNICIPAL	1,573.86

Payment Date	Method	EFT Batch No	Invoice Reference	Vendor Name	Description	Fund	Amount	
27/11/2025	EFT	EFT000105	PPI002759	ReadyForce Personnel	Operator Hire: 17-23/11/2025 - Giumelli Rd	MUNICIPAL	1,851.30	
27/11/2025	EFT	EFT000105	PPI002686	CPR Outdoor	Refund Building Permit Fee & BSL - BA 24250498	MUNICIPAL	171.65	
27/11/2025	EFT	EFT000105	PPI002763	Karingal St Laurence Ltd T/as GenU	Slashing - Gavins Gulley	MUNICIPAL	451.00	
27/11/2025	EFT	EFT000105	PPI002766	Karingal St Laurence Ltd T/as GenU	Slashing - Recreation Drive & Soloman St	MUNICIPAL	1,592.28	
27/11/2025	EFT	EFT000105	PPI002767	Karingal St Laurence Ltd T/as GenU	Slashing - Golding Close, Pedretti Rd & Hazelmere Crescent	MUNICIPAL	3,424.91	
27/11/2025	EFT	EFT000105	PPI002693	Golden West Plumbing & Drainage	Rectify Kitchen Leak - Dardanup Hall	MUNICIPAL	288.40	
27/11/2025	EFT	EFT000105	PPI002750	Wurth Australia Pty Ltd	Graffiti Removal Cleaning Products	MUNICIPAL	1,446.84	
27/11/2025	EFT	EFT000105	PPI002683	Country Water & Country	Landscaping	Roam Remote Control - Watson Street	MUNICIPAL	569.42
27/11/2025	EFT	EFT000105	PPI002713	Country Water & Country	Landscaping	Reticulation Parts for Repairs - Lofthouse Avenue	MUNICIPAL	40.62
27/11/2025	EFT	EFT000105	PPI002714	Country Water & Country	Landscaping	Reticulation Parts for Repairs - Lavender Way	MUNICIPAL	242.55
27/11/2025	EFT	EFT000105	PPI002722	Country Water & Country	Landscaping	2 x PVC Pipe - Sindhi Park	MUNICIPAL	23.43
27/11/2025	EFT	EFT000105	PPI002728	Louise Rabbone Workplace Psychologist		Suicide Awareness Workshop - Works Staff	MUNICIPAL	250.00
27/11/2025	EFT	EFT000105	PPI002796	Margery Ann Stevens		ERC Umpire Payment: 25/11/2025	MUNICIPAL	45.40
27/11/2025	EFT	EFT000105	PPI002789	Anne Deacon		ERC Umpire Payment: 25/11/2025	MUNICIPAL	55.60
27/11/2025	EFT	EFT000105	PPI002795	Kimberley Johnson		ERC Umpire Payment: 26/11/2025	MUNICIPAL	111.20
27/11/2025	EFT	EFT000105	PPI002787	Bunbury Mower Service		Fly Wheel - Operations	MUNICIPAL	261.00
27/11/2025	EFT	EFT000105	PPI002788	Bunbury Mower Service		Bar Oil, Engine Cowling, Whipper Snipper Heads - Operations	MUNICIPAL	486.10
27/11/2025	EFT	EFT000105	PPI002791	Christine Worsfold		ERC Umpire Payment: 25/11/2025	MUNICIPAL	55.60
27/11/2025	EFT	EFT000105	PPI002794	John Thompson		ERC Umpire Payment: 26/11/2025	MUNICIPAL	55.60
27/11/2025	EFT	EFT000105	PPI002800	Te Wairimu Elinor Pomare		ERC Umpire Payment: 26/11/2025	MUNICIPAL	139.00
27/11/2025	EFT	EFT000105	PPI002801	Therese Price		ERC Umpire Payment: 25/11/2025	MUNICIPAL	55.60
27/11/2025	EFT	EFT000105	PPI002790	Benjamin Fishwick		ERC Umpire Payment: 26/11/2025	MUNICIPAL	139.00
27/11/2025	EFT	EFT000105	PPI002786	Kathy Blair		Reimburse Purchase of Rotary Blade for Cricut Machine - Make it Space	MUNICIPAL	60.00

Payment Date	Method	EFT Batch No	Invoice Reference	Vendor Name	Description	Fund	Amount
27/11/2025	EFT	EFT000105	PPI002797	Mia Warren	ERC Umpire Payment: 26/11/2025	MUNICIPAL	139.00
27/11/2025	EFT	EFT000105	PPI002780	Vogue Office furniture	Ergonomic Chair - Eaton Reception	MUNICIPAL	410.00
27/11/2025	EFT	EFT000105	PPI002781	Irene Hutchins	Refund Cat Cage Hire Bond - Receipt @ 162457	MUNICIPAL	150.00
27/11/2025	EFT	EFT000105	PPI002792	Derek Hall	ERC Umpire Payment: 26/11/2025	MUNICIPAL	83.40
27/11/2025	EFT	EFT000105	PPI002798	Ngaire Parish	ERC Umpire Payment: 26/11/2025	MUNICIPAL	83.40
27/11/2025	EFT	EFT000105	PPI002793	Greta Hall	ERC Umpire Payment: 26/11/2025	MUNICIPAL	83.40
27/11/2025	EFT	EFT000105	PPI002799	Noah O'Dea	ERC Umpire Payment: 26/11/2025	MUNICIPAL	55.60
Cheque							0.00
BPAY							0.00
International							
17/11/2025	INT	EFT000093	PPI002522	xTool	Dual Laser Engraver - Make it Space	MUNICIPAL	8,235.55
Debit Card							
4/11/2025	DD	EFT000084	PPI002171	Bunnings Group Limited	ERC - Bolts for Minor Repairs	MUNICIPAL	9.62
4/11/2025	DD	EFT000084	PPI002173	Bunnings Group Limited	ERC - Cleaning Materials	MUNICIPAL	40.95
4/11/2025	DD	EFT000084	PPI002172	Coles Supermarkets Australia Pty Ltd	ERC - Batteries	MUNICIPAL	32.60
4/11/2025	DD	EFT000084	PPI002174	Australia Post	ERC - Postage	MUNICIPAL	19.65
Direct Debit							
2/11/2025	DD	EFT000094	PPI002590	Commonwealth Bank of Australia	Merchant Fees - Dardanup - October 2025	MUNICIPAL	57.59
2/11/2025	DD	EFT000094	PPI002591	Commonwealth Bank of Australia	Merchant Fees - Eaton - October 2025	MUNICIPAL	508.33
2/11/2025	DD	EFT000094	PPI002592	Commonwealth Bank of Australia	Merchant Fees - ERC - October 2025	MUNICIPAL	546.70
2/11/2025	DD	EFT000094	PPI002593	Commonwealth Bank of Australia	Merchant Fees - ECL - October 2025	MUNICIPAL	50.02
2/11/2025	DD	EFT000094	PPI002594	Commonwealth Bank of Australia	Merchant Fees - Securepay - October 2025	MUNICIPAL	454.74
2/11/2025	DD	EFT000094	PPI002595	Commonwealth Bank of Australia	Merchant Fees - Tip - October 2025	MUNICIPAL	106.19
7/11/2025	DD	EFT000095	PPI002596	Payrix	Fee for SynergyOnline Payment Platform - October 25	MUNICIPAL	47.75

Payment Date	Method	EFT Batch No	Invoice Reference	Vendor Name	Description	Fund	Amount
7/11/2025	DD	EFT000095	PPI002597	Payrix	Fee for ERC Gym Membership Via Direct Debit - October 25	MUNICIPAL	696.19
7/11/2025	DD	EFT000087	PV000088	Aware Super Pty Limited	Superannuation Contribution	MUNICIPAL	1,727.39
7/11/2025	DD	EFT000087	PV000091	Aware Super Pty Limited	Superannuation Contribution	MUNICIPAL	8,661.62
7/11/2025	DD	EFT000087	PV000095	Aware Super Pty Limited	Superannuation Contribution	MUNICIPAL	43,054.27
7/11/2025	DD	EFT000087	PV000096	Aware Super Pty Limited	Superannuation Contribution	MUNICIPAL	15,208.71
7/11/2025	DD	EFT000087	PV000097	Aware Super Pty Limited	Superannuation Contribution	MUNICIPAL	522.82
12/11/2025	DD	EFT000091	PV000098	Aware Super Pty Limited	Superannuation Contribution	MUNICIPAL	42.86
12/11/2025	DD	EFT000091	PV000102	Aware Super Pty Limited	Superannuation Contribution	MUNICIPAL	250.18
14/11/2025	DD	EFT000096	PPI002599	Payrix	Fee for SynergyOnline Payment Platform - October 25	MUNICIPAL	54.02
14/11/2025	DD	EFT000096	PPI002600	Payrix	Fee for ERC Gym Membership Via Direct Debit - October 25	MUNICIPAL	13.70
17/11/2025	DD	EFT000102	PPI002672	Commonwealth Bank of Australia	Activity Statement - October 2025	MUNICIPAL	1,071.73
21/11/2025	DD	EFT000098	PV000104	Aware Super Pty Limited	Superannuation Contribution	MUNICIPAL	9,488.34
21/11/2025	DD	EFT000098	PV000107	Aware Super Pty Limited	Superannuation Contribution	MUNICIPAL	2,321.88
21/11/2025	DD	EFT000098	PV000110	Aware Super Pty Limited	Superannuation Contribution	MUNICIPAL	146.68
21/11/2025	DD	EFT000098	PV000111	Aware Super Pty Limited	Superannuation Contribution	MUNICIPAL	49,688.18
21/11/2025	DD	EFT000098	PV000112	Aware Super Pty Limited	Superannuation Contribution	MUNICIPAL	20,966.37
21/11/2025	DD	EFT000103	PPI002674	Payrix	Fee for SynergyOnline Payment Platform	MUNICIPAL	38.85
22/11/2025	DD	EFT000104	PPI002673	Payrix	Fee for ERC Gym Membership	MUNICIPAL	745.69
24/11/2025	DD	EFT000100	PV000113	Aware Super Pty Limited	Superannuation Contribution	MUNICIPAL	146.68
24/11/2025	DD	EFT000100	PPI002671	Australia Post	Commission for Rates Payments - October 2025	MUNICIPAL	121.00
24/11/2025	DD	EFT000108	PPI002806	Fat Zebra Pty Ltd	Securepay bank fees	MUNICIPAL	9.06
26/11/2025	DD	EFT000109	PPI002808	Department of Justice	Lodgment fee for registering 4 x unpaid infringements	MUNICIPAL	354.00
28/11/2025	DD	EFT000107	PPI002804	Payrix	Fee for SynergyOnline Payment Platform	MUNICIPAL	8.36
28/11/2025	DD	EFT000107	PPI002805	Payrix	Fee for ERC Gym Membership	MUNICIPAL	7.99

Credit Card

Payment Date	Method	EFT Batch No	Invoice Reference	Vendor Name	Description	Fund	Amount
26/11/2025	CC	EFT000106	PPI002778	Department of Transport	10 Months Vehicle Registration 1IQB365 Accommodation: Communications Officer & Marketing Officer - Commintelligence Forum	MUNICIPAL	198.60
26/11/2025	CC	EFT000106	PPI002783	Crown Perth	2025	MUNICIPAL	350.13
26/11/2025	CC	EFT000106	PPI002782	Mailchimp	Subscription for Shire's enewsletter	MUNICIPAL	203.63
26/11/2025	CC	EFT000106	PPI002784	Blossom Costumes	Christmas in the Park Event - Santa Costume	MUNICIPAL	181.45
26/11/2025	CC	EFT000106	PPI002785	Facebook Ireland Limited	Advertising - ECL & Events	MUNICIPAL	239.40
							1,657,614.61

CERTIFICATE of Chief Executive Officer

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

Report Totals

EFT	\$ 1,490,985.14
Cheque	\$ -
Direct Debit	\$ 157,117.89
Debit Card	\$ 102.82
Credit Card	\$ 1,173.21
BPAY	\$ -
International	\$ 8,235.55
	<u>\$ 1,657,614.61</u>

Chief Executive Officer: _____



Background

Council delegates authority to the Chief Executive Officer annually through Delegation 1.2.16 To Purchase Goods and Services to a Specified Value, 1.2.31 Payments from the Municipal or Trust Funds and 1.2.35 Authorise Electronic Funds Transfers:

- Authority to make payments from Trust and Municipal Funds (1.2.31);
- To purchase goods and services to a value of not more than \$250,000 (1.2.16);
- To purchase goods and services for the Australian Tax Office and other Australian or Western Australian Government Departments, agencies, utility providers (i.e. electricity, water, gas) or Insurance up to the value of \$500,000 (1.2.16);
- To purchase goods and services for Creditors where an executed agreement or legal obligation exists which has prior Council endorsement (1.2.16) and
- To authorise Electronic Funds Transfer (EFT) (1.2.35).

Legal Implications

Local Government Act 1995

S6.5. Accounts and records

Local Government (Financial Management) Regulations 1996

R11. Payments, procedures for making etc.

R12. Payments from municipal fund or trust fund, restrictions on making

- (1) A payment may only be made from the municipal fund or the trust fund —*
 - (a) if the local government has delegated to the CEO the exercise of its power to make payments from those funds — by the CEO; or*
 - (b) otherwise, if the payment is authorised in advance by a resolution of the council.*
- (2) The council must not authorise a payment from those funds until a list prepared under regulation 13(2) containing details of the accounts to be paid has been presented to the council.*

R13. Payments from municipal fund or trust fund by CEO, CEO's duties as to etc.

- (1) If the local government has delegated to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the CEO is to be prepared each month showing for each account paid since the last such list was prepared—*
 - (a) the payee's name; and*
 - (b) the amount of the payment; and*
 - (c) the date of the payment; and*
 - (d) sufficient information to identify the transaction.*
- (2) A list of accounts for approval to be paid is to be prepared each month showing—*
 - (a) for each account which requires council authorisation in that month—*
 - (i) the payee's name; and*
 - (ii) the amount of the payment; and*
 - (iii) sufficient information to identify the transaction; and*
 - (b) the date of the meeting of the council to which the list is to be presented.*
- (3) A list prepared under subregulation (1) or (2) is to be—*
 - (a) presented to the council at the next ordinary meeting of the council after the list is prepared; and*
 - (b) recorded in the minutes of that meeting.*

R13A. Payments by employees via purchasing cards

- (1) *If a local government has authorised an employee to use a credit, debit or other purchasing card, a list of payments made using the card must be prepared each month showing the following for each payment made since the last such list was prepared —*
- (a) *the payee's name;*
 - (b) *the amount of the payment;*
 - (c) *the date of the payment;*
 - (d) *sufficient information to identify the payment.*
- (2) *A list prepared under subregulation (1) must be —*
- (a) *presented to the council at the next ordinary meeting of the council after the list is prepared; and*
 - (b) *recorded in the minutes of that meeting.*

Council Plan

13.1 - Adopt best practice governance.

13.2 - Manage the Shire's resources responsibly.

Environment - None.

Precedents

Council endorses the Schedule of Paid Accounts at each Ordinary Council Meeting.

Budget Implications

All payments are made in accordance with the adopted annual budget.

Budget – Whole of Life Cost - None.

Council Policy Compliance

Payments are checked to ensure compliance with Council's Purchasing Policy *CnG CP034 – Procurement Policy* and processed in accordance with Council Policy *CnG CP035 – Payment of Accounts*.

Payments made by either Corporate Credit Card, Corporate Debit Card or Fuel Card are transacted and processed in accordance with Council Policy *CnG CP310 Purchasing Card Policy*.

Risk Assessment

The Risk Management Governance Framework has been considered in arriving at the officer recommendation. Please refer to (Appendix ORD: 12.5.3A) for full assessment document.

TIER 2 – 'Low' or 'Moderate' Inherent Risk.	
Risk Event	Schedule of Paid Accounts as at the 30 th of November 2025
Inherent Risk Rating (prior to treatment or control)	Moderate (5 - 11)
Risk Action Plan (treatment or controls proposed)	As the Inherent Risk Rating is below 12, this is not applicable.
Residual Risk Rating (after treatment or controls)	As the Inherent Risk Rating is below 12, this is not applicable.

Risk Category Assessed Against	Financial	Not monitoring ongoing financial performance would increase the risk of a negative impact on the financial position.
	Reputational	Non-compliance that results in a qualified audit can lead stakeholders to question the Council's ability to manage finances effectively

Officer Comment

This is a schedule of 'paid accounts' - the accounts have been paid in accordance with Council's delegation.

END REPORT

12.6 COMMITTEES

12.6.1 Audit and Risk Management Committee held on the 19th November 2025 & 10th December 2025.

Reporting Department	Corporate & Governance Directorate
Responsible Officer	Mr Rehan Shahid – Acting Director Corporate & Governance
Reporting Officer	Mrs Cindy Barbetti - Corporate Excellence & Compliance Officer
Legislation	Local Government Act 1995 Local Government (Audit) Regulations 1996
Council Role	Executive/Strategic.
Voting Requirement	Simple Majority.
Attachments	12.6.1A – Minutes 19 th November 2025 12.6.1B – Minutes 10 th December 2025 <i>Confidential Attachment G – Audit Concluding Report (Under Separate Cover)</i> 12.6.1C – 2024/25 Annual Financial Report <i>Confidential Attachment H – Risk Management Dashboard (Under Separate Cover)</i> E-Appendix 12.6.1D - Schedule of Reports, OAG Annual Report (Under Separate Cover)

MINUTES OF THE SHIRE OF DARDANUP AUDIT AND RISK COMMITTEE MEETING HELD ON WEDNESDAY, 19TH NOVEMBER 2025 AND AUDIT AND RISK COMMITTEE MEETING HELD ON WEDNESDAY, 10TH DECEMBER 2025, AT SHIRE OF DARDANUP - ADMINISTRATION CENTRE EATON, COMMENCING AT 3.00PM.

Overview

The Minutes of the Audit & Risk Committee Exit Meeting held on the 19th of November 2025 (Appendix ORD: 12.6.1A) and Audit & Risk Committee Meeting held on the 10th of December 2025 (Appendix ORD: 12.6.1B) are attached.

OFFICER RECOMMENDATION 'A'

THAT Council receives the Minutes for the:

- **Audit and Risk Committee Exit Meeting held on the 19th of November 2025 (Appendix ORD: 12.6.1A).**
- **Audit and Risk Committee Meeting held on the 10th of December 2025 (Appendix ORD: 12.6.1B).**

OFFICER RECOMMENDATION 'B' (Audit & Risk Committee Meeting – 19th November 2025)

THAT Council:

1. **Accepts the Audit Concluding Report (Confidential Attachment G), as issued by audit firm Moore Australia in consultation with the Office of the Auditor General (OAG), for the Annual Financial Statements for the 2024/25 financial year.**
2. **Acknowledges that the 2024/25 Audit Exit Meeting and Behind Closed Door session with Council's auditors was held at the Audit & Risk Committee meeting on the 19th November 2025 as per the adopted 2025 Annual Audit Work Plan.**

OFFICER RECOMMENDATION 'C' (Audit & Risk Committee Meeting – 10th December 2025)**THAT Council:**

1. Acknowledges that testing of the Shire's Business Continuity Plan has not occurred as intended and as part of the Audit and Risk Committees Terms of Reference and subsequent 2025 Annual Audit Work Plan.
2. Considers allocating funding in the 2026-2027 Annual Budget to support the testing and validation of the Shire's Business Continuity Plan, ensuring compliance with governance requirements and strengthening business continuity measures.

OFFICER RECOMMENDATION 'D'

THAT Council receives and accepts the Shire of Dardanup 2024/25 audited Annual Financial Statements for the financial year ended 30th of June 2025 (Appendix ORD: 12.6.1C).

OFFICER RECOMMENDATION 'E'

THAT Council receives the biannual Risk Management Dashboard Report for this reporting period, as provided for in the (Confidential Attachment - H) provided Under Separate Cover.

OFFICER RECOMMENDATION 'F'**THAT Council:**

1. Receives this report providing an update on the Audit and Risk Committee's responsibilities in accordance with the 2025 Annual Audit Work Plan.
2. Defers the testing of the Business Continuity Plan to be completed by August 2026.

OFFICER RECOMMENDATION 'G'

THAT Council receives and endorses the 2026 Annual Audit Work Plan.

OFFICER RECOMMENDATION 'H'**THAT Council:**

1. Receives the December 2025 update report on the implementation of actions required from the findings of the Financial Management Systems Review (FMSR).
2. Grants an extension on the completion date for finding 7.2.1 Plans and Policies to the 31st March 2026, to provide sufficient time to incorporate the independent fleet assessment findings into a comprehensive and well-informed fleet policy review.

OFFICER RECOMMENDATION 'I'

THAT Council receives the December 2025 report on the Western Australian Auditor General – Schedule of Reports (Appendix 12.6.1D).

13 ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

None.

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

None.

15 PUBLIC QUESTION TIME

16 MATTERS BEHIND CLOSED DOORS

It is recommended that the following items be heard behind closed doors.

Shire of Dardanup Standing Orders & Local Government Act 1995 Section 5.23 - Matters for Which Meeting May Be Closed.

Standing Order and the Local Government Act 1995 provides for Council to resolve to close the meeting to the public and proceed behind closed doors for matters:

- S 5.23 (1) Subject to subsection (2), the following are to be open to members of the public-*
- (a) all Council meetings; and*
 - (b) all meetings of any committee to which a local government power or duty has been delegated.*
 - (2) If a meeting is being held by a Council or by a committee referred to in subsection (1) (b), the Council or committee may close to members of the public the meeting, or part of the meeting, if the meeting or the part of the meeting deals with any of the following -*
 - (a) a matter affecting an employee or employees;*
 - (b) the personal affairs of any person;*
 - (c) a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting;*
 - (d) legal advice obtained, or which may be obtained, by the local government and which relates to a matter to be discussed at the meeting;*
 - (e) a matter that if disclosed, would reveal -*
 - (i) a trade secret;*
 - (ii) information that has a commercial value to a person; or*
 - (iii) information about the business, professional, commercial or financial affairs of a person, where the trade secret or information is held by, or is about, a person other than the local government;*
 - (f) a matter that if disclosed, could be reasonably expected to -*
 - (i) impair the effectiveness of any lawful method or procedure for preventing, detecting, investigating or dealing with any contravention or possible contravention of the law;*
 - (ii) endanger the security of the local government's property; or*
 - (iii) prejudice the maintenance or enforcement of a lawful measure for protecting public safety;*
 - (g) information which is the subject of a direction given under section 23 (1a) of the Parliamentary Commissioner Act 1971; and*
 - (h) such other matters as may be prescribed.*
 - (3) A decision to close a meeting or part of a meeting and the reason for the decision are to be recorded in the minutes of the meeting.*

OFFICER RECOMMENDATION

THAT in accordance with the Local Government Act 1995, S 5.23, section (2)(c) Council goes Behind Closed Doors at (TIME) to discuss a contract entered into, or which may be entered into, by local government which relates to a matter to be discussed the meeting.

16.1 Determine EOI-F0421210 Future Commercial Tenancy Fit-Out within Eaton Administration Building

Reporting Department:	<i>Infrastructure Directorate</i>
Responsible Officer	<i>Mr Theo Naudé - Director Infrastructure</i>
Reporting Officers	<i>Mrs Belinda van Vuuren – Senior Project Officer</i> <i>Mrs Natalie Reid - Procurement Officer</i>
Legislation	<i>Local Government Act 1995</i>
Council Role	<i>Executive/Strategic.</i>
Voting Requirement	<i>Simple Majority.</i>

REPORT UNDER SEPARATE COVER

Note: In accordance with the Local Government Act 1995 5.23 (2) this report is not available to the public. The Shire President tables the confidential report on this matter and provides copies to each elected member. The report will be located in the Records Management System of the Council.

OFFICER RECOMMENDATION

THAT Council return from Behind Closed Doors at (TIME).

Note: In accordance with Standing Order 5.2(6) the Presiding Officer, may cause the motion passed by Council whilst behind closed doors to be read out.

17 CLOSURE OF MEETING

The Presiding Officer advises that the date of the next Ordinary Meeting of Council will be Wednesday, the 28th of January 2026, commencing at 5.00pm at the Shire of Dardanup - Administration Centre Eaton.

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